

Rodington Parish Council

Council Meeting

Minutes of Rodington Parish Council meeting held on Wednesday 3 June 2009 at 7.30 pm at Longdon upon Tern Village Hall.

Present: Councillors J French (Chairman), C Broderick, T Osborne, J Perkin, L Tudor, and Borough Councillor T Kiernan.

Clerk: Alison Hinks.

2063/00 Chairman's Welcome and Announcements

The Chairman welcomed Councillors to the meeting.

2064/00 Public Session and Matters of Concern

Cllr Kiernan reported on the potholes along Church Road, Rodington, and will update Councillors at the next meeting on 1 July 2009.

A stile has recently been erected on the footpath opposite the Taylour Arms, Longdon upon Tern but unfortunately, it is too low and the family dog can now get out of the garden. Cllr French said that the owner could apply to move the footpath to the outside boundary of the property.

Rubbish has been reported at the end of Drury Lane and outside Silverdale Farm.

Resolved: The Clerk to contact T&W Fly Tipping Department.

2065/00 Apologies

Apologies were accepted from Cllrs D Johnson (Vice Chairman) and B Ashton and Borough Cllr J Seymour.

2066/00 Declaration of Interest

Nothing to declare.

2067/00 Minutes of the AGM and Ordinary Meeting held on Wednesday 6 May 2009

The minutes of the ordinary meeting of 6 May 2009 were proposed as a true record by Cllr Perkin and seconded by Cllr Osborne. The proposals were unanimously approved and the minutes accordingly signed by the Chairman.

The minutes of the AGM held on 6 May 2009 were proposed as a true record by Cllr Tudor and seconded by Cllr Osborne. The proposals were unanimously approved and the minutes accordingly signed by the Chairman.

2068/00 Clerk's Report

- The Clerk updated on the current outstanding planning applications awaiting results:

Application No.	Applicant	Description	RPC Response	Committee Outcome
Type	Correspondence details	Location	Date needed by T&W	Date
Date	Committee/Delegated	Planning Officer		
W2009/0243 Full Planning	Mr Emrys Rowlands Thornhill Road The Mount SHREWSBURY SY3 8YE Delegated	Erection of a single storey extension to rear Pelistry, Rodington Heath, Shropshire	The Parish Council has not objections to this application.	Granted 11.05.09
W2009/0211 Full Planning	South West Law Ltd 1 Hide Market West Street Bristol BS2 0BH	Tom Lewis 380380 Siting of static caravan, one touring caravan and two sheds 5 Marsh Green, Rodington, Shropshire	The Parish Council are objecting to this application on the ground that this is a green field site and will extend Marsh Green which has been protected against development. There are no shops within the vicinity and there is no transport available for children to get to School. No objections	T&W Planning Board have requested a site visit and Environment Health and the Environment Agency to put together a report for Planning Board on 10.06.09.
W2009/0285 Full Planning	Mr George Davies GH&V Davies & Sons Ltd Sugden Farm Sugden Telford Shropshire TF6 6NA	Erection of an agricultural building Land at Sugden Farm, Sudgen Lane, Shropshire		Granted 21.5.09
W2009/0343 Listed Building 27 APR 2009	Mr Kevin McDonald Mr Andrew Lockley 3 Maple Drive Heath farm Shrewsbury SY1 3SE Delegated	Installation of 2no. solar panels on the side roof slope of property 2, Drury Lane, Rodington, Shropshire. Tom Lewis 380380	No objections	No decision as of 27.05.09
W2009/0344 Listed Building 27 APR 2009	Mr Kevin McDonald Mr Andrew Lockley 3 Maple Drive Heath Farm Shrewsbury SY1 3SE Delegated	Erection of a porch/covered way to rear (Retrospective) 2, Drury Lane, Rodington, Shropshire. Tom Lewis 380380	No objections	No decision as of 27.05.09

- The Clerk reported that all potholes throughout the Parish have been reported to Cllr Kiernan who will be chasing with T&W Highways Department.

