

# Munslow Parish Council



## Minutes of Munslow Parish Council Meeting on Thursday 2<sup>nd</sup> February 2023.

**Present:** Cllrs Barbara Archer (Chair), Antonia Bury, Nigel Dobson, David Marston, Ed Povey and Graham Williams. Cllr Cecilia Motley (Shropshire Council), H Coonick (Clerk).

1. **Receive and Accept Apologies for Absence:** Cllrs Fotheringham and Meeson.
2. **Declarations of Interest** – Cllr Bury (item 12)
3. **Public Forum:** No members of the public were in attendance.
4. **Presentation by Janet Cobb, Restoring Shropshire’s Verges Project (RSVP):** Leaving the cutting after cutting the verge encourage plants such as hogweed. The aim is to cut, collect and restore the verges allowing wild flowers to return and improve the habitat for insects. The clippings are being used in bio-digesters. Although the initial outlay is costlier the long term costs are reduced as the verges do not grow so high. In areas where it is important for road safety there are 1 metre cuts. Cllr Archer thanked Janet for the presentation.
5. **Minutes of the meeting held on 1<sup>st</sup> December, 2022:** Approved and signed as a correct record.
6. **Matters Arising from those minutes that are not covered on the agenda:** Cllr Archer reported that the Vicar will investigate Heritage at Risk regarding Broadstone Chapel after the quinquennial inspection.
7. **Urgent Items for discussion at the discretion of the Chair:** The Council had become aware of an issue regarding the boundary of Washwell Cottage. The Chair will inform local residents that if they wish to challenge to change of boundary, they can do so by contacting the Land Registry.
8. **Reports**
  - 8.1. Shropshire Council – Cllr Motley reported that she is now portfolio holder for Adult Social Care, Public Health and Communities. Shropshire Council have requested of The Boundary Review Team that they increase their divisions to 75 from 74. They will hear back in April. As the number of residents in the Corvedale division is lower than required by the Boundary Review there may be changes to the division. This process must be complete by October this year.
  - 8.2. Beambridge Club Room – Cllr Dobson reported that the fire alarms and a fire blanket have been purchased and the signs, emergency lighting and fire extinguishers are being reviewed. The back door has been replaced and potholes in the car park have been filled.
  - 8.3. South Shropshire Area Committee – Cllr Meeson had sent a report; The accounts for the committee have been frozen but a new Finance Officer will be appointed and SALC are presently paying invoices on behalf of the committee. The Legal Topic Notice regarding Vehicle Activated Signs was discussed. There are training sessions in June on planning.
9. **Planning:**
  - 9.1. **Update on Planning Application Chadstone Aston Munslow 22/05438/TCA:** The Vice Chair, Cllr Povey, and the Clerk decided that it would not be necessary to call an extraordinary meeting to discuss this application.
  - 9.2. **Update on Planning Application, The Deans, Aston Munslow 22/05256/FUL:** The Chair, Cllr Archer and the Clerk decided that it would not be necessary to call an extraordinary meeting to discuss this application.

- 10. Decide on the installation of a Defibrillator at The School House, Munslow and agree Electricity Supply Installations Costs and cabinet costs and application to Henry Angell-James Memorial Trust:** Shropshire Council Historic Environment has agreed that the wall of the entrance to The Old School House in Munslow is acceptable for the site of the defibrillator.  
**Resolved:** To pay IDP solutions £200 + VAT for the installation of electricity supply to the cabinet at The Old School House and apply for a cabinet and defibrillator to the trust. Fundraising for the trust could include a tabletop sale at the Club Room and an honesty box at one of the openings of Millichope Park.
- 11. Review of Environmental Maintenance and New Tasks:** The Clerk had reported to Shropshire Council several issues raised by the contractor regarding broken signs and blocked drains.
- 12. Agree the Beambridge Club Room Lease:** Council requested that Cllr Bury remain for the discussion. The lease did not have the Parish Council as the Custodian Trustees.  
**Resolved:** to return the lease to Millichope Foundation and enquire why the previous arrangement has been changed. If necessary, the Council should become a member of Shropshire Community Resource who are able to advise on Village Hall legal arrangements.
- 13. Update on the Jubilee replacement Oak Tree:** The replacement has now been planted.
- 14. Decide on Plans for the Coronation:** Cllr Bury intends to make Millichope Park available for the Coronation. The Clerk will contact Diddlebury and Abdon Parish Council's to ascertain what activities they are planning and invite them to a joint event at Millichope.
- 15. Highways**
- 15.1. Update on the replacement VAS at Aston Munslow and change of total cost: The sign has now been installed and the previous amount agreed did not include the VAT.  
**Resolved:** to pay Westcotec £5280.00 which includes VAT
- 15.2. Decide on the purchase of a Mobile Vehicle Activated Sign (VAS): The NALC Legal Topic Notice was considered. A grant of £1005 from the Police and Crime Commissioner has been received.  
**Resolved:** to purchase a mobile vehicle activated sign from ElanCity for £2,726.51 including VAT
- 15.3. Consider the proposed sites for posts of the Mobile VAS:  
**Resolved:** to request new posts for the mobile VAS at East Munslow and Hungerford Layby
- 15.4. Update on the B4368 Traffic Calming Report by Shropshire Council: The Traffic Engineer has informed the Clerk that the report is now complete and he is discussing potential funding for the proposals with Shropshire Council.
- 16. Finance:**
- 16.1. Review the Accounts, Bank Reconciliation and Budget: The Clerk reported that the bank account holds £20,334.17. Holdings for the Neighbourhood Fund, Environmental Maintenance Fund, Traffic Calming and the reserves leaves an underspend of £3,819.08.  
**Resolved:** Accounts report and expenditure against budget were accepted and Cllr Povey signed the bank reconciliation.
- 16.2. Payments:  
**Resolved:** to make payments to D Lewis (Environmental Maintenance) Invs 271 and 275 £238.00, IDP Solutions (defibrillator electricity supply), Westcotec (Replacement VAS) £5,380 incl VAT and Elan City (mobile Vehicle Activated Sign) £2,726.51.
- 16.3. Notification of external auditor appointment for the 2022-23 financial year for the 5-year period until 2026-27: The government has appoint PKF Littlejohn Accountants. Noted.
- 16.4. Appoint Internal Auditor for 2023-24  
**Resolved** to appoint Kevin Adams as the Internal Auditor.
- 17. Items for the Next Meeting at 7.30pm Thursday 2<sup>nd</sup> March 2023 at Beambridge Village Hall**

**Signed by the Chair:**

**Date:**