

## **ADDERLEY PARISH COUNCIL**

Minutes of the Adderley Parish Council meeting held at The Village Hall, Adderley  
on Wednesday 10<sup>th</sup> May 2017 at 7.40pm

**Present:** Councillors M Coulon, P Nash, C Cornwall, A Swindale, S Paterson, K Mycock, I Wilson, Unitary Councillor P Wynn and Mrs J Evans (Clerk)

**Apologises:** None

1. **Welcome / Present / Apologises** – Councillors present as listed above.
2. **Declarations of Interest** – Cllr Coulon and Paterson declared an interest in the Village Hall application for a grant in agenda item 9f.
3. **Public Session** – This had already taken place in the preceding Annual Parish Meeting.
4. **Approval of the Minutes of the Parish Council Meeting held on 29<sup>th</sup> March 2017** – Councillors considered the minutes, which were proposed as a true and accurate record of proceedings by Cllr Swindale, seconded by Cllr Cornwall and duly signed by Cllr Coulon.
5. **Clerk's update regarding on-going matters:**

The following updates were advised to the meeting:

- a. Although the Canal and Rivers Trust have installed the new bin by bridge 69 unfortunately they have not put it in the right place or emptied it, or the existing bin by bridge 72. After receiving various complaints and chasing the C & R T the clerk half emptied both bins last week. The Clerk will continue to chase the C & R T to sort out these issues.
  - b. The Clerk read the reply from Victoria Doran, Highways Manager at Shropshire Council, in response to the various on-going queries raised by the Parish Council. After consideration the Parish Council instructed the Clerk to go back to Shropshire Council to request a site meeting outside Adderley School which Cllr Mycock, a former Highways Inspector, will attend on behalf of the Parish Council. Also the Parish Council would like the Clerk to chase Shropshire Council for their response to the missing hedge at the site of the accident on A529.
  - c. The Clerk read out David Gradwell's response to the Parish Council's query about the moving of cattle across and along an A road. The Council discussed the matter and instructed the Clerk to write to the farmer concerned asking for his comments regarding their concerns and a copy of his risk assessment. The Council would also like to request warning signs on the road from Audlem to Adderley and instructed the Clerk to take this forward.
  - d. Regarding the tow path which is impassable on the Market Drayton side of bridge 66 Cllr Nash agreed to meet the C & R T for a site visit to look at what work will need to be undertaken. As the tow path is the boundary the Clerk will copy Norton in Hales Parish Council in to anything regarding this matter.
6. **Report from Unitary Councillor** – This had already taken place in the preceding Annual Parish Meeting.
  7. **Report from Committees by Adderley Parish Council Representatives** – There had been no meetings since the last Parish Council meeting.
  8. **Planning**

There were no new planning applications received.

### **Determination of Planning**

**16/05547/FUL** - Erection of workshop building with ancillary offices and biomass plant building – Sawmill, Western Way, Adderley Road, Market Drayton TF9 3UY – **Permission Granted**

9. **Finance**

**a. Expenses**

Payee	Details	Chq no	Amount	Authority
N Power	Electricity for Street Lighting	D/D	£180.29	PCA 1957 ss 3 (1)
N Power	Electricity for Street Lighting	D/D	£2.76	PCA 1957 ss 3 (1)
MC re 123 Reg	Domain SSL - 1 year fee	381	59.99	LGA 1972 s 142
SALC	Annual Membership	382	£186.22	LGA 1972 s 143
Adderley Village Hall	Meeting Room hire	383	£153.00	LGA 1972 s 134 (4)
SDH Accounting	Internal Audit	384	£145.00	LGA 1972 s 111
Jane Evans	Clerk's wages - April 17	S/O	£210.54	LGA 1972 s 112 (2)
Jane Evans	Clerk's wages - May 17	S/O	£210.54	LGA 1972 s 112 (2)
	<b>Total</b>		<b>£1,148.34</b>	

These expenses were proposed by Cllr Swindale and seconded by Cllr Paterson and cheques duly signed.

**b. Bank Reconciliation**

Balance brought forward	£ 2,894.27
Income to date	£ 13,775.08
Expenditure to date	£ 183.05
<b>Balance to be carried forward</b>	<b>£ 16,486.30</b>

Bank Balances as at 30<sup>th</sup> April 2017:

Current Account	£ 1,000.00
Interest Account	£ 15,486.30
Total	£ 16,486.30
Adjustment for unpresented cheques	£ 0.00
<b>Total of Reconciled Bank Balances</b>	<b>£ 16,486.30</b>