Resolved: The Clerk to provide Cllr Kiernan with an updated list of potholes throughout the Parish.

- The Clerk has reported to Jaswant Sidhu, T&W Footpaths Department, the moved footpath at Isombridge Farm, Isombridge but no received has yet been received

Resolved: The Clerk to report the blocked footpath no. 3 from Lower Farm Lane.

- The Clerk contacted Jaswant Sidhu to highlight that the T&W Rights of Way Improvement Plan states that Rodington Parish Council has less maintenance, disabled access and rights of ways than some of the other Parish Councils.
- The Clerk contacted SALC who confirmed that Parish Councils do not have to go out to tender for any contract below £25,000 regardless to the size of the budget of the council. In light of this the Chairman signed revised Standing Orders and Financial Regulations which were formally adopted by the Council.
- The Clerk informed Rob Jevons at T&W Council that the Parish Council are committed to the proposed planting of fruit trees within the Parish and have set aside monies to contribute towards this project.

Resolved: Cllr Broderick to inform Rob Jevons that the Parish Council propose Rodington playing field and along the main road, past Longdon upon Tern Village Hall, as possible sites for the fruit trees.

- The Clerk attended a SALC Community Engagement training event on 13 May 2009 at Civic Offices. This was a good training event which explored how and why the Parish Council need to consult and engagement with their local community.
- The Clerk contacted Marie Donnelly at T&W Council to confirm that the Parish Council do not have suitable accommodation within the parish to house a freephone to access T&W services. T&W Council are to forward posters and flyers showing telephone numbers which can be put on the Parish noticeboards. Although, T&W Council did say that if the telephone call is not made from the freephone, customers will be charged.
- The Clerk contacted T&W Council to inform them that the Parish Council would be interested in Personal and Prejudicial Interests training and Register of Interest training.
- The Clerk contacted the insurance company who is in the process of updating the insurance renewal schedule to include two extra noticeboards. On this occasion they have not charged for the amendment, with the annual insurance renewal amounting to £357.99. The Asset Register has been amended accordingly.
- The Clerk has been contacted by a local resident to ask if feedback has been received from Mr Barker following the questions put forward at the Annual Parish Meeting.

Resolved: The Chairman to contact Mr Barker for a response to public questions from the Annual Parish Meeting.

2069/00 Financial Statements

- Bank Reconciliation and Spreadsheet

The Clerk went through the bank reconciliation from 6 May 2009 until 28 May 2009 showing a calculated balance of £7,492.45. A copy of the bank statement is available to members.

- The Clerk also went through the RPC Income and Expenditure spreadsheet for the month of May 2009 showing:
 - total income of £0.12
 - total expenditure of £727.76
 - VAT reimbursement of £0.00
- The Clerk circulated a list of payments and transfers for May 2009. All payment and transfers were authorised by Cllr French and Cllr Osborne:

Authorised Bank Transfer from BMM Account to Treasurers Account

Date	Drawn From	Bank Reference	Amount
28.05.09	BMM	IBT	£1000.00
		Total	£1000.00

Authorised Cheque Payments from Treasures Account

Date	Payee	Cheque Number	Amount
28.05.09	J A Nicholls	100068	£75.00
28.05.09	Rodington Village Hall	100069	£14.00
28.05.09	Allianz Insurance Plc	100070	£357.99
28.05.09	Post Office Ltd	100071	£42.40
		Total	£489.39

Authorised Internet Bank Transfers from Treasures Account

Date	Payee	Bank Reference	Amount
28.05.09	Alison Hinks	IBP	£169.10
28.05.09	Alison Hinks	IBP	£69.27
		Total	£238.37

- The accounts were proposed as an accurate record by Cllr French, seconded by Cllr Osborne, unanimously agreed by the Council and approved and signed by the Chairman.
- **Signing off of 2008/09 Year End Account and External Audit paperwork**
The Clerk informed members that the Parish Council has a closing balance of £3,264.46 which would be transferred into the 2009/10 accounts. The year end accounts and external audit paperwork were unanimously agreed by the Parish Councils and the cash book and external audit paperwork were signed by the Chairman and the Clerk.

