

Llanfair Waterdine Parish Council

Minutes of the Annual Meeting of Llanfair Waterdine Parish Council on Thursday 21st May 2020 (held remotely, over Zoom)

Present

Cllr Andrew Beavan (Chair), Cllr Zoe Croose (nee Court – Vice Chair), Cllr Mark Hughes, Cllr Abbie Price, Cllr Roy Lloyd, Sarah Jameson (Clerk). No public present.

1. Cllr Beavan opened the meeting opened at 7.30pm and welcomed Councillors to the Annual Meeting of the Parish Council which due to the Covid 19 lockdown restrictions was being held online via Zoom.

This is the Annual Meeting of the Parish Council and as such requires the election of a Chair and Vice Chair.

2. Election of a Chair

Cllr Croose nominated Cllr Hughes, seconded by Cllr. Price. Carried unanimously.

The Clerk witnessed the new Chair signing the Acceptance of Office form, which will be posted to her for counter signature and filing.

(Cllr Beavan handed the 'hosting' of the meeting to the new Chair, Cllr Hughes who chaired the meeting from this point forwards)

3. Election of a Vice Chair

Cllr Beavan nominated Cllr Price, seconded by Cllr. Croose. Carried unanimously.

The Clerk witnessed the new Vice Chair signing the Acceptance of Office form, which will be posted to her for counter signature and filing.

4. Apologies for absence: Cllr Nigel Hartin

5. Declarations of interest: Cllr Beavan, item 9b and Item 16; Cllr Croose, item 9b.

6. **The draft Minutes** of the Parish Council Meeting on Thursday 19th March 2020 were approved and signed by the Chair as a true record. The Clerk witnessed the signing of the minutes which will be posted to her for filing.

7. Public speaking: There were no public speakers.

8. **To Ratify the email decision regarding the Addendum to Standing Orders for holding remote meetings:** The Clerk had, in the previous week, circulated a document containing an Addendum to the Council's Standing Orders so that meetings may be held remotely/online. All Councillors had voted in favour of the Addendum via email by Friday 22 May. Councillors resolved unanimously to ratify this email decision.

9. Planning:

a) To ratify email decisions regarding three recent planning applications (all were in support):

i) 20/00451/FUL – Hazeldene Kinsley Road Knighton LD7 1TN. Llanfair PC supported this application by email prior to the March meeting but this was not ratified at the March meeting.

ii) 20/01475/FUL: Tyn y Coed Redgate Knighton Shropshire LD7 1UE (pending consideration)

iii) 20/01414/FUL: Stoney Pound Barn Stoney Pound Shropshire SY7 8PD (pending consideration)

The Council resolved to ratify email decisions made previously to support the above three planning applications. All agreed.

b) 20/00186/AGR: Land At Black Hall Llanfair Waterdine Knighton Shropshire LD7 1TU): Erection of lambing/sheep shelter – ***requires planning permission – application awaited***
Cllr Beavan confirmed that at present there is nothing to comment on since a formal application has not yet been put in.

10. Highways update:

a) Potholes update:

Cllr Beavan said that pothole remedial work is gradually taking place in the Parish. The stretch of lane from the Graig to Selly Cross was now completed. The lane between the Bwlch and Bedw junction is not yet completed.

However, Cllr Lloyd reported that the lane between The Green and Cwm Colla is in a bad state of repair. Cllr Lloyd to contact Mr Meyrick (Highways Dept) about this issue.

The link for parishioners/councillors to use to report potholes to Shropshire Council is: <https://shropshire.gov.uk/roads-and-highways/highways-maintenance/pothole-maintenance-and-repair/> It was agreed that the more that problems/issues are reported via this method, the more likely they are to be dealt with. Alternatively, report potholes via the Clerk.

b) Environmental Maintenance Grant – Cllr Hughes to provide documentation to the Clerk to present to Shropshire Council to prove highways expenditure for previous financial year, before we are eligible for an increased grant for 2020/21.

c) Footpath Officer update (Cllr Beadle) – no update. Cllr Beavan reminded Councillors that because the Parish is on the English/Welsh border, there are some ROWS on the Welsh side (ie between Panpunton and Knighton) that had been closed during the lockdown but are now re-opened.

e) Traffic calming in the village – Cllr Price will progress this matter and report at the July meeting.

f) To ratify the email decision regarding the dog fouling notice - the Council resolved to ratify the email decision to support the publication of the dog fouling notice Cllr Croose had circulated the previous week. This notice will be published in the upcoming Llanfair Times. The poster will also

be put up in problem areas around the village for a trial period of 6 weeks, and will be reviewed after that time. Motion proposed by Cllr Beavan, seconded by Cllr Lloyd. All agreed.

