

CLIVE PARISH COUNCIL

COUNCIL MINUTES 25 JULY 2024

Minutes of the Clive Parish Council meeting, held in Clive Village Hall on Thurs 25th July 2024, at 7.30pm.

Present: Cllrs Rob Dennis, Ian Donoghue (Vice Chairman), Sandy Goldwyn (Chairman), Mark Haines-Eynon, Paul Hewitt, Andrew Rushworth

In attendance: Lydia Bardsley (Proper Officer), Flt Sgt Stuart Logan (RAF Shawbury), 2 x representatives from Renshaw's Field Association, Shropshire Cllr Simon Jones, Public: 0
Meeting started at 7.32pm

38/24: CHAIRMAN'S WELCOME

The Chairman welcomed everyone and opened the meeting.

39/24: TO RECEIVE APOLOGIES FOR ABSENCE

Apologies had been received from Cllr Slark, and Adam Osbaldiston (Sansaw Estate). It was **RESOLVED** to note these apologies.

40/24: DISCLOSURE OF PECUNIARY INTERESTS & DISPENSATION REQUESTS

None received.

41/24: OPEN FORUM

A period set aside to allow the public the opportunity to speak on an agenda item (maximum 3 minutes per person).
Public participation is only permitted during this session and is at the chairman's discretion.

Nothing raised.

42/24: MINUTES

It was **RESOLVED** to approve and sign the [Council meeting minutes dated 20 June 2024](#) as a true and accurate record.

It was **RESOLVED** to bring forward agenda item: 49/24b: REPORTS – RAF Shawbury

49/24: REPORTS

b) RAF Shawbury - Consider a report

The Chairman welcomed Flt Sgt Logan to the meeting and he gave an update.

- Night flying – Next period to commence 12.08.2024 and ends 7 weeks later.
- Airfield resurfacing work – preparations starting to gather momentum. Will take 18 months. Any questions, please contact RAF Shawbury.
- Hi-Viz kit – back in stock now, please let horse-riders know.
- Upcoming events: RAF Shawbury Families Day 22 August, will be extra aircraft; Annual Reception 26th September, will be a fly past.
- Helicopter Noise Liaison Group – Format has changed, now managed by RAF Shawbury (rather than SC), who will send out newsletters a couple times a year to affected residents, Parish Councils, etc.

The Chairman thanked Flt Sgt Logan and he left the meeting at: 19.35pm.

It was **RESOLVED** to bring forward item 44/24b Renshaw's Field Association finance update

44/24: PARISH MATTERS – Council to discuss and agree actions

- #### b) Renshaw's Field Association – Council to receive finance update from Renshaw's Field Association

The Chairman welcomed the Committee representatives to the meeting. They explained cost cutting measures that had been implemented, and grants that had been received and applied for, e.g. RFA have received £700 for replacing a picnic bench, and grant applications have been submitted to Tesco and Freedom Fibre to replace two other benches.

They are also updating the details on the land registry, former Committee members have been removed, and they have applied for deeds to be held by official custodian trustee instead of individual members of committee.

They explained there seemed to be limited interest in the field from the community, so a lot of the work falls to a small number of people every time.

The Treasurer of RFA gave a briefing on finances, with projections for various scenarios. The Committee requested Clive PC make a £500 contribution per year for next 2 years (2025-26 and 2026-27) to assist with general running costs. It was clarified that insurance would only cover public liability in the case of a tree coming down, but that otherwise insurance would not cover trees specifically.

Cllrs thanked the Committee for preparing the brief and their hard work, and appreciated their efforts dealing with challenges, and the two RFA representatives left the meeting at 19.59.

It was **RESOLVED** to bring forward item 49/24c: REPORTS - Shropshire Councillor's report.

