

Llanfair Waterdine Parish Council

**Minutes of a meeting of
Llanfair Waterdine Parish Council
on Thursday 19th July 2018, Everest Hall**

Present

Cllr Andrew Beavan (Chair), Cllr Zoe Court (Vice Chair), Cllr Mark Hughes, Cllr Barry Swancott, Cllr Abbie Price, Cllr Roy Lloyd, Sarah Jameson (Clerk), plus Nigel Hartin and 1 member of the public

- 1) The Chair opened the meeting opened at 7.30pm
- 2) **Apologies:** There were no apologies
- 3) **Declarations of Interest:** Cllr Swancott – item 10 & 17; Cllr Beavan – item 17; Cllr Price – item 10
- 4) **Minutes:** The Minutes of the Parish Council Meeting held on Thursday 17th May 2018 were approved and signed.
- 5) **Public Speaking:** There were no public speakers
- 6) **Planning:**

To receive an update on prior applications:

 - i) 18/00479/FUL - Upper Duffryn Craven Arms Shropshire SY7 8PQ

New applications:

 - ii) 18/02936/AGR - Upper Duffryn, Craven Arms Shropshire SY7 8PQ

It was agreed that since these applications were for an agricultural building and outside the immediate parish there were no further comments to make on them.

7) Highways:

(See attached report) Cllrs Court & Lloyd had met with Ian Martin (Shropshire Highways) on 18th July for the annual review of roads in the parish. No progress had been made on matters we had raised with the department last year (in particular potholes on the road below the Green). **Clerk to write to Andrew Keyland/Ian Martin**. It was agreed that we need to ask Highways to prioritise the L1 roads (the most used). This is likely to mean that the L3 designated roads (least used) will not be maintained. It was agreed that the public should be encouraged to complain direct to the Highways Dept about roads with potholes or overgrown verges/hedges rather than via the Parish Council, since this may have a more direct effect. Photographs are useful. It was agreed the **Clerk would create a poster/notice** to advise parishioners who to contact at Shropshire Council, but to keep the Parish Council updated. This could be published in the Llanfair Times. It was also noted that parishioners can help by keeping roads clean and clear of mud. Cllr Beavan is hoping to arrange for the next LJC meeting in the Autumn (which will be on the subject of Highways) to take place in Llanfair. Road that currently needs attention: Monaughty to Skyborry Green.

8) Finance:

- a) The financial position had not changed since the last meeting. Cllr Hughes was arranging for all new councillors to be mandated to sign cheques and for signatories to be able to use online banking.
- b) The following invoices were approved for payment: 1) £40 to Information Commissioners Office for the PCs data protection fee; 2) £100 to Shropshire Council for election recharge (2017); 3) £324.98 to Clerk for salary & expenses for May & June.

9) Review, update and adopt PC Standing Orders:

SALC had advised all PCs to adopt the new model Standing Orders produced by NALC in spring 2018. The new Model Standing Orders were reviewed alongside the current Llanfair Parish Standing Orders (last updated in 2015) and having added the relevant detail, Council agreed to adopt the new Model Standing Orders as they are. **Clerk to circulate the updated Standing Orders to all councillors and upload to the website.**

- a) Protocol for decisions outside of meetings (deferred from March meeting): This additional guidance had been prepared by Cllr Swancott, to clarify the situation regarding Parish Council communications via email. The Council agreed to adopt the protocol as an addendum to the new Standing Orders. Clerk to circulate to all councillors.

10) S137 Grant application from “The Moonwalkers”:

Council agreed this application, although unusual, was allowable under the S137 Grant rules and agreed to award £100 to the Moonwalkers to cover the costs of their forthcoming fundraising event (ie hall hire and electricity). Proposed BS, seconded AB, no other proposals, carried unanimously. **Clerk to write to the applicants to advise them.**

11) Councillor vacancy update:

There is still a Councillor vacancy following the resignation of Richard Lewis.

12) Llanfair Times update:

There was no update. The next issue will be in September.

13) Broadband update:

Cllr Beavan had been trying to get an update from Chris Taylor, Connecting Shropshire, who is apparently now ‘escalating’ the matter.

14) Parish Council website update:

Clerk reported that there had been a lull in progress on the website in recent months. However Cllr Beavan and Cllr Swancott agreed to work with the Clerk over the next two months to supply information needed for the Council pages. Cllr Swancott to liaise with Ali Ford over the community section of the website. So far no community groups had taken up the offer of a (free) page on the PC website, so this needs further work/encouragement. **Clerk to email all councillors with the login to the draft site so**

they can preview it 'live'.

15) Shropshire Council report:

Cllr Hartin reported that matters had quietened down slightly over the summer. 1) A recent bi-election had taken place, but not changed the make-up of the Council, 2) A donation to Oswestry football club was under investigation and 3) there will be a judicial review of the ministers decision re the Fire Authority. Cllr Hartin will chase up Chris Taylor re the broadband issue.

16) Local Joint Committee: see attached report

17) Llanfair Waterdine Community Trust: see attached report

18) General Data Protection Regulations:

Clerk was still working on the 72 page NALC GDPR toolkit for PCs. A privacy notice had been uploaded to the website. It was agreed that the Council processes very little personal data and no sensitive data. However, it was very important that all Councillors ensure they keep all Council data safe and secure at all times. It was felt that paying for new email mailboxes for each Councillor was not necessary at this point.

19) Correspondence:

1) Cllr Beavan read out a letter of thanks from the PCC for the recent S137 grant the PC awarded for grass cutting in the churchyard; 2) and an email from BT confirming that the BT telephone kiosk was now formally handed over. This is a Community Trust matter now.

20) Confidential business: None

21) Next meetings: Thurs 20th September / Thurs 15th November and (2019): Thurs 17th January / Thurs 21st March / Thurs 16th May

22) The meeting closed at 9.15pm

SignedDate