

## Llanfair Waterdine Parish Council

Minutes of Annual & scheduled meetings Tuesday 17 May 2022, 7:00pm at Everest Hall.

Present: Cllrs Andrew Beavan; Zoe Croose; Darren Knipe, John Lane; and Roy Lloyd.

In attendance: Mrs Maggie Brown, Clerk

Neither the outgoing Chairman nor Vice Chairman were present, members selected Cllr Knipe as chair until formal election at item 1.

### ANNUAL PARISH COUNCIL MEETING

1. **Election of a Chairman of the Council.** Cllrs Beavan & Hughes were nominated and seconded. Following a vote, Cllr Beavan was elected Chairman and signed his Declaration of Acceptance of Office. Cllr Knipe handed control of the meeting to Cllr Beavan who thanked members for their vote of confidence, and Cllr Hughes in particular for his work as Chairman over the last few years.
2. **Election of a Vice Chairman of the Council.** Cllr Hughes was nominated and seconded in his absence. It was agreed that if Cllr Hughes is willing to accept the post, he may sign his Declaration of Acceptance of Office at a later date.  
The Chairman thanked Cllr Price for her work as Vice Chairman over the last few years.
3. **Welcome.** The Chairman welcomed everyone to the meeting.
4. **Apologies for absence** were received from Cllrs Abbie Price, Mark Hughes & Shropshire Councillor Nigel Hartin.
5. **Declarations of Interest and requests for dispensations.** None received.
6. **RESOLVED to approve and adopt**
  - 6.1. Code of Conduct. To be reconsidered if Shropshire Council adopts the Local Government Association Code.
  - 6.2. Standing Orders. NALC 2022 version, with an additional clause 5k. *A councillor may not be elected as chairman for more than 3 consecutive years after which they may not stand for re-election as chairman for a period of 1 year.*
  - 6.3. Financial Regulations. NALC 2019 version.
  - 6.4. Risk Management Policy, as amended.
  - 6.5. Banking Policy.
7. **Agreed: Membership of Financial Working Group,** Cllrs Croose, Hughes & Price  
**Agreed: Representatives on**  
The Pavilion Management Committee, no longer required.  
Area of Outstanding Natural Beauty (AONB). Withdrawn. Not applicable.  
South Shropshire Area Local Committee, councillors will join meetings according to availability.  
**Agreed: co-ordinators for**  
Environmental Maintenance Grant work, Cllrs Beavan and Lloyd  
Footpath Warden. Withdrawn. Not applicable as arrangement is with Shropshire Council not the Parish Council.
8. **Arrangements for 2022/23 agreed**
  - 8.1. **Internal Auditor.** The clerk will contact a resident in the Parish to ask if they are willing to undertake the audit in April 2023. Thanks were recorded to the current auditor, for their meticulous assistance over recent years.
  - 8.2. **Bank Mandate.** Signatories to remain unchanged, Cllr Beavan to assist with online payments.
  - 8.3. **Meeting dates.** Changing to a Monday was agreed if The Pavilion and Everest Hall are available. Meetings would take place on the third Monday of January, March, May, July, September and November. To be confirmed.
  - 8.4. Responsibility delegated to the clerk, in liaison with Finance Working Group, for immediate payment, within budget, for the following: printing of Llanfair Times; payroll; PAYE; Insurance.

## Scheduled Meeting

### 9. Open Discussion

- 9.1. Views of the public on agenda business items. No members of public were present.
- 9.2. Report from Shropshire Councillor Nigel Hartin. Cllr Hartin gave a report at the Parish Meeting on 10 May.

10. **Minutes.** **RESOLVED** minutes of the Scheduled Parish Council Meeting held on 17 March 2022 and the Annual Meeting of the Parish held on Thursday 29 April 2021 were agreed as a true record and signed by the Chairman.

11. **Matters arising from the previous meeting.** No matters arising.

12. **Reports from Councillors.** Cllr Knipe's report on purchase of Jubilee mugs received under item 16.

13. **Planning.** Response to applications to be determined by Shropshire Council.

[22/01723/LBC](#) Llantroft Llanfair Waterdine Craven Arms Shropshire SY7 8PD Works to include the re-building of the timber frame of Barn 1; replace roof slates; repair works to doors, stable partition and hay trough; re-build three stone walls raising the height of two...*lower walls* (italic text taken from application form)

**RESOLVED** no comment to be submitted by the Parish Council.

**Items 13.2 to 13.4 were noted.** The Parish Council had not been consulted, there being no legal mechanism for public consultation on applications for non-material amendments to existing planning permissions.

