

## **Minutes of the Annual Meeting of Hadnall Parish Council held on Monday 13<sup>th</sup> May 2024 at 8pm at Hadnall Village Hall**

**24/029 ELECTION OF CHAIRMAN** – Cllr Sarah Parker was elected (prop: LT, sec: AM, *nem.con.*)

**24/030 ELECTION OF VICE-CHAIRMAN** – Cllr Andrew Marston was elected (prop: JH, sec: LT, *nem.con.*)

### **24/031 REGISTER OF ATTENDANCE and APOLOGIES FOR ABSENCE**

**Present:** Cllrs Sarah Parker (Chairman), Andy Brisbourne, Neil Duxbury, John Harrison, Harmesh Jassel, Andrew Marston, Laura Tarburton.

**Apologies:** None.

**Absent:** Cllr Nigel Clifford

**Clerk:** Alison Utting

**Also:** 11 members of the public.

### **24/032 PUBLIC PARTICIPATION SESSION**

- a) Re: item 24/037a. Chris Round, Director of Shropshire Brick and Stone (the applicants) wished to clarify some points, as follows:
- His company makes architectural cast stone items. It employs 14 local people.
  - When the sheds were constructed, he was advised by someone verbally that planning permission would not be necessary as the sheds are open-sided.
  - The sheds are for storage only. Manufacture takes place within the building (Units 1 – 3).
  - The banging sound is made by a machine that compacts the concrete mixture into the moulds.
  - Sound levels are regularly monitored as part of Health & Safety policies to protect employees.

- Average sound levels are currently 6dB lower than they were in 2016.
- Environmental Agency visit today (13<sup>th</sup> May 2024) confirmed that sound levels were a few dB below the allowable limit at the boundary.
- Manufactured output is essentially at the same level as it was in 2014.
- The installation of the silo was not his company, but a neighbouring and completely separate business.

A member of the public challenged some of these statements, saying the noise levels have worsened and that the site has significantly expanded. Chris denied both claims. Cllrs indicated that it would seem sensible for the Planning Committee to carry out a site inspection before agreeing HPC's response to the current application.

- b) A resident asked what type of building use had been approved for The Saracens. Cllrs confirmed that it is to be a single residential property. The resident expressed concerns about the lack of parking provision, which Cllr Harrison pointed out had been raised by the parish council during planning consultation.

**24/033 DECLARATIONS OF INTEREST** – Cllr Laura Tarburton declared a pecuniary interest in item 24/037a (Bowling Club application).

**24/034 MINUTES** - It was resolved that the Chairman should sign the minutes of the parish council meeting held on 11th March 2024 as a true and correct record of that meeting.

### **24/035 PROGRESS REPORT**

- a) **Fence replacement** at the Ease – Delayed due to contractor's backlog caused by the extended period of very wet weather. Should be done within the next fortnight.
- b) **Violet streetlights** – No progress to report.
- c) Proposal for **additional bus shelter** – Cllr Duxbury explained that the bus shelter would be sited next to the entrance to the primary school, to benefit waiting parents as well as secondary school students who catch the bus there. The proposal is supported by the school and the diocese (it would be mostly on school property). A section of hedge would be removed to allow the shelter to be set back. It would be a similar size to the shelters on the A49. The estimated cost is around £5750, with approximately 50% being requested from the parish council. Ongoing ownership and maintenance would fall to the parish council.

Councillors agreed in principle to support the project, pending a formal application for funds and adoption of the shelter.

- d) **Wedgefields Copse land registration** – The solicitor has not yet confirmed that the work is going ahead and is proving very difficult to contact. The Clerk has submitted a more detailed plan (using Parish Online) but has had no confirmation of whether this is sufficient.
- e) **A49 road repairs and surfacing** – Road repairs were carried out last week (with some disruption to residents, who had been falsely promised access to their properties). Surfacing to be completed in June.
- f) **Project Gigabit works at Wedgefields Copse** – The damage to the footpath has been repaired. The box that has been installed will be exchanged for a green one. Trees have been planted round it, that will grow down to conceal the box more effectively.

**24/036 OTHER REPORTS** – Covered during the ACM preceding this meeting.

#### **24/037 PLANNING**

- a) Council considered the following **planning applications**:

Reference: **24/01212/FUL**

Old Station Yard, Station Road, Hadnall.

Proposal: Erection of two open fronted stores (retrospective)

Deadline for submissions: 24/05/2024

HPC decision: Deferred to Planning Committee, pending site visit.

(Prop: SP, Sec: ND, unanimous).

