

Llanfair Waterdine Parish Council

Thursday 16 July 2020

The meeting was held remotely, via Zoom.

MINUTES

Present: Cllrs Andrew Beavan; Zoe Croose; Mark Hughes (Chair); Roy Lloyd; Abbie Price (Vice Chair)
In attendance: Mrs Maggie Brown, Clerk.

1. Welcome

Cllr Hughes welcomed everyone to the meeting.

2. Apologies for absence

Received from Shropshire Councillor Nigel Hartin

3. Declarations of Interest

Received from Cllr Beavan in item 19 as Trustee of Community Trust. No requests for dispensations received. See also item 21.

4. Co-option

RESOLVED John Lane was co-opted as a member of Llanfair Waterdine Parish Council. The required Declaration of Acceptance of Office being signed (holding it up to camera), he joined the meeting. The Clerk will countersign the form when the parish council next meets in person.

5. Open Discussion

5.1. Apologies had been received from Shropshire Councillor Nigel Hartin.

5.2. No members of public joined the meeting, and no views had been received by the Clerk.

6. Minutes

RESOLVED Two alterations were made to the draft Minutes of the Annual Meeting held on 21 May 2020. a) item 14, clarifying update on Llanfair Times subscriptions; b) item 16, clarifying grazing on the Turbary. Minutes were then agreed as a true record. The Chairman to sign Minutes at a later date.

7. Planning

7.1. Agreed in principle to adopt new policy for dealing with planning applications between meetings after alterations as discussed. Clerk to circulate 2nd draft; add to September Agenda.

7.2. To consider response to the following planning application:

Reference 20/02618/FUL

Address Tyn Y Coed Red Lane To Hidmore Redgate LD7 1UE

Proposal Application under Section 73A of the Town and Country Planning Act 1990 for the erection of single storey extension on footprint of former pigsty; replacement of doors and windows; installation of 2No. dormer windows and block up existing window.

RESOLVED To not submit a comment on this application.

7.3. Consultation from to Galloway Estates Ltd Chartered Surveyors (for Airwave Solutions Ltd) relating to **Airwave site DFP057 Consultation** - Proposed Base Station Site Upgrade: Land at The Craig, Llanfair, Waterdine Shropshire, LD7 1TS NGR: 325044, 276147

RESOLVED To write in support of this upgrade in light of its importance to the emergency services, and potential improvements to 4G in the vicinity.

8. Finance

8.1. **RESOLVED** To form Finance Working Group; Cllrs Croose; Hughes, & Price.

8.2. **RESOLVED** To delegate responsibility to the clerk, in liaison with Finance Working Group for immediate payment, within budget, for the following: printing of Llanfair Times; payroll; PAYE; public liability insurance. Payments will be noted in the Minutes of the following meeting.

- 8.3. Noted: Cllr Hughes holds £35 in cash subscriptions received for Llanfair Times. Cheques have been banked. £300 in subscriptions and donations received.
RESOLVED September issue of Llanfair Times will only be delivered to those who have paid subscriptions. Digital copy to be available on the Parish Council website.
- 8.4. **RESOLVED** To leave £465 in ring-fenced funds, not move to Llanfair Times budget heading.
- 8.5. **RESOLVED** Payroll be processed by the Clerk/ Responsible Financial Officer (RFO) using HMRC Basic PAYE Tools.
- 8.6. **RESOLVED** Clerk/RFO be added to bank mandate. Noted This may take some time due to difficulty in contacting Barclays Bank via telephone.
- 8.7. Noted: Quarter End report from RFO received.
- 8.8. Noted: Dates of Public Inspection of accounting records 2019-20. Set by RFO – Tuesday 1 September to Monday 12 October 2020. Notices to be circulated nearer the time.
- 8.9. Noted: Barclays Bank Account balance @ 30 June 2020 £6,344.57
- 8.10. **RESOLVED** To approve payments:
 Mrs Sarah Jameson, Clerk Inv. May 2020. £161.28
 Shropshire Association of Local Councils Inv. 172 £155.18
 Craven Design & Print Inv. 30410, printing Llanfair Times June edition £262.00
 Mrs Maggie Brown, Clerk, Payroll Months 3 & 4 £305.13
 Total payments £883.59

9. Policy for News Items

RESOLVED To transfer email circulation list from The Directory to the Clerk who will take responsibility for circulating News Items. Clerk to be instructed which items to forward by Councillors. Clerk to set up News Page on Parish Council website. To test the system, Councillors will sign up to receive updates.

10. Historic Minutes

- 10.1. Noted: Historic Minutes have been received by Cllr Hughes. Minutes of meetings between January 2015 and September 2016 inclusive are missing. Their whereabouts to be discussed after the meeting.
- 10.2. Noted: Clerk suggested recording location of historic documents annually, to keep present and future Councillors informed. **RESOLVED** To keep historic Minutes in the Parish and not deposit at the Shropshire Archive for the time being. Cllr Beavan to ask Knighton Solicitor for costs of secure storage on behalf of the Parish Council. Cllr Lane to consider feasibility of creating digital copies of hand written Minutes.

