

LEPC072018 **LEIGHTON & EATON CONSTANTINE**
PARISH COUNCIL

MINUTES

1. **Chair's Welcome:** The Chairman welcomed all to the meeting.
2. **Present:** Councillor S Jones- Chairman; Councillor M Corrie -Vice-chairman; Councillor G Godwin; Councillor M Budgen. Also, present Shropshire Councillor C Wild and L Pardoe clerk to the council. Apologies were received from Councillor E Parton who was on vacation.
3. **Co-option of New Councillors;** There were no candidates present.
4. **Signing of Declaration of Acceptance of Offices:** As above
5. **Declaration of Pecuniary Interests;** There were none at this point.
6. **Council to appoint representatives to:** It was agreed to defer this to the September meeting when it was hoped to have a full council.
 - SALC
 - LJC
 - AONB
 - Wrekin Trust
7. **Police Report:** This would be circulated when received by the clerk
8. **Public Session.** There were no members of the public present
9. **Reports:** Shropshire Councillor C Wild reported there is a Future fit consultation in progress and urged members to respond to it as individuals She was delivering a letter from the local MP D Kawczynski in an attempt to get the information out to as many Shropshire residents as possible. The Buildwas Power Station site has been bought by Harwoods. They specialise in cleaning up old sites. The Clerk and Chairman to register with them for any updates and information.
10. **To Confirm & Accept minutes from 1st May 2018.**It was agreed that these were a true and accurate record of the meeting; proposed by Councillor G Godwin; seconded by Councillor M Corries and agreed by all members present.
11. **Clerks Report arising from those Minutes;** The clerk asked members if they wanted their full addresses on the website. Members said they would just have their telephone numbers and e-mail addresses as a point of contact.
She had arranged a site meeting with Graham Oliver who is John Campions representative in Shropshire to look at speeding issues in the village. This was to be meeting at the Chairman's house at 4.45 on Thursday 17th July 2018 with a walk through the village at the time when the traffic was at its maximum capacity and speed.
12. **Council to look at date and time for Meeting to bring the Emergency Plan to the residents with a view to forming a steering group to guide the process with the assistance from Shropshire Council;** It was agreed to defer this to the September meeting when it was hoped there would be more members present.
13. **Council to look at The Environmental Maintenance Grant and its eligibility to apply for funding.** The clerk explained that the criteria had changed for being eligible to apply for the grant. The clerk had requested parish maps from Mathew Mead with the Shropshire Council owned land marked on it. The applications forms had not yet been sent out to parishes.
14. **Council to adopt the DPIA from the Data Protection Officer;** It was agreed to adopt this document; proposed by Councillor S Jones; seconded by Councillor M Corrie and agreed by all members present.

15. **Council to review and adopt**
- Risk Assessment Policy
 - Complaints Policy
 - Grants awarding Policy
 - Freedom of Information Policy
 - Financial Regulations
 - Standing Orders. There are new model standing orders which Council will consider.
 - Privacy Policy for members of the public
 - Privacy Policy for Members, staff and post holders.
 - Retention of Documents Policy

It was agreed to adopt these documents en-bloc Proposed by Councillor S Jones; seconded by Councillor M Corrie and agreed by all members present.

16. **PLANNING MATTERS**

- (a) Council to consider new applications
- Reference; 17/01869/FUL - The Villa; Permission granted 1st June 2018
 - Reference: 18/01546/FUL: The Manor House, Leighton, Shrewsbury, SY5 6RN
Permission Granted 23rd May 2018
 - Reference: 18/01944/FUL; Eaton House, Eaton Constantine. SY5 6RF; awaiting decision
 - Reference: 18.02359/FUL; 6 Upper Longwood, Eaton Constantine, SY5 6SB; awaiting decision
- (b) Council to consider any applications received after agenda was sent out
Reference: 18/02711/FUL
The Manor House, Leighton, Shropshire.
Erection of detached two storeys 3 bay garage following part demolition of outbuildings.
The Parish Council agreed they have concerns over the roof lights overlooking and causing light pollution for the neighbours. The Parish Council is happy to leave the decision to the Planning Officer. Proposed by Councillor M Corrie; seconded by Councillor M Budgen and agreed by all members present.

17. **Highways Matters –**
To receive reports of any highways issues; There were no reports of any highways issues.

18. **Financial Matters**

- a) To approve invoices for payment; It was agreed to pay the accounts as presented by the clerk.

chq no	payee	Description	amount
681	HMRC	PAYE	81.60
682	L Pardoe	Sal diff & Exp	41.26
S/O	L Pardoe	Salary	161.71
683	Shropshire Council	Elections expenses	100.00
685	D Malley	GDPR Audit	200.00
684	Leighton St Marys PCC	Grant	75.00
			659.57

- b) To approve payment of invoices received after agenda was sent out. There were no late payments
c) To accept Bank Reconciliation for month ended June 2018; It
d) Council to consider grant for £75 to Leighton Village Hall; It was agreed to pay the requested amount.
e) Council to look at condition of Notice Boards in the parish. It was agreed that Councillor G Godwin would look at the Notice Boards and bring a report back to the meeting in September for members to consider.
f) Council to agree to change website providers from Web Orchard to Hugo Fox. It was agreed to change website providers and have a website with Hugo Fox.
g) Council to agree additional hours for clerk to build new website with Hugo Fox. It was agreed to give the clerk additional hours for this.
h) All the above were proposed by Councillor S Jones; seconded by Councillor M Budgen and agreed by all members present.

19. **CORRESPONDENCE;** This was noted.

20. PARISH MATTERS

a) Councillor to report any parish matters; The finger posts were still missing. *The clerk to chase this up with Colin Blower.*

21. Date & Time of the next meeting It was agreed that this would be held on Tuesday 4th September 2018 starting at 7.30pm at Eaton Constantine Village Hall

22. The Chairman thanked all for attending and closed the meeting at 8.25pm.