11. Finance

a) Cllr Hughes's financial report was read out. (Report attached). Current bank balance was £6127.13

b) Annual Audit update:

Since the Council is under the £25,000 limit, the Council has to sign a Certificate of Exemption from external audit, each year.

The Council ratified the Annual Audit update and the Accounting statement for 2019/20 was approved and signed by the Chair. The Certificate of Exemption was also signed by the Chair. The forms will be sent to the Vice Chair for counter signature where appropriate. The Clerk witnessed the signing of the forms, which will be posted to her for counter signature where appropriate, and filing.

The internal audit will be carried out by Bob Bailey and once he approves the figures he will then sign the Audit.

c) The following invoices were approved and paid: Clerk's invoice for Mar/April: £322.56. The cheque will be sent to the Vice Chair for counter signature before being forwarded to the Clerk.

d) 43 subscriptions, amounting to £300, had been paid in so far for the Llanfair Times.

12. Parish Councillor vacancies: The Council currently has two Councillor vacancies. The casual vacancy notice has been posted on local noticeboards in recent weeks and has been published in the Llanfair Times, but so far with no interest. All Councillors to let the Chair know of anyone they feel may be suitable. Once the lockdown is eased, the Council can be more pro-active in recruiting.

13. Climate Emergency – Tree planting at the Triangle: Cllr Beavan is still seeking approval from all Trustees at the Community Trust, but is hopeful this project can go ahead this winter. The ground could be prepared in advance for an early winter planting.

14. Llanfair Times review: The next issue of the Times will be published in the next fortnight. Cllr Beavan asked if the safety of the distributors had been taken into account (re Covid 19). Cllr Croose confirmed that the usual protocols will be in place and guidance given to all distributors.

Subscriptions update: due to the current Covid 19 lockdown situation it was proposed that, despite the resolution made at the January meeting, the June edition of Llanfair Times be funded from ringfenced funds held from calendar sales. Financial subscriptions received from the public will fund editions from September 2020. The Editorial team would be given access to monies raised in 2018 by Llanfair calendar sales (the funds have been put aside for use by the Times). Cllr Beavan suggested that the matter be reviewed when the Council sets its 2021/22 budget in November. All agreed.

15. Shropshire Council report: No report. Cllr Beavan asked the Clerk to write to thank Cllr Hartin for his helpful Covid 19 bulletins and for his continued concern.

16. Llanfair Waterdine Community Trust: No report. Completion of the Pavilion building had been adversely affected by the continued Covid 19 lockdown (no volunteers or raw materials). The ground had been let out to grazing to help maintain the grass in the meantime.

On the Turbary there had been no curlew surveying so far and livestock were grazing the field as usual.

The Trust urgently needs to recruit a Trustee. Since it is the Council's duty to approve new Trustees, Councillors were asked to do their best to help identify potential new recruits. The Clerk has application forms.

A deadline of 20th June was agreed for new potential recruits.

17. AONB report: No report

18. Defibrillator update: The pads on the machine had been replaced and were now in working order. During the Covid lockdown, VOIP volunteers/users are not required to respond to calls. Councillors felt they would like further training, post lockdown, to feel more confident in using the VOIP system. Cllr Price to progress.

19. Annual Parish Meeting (APM): Due to the coronavirus situation, the APM had been deferred until May 2021.

20. Future Parish Clerk: Maggie Brown had been interviewed online the previous week and appointed as the new Parish Clerk. Councillors were all in agreement. The new Clerk would start in early June and would have a two-week crossover with the current Clerk to handover files, passcodes etc. The new Clerk's contract is still to be formally approved. Cllr Hughes to progress.

21. To ratify the email decision regarding the Chairman's Annual Report: Cllr Beavan had circulated his Annual Chair's Report to all Councillors the previous week. All agreed to approve the report, which will be published in the upcoming Llanfair Times.

22. Correspondence - None

23. Confidential business - None

24. Next meeting – Thurs 16th July 2020 (currently to be via Zoom unless otherwise notified)

25. Close

26. 2020 meetings dates (method of meeting/s TBC)

17th September 2020 / 19th November 2020

SignedDate