- c. Internal Auditors Report** - The Clerk summarised the comments on the Internal Auditors report, which was good, and confirmed that a copy of this would be circulated to all Cllrs and put on the website.
- d. Approval of the Year End Accounts and the Annual Return Submission** – Prior to the meeting he Clerk had circulated the summary of all receipts and payments for the Year Ending 31<sup>st</sup> March 2017 which was proposed for approval by Cllr Paterson and seconded by Cllr Swindale. The Clerk then read through the Annual Governance Statement for 2016/17 which the Council also unanimously adopted.
- e. Insurance Renewal** – The Clerk explained that having queried the blanket asset cover included within the existing Aon insurance policy, which is due for renewal at the end of May, Aon had reduced the premium from £613 to £571 but she had also got an alternative quote for £294.74 with the only difference being the excess increased from £150 to £250. The Council considered the matter and Cllr Paterson proposed changing to the alternative company, Came and Co, this was seconded by Cllr Swindale and all agreed.
- f. Annual Grants** – Grant applications had been received prior to the meeting and after discussion the following grants were agreed by all:
- Adderley Church - £1,500 – towards the up-keep of the church yard
  - Friends of Adderley School - £359.99 – for some out-door play equipment
  - Adderley Village Hall - £628 – for a new fridge and freezer in the Village Hall
- g. Benches** - The Council discussed the matter of replacing the benches in the playground, and also in the brick bus shelter, as none of them was in a good state of repair. Cllr Cornwall proposed that a total of £1,000 be budgeted for the three benches, Cllr Coulon seconded this and all agreed.
- h. The Good Councillor Guide** – The Clerk had received an advice from SALC that the 2017 edition of this



publication was now available costing £3.20 each and she asked if the Parish Council would like to buy a copy each for the new Cllrs but the Parish Council decided that all the Cllrs should have a copy and so the Clerk will order these.

- i. **Bank Mandate** – As Cllrs Tydeman and Roche were signatories on the Bank Mandate it was agreed by all that Cllrs Coulon and Wilson would replace them.

**10. Policy Documents** – Prior to the meeting the Clerk had emailed copies of all the below policies and documents to the Cllrs:

- a. Standing Orders
- b. Financial Regulations
- c. Risk Assessment Schedule
- d. Shropshire Council Code of Conduct
- e. Publication Scheme
- f. Document Retention Policy
- g. Press / Media Relations Policy

It was proposed by Cllr Nash and seconded by Cllr Cornwall that all these policies be adopted, all agreed and Cllr Coulon signed each document on behalf of the Council. The Clerk confirmed that she would put all these documents on the Parish website.

**11. Highways & Environmental Health** – In additional to the previous items the Council discussed:

- a. The drain outside 3 Corbett Drive which is blocked due to the drain collapsing, the Clerk will liaise with Shropshire Highways.
- b. Dog Fouling Problems – Cllr Coulon has received the Keep Britain Tidy posters and these will be displayed around the Parish.
- c. Cllr Cornwall advised the Council that she had yesterday seen a poster advising a cycle race which is due to take place this Sunday, 14<sup>th</sup> May, along the Norton Road in Adderley and it was agreed by all that the Clerk should advise the race organisers that Adderley Parish Council thought that this road was very dangerous in some narrow places so that the competitors could be warned.

**12. Street Lighting / Maintenance & Repairs** – The Council asked the Clerk to find out how much it is going to cost to repair the street light in Green Bank to see if it was more cost effective to replace with LED.

**13. Playground Report** – Cllr Cornwall advised the meeting that all the equipment was working fine.

**14. Market Drayton Neighbourhood Plan** – Cllr Nash reported that the Market Drayton Neighbourhood Plan had now been ratified by Market Drayton Town Council and would now be entering the six week consultation period at Shropshire Council. Cllr Nash proposed and Cllr Coulon seconded that the Clerk contact Eddie West at Shropshire Council to find out if this period had started as Adderley Parish Council wants to have input into this consultation, all agreed.

**15. Mobile Signal** - The Council discussed the lack of mobile signal in certain areas of the Parish and it was agreed that the Clerk should write to Owen Patterson, MP for North Shropshire, regarding this matter.

**16. Correspondence** – General topic notes and information bulletins from ALC/SALC/NALC and Shropshire Council are circulated by email to Councillors between meetings, additionally information regarding a training course for New Cllrs has been received and both Cllr Wilson and Mycock confirmed that they would like to attend.

**17. Parish Matters** – A new village publication has now been launched 'The Adderley Voice'.

**18. Agenda Items for Next Meeting to be held on Wednesday 14<sup>th</sup> June 2017** – Bench quotes.

There being no other business the Chairman declared the meeting closed at 9.15 pm

Approval of the Minutes held on 10<sup>th</sup> May 2017

Minutes accepted and approved by Adderley Parish Council at a meeting held on 14<sup>th</sup> June 2017

Signed by the Chairman .....