11. Dog fouling posters.

Agreed posters have been effective, particularly from the Church to Llanfair Hall Farm. **RESOLVED** to remove posters, and reinstate them at a later date if required. Noted: Consider new locations for signs to keep their impact fresh, and put up after verges have been cut. Cllr Croose agreed to remove the posters.

12. COVID-19:

Noted: Shopping for a number of vulnerable people had been undertaken by Cllr Hughes. Orders emailed to the Co-Op, for collection and delivery. The Co-Op subsequently arranged free delivery service for residents in the vulnerable category.

Everest Hall Management Committee is in receipt of a £10,000 grant.

Slow broadband speeds may have had an impact on those working from home. It is hoped residents will tell the Parish Council of their experience, to inform correspondence with Shropshire Council on this subject. **RESOLVED** Clerk to write to Shropshire Council, *Connecting Shropshire*, requesting an update on progress.

13. Defibrillator.

Cllr Price reported: No training will be available until restrictions are lifted. A representative of the Clun Valley AED will come to Llanfair Waterdine to train volunteers. VOIP (Voice over Internet Protocol) phones will not be in use until further notice.

14. Parish Council Website – Accessibility.

Reported: Hugo Fox website has released an update to allow their sites to comply with new regulations. **RESOLVED** Clerk to prepare Accessibility Statement ideally before September; to research costs and Accessibility implications of transferring to a WiX site; to update and maintain

existing site; and investigate setting up News page (see also item 9). Decision on whether to remain with Hugo Fox deferred to September.

15. Highways.

15.1. Reported: Some potholes have been filled. Complaints received from taxi firm about condition of roads.

15.2. Poor road conditions in the Parish were discussed. **RESOLVED** Clerk to write to Shropshire Council Highways Department confirming: The Parish Council's appreciation of the works completed this spring on sections from Graigwood Cottages towards Selly Cross, and from Black Hall Farm towards Cwmcole. The Parish Council's concern that more important strategic routes have not been upgraded despite continual lobbying, as follows:

- From Kinsley Road in Knighton towards Coed Y Hendre Farm, the worst areas being Skyborry Green to Monaghty,
- Under Graig Wood and above Melin Y Grogue towards Treggodfa, and from the Black Smith Shop towards Spring Hill
- A particularly bad section, in need of urgent repair being from Cwm Colla to The Green Farm.

15.3. Environmental Maintenance Grant. **RESOLVED** Clerk to contact Highways Maintenance Manager to confirm grant increase to £400. Cllr Hughes to ask Iorweth Waters if he is able to undertake work on behalf of the parish this year; Cllrs Beavan and Lloyd to supply detail of works required.

15.4. Update from the Footpath Warden received. The Parish Council recorded its thanks to the Warden, and noted that waymark signs are being put up, helpful not only to walkers, but also to landowners, ensuring the correct route is followed.

15.5. No issues reported for the Footpath Warden.

16. Traffic calming in the village.

Suggested schemes had been circulated prior to the meeting. **RESOLVED** to purchase two '*Please drive carefully*' signs at a cost of approximately £110 each. Cllrs Beavan & Price to order signs. Noted: invoice to be made out to Llanfair Waterdine Parish Council in order to recover VAT if applicable.

17. Llanfair Times.

Noted: Deadline for September copy 14 August. Cllr Price agreed to assist with proof reading. See also 8.3.

18. Climate Emergency Declaration

No update this month.

19. Llanfair Waterdine Community Trust Report

Cllr Beavan reported: Work restarted on the Pavilion since lockdown eased. Volunteers successfully completed painting and decorating. The next stage is floor covering; 2nd fix electrics and plumbing. No meetings have been held due to COVID-19. The Parish Council was reminded that a vacancy for a fourth trustee still exists. Noted: Councillors praised works completed to date; the Pavilion is looking great.

20. Area of Outstanding Natural Beauty (AONB)

Cllr Mark Hughes reported: An online meeting had been held with interesting discussions on greening and small-scale planting regimes. It is hoped advice can be obtained on progressing the mini forest project on The Triangle.

21. Correspondence

21.1. Request for funding from a charity – deferred to September.

Having learned the subject of 21.2, Cllrs Beavan and Croose declared an interest, and took no part in discussion or decision.

21.2. Notification of update to planning application 20/00002/AGR. Received too late for this Agenda. **RESOLVED** Clerk to circulate information, and respond as instructed by

Council. Cllrs Beavan and Croose are not be included on circulation list.

22. Date of Next meeting. Thurs 17 September 2020.

23. Meeting dates for 2021: 21

January; 18 March; Annual Meeting of the Parish Council 20 May; 15 July; 16 September; 18 November. Annual Meeting of the Parish to be arranged.

24. Meeting closed at 22:09

Signed ORIGINAL COPY SIGNED AND ON FILE

Cllr Mark Hughes
Chair

17 September 2020