

Chetwynd Aston & Woodcote Parish Council

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MINUTES OF THE FULL COUNCIL MEETING

Chetwynd Aston & Woodcote Parish Council held on 25th May 2022 at 7pm held at Church & Chetwynd Aston Village Hall

Present: Cllrs; Good, Harper (Chairman), Hardy, Jakhu, Mattison, Page

In Attendance: Mr C Furnival (Clerk), Cllr Eade (Ward Member) and 6 members of the public

22/23.01 Apologies and declarations of Interest

It was noted that Cllr P. Powell-Davies had recently resigned and the advertisement of election had been published.

22/23.02 Public Session

A resident asked Cllr B Harper if he, or anyone from CA&WPC had made any attempt to seek clarification from Norwood House regarding the living conditions as suggested in the minutes of the last council meeting.

Cllr Harper noted that he had been part of some meetings with Shropshire Council and Telford & Wrekin Council which have discussed the alleged comments surrounding living conditions, but that no contact had been made between CA&WPC and the owners of Norwood House.

The owner of Norwood House was in presence and stated that his door is open for communication. However, comments such as what was referred to in the last meeting of this council could be damaging to businesses like his and if there were any concerns then anyone is welcome to make contact with him or any member of his staff to address any concerns they may have.

The local Shropshire Council Housing Officer was in attendance to this meeting and stated that she had been in regular contact with the owner of Norwood House and all living conditions are compliant with the standards as expected in any housing arrangements across Shropshire. However, she was not aware of any of the alleged concerns and confirmed them, from her perspective, as false.

A local resident asked the owners of Norwood House about vetting of people who are housed in Norwood House and the housing officer and the owner of the establishment confirmed that vetting of their criminal history is carried out and that the recent report of someone with an old, but concerning conviction had been removed immediately when this matter was reported to the owner. The housing officer confirmed that she would be happy to raise the matter of vetting procedures with her peers.

Cllr Eade reported that he had meetings with Shropshire Council and Telford & Wrekin Council on the 22nd April and that at these meetings it was agreed that overnight observations at Norwood House would be conducted at Norwood House, but this had not been done to date. He noted that the contact details of the local housing officer were to be passed to the parish council within the same day of this meeting and this had also not happened. As he is receiving further concern from a growing number of residents, he may look to obtain a Public Protection Order to be enforced as soon as possible.

The owner of Norwood House noted that while he takes the security and safety of all residents inside and outside of Norwood House very seriously, the local policing team have not raised any concerns with him that are consistent with the discussions of this meeting and he invites Cllr Eade, the parish council and any resident to contact him if they do have any specific concerns.

Initials:

22/23.03 Chairman's Announcements

The Chairman thanked everyone for their help in supporting the parish council over the last year, noting that Councillors had gone to great lengths to support efforts of "pride in the community", this is including the efforts to improve flower planters, Jubilee tree planting, litter picking and speed indication devices.

This year has been important due to the ongoing Station Road developments, the opening of a new public house and the Chairman thanks Cllr Eade for all of his support to CA&WPC efforts.

The Chairman noted he will not be standing for re-election and thanked everyone for their support after 3 years of Chairmanship.

22/23.04 Election of Chairman

The Clerk called for any nominations for Chairman, there were none.

After discussion and a voluntary offer, it was proposed by Cllr Page and seconded by Cllr Good, all were in favour, thus **RESOLVED that Cllr Bill Harper be re-elected as Chairman for the municipal year 2022/23.**

22/23.05 Chairman's Declaration of Acceptance of Office

Cllr B Harper read and signed the declaration of acceptance of office.

22/23.06 Election of Vice Chairman

Cllr Hardy noted he will not be re-standing for Vice Chairman.

After discussion and a voluntary offer, it was proposed by Cllr Harper and seconded by Cllr Hardy, all were in favour, thus **RESOLVED that Cllr Bridget Page be elected as Vice Chairman for the municipal year 2022/23.**

22/23.07 Vice Chairman's Declaration of Acceptance of Office

Cllr B Page read and signed the declaration of acceptance of office.

22/23.08 Minutes of the Full Council meeting held 16th March 2022

It was proposed by Cllr Harper and seconded by Cllr Good, all were in favour, thus **RESOLVED to approve the minutes of the last meeting as a true record.**

22/23.09 Matters arising, for information, from the 16th March 2022 minutes not otherwise on the agenda

Cllr Good has contacted the owner of a local business to ask if additional ex-gratia funds could be made available to go towards local road safety measures as a result of the Station Road developments.

