

Munslow Parish Council



www.munslowparishcouncil.co.uk

Draft Minutes of the Meeting of Munslow Parish Council, on Wednesday 4th December 2024

Present: Cllrs Barbara Archer (Chair), Richard Arnold, Nigel Dobson, Val Fotheringham and David Marston. **In Attendance:** H Coonick (Clerk/RFO)

1. **Receive Apologies for Absence:** Cllrs Chris Meeson, Ed Povey, and Graham Williams. Cllr Cecilia Motley (Shropshire Council).
2. **Declarations of Interest:** None
3. **Public Forum:** No members of the public were in attendance.
4. **Approval of the Minutes of the Parish Council meeting held on 6th November, 2024:** Item 12.2.1 added text: 'Inv 656 £94.50' and Cllr Marston added to the record of apologies.
RESOLVED: to approve the minutes as an accurate record and they were signed by the chair.
5. **Reports**
 - 5.1. Chairs Report – Cllr Archer reported that she had attended the South Shropshire Area Committee. Dianne Dorrell has stepped down as Chief Officer of SALC and has been replaced by Chris Mellings. Cllr Archer raised the issue of the Environmental Maintenance Grant preventing Parish Council contractors from working on the 'B' roads. Mr Mellings will investigate whether the restriction can be lifted and will report back to the parish councils. There was a presentation by Juan Hernandez, Executive Manager of Street Scene for Shropshire Council particularly covering fly tipping and dog fouling, both of which can be reported on Fix My Street. With more information they will be able to prosecute offenders.
 - 5.2. Shropshire Council – Cllr Motley had sent her apologies.
 - 5.3. Munslow Village Hall – Cllr Dobson reported that the AGM had been held and Colette Solomon-Webster was a new trustee. The Hall has made money this year with Mrs Dobson raising a considerable amount and the Parish Council would like to thank her for her efforts. The committee are in the process of setting up a website which can be linked to the Parish Council website. The annual fees for the Parish Council to use the hall will be raised next year to £200 per annum.
6. **Accounts**
 - 6.1. Authorise Payments
 - 6.1.1. H Coonick, Clerk reimbursement for dog fouling sign and inks £33.46
 - 6.1.2. H Coonick Clerk & HMRC– Salary Oct-Dec 2024 £1,015.30 (including salary award and backpay) and Travel £21.15, D Lewis (Environmental Maintenance) Inv 673 £103.50 and Richard Lane (Munslow Burial Ground Maintenance) £108.
RESOLVED: to make the above payments.
 - 6.2. Finalise the Budget and Set the Precept for 2025-2026: Salt spreaders and planters for entrances to the villages were added and the Environmental Maintenance Budget was increased to enable more hedge cutting. The budget for the Village Hall rental fee was increased.
RESOLVED: to adopt the budget and set the precept at £6,767.07 a 2.2% increase on last year.
 - 6.3. Consider the New Charge for Banking by Lloyds Bank from January 2025: Most of the banks now charge a fee for community type accounts. The Clerk will report the interest rate and fee for a Lloyds savings account for consideration at the next meeting.

7. Highways

7.1. Management and Servicing of the Vehicle Activated Signs: All four mobile signs are active within the parish. Cllr Meeson will now manage the mobile sign sited in Hungerford. The Council would like to thank the volunteers who are managing the signs.

7.2. New Tasks for the Environmental Maintenance Contractor: The contractor had reported several issues which the Clerk will report on Fix My Street and to the landowner where appropriate. Cllr Fotheringham reported a large quantity of gravel remaining on the roads since the last flood. The Clerk will report this on Fix My Street

8. Consider Methods of Obtaining Funding to Resurface the Community Car Park: The Clerk will contact Shropshire Council Solicitors re: the maintenance of unregistered ground and the details of the grant received in the past. She will also contact the Land Registry to check they still have the Parish Council as an interested party which should be notified if ever an application is made by any other party.

9. Consider an Application to the Police and Crime Commissioner 'My Community Fund': Councillors have not been able to identify any appropriate projects. Members of the public are encouraged to let the council know of any ideas particularly at the Annual Parish Meeting.

10. Agree Record Retention and Archiving: At present the Council archives are held by the Clerk and Chair.

RESOLVED: to adopt the National Association of Local Council Guidance on the Retention of Documents. Documents that should be archived will be deposited with Shropshire Council Archives Department.

11. Consider Changing to a .gov.uk Domain for the Parish Council Website: Parish Councils are being recommended to have .gov.uk domains and email addresses. Hugo Fox (the website hosts) are approved to register the .gov.uk domain and this will be part of their present package and fee. The present website address will be set up to forward traffic to the new address. To have five .gov.uk email addresses would cost £9.99 per month.

RESOLVED: to request that Hugo Fox apply for Munslow Parish Council to obtain the domain 'munslowparishcouncil.gov.uk' at no additional cost. To not purchase .gov.uk email addresses but Councillors are strongly recommended to set up specific Parish Council email addresses.

12. Items for the Next Meeting at 7.30pm Wednesday 5th February 2025 at Munslow Village Hall a. Follow up Conditions Set on the Planning Approval for Aston Hall b. Review of the Use of Craven Arms Recycling Centre c. Consider Whether to Appoint a Tree Officer.

Signed by the Chair:

Date: