

Church Stretton Town Council

MINUTES OF THE TOWN COUNCIL MEETING HELD VIA ZOOM REMOTE MEETING PLATFORM ON TUESDAY 8th DECEMBER 2020 at 7.00 p.m.

Those present: *Councillors:* Cllr L Antill, Cllr S Baker, Cllr C Carson, Cllr N Carter, Cllr L Chapman, Cllr H Claytonsmith, Cllr H Luff, Cllr M Morris, Cllr R Hickman (joined partway through meeting), Cllr M Walker, Cllr B Welch, Cllr D Wilks.
Officers: Mr. C. Maclean (Locum Town Clerk), Miss R Gwilliam (Amenities Officer), Mrs H Merrett (Admin Officer)
Unitary Councillors:
Members of the Public: 0

20.073 **WELCOME**

The Chairman welcomed Councillors to the meeting.

20.074 **TO RECEIVE APOLOGIES**

Apologies were received and accepted from Cllr M Braid, Mr. D. Chetwood (Town Clerk), Miss B. Clarke (Responsible Financial Officer)

20.075 **DISCLOSABLE PECUNIARY INTERESTS**

To declare any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests (in accordance with the new code of Conduct adopted by Church Stretton Town Council on 26th June 2012). **NONE**

20.076 **QUESTIONS FROM MEMBERS OF THE PUBLIC**

None received.

20.077 **TO CONFIRM THE MINUTES taken at the Town Council Meeting held on 3rd November 2020**

The Minutes of the Town Council Meeting held on 3rd November 2020 had been circulated.
Proposed by Cllr Walker, seconded by Cllr Wilks and

RESOLVED (unanimously) to confirm and adopt the Minutes of the Town Council meeting held on 3rd November 2020 as correct, and these were duly signed by the Chairman as a true record.

20.078 **FINANCIAL MATTERS**

a) **Council Budget for 2021-22**

Councillors agreed that addressing the staffing and administration costs was high on the agenda for the Council. Councillors noted that further work was required to determine the full costs and to address Councillor concerns that adequacy of funding issues had been addressed. These, together with the other financial items, need to be finalised for agreement at the next meeting.

Councillors discussed the merits of maintaining the 2021-2022 Precept amount at the same level as the current financial year.

Proposed by Cllr Luff, seconded by Cllr Walker and

RESOLVED (unanimously) that the precept for 2021-2022 remain unchanged from that for 2020-2021.

b) **Invoices for Payment**

Councillors reviewed the invoice received from the contractor managing the Council's Christmas Lights. Whilst some concerns were raised in relation to understanding the source of the amounts quoted the Locum Town Clerk advised that from the documentation he could source in the Council's records, it did appear that the amounts quoted were in line with expectations and that this invoice related to the final year of a three-year contract. The Locum Town Clerk noted that the invoice was already due for payment and he could see no reason to dispute payment. Cllr Walker

advised that he had possession of paperwork in relation to the provision of the current contract and he would forward details to fellow Councillors to clarify the position.

Proposed by Cllr Welch, seconded by Cllr Chapman and

RESOLVED (8 in favour, 1 oppose, 1 abstain) that invoice 4107 from Highline for the Christmas Lights be paid.

Councillors reviewed the invoice received from Prysmium for streetlight repairs for the period from May 2019 to September 2020. The Locum Town Clerk advised Councillors that the individual items making up the invoice had been reconciled.

Proposed by Cllr Luff, seconded by Cllr Walker and

RESOLVED (unanimously) that invoice no 4060544646 from Prysmium for Streetlight repairs be paid.

20.079 AMENITIES REPORT

a) Rectory Wood and Coppice Leasowes

Councillors noted the quotes had been obtained for the tree works at both sites. Following a review of the quotes, Councillors agreed that Ed Andrews be requested to accept the quote from Caradoc Tree Care.

Proposed by Cllr Welch, seconded by Cllr Wilks and

RESOLVED (unanimously) that the quote from Caradoc Tree Care be accepted by the Council

b) SHI Cottage

Councillors noted the amount of works that were required to bring the property back to a high standard. It was noted that quotes would be obtained to understand the remedial work and costs involved and these would be presented back to Council to be approved. With regard to the windows, it was noted that attempts should be made to ensure that any replacements be made of hardwood and not uPVC. Cllr Chapman observed that some quick wins could be achieved through the rental of a Dehumidifier to address some of the damp and condensation issues.

Proposed by Cllr Welch, seconded by Cllr Walker and

RESOLVED (unanimously) that quotes for renovation works to SHI Cottage be obtained.

c) Waste Disposal

Councillors noted the current situation with regard to storage and disposal of Council waste, especially from the Park which could be addressed by securing a 1100 litre bin and arranging a regular collection. Following reviews of the options, it had been identified that Biffa offered the best value contract.

Proposed by Cllr Luff, seconded by Cllr Baker and

RESOLVED (unanimously) that the Council enter into a contract with Biffa at £452.52 per annum.

20.080 COMMUNICATIONS STRATEGY TASK GROUP REPORT

Cllr Chapman noted the advice from Cllr Hickman in relation to the use of separate email addresses for Councillors in relation to Council business.

The Locum Town Clerk advised Councillors of the result of checks with the Council's current IT platform provider and the costs involved to set up individual email addresses for Councillors. Cllr Chapman suggested that it would be worth contacting Shropshire Council's IT team as it is known they provide such a facility. The Locum Town Clerk would follow up on this.

20.081 CIC REPORT AND UNAUDITED FINANCIAL STATEMENTS

As Cllr Hickman had not yet been able to attend the meeting, the report provided to the meeting was noted but not discussed in detail. Cllr Chapman expressed appreciation for all the work undertaken by Cllr Hickman and the RFO.

Councillors noted that a decision had not yet been taken whether to mothball or close the CIC.

20.082 CARBON REDUCTION REPORT

Councillors noted the report from Cllr Antill and that the Council needs to establish a baseline of

what resources are currently being used and opportunities for reduction. Cllr Antill would proceed to investigate what options may be available in terms of grants. Councillors noted the requirement to replace the Council truck for the Outdoor Team and the option to go electric would be investigated

Councillors agreed that this topic should be a standing agenda item at the Economic Development Committee and a report update would be provided to the Council in six months.

20.083 PARK TASK GROUP UPDATE

Councillors noted the report from Cllr Luff and the meeting planned for 18th December with interested parties and stakeholders to gather ideas and consider priorities. It was noted that the next meeting of the Task Group is scheduled for 29th January 2021.

Councillors noted the recent interest in the Park by a resident writing to the Stretton Focus magazine. Cllr Welch advised that he was following up on this interest.

Proposed by Cllr Luff, seconded by Cllr Morris and

RESOLVED (unanimously) that the proposed Terms of Reference of the Park Task Group be approved.

Cllr Hickman joined the meeting at 7.55pm.

20.084 LOCAL DEVELOPMENT PLAN –SECTION 19 CONSULTATION

Councillors noted that Shropshire Council were proceeding with the Local Development Plan and the Section 19 Consultation. Four sites had been withdrawn from the proposed Plan, one being Snatchfields.

Councillors discussed potential opportunities in relation to small and employment land sites. Housing development for Church Stretton will now be delivered through the SAMDev site, Leasowes and small-scale windfall sites in the development boundary, along with cross subsidy affordable housing sites. The employment site will remain behind Springbank Farm.

Councillors appreciated the efforts of Cllr Claytonsmith and Cllr Wilks for the work undertaken on Section 18 Consultation on behalf of the Council and the Save Snatchfields Group for their efforts to save Snatchfields from development.

Proposed by Cllr Welch, seconded by Cllr Carson and

RESOLVED (unanimously) those who supported the Town Council position over The Regulation 18 consultation be should be thanked.

Councillors noted the extended effort required to address the Section 19 Consultation and this would be considered at the next Council meeting.