Resolved: The Clerk to forward all external audit paperwork to Mazars.

2070/00 All Planning Matters

- W2009/0378 – Retention of temporary dwellings at Longdon Livery, Tern Lane, Longdon upon Tern.

Resolved: The Clerk to report to T&W Planning Department that the Parish Council have concerns with the application: the original application recommended that the application would be reviewed after a year to see if profits had been made on the business. The paperwork received showed that no profits have been made but it is anticipated that profits will be made next financial year; it was obvious from the original application that permanent accommodation was needed as overnight supervision of the horses is needed; the amount of traffic up and down Tern Lane is a concern as this is a single lane track, with no pavements outside the houses.

2071/00 Feedback from the Internal Audit

The Clerk reported the following feedback received from the internal audit:

1. The bank reconciliation should be presented in the format requested by Mazars in their list of documentation.

Resolved: *The Clerk has completed the bank reconciliation in line with the format requested by Mazars.*

2. The list of unpresented cheques shown in the Cash Book should be amended, as cheque 100058 was already presented at 31/03/09 and should be deleted. Cheque 100022 has been cancelled but it has not been written back into the accounts and is therefore still unpresented. It should be written back in the 2009/10 accounts. These adjustments.

Resolved: *The Clerk has amended the Cash Book and deleted cheque 100058 and has also re-credited into the accounts cancelled cheque 100022.*

3. The 'total other payments' at box 6 should be rounded up and the 'balances' at box 7 and 8 rounded down, which will then agree with the bank reconciliation.

Resolved: *The Clerk has amended the External Audit paperwork accordingly.*

4. Payments should be clearly entered in the minutes by cheque number, payee and amount.

Resolved: *As at 1.4.09 the Clerk shows all cheque payments, internet payments and transfers in the minutes of the meeting.*

5. On a number of occasions, councillors have declared prejudicial interests but it is not minuted that they have then left the room at the appropriate junction as required under the Code of Conduct.

Resolved: *Councillors to be mindful of this requirement.*

6. There do not appear to be any minutes of the AGM held on 7 May 2008 at which the Chairman was re-elected, nor is it later minuted that the Declaration of Accepted was signed.

Resolved: The Clerk to chase the previous Clerk for a copy of these minutes.

2072/00 Rodington Cemetery

The Clerk informed the meeting that a family from Marsh Green who have reserved 4 burial plots at Rodington Cemetery and have asked that a family member from Wellington reserve a fifth plot next to the family. Councillor unanimously agreed to this. The Clerk advised that she was due to meet T&W Burials Officer to compare Rodington Cemetery's practices and procedures and will report back to a future meeting.

Resolved: The Clerk to contact the family to confirm the fifth burial plot.

2073/00 Reports on Meetings Attended by Members and Ward Councillors

Cllr Tudor confirmed that she had attended a PACT meeting and there was nothing to report.

Cllr Perkin confirmed that he had attended Rodington Village Hall Management Committee and there was nothing to report.

Cllr Osborne confirmed that he had attended a Business Efficiency Meeting to discuss the T&W/TWS Contract. Attendees emphasised the poor state of rural roads within the Borough.

2074/00 Correspondence

Rural Forum arranged for 10.06.09 to be attended by Cllr Johnson.

All other correspondence to be circulation to members throughout the month.

2075/00 Date of Next Meeting

The next meeting of Rodington Parish Council is arranged for 7.30 pm on Wednesday 1 July 2009 at Rodington Village Hall.

The business of the meeting was concluded and the meeting closed at 8.45 pm.

Signed:.....
Chairman

Date:.....