*Cllr Tarburton left the meeting for the following item:*

Reference: **24/01424/FUL**

Hadnall Bowling Club, Station Road, Hadnall SY4 3EJ

Proposal: Erection of a modular building to provide a replacement club house with roof mounted solar panels. (Application submitted by HPC). It was noted that the plan has been updated to include exterior cladding.

Deadline for submissions: 27/05/2024

HPC decision: Support. (Prop: JH, Sec: ND, unanimous).

Reference: **24/01337/OUT**

Land South West Hadnall Hall, Hall Drive, Hadnall

Proposal: Outline planning application for the erection of a two storey dwelling up to 250sqm gross internal floor area together with and additional detached or attached double garage (to include access)

Deadline for submissions: 01/06/2024

HPC decision: Object, on the grounds that Hadnall is currently Open Countryside under Shropshire Council's CS5. (Prop: JH, Sec: HJ, unanimous).

- b) There were no further **planning applications** received in advance of this meeting.
- c) Council noted the following **planning decisions** published by Shropshire Council:

Reference: **24/00431/FUL**

Hill View, Station Road, Hadnall SY4 3DD

Proposal: Loft Conversion

Shropshire Council decision: Refuse permission

Reference: **24/00443/LBC**

The Saddlery, Hall Farm, Shrewsbury Road, Hadnall SY4 4AG

Proposal: Alterations to 2No existing door and window openings and installation of new door and windows

Shropshire Council decision: Grant Permission

- d) There were no further **planning decisions** published in advance of this meeting.

## **24/038 FINANCE**

- a) Council noted the following **payments** made in April 2024:

<b>Amount</b>	<b>Details</b>	<b>Power to spend</b>
300.00	Clerk's salary (Mar)	LGA 1972 s112

Council agreed to make the following **payments**:

<b>Amount</b>	<b>Details</b>	<b>Power to spend</b>
407.85	Clerk's salary & expenses	LGA1972s112, LGA (financial provisions) 1963 s5.
162.00	PAYE (months 12 and 1)	LGA 1972 s112
97.45	Electricity for floodlighting	Parish Councils Act 1957 s3. Highways Act 1980 s301
246.24	Website hosting (2024-25)	LGA 1972 s142
49.00	Internal Audit fee	Audit and Accounts Regulation 2015
70.00	Training (LT, JH)	LGA 1972 s111
100.80	RoSPA inspection (2023-24)	LGA (Miscellaneous Provisions) 1976 s19
605.00	Grounds maintenance	Open Spaces Act 1906, ss 9 and 10
430.58	SALC affiliation fee	LGA 1972 s111

Council noted the following **receipts**:

<b>Amount</b>	<b>Details</b>	<b>Power to accept</b>
201.31	Interest on CCLA account (Mar)	LGA 1972 s111
215.54	(Apr)	

b) Council received and approved the final **accounts** and **bank reconciliation** for 2023-24. Cllr Harrison thanked the Clerk for her excellent book-keeping.

## **24/039 AUDIT**

### **Annual Governance and Accountability Return (AGAR) 2023-24:**

- (i) Council received and noted the Internal Auditor's report. The auditor recommended that council records an updated report of ring-fenced funds. Otherwise, he was content that all was in good order and impressed by the Clerk's organisational skills.
- (ii) The external audit exemption certification was approved and signed by the Chairman and RFO.
- (iii) Council completed and approved the Annual Governance Statement (Section 1) and it was signed by the Chairman and RFO.
- (iv) Council approved the Accounting Statements (Section 2) and it was signed by the Chairman.
- (v) Electors' Rights – It was confirmed that the period for exercise of public rights shall be 03/06/2024 until 12/07/2024.

## **24/040 ASSETS and INSURANCE**

- a) **Inspection schedules:** Cllr Marston agreed to carry out the quarterly play area inspections for 2024-25. Cllr Duxbury agreed to carry out the summer 2024 inspection of all other assets, with the note that tree inspections, Ease fencing, and laid footpaths should be added to the schedule. Bus shelter replacement quotes to be considered with the inspection report at July meeting.
- b) **Insurance:** Council considered the available options (separate report) and resolved to take out insurance with Zurich for 2024-25, at a cost of £437.

## **24/041 ELECTION OF COMMITTEES and REPRESENTATIVES**

Council unanimously resolved to appoint the following:

- a) Planning committee members – Cllrs Brisbane, Duxbury, Jassel, Marston, and Tarburton. (Cllr Parker *ex officio*)
- b) Staffing Committee members – Chairman, Vice Chair, and Cllr Harrison.
- c) Planning Advisory Group – Cllrs Duxbury, Parker, and Tarburton.
- d) SALC representatives – Cllrs Duxbury and Jassel.
- e) Village Hall representative – Cllr Harrison.
- f) RAF Shawbury Noise Liaison Group representative – Cllr Brisbane.
- g) Highways liaison – Cllr Duxbury.
- h) Internal checker (finance) – Cllr Tarburton.