49/24: REPORTS

c) Shropshire Councillor's Report - Consider a report from SC Cllr Simon Jones

The Chairman welcomed Shropshire Councillor Simon Jones to the meeting and he gave the following update:

- Green bin (garden waste) collection will be chargeable from Oct 2024 at £56 pa, per bin. Bins will still be replaced free of charge if one gets broken. The £56 will be an annual payment, with no option for part-year payments. People who have paid will have barcode labels added to their bin(s), which have been designed so they are not removable. Letters will be going out to residents to advise them of the changes and invite them to opt-in to the collection service. If residents don't opt-in they won't get barcode.
- Following consultation, all 5 household recycling centres will stay open, but all will close one day a week on the quietest day. They are moving to an appointment system, where users will have to pre-book a slot, which will mean less queueing. Staff will be able to help more and make sure waste goes in the right place, rather than spending time managing traffic.
- Food waste will no longer be accepted in green bins once changes come into effect. Until Aug 2026, food waste will need to go in black bin, but after Aug 2026 there will be a weekly food waste collection service. Grass cuttings cannot be placed in black bin as a way of avoiding the green waste collection charge, Veolia will not empty black bins containing grass cuttings.
- He also informed the Council that there will be a temporary 30mph limit on the road outside RAF Shawbury airfield (Wem Rd) during the airfield resurfacing works.

The Council thanked SC Cllr Simon Jones for the report.

It was **RESOLVED** to resume the normal order of agenda items.

43/24: CLERK REPORT - Consider matters arising since the last Council meeting

The Clerk's report had been circulated previously and was **NOTED**.

44/24: PARISH MATTERS – Council to discuss and agree actions

a) Casual vacancy – No applications received, Council to agree actions

It was **AGREED** that the deadline for receiving councillor applications would be extended to 9pm Thursday 12th Sept. The Clerk and Cllrs will promote this.

b) Renshaw's Field Association – Council to receive finance update from RFA

This matter was covered earlier in the meeting. It was **AGREED** that the Council will consider the request for funding as part of the budget –setting process in October.

c) Conservation area and/or local heritage listings for village – Council to receive updates and agree

actions

The Council's August newsletter update included information on Conservation areas and encouraged residents to share their views on whether they would like the PC to look into this further. Historic consultation documents from 1976 re. potential Conservation Area status had been shared on notice boards, on the Council website, and on Facebook. It was **AGREED** the Council will wait to receive feedback from residents before taking any further action.

- d) Gov.uk domains – Council to consider moving to a gov.uk domain and arrangements for Council emails

Cllr Goldwyn had attended the Chair network briefing on this item last night and gave an update. It is not mandatory, but a reasonable expectation and recommendation for local councils to have a gov.uk domain. There are benefits from cyber security and FOI/data protection perspective. There is a shortlist of 36 approved registrars which offer hand-holding throughout the domain registration process, continuity of service, support etc. Councils don't need to change website provider or build a new website. Free workshops are available with no obligations. Costs vary widely, but limited funding is available of up to £100+VAT, but no funding for ongoing costs after first year. Funding is only available for this financial year. It was **AGREED** the Clerk will look at dates for workshops and circulate. She will also look into possibly joining Facebook Clerk group set up to look into gov.uk domains.

- e) Council assets – Council to consider sharing a printer with Knockin PC

It was **RESOLVED** to share the printer with Knockin PC and to take turns to purchase consumables e.g. toner, paper, etc., so that VAT can continue to be reclaimed.

- f) Dog fouling – Council to receive an update and agree any actions

It was **NOTED** that some PC signage at bottom of Whitley's Drive had been removed. It was **AGREED** that the Council will continue to encourage use of Fix My Street to report fouling and reporting to dog warden. SC Cllr Jones informed the Council that the dog warden is going to look at whether a dog bin could be installed on Whitley's Drive.

- g) Highways concerns (incl. road closures) – Council to receive update and agree further actions

It was **NOTED** that there are no major concerns at present, though Shawbury resurfacing roadworks in Sept could cause extra traffic through Clive (this had been circulated already to Councillors). Clerk suggested that this could potentially be an opportunity to ask local police to do some enforcement, although it was **NOTED** that the Shawbury roadworks should start after rush hour so may not align exactly with usual peak times for speeding through Clive.