- 13.1. [22/01938/DIS](#) Llantroft Llanfair Waterdine Craven Arms Shropshire SY7 8PD. Discharge/part discharge Conditions 5 (external materials and finishes), 6 (roof lights only), 7 (stonework) and 8 (roof detailing for Building 1 (stable) only) of listed building consent No. 21/03685/LBC
- 13.2. [22/01899/DIS](#) Llantroft Llanfair Waterdine Craven Arms Shropshire SY7 8PD. Discharge/part discharge Conditions 5 (external materials and finishes), 6 (roof lights only), 7 (stonework), 8 (roof detailing for Building 1 (stable) only) and 9 (bird boxes) of planning permission No. 21/03684/FUL
- 13.3. [22/01710/AMP](#) Llantroft Llanfair Waterdine Craven Arms Shropshire SY7 8PD. Non-material amendment to planning permission No. 21/03684/FUL (rebuilding rather than repair/alteration of 'Barn 1', to include raised plinth walls on two sides and revisions to bat mitigation)

### 14. Finance.

- 14.1. Year End report from the Responsible Financial Officer was noted. On which invoice VAT had been incurred was questioned.
- 14.2. The Internal Auditor's Report for year ending 2022 was received and noted.
- 14.3. **RESOLVED** to approve Annual Governance Statement, section 1 of the Annual Governance & Accountability Return.
- 14.4. **RESOLVED** to approve Accounting Statement, section 2 of the AGAR.
- 14.5. **RESOLVED** to agree proposed dates for the exercise of public rights, 13/6/2022 to 22/7/2022
- 14.6. **RESOLVED** to sign and authorise return of Certification of Exemption from External Audit (for councils with gross income or expenditure not exceeding £25,000)
- 14.7. **RESOLVED** to note Barclays Bank Account balance £7,671.54, and approve payments:

Shropshire Association of Local Councils Affiliation 2022-23	£163.81
Clerk's Payroll Months 1 & 2 inc. £89.44 backpay for 2021/22	£396.88
HMRC PAYE Months 1 & 2	£99.20
Clerk's Expenses. Subscription to Society of Local Council Clerks 2022	£23.21
The Community Pavilion Hire 10 May 2022 Annual Parish Meeting	£10.00
Price, Cllr Abbie Refreshments for Annual Parish Meeting	£15.98
Total expenditure	£709.08

### 15. Consultation.

- 15.1. Local Policing Community Charter – Parish Council Survey. **Agreed:** to respond as discussed, including a request that the Safer Neighbourhood Team be seen in the Parish, thereby familiarising themselves with locations of outlying farms and homesteads.

- 15.2. Shropshire Council's draft revised housing allocations policy and scheme. **Agreed:** No response will be sent to this consultation which refers to the allocation of social housing.
16. **The Platinum Jubilee.** Decisions required to complete arrangements for Jubilee celebrations.  
**Mugs.** A quote for 150 Llanfair Waterdine/Jubilee mugs received. The Parish Council will give one to each child (under the age of 17) resident in the Parish, or at the discretion of the Council. The remaining mugs will be available to residents at cost. The Llanfair Trust will be asked to underwrite a figure, yet to be determined, for any which remain. **Agreed:** Cllr Knipe will arrange co-ordinate the delivery; Cllr Croose will estimate the number of children in the Parish, and keep a list ensuring each child receives one commemorative mug.  
**Beacon. Agreed:** to serve mulled cider and soft drinks, with hot dogs barbecued at the site. Responsibilities for arrangements were shared between councillors. **RESOLVED** to ask the Trust for a grant to pay for refreshments. Costs to be sent to the clerk without delay. Responsibility for a risk assessment was delegated to the Clerk and Chairman.
17. **Shropshire Council's Community Tree Scheme** A response to request for evaluation of the scheme was completed in draft. Noted: about 25% of 100 trees planted have survived. A letter is to be sent to the Trust, on whose land the trees are planted, explaining that the trees failed due to overshadowing by bracken, and asking if it might be controlled.
18. **740 bus service from Knighton to Ludlow.** Agreed: insufficient information had been received on whether a subsidy for the service may be withdrawn. No action to be taken.
19. **British Telecom's proposed removal of telephone landlines and a move to a digital network.**  
Reported: a [BT Press Release](#) about Landlines/new digital technology has been published: "We're pausing our Digital Voice plans for Consumers, while we work on a more resilient rollout".  
Noted: Further information is available on the Ofcom website. The clerk will publicise information for residents' information via the News page on the website.
20. **Highways / Public Rights of Way**
- 20.1. **Update following a public meeting on 27 April** - arranged by Cllr Nigel Hartin with Shropshire Councillor Dean Carroll, and Head of Highways, Andy Wilde.  
Cllrs Beavan and Lloyd attended the meeting They raised the issue of Red Lane, which has been closed for approximately two years, with no remedial work having been completed since damage was caused by a lorry veering off the road. They stressed that no-one is taking any notice of the closure, and the road is still in use.  
Other councils complained of lack of consultation, which LWPC councillors supported.  
Promises of work to be completed are not followed through.
- 20.2. No issues were reported for the Footpaths Warden.  
Noted: The Warden has requested a 4ft metal footpath gate, to be installed by a landowner, to limit interaction of livestock, due to health concerns. The Parish Council is in favour of reducing biological hazards, and will write to Shropshire Council confirming its support.
21. **Correspondence.** An email received from Clive Leworthy, Community Liaison Executive, Airband. Councillors and members of public are invited to a webinar on Wednesday 8 June 6.30pm where an update will be given on the rollout of fibre broadband in the area. Clerk to publicise via the website, and flyer to be placed on board at Everest Hall.
22. **Date of next scheduled meeting – to be confirmed.** Monday 18 July or Tuesday 19 July, 7.30pm at Everest Hall.  
Agenda items: Broadband, Review of Llanfair Times Constitution and representative from the Parish Council.
23. The meeting closed at 21:10

Original signed and on file.

Signed .....

Dated .....

Cllr Andrew Beavan, Chairman