20.085 VIBRANT SHROPSHIRE CULTURAL STRATEGY

Councillors noted the Draft Response to the Consultation proposed by Cllr Welch. No further points were raised.

Proposed by Cllr Welch, seconded by Cllr Claytonsmith and

RESOLVED (unanimously) that the response be submitted to Shropshire Council.

20.086 HIGHWAYS PARKING RESTRICTIONS

a) **Churchill Road**

Councillors noted the observations and representations on the draft TRO Plan compiled by Shropshire Council in response to the parking difficulties experienced earlier in the year on Churchill Road.

Following considerable discussion on the merits of the Plan and proposed parking arrangements consensus was reached that the earlier challenges may be regarded as a one-off and that no further action be taken at this time.

Proposed by Cllr Claytonsmith, seconded by Cllr Morris

RESOLVED (11 in favour, 1 abstain) that no additional double yellow lines be installed on Churchill Road at this time.

b) **Little Stretton**

Councillors considered the proposals by Shropshire Council on their draft TRO Plan for yellow lines

in Little Stretton and the area making up Ludlow Road and Ashes Road. Some amendments were proposed by Cllr Carson and these would be drafted and forwarded to Cllr Chapman for submission to Shropshire Council.

Councillors noted the specific requirement for primrose yellow lines in conservation areas.

Proposed by Cllr Carson, seconded by Cllr Carter and

RESOLVED (10 in favour, 2 abstain) that on the basis of Cllr Chapman receiving the amendments as proposed the lines be installed on Ashes Road only.

20.087 UNITARY AND PARISH WARD ISSUES

a) Report from Unitary Councillors

Cllr Chapman advised Councillors that the bollards on the High Street had been straightened with some removed to allow for the opening of car passenger doors.

Cllr Chapman also expressed his appreciation that Shropshire Council had dropped Snatchfields from the Local Development Plan.

Councillors also noted the recent COVID infection rates.

b) Parish Ward Issues

Cllr Carson noted that the fence near the Green Dragon in Little Stretton needed repair. Cllr Chapman would raise this with Shropshire Council.

Cllr Morris noted that the salt grit bins appeared empty and required refilling. Cllr Chapman advised that he could report this to Shropshire Council if Cllr Morris could advise specific locations.

c) Road Closures/Works

Councillors considered the proposed project by Shropshire Council to implement highways improvements on the B5477 Ludlow Road, north of Little Stretton; footway to Hazler Road; speed reduction/possible 20mph zone; widen footway between Lutwyche Road and schools. Cost of implementing these estimated at £85,000.

Whilst Councillors were aware that these projects came from the list set out in the Place Plan, the prioritisation process undertaken by Shropshire Council was unclear and enquiries were being made on this.

Cllr Walker observed that other highways improvements required within the Strettons could be considered a higher priority. Particular concern was expressed on the lack of a footpath just north of Little Stretton. However, it was noted that there were particular challenges in this area due to the unavailability of land adjoining the road.

Cllr Welch noted that there is scope to improve the content of the Place Plan.

Proposed by Cllr Welch, seconded by Cllr Carson and

RESOLVED (unanimously) that a review and update on the Place Plan be undertaken at Planning Committee.

20.088 CORRESPONDENCE

None received.

20.089 FORTHCOMING EVENTS

Whilst details of upcoming meetings had been set out in the Agenda, this would be reviewed and details covering 2021 will be provided by the Locum Town Clerk.

The Chairman declared the Public meeting ended at 8.50 pm.

20.090 CONFIDENTIAL ITEMS

Under the Public Bodies (Admission to Meetings) Act 1960 S1(2), it is RESOLVED (unanimously) that in view of the confidential nature of the business about to be transacted, it is in the public interest that the public and press are excluded from these items.

a) Staff Matters

The Locum Town Clerk advised Councillors of the current illness of the Deputy Clerk/RFO and that she was expected to be absent from work until the Christmas period.

9.00 pm