

# LEIGHTON & EATON CONSTANTINE PARISH COUNCIL

## Online meeting

Tuesday 14<sup>th</sup> July 2020

### MINUTES

1. **Chair's Welcome** the Chairman welcomed all to the meeting. The clerk then took over and hosted the meeting as administrator  
As this was an online meeting members were asked to introduce themselves and declare whether they had any pecuniary interests in any agenda items.
2. **Present** Councillor S Jones-Chairman, Councillor E Parton, Councillor S Dawes, Councillor M Budgen, Councillor M Thorn Councillor M Corrie Shropshire Councillor C Wild and L Pardoe clerk to the council. There was one member of the public present. Apologies. There were no apologies
3. **Declaration of Pecuniary Interests.** No interests were declared at this point.
4. **Election of Chairman.** Councillor E Parton proposed that S Jones be elected as chair, This was seconded by Councillor M Budgen and agreed by all members
5. **Election of Vice-Chairman.** Councillor S Jones proposed that Councillor M Corrie be elected as Vice-chairman this was seconded by Councillor E Parton and agreed by all members present.
6. **Election to outside Bodies;**
  - **SALC**, It was agreed that this should be Councillors S Jones and S Dawes
  - **Buildwas Power Station Group.** It was agreed that this would be Councillor S Jones and E Parton
7. **Council to agree the minutes of meetings held on 3<sup>rd</sup> March 2020 & 16<sup>th</sup> June 2020.** These to be signed when the Parish Council is able to hold a public meeting. It was agreed that these were a true and accurate record of those meetings proposed by Councillor S Dawes seconded by Councillor M Budgen and agreed by all members present.
8. **Clerks Report.** The clerk had nothing to report.
9. **Shropshire Councillors Report.** Councillor Wild reported that the Local Plan was now on Shropshire Councils website and that the consultation will run from 3<sup>rd</sup> August until the end of September. She urged members to look at the Local Plan although it did not directly affect the parish. Members could respond to the consultation as individuals or the Council itself could respond.
10. **Update on Buildwas Power Station Site.** The Bunker Bay will be demolished on Friday 17<sup>th</sup> July.
11. **Council to review and adopt:** It was agreed to adopt these documents "enbloc" proposed by Councillor M Corrie, seconded by Councillor S Jones and agreed by all members present.
  - Risk Assessment Policy
  - Clerks Councillors Protocol
  - Financial Risk Assessment Policy
  - Complaints Policy
  - Vexatious Complaints Policy
  - Grants awarding Policy
  - Freedom of Information Policy
  - Retention of Documents Policy
  - Privacy Policy for members, staff & post holders
  - Privacy policy for members of the public

*The Stranding Orders and Financial Regulations will be considered at the first public meeting due to time constraints.*  
*These documents are reviewed annually.*
12. **Planning matters** there had been a planning application come in today the documents were not available yet on the planning portal so members agreed to look at this and get comments back to the clerk so she could formulate a response.
13. **Highways matters** Councillor Jones had reported several things to the traffic department via Glen Smith but had received no response as yet. Councillor Wild explained that he was no longer in post and they needed to be brought to the attention of Alan Morgan and Jonathan Ingoldby. If we copied her in to the e-mail she would chase it for us.  
Councillor Corrie reported that the Cressage Bridge had a large hole in one side of the road asked when it would be dealt with. Councillor Wild explained that it was being looked at.
14. **Financial Matters**
  - a) To agree and approve Invoices for payment. It was agreed to pay the accounts as presented by the clerk. Proposed by Councillor M Corrie, seconded by Councillor E Parton and agreed by all members present.

chq no	payee	Description	amount
Bt	HMRC	PAYE	43.00
BT	HMRC	PAYE	43.00
Bt	Staff	Office expences	33.50
BT	SALC	Subscriptions	222.47
	total		<b>341.97</b>
S/O	Staff June	Salary	172.01
b) S/O	Staff July	Salary	172.01

- c) To agree retrospectively the payments made to date online by the clerk to maintain council services as per financial regulations. These were agreed by members. Proposed by Councillor M Corrie and seconded by Councillor E Parton and agreed by all members present.

chq no	payee	Description	amount
Bt	HMRC	PAYE	85.00
BT	Staff	Office expenses	21.00
S/O	Staff	Salary	172.01
S/O	Staff	Salary	172.01
B/T	D Malley	payroll	73.00
B/T	J Griffiths	Internal Audit	50.00
B/T	Came & Co	Insurance	218.00
	total		791.02

- d) e) It was agreed to accept the Bank reconciliation account up to beginning of July 2020 as presented by the clerk. Proposed by Councillor E Parton, seconded by Councillor S Jones and agreed by all members present.

- f) Council to consider application for grant from Eaton Constantine Village Hall Committee. Councillor S Dawes left the meeting. After discussion it was agreed not to award the grant to the Village Hall. It was felt that the Village Hall had more in reserve than the Parish Council as they had received two large grants.

Councillor Dawes returned to the meeting

15. **Council to consider co-option to the Parish Council** Mr Bain spoke to members briefly and explained that he would like to join the Parish Council and had lived in Garmston for 30 year, he had been a Solicitor and had experiences of Planning and Committees. He then left the meeting whilst the members discussed his application to join the Council. Councillor E Parton proposed that he be co-opted on to the Council this was seconded by Councillor S Jones and agreed by all members present. He then returned to the meeting. The clerk welcomed him to Leighton & Eaton Constantine Parish Council.

16. **Date & Time of the next** meeting it was agreed that this would be on Tuesday 1st September 2020 starting at 7.30pm via Zoom .

17. The clerk was asked to write to PC Mark Milton for his efforts recently which had led to a dramatic reduction in speeding traffic. She was also asked to write to Estelle Stock and Tim Williams from Smartwater and express the Council's gratitude with getting Smartwater set up through the parishes.

18. The clerk thanked everyone for attending on behalf of the Chairman and closed the meeting at 8.16pm

