

Munslow Parish Council

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Minutes of the meeting held on Thursday 7th October 2021 at 7:30 pm at Beambridge Village Hall.

Present: Cllrs Barbara Archer (Chair), Ed Povey, David Marston and Graham Williams. In Attendance: Cllr C Motley (Shropshire Council) H Coonick (Clerk/RFO)

1. **Apologies for Absence:** Cllrs Bury, Dobson, Fotheringham and Meeson.
2. **Declaration of Interest:** None
3. **Approval of Minutes from meeting held on 2nd September 2021:** Cllr Dobson requested an addition to item 13.3 'Cllr Dobson had reported that he had responded to the request and completed the initial questionnaire'. **Approved** Prop Cllr D Marston, 2nd Cllr E Povey. Cllr Archer signed them as a correct record.
4. **Public Forum:** None
5. **Matters Arising:** Item 11. The Commonwealth Grave Sign form will be completed by Rev. Beesley.
6. **Urgent Items:** None
7. **Reports**
 - 7.1. **Chairman – Cllr Archer.** No report as all matters included in the agenda.
 - 7.2. **Shropshire Council – Cllr Motley** apologised for not attending the previous meeting. She is now Portfolio Holder for Communities, Culture, Leisure & Tourism, Transport and will have a deputy for leisure centres and the active travel programme. The passenger transport manager has put in an application to the Dept of Transport for a county wide demand responsive service. The Parish and Town boundary review will wait until the Shropshire Unitary Authority boundaries review has been completed. She will call a meeting of Chairs and Clerks to discuss boundary issues. Parliamentary boundaries are also being reviewed. Shropshire Local is being made available on a trial basis at Ludlow Library and on some mobile library routes including the stop at the Swan Inn, Aston Munslow enabling local people to access Shropshire Council services and information.
8. **Finance**
 - 8.1. The Accounting Statement was approved with £14,435.84 in the account as of 1st October 2021. The overpayment of expenses of £8.85 has been repaid. Payments made at the last meeting were Came and Co Insurers £349.30 and DM Payroll £30. The Clerk will contact Lloyds to investigate no further bank statements since the 29th June 2021. The Clerk now has access to the online bank statements and the signatories can apply to use internet banking. The Clerk reported that the Council was within budget except for £35 overspend on internal audit and £260.65 on Vehicle Activated Sign but a VAT reclaim for £804.11 will be made in 2022-3.

- 8.2. The corrected Annual Governance and Accountability Return for 2020/21 was approved and signed and the Council declares itself exempt and signed the Certificate of Exemption.
- 8.3. Payments Approved: Clerks Pay £559.00 and Travel Expenses £26.10, Beambridge Village Hall Annual Grant £100 and Reimbursement for Clerk for Information Commissioners Office Fee £40. Proposed Cllr E Povey 2nd Cllr D Marston.

9. Planning Matters

- 9.1. 21/04332/FUL Erection of a single storey timber clad garden building. The Old School Munslow Craven Arms Shropshire SY7 9ET. Council agreed to support the application
- 9.2. New Woodland Creation at Munslow. Council agreed to support this proposal.

10. Highways

- 10.1. The VAS sign's faulty display and inaccurate recording has been reported to TWM. The SIM card has £50 credit, the Clerk will investigate how to top up the credit.
- 10.2. The Clerk reported that Mr Trim is no longer able to fulfil his role as Environmental Maintenance Officer. The Clerk will discuss a replacement with the Clerk of Diddlebury Parish Council and then contract work on the verge near the Swan Inn.
- 10.3. Joint Parishes Speed and Noise Meeting: The Clerk has the names of representatives from Culmington, Shipton and Stanton Long Parishes and is waiting for those for Diddlebury, Monkhopton, Aston Eyre and Morville PC's. PC COOTE will represent West Mercia Police. The Munslow PC representatives and Cllr Archer will prepare an agenda.
- 10.4. Cllr Archer reported that she had received an email from Nick Newton (Shropshire Council) stating that the vegetation clearance around signs has been requested. It has been agreed that a Route Study can be carried out on both the B4368 and B4378 with particular emphasis on looking at the speed limits along the route in order to see if the speed limits can be extended to include 40mph buffer zones.
11. **Abandoned Car in Munslow:** (error on agenda). It is not clear who owns the land and the Parish Council does not have the power to enforce this issue.
12. **The Queen's Jubilee Canopy:** The costs of tree protection for 15 trees is prohibitive. It was suggested that 4 trees could be purchased for £15. This was deferred to the next meeting.
13. **To Decide upon the Clerk's Delegated Powers:** The Clerk will amend the Policy and reduce the emergency fund to £100 and put before the next meeting.
14. **Action regarding Litter Bins at Car Park, Aston Munslow and Layby** was deferred to the next meeting to be discussed regarding the Neighbourhood Fund.
15. **To Decide Upon Specific Parish Councillor Email Addresses:** Councillors will let the Clerk know if they wish to use a specific address for Parish Council business.
16. **Items for the Next Meeting:** Boundary Review, Update on Joint Parishes Highway Meeting, Update on VAS sign repairs, Neighbourhood Fund, Queens Canopy, Delegated Powers, Budget Planning, Litter Bins. Members of the Village Hall Committee will attend the public meeting.

Date of Next Meeting: Thursday 4th November 2021 at Beambridge Village Hall

Signed by the Chair:

Date:

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