## **23/042 REVIEW OF POLICIES**

Council reviewed the following policies of the parish council (as published on the website):

Standing Orders. Code of Conduct. Financial Regulations. Risk management. Publication Scheme. Planning policy. Planning Committee Terms of Reference. Staffing Committee Terms of Reference. Complaints Policy. Vexatious Complaints Policy. Dignity at Work, Bullying and Harassment Policy. Data Protection policy. Equality and Diversity Policy. Freedom of Information Policy. Grant Awarding Policy. Grievance and Discipline Policy. Digital Communication Policy.

It was noted that updates to the Financial Regulations and GDPR-related policies will be produced shortly.

## **24/043 MULTI-USE GAMES AREA (MUGA)**

Cllr Marston asked council to consider the installation costs and ongoing maintenance costs of a specially manufactured MUGA (painting needed every 5 years @ £750, resurfacing every 10 yrs @ £7K). He suggested instead a simple area of hardstanding concrete, with surrounding fencing. Estimated costs £10K below ground work, £10K hard surface construction, £10K surrounding structure. It could be quickly achievable (approx. 12 months). The costs being considerably lower, it might be possible to add a roof in future years. The resulting recreation area would have multiple uses, from organised team sports to any other activity benefitting from a hard-surfaced area. He asked whether it had been considered that the MUGA could be sited where the Village Hall car park is now, with the car park being beyond it as part of the Village Green (using car parking reinforcement mesh).

It was resolved to:

- a) Defer the final site selection until the type of MUGA could be more clearly defined, giving Cllr Marston's proposal detailed consideration.
- b) Set up a new working group to consider the above, including young people (Year 6 primary and secondary students).
- c) Cllrs Duxbury, Marston and Tarburton agreed to set up the working group and represent HPC on it.

(Prop: AM, Sec: HJ, unanimous)

## **24/044 CORRESPONDENCE**

- a) Early Help Update (SC) - lots of really helpful information for families with children.
- b) SC Garden Waste Collection – consultation ends 20<sup>th</sup> May. Empty Homes consultation. School Libraries consultation ends 7<sup>th</sup> June.
- c) Cllr Lezley Picton – Leader's Update.
- d) NALC – new model Financial Regulations.
- e) Shrewsbury & Telford Hospital NHS Trust – invitation to monthly online updates.
- f) SC – UK Shared Prosperity Fund small business grants. Applications welcome.
- g) Shropshire Local Plan Examination – consultation on certain documents open until 11<sup>th</sup> June.
- h) SALC: Chair's network meeting 15<sup>th</sup> May 6.30pm on Zoom. Shrewsbury & North Shropshire Area Committee 17<sup>th</sup> June 7pm at Wem Town Hall.
- i) FixMyStreet training for Clerks (how to chase up issues etc.) Clerk to attend Zoom training session on 23<sup>rd</sup> May.

- j) Digital Skills Programme – details from Clerk. (Wem library)
- k) John Blessington, Arboricultural Officer SC – Query about tree (adj. 1 Church Close).
- l) Resident – Email regarding selection of site for MUGA (has been forwarded to Cllrs).
- m) Reminder about taking Voter ID to elections. Also new rules about handling postal votes.
- n) National Grid – Apply to be included on Priority Service Register.
- o) National Garden Scheme – how to take part.
- p) RAF Shawbury – Landowners and Riders Awareness Day Thurs 23<sup>rd</sup> May 9am – 3pm. (Invitation to Chair).
- q) Resident – Damaged dog poo bin.
- r) Resident – Speed signpost (not used) obscuring view at driveway exit.
- s) West Mercia Energy – Rise in electricity cost expected.

### **Highways**

Road Closure: Wood Road (Plex Road). 8th – 12<sup>th</sup> July 2024. Road Closure - Install new chamber, cabling works and reactive civils works (Freedom Fibre).

**24/045 MEETINGS 2024-25** – The following dates were agreed:

2024 – July 8th, September 9th, November 11th.

2025 – January 13th, March 10th, May 12th.

Before closing the meeting, the new Chairman formally thanked Cllr John Harrison for the time and energy he had given to the community during his time as Chairman.

The meeting closed at 9.28pm.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

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