22/23.10 Confirmation of meeting dates and arrangements for 2022/23

25th May 2022 (AGM), 7:30pm at Church & Chetwynd Aston Village Hall

27th July 2022 (Full Council), 7:30pm at Church & Chetwynd Aston Village Hall

28th September 2022 (Full Council), 7:30pm at Church & Chetwynd Aston Village Hall

23rd November 2022 (Full Council), 7:30pm at Church & Chetwynd Aston Village Hall

25th January 2023 (Full Council), 7:30pm at Church & Chetwynd Aston Village Hall

22nd March 2023 (Full Council), 7:30pm at Church & Chetwynd Aston Village Hall

24th May 2023 (AGM), 7:30pm at Church & Chetwynd Aston Village Hall

22/23.11 Confirmation of policies & procedures

The following updated policies were adopted:

- Financial Regulations
- Standing Orders

22/23.12 Annual subscriptions

Members agreed that the following memberships shall continue into 2022/23:

- Shropshire Association of Local Councils
- CPRE The countryside charity

22/23.13 Representatives on Outside Bodies

The following members volunteered to these Outside Bodies:

CPRE The countryside charity	Cllr Hardy
Church & Chetwynd Aston Village Hall	Cllr Page
Rural Forum	Cllr Jakhu
Newport Regeneration Partnership	Cllr Harper
Shropshire Association of Local Councils (plus WAC)	Cllr Page and Cllr Mathison

22/23.14 Reports from Telford & Wrekin Council

Cllr Eade reported that he and other borough Councillors are looking into the possibility of a rural transport service to serve the rural areas of Telford & Wrekin.

Looking to extend cycleway along A518 from Lilleshall up to The Last, this is being sourced through multiple pots of funding.

Cllr Eade had no further reports but asked for updates on the parish planting schemes, further planter to be installed soon.

22/23.15 Reports from Parish Councillors

Cllr Mathison asked if a new bin outside Norwood House could now be ordered and installed.

Cllr Page reported that the Flix in the Sticks sessions at the village hall are going very well and the next showing is "Belfast" on the 3rd July. The village hall is also looking to obtain a permanent alcohol licence as it is more costly to have temporary ones for events.

22/23.16 Parish Projects

The following updates on projects were given:

Parish planting schemes – Winter planting coming out very soon and summer planting going in.

Speed indication devices – The units are now up and active, Clerk to look at the SID near Sheep Island.

Condition of Woodcote Church – Wrote to owner of church to obtain permission for Parish Council to look at maintaining the building, further reports to come.

22/23.17 Financial Reports

Members approved the following list of payments and confirmed that the bank reconciliation was an accurate and correct account:

Payments made since the last meeting:

Details	Ref	Statutes	Account
PAYE	P1	LGA 1972 s112	£55.20
Salary	P2	LGA 1972 s112	£220.80
Membership	P3	LGA 1972 s143	£36.00
PAYE	P4	LGA 1972 s112	£55.20
Salary	P5	LGA 1972 s112	£220.80
TOTAL			£588.00

Payments to be made:

Date	Details	Ref	Statutes	Account
06.06.22	PAYE	P6	LGA 1972 s112	£56.20
06.06.22	Salary	P7	LGA 1972 s112	£225.32
06.06.22	Insurance additional premium 22-23	P8	LGA 1972 s111	£71.22
06.06.22	Defib battery	P9	LGA 1972 s137	£239.00
06.06.22	Insurance 22-23	P10	LGA 1972 s111	£112.00
TOTAL				£703.74

Balances at 1st April 2022			
	Cash in Hand at 01/04/2022		£11,753.57
	ADD		
	Receipts 01/04/2022 - 31/03/2023		£4,500.00
			£16,253.57
	SUBTRACT		
	Payments 01/04/2022 - 31/03/2023		£588.00
A	Cash in Hand at 11/05/2022 (as per books)		£15,665.57
	Cash in Hand per Bank Statements at 11/06/2022		
	Cash	£0.00	
	Barclays Community Account	£15,665.57	£15,665.57
	Less unrepresented payments		£0.00
			£15,665.57
	Plus unrepresented receipts		£0.00
B	Adjusted Bank Balance		£15,665.57
Difference is:		£0.00	
A = B Checks out OK			

The internal audit is currently being conducted.

The council will not be subject to external audit as the income and expenditure for 2021-22 does not exceed £25,000. Therefore the council declared itself as exempt from external audit and the Chairman was instructed to sign the AGAR section one off to that effect.

The Clerk informed the Council of his intention to publish the Notice of Electors' Rights on the 9th June 2022 and upload it and the AGAR pages to the Council's website.

22/23.18 Correspondence

The boundary commissions review consultation has now closed, it is understood that there may be an extension. The Clerk will investigate and report back.

22/23.19 Planning

There being no applications to consider members declared the meeting closed.

Meeting finished: 20:29

Date of the next meeting: 27th July 2022 (Full Council), 7:30pm

These minutes are to be considered as a draft form until signed at the next appropriate meeting, the signed copy will be retained by the Parish Council.

Signed: Dated:/...../.....