- h) VAS signs, data, and police speed enforcement - Council to receive updates and agree actions

Cllr Donoghue had shared quarterly VAS sign speed data and reported there were no significant changes in trends. It was **NOTED** that the Quarry View VAS had not been working for a couple of days but Cllr Donoghue had completely disconnected it and followed commissioning steps in installation manual and it is working again. If this doesn't fix the intermittent issue then it must be a manufacturing fault. It was **NOTED** that the Clerk had updated the police charter priorities, but no enforcement had taken place since that time. It was **AGREED** it would be good to encourage police to conduct some speed enforcement when school term starts up again in September.

- i) Wem Rd VAS sign - Council to consider receive update on mounting post and agree actions

The correspondence with SC Highways re. the new policy for approving new VAS signs, and ownership and maintenance of these assets was **NOTED**. It was **FURTHER NOTED** that an estimate for the provision and installation of a mounting post through SC Highways is £492.03.

It was **AGREED** that the Clerk and/or Chair would arrange a call/Teams chat with Highways to discuss next steps. It was **RESOLVED** the Clerk will email Supt. Stuart Bill to check if CCF police funding application window still open, and if so Clerk will make a start on the grant application form.

45/24: PLANNING APPLICATIONS – Council to agree / ratify responses

- a) Address: [Clive Cottage, Back Lane, Clive, ref: 24/02598/FUL](#)

Proposal: Erection of a replacement garage (renewal of extant permission 21/03264/FUL)

Comments deadline: 14.08.2024

After discussion it was **RESOLVED** to SUPPORT with no concerns.

46/24: SHROPSHIRE COUNCIL PLANNING DECISIONS – Council to note

No outstanding decisions.

47/24: FINANCE – Council to consider and approve

It was **RESOLVED** to note and approve the following (a-d).

- a) Receipts and Payments June 2024

- b) Bank Statement June 2024
- c) Bank Reconciliation for June 2024
- d) Q1 budget monitoring report

Cllr Dennis gave apologies as he had to leave the meeting briefly at 20.42 but would return to meeting.

- e) Bank mandate - Council to receive update

It was **NOTED** that the mandate had been updated and Cllr Goldwyn is now a signatory.

- f) Internal controls checks – Council to receive report from Cllr Hewitt and agree actions

It was **RESOLVED TO NOTE** the report, which stated there were no issues found during the checks.

48/24: PAYMENTS

- a) Payments to be approved at the meeting

It was **RESOLVED** to approve the following payments:

- Clerk, July staffing costs, £755.71 (of which £1.25 VAT)
- NEST, July pension contributions (emp'ee and emp'er), £50.75 (no VAT), by direct debit.
- Clerk, Aug staffing costs, £696.01 (no VAT) – to be paid 15.08.2024
- NEST, Aug pension contributions (emp'ee and emp'er), £50.75 (no VAT), by direct debit. To be paid 16.08.2024
- Hugo Fox, website provision (July), £11.99 (of which £2.00 VAT) – paid 05.07.2024 by direct debit
- Hugo Fox, website provision (Aug), £11.99 (of which £2.00 VAT) – due 05.08.2024 by direct debit

49/24: REPORTS

- a) **Sansaw Estates – Consider a report from the estate**

No update available on Himalayan balsam at top of The Glatt and Hilltop cottage. Clerk has requested this be looked into as there may still be time to take action this year to make it easier to deal with next year. No other reports received.

Cllr Dennis returned to the meeting at 20.46.

- b) **RAF Shawbury - Consider a report**

This item was dealt with earlier in the meeting, after agenda item: 42/24 Minutes.

- c) **Shropshire Councillor's Report - Consider a report from SC Cllr Simon Jones**

This item was dealt with earlier in the meeting, before item: 43/24 Clerk report.

- d) **Police report & Town and Parish Council survey** – Council to note report and agree survey response

The North Shropshire SNT Police report was **NOTED**, with nothing to note for Clive parish specifically.

Cllr Goldwyn had prepared a draft police survey response, and it was **RESOLVED** to approve and submit this response. Cllrs thanked Cllr Goldwyn for preparing a balanced survey response.

- e) **Reports from meetings/ training** - Consider reports from Cllrs/Clerk on training/meetings attended

Cllr Goldwyn had attended the Chairs Network meeting on 24th July which included gov.uk briefing. This was covered under agenda item 44/24d and he had also circulated some notes over email. Cllr Donoghue had attended the Clive Village Hall Committee meeting and reported that room hire cost will go up 10%. No other reports.

- f) **AED checks** – Receive reports from latest AED inspections and agree actions

It was **NOTED** that AED checks had been completed on 27.06.2024 and 25.07.2024, and everything is in order (battery still at 2 bars). These checks were logged for PC records.

- g) **Community Speed Watch** – Consider a report and agree actions

It was **NOTED** that the CSW group had only run one session in July due to bad weather and not enough volunteers being able to meet up at the same time, but that another speed watch had taken place today on Hebron Close.

50/24: POLICIES TO APPROVE

- a) Local Plan Review Committee Terms of Reference
- b) AED Working Group Terms of Reference
- c) Press & Media Policy

It was **RESOLVED** to approve and re-adopt the above terms of reference and policies a, b, c.

d) Business Continuity Policy (NEW)

It was **NOTED** that the Clerk had prepared an emergency envelope and this was given to the Chair for safe keeping. Clerk will give back up drive to Chairman at end of meeting which was up to date barring draft minutes from this meeting.

It was **AGREED** the Clerk will make some changes to the Business Continuity Plan and bring to Sept meeting for approval.

e) Planning protocol – Council to consider templates and agree what to include in draft protocol

The Council thanked the Chairman Cllr Goldwyn for putting together a first draft of the Planning Protocol. It was **RESOLVED** to approve and adopt the policy.

51/24: CORRESPONDENCE RECEIVED

It was **RESOLVED** to note the following:

- a) Locality Neighbourhood Planning training (21.06.2024) – It was **NOTED** that registration had now closed on the training session on re-energising stalled NP steering groups.
- b) NALC Legal bulletin (04.07.2024) **NOTED**
- c) Community Governance Review: Shropshire Council proposals (12.07.2024) **NOTED**
- d) Cllr Gwilym Butler message re. SC consultations (household recycling, garden waste etc.) (12.07.2024) **NOTED**
- e) SC Leader's update (12.07.2024) **NOTED**
- f) SALC Latest Bulletin and staff pensions Legal Topic Note (15.07.2024) **NOTED**
- g) Wem Community Cars scheme (16.07.2024) **NOTED**
- h) Roadworks: [Station Rd, Clive, 05-09.08.2024 \(Cadent Gas\)](#)
- i) Roadworks: [Station Rd, Yorton Station, Clive, 22.09.2024 \(OpenReach, new customer connection\)](#)
- j) Roadworks: [Wayside, Yorton, 02.10.2024 \(OpenReach, pole replacement\)](#)
- k) Roadworks: [Unnamed Road between Preston Brockhurst and Clive, 03.10.2024 \(OpenReach, pole replacement\)](#)
- l) Examination of Shropshire Local Plan: Stage 2 Hearings documents

It was **AGREED** that a LPR Committee Meeting would be called to discuss and agree content of an eventual Hearing statement.

52/24: FUTURE AGENDA ITEMS

Councillors are requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. **Councillors are respectfully reminded that this is not an opportunity for debate or decision making.**

- Casual vacancies
- Wem Road VAS sign Police Safer Road partnership application
- Shropshire Local Plan hearings (Council to ratify/approve hearing statement, deadline 20.09.2024)
- Cllr Haines-Eynon gave his apologies for the Sept meeting.
- It was **NOTED** that the October meeting date may need to be pushed back a week.

53/24: NEXT MEETING – Council to agree

After discussion, it was **RESOLVED** that the next ordinary Council meeting would be held on **Thurs 19th Sept 2024**, 7.30pm at Clive Village Hall.

There being no further business, the Chairman thanked everyone for their participation and closed the meeting at: 9.08pm.

Confirmed as accurate: _____ Chairman Date: _____