

# IGHTFIELD PARISH COUNCIL

## Minutes of the Ightfield Parish Council Meeting held at on 20 September 2021 at Calverhall Village Hall, Calverhall

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**Chairman:** Cllr M Astley

**Councillors:** Cllr H Hitchman; Cllr M Procter; Cllr L Roberts; Cllr D Price; Cllr Heywood-Lonsdale;  
Cllr P Wynn (Unitary Councillor)

**Locum Clerk:** A Roberts

**Members of the Public:** Nicola Pearce

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### **67/21 Chairman's Welcome, Announcements and Public Session**

The Chairman welcomed everyone to the Meeting, opening proceedings at 7:30pm. There was one member of the public present.

### **68/21 Present, apologies or absent**

Councillors present as noted above. Apologies were received and accepted from Cllr Procter. Cllr Rich was absent – no apologies received.

### **69/21 Presentation: Restoring Shropshire's Verges**

Janet Cobb from the Shropshire Verges group outlined the advantages of managing verges for wildlife and gave examples of local community activity.

### **70/21 Declaration of Disclosable Pecuniary or any other Interests or requests for Dispensations**

Cllr Heywood-Lonsdale declared an interest in item 74/21b

### **71/21 To approve the minutes of the of the Parish Council Meeting held on 20 July 2021**

Councillors confirmed that they had received and read the minutes of the meeting. Cllr Astley proposed them to be a true and accurate record, seconded by Cllr Hitchman, agreed by all. **Resolved**

### **72/21 Matters arising from and action taken from the minutes (not otherwise on the agenda)**

19 May 2021

- a. The Clerk will establish how urgent the street light repairs are
- b. **Cllr Heywood Lonsdale** will obtain 2 quotes for repairs to the war memorial wall
- c. The Clerk reported that the VAT reclaim is delayed until all invoices are in.

### **73/21 Reports: Unitary Councillor, Councillors and Clerk**

Councillor Wynn reported the following:

- The boundary review has referred to parish councils and this could prove advantageous to the smaller councils who struggle to attract candidates.
- An Afghan family will shortly be rehomed to Wem, followed by two more families elsewhere in the County.
- The new LGA Code of Conduct will shortly be adopted by Shropshire Council.
- New bins will be provided to replace the recycling boxes currently in use (probably in February).
- The Shrewsbury North West Relief Road will go to planning in November.
- Shropshire is currently the second worst County in the Midlands for Covid-19.

### **74/21 Parish Matters - An opportunity for Councillors to report items requiring attention:**

#### **a. Hedge Cutting**

Cllr Price reported that the playground hedge at Calverhall had been cut. There is still some tidying to be done. The footpath hedge has been cut twice (both bottom cuts). The inside will be left this winter. There was some discussion regarding spraying the fence line to stop encroachment and the associated issues, including closing



the path. The need for an annual maintenance plan was recognised.

Proposed Cllr Astley, seconded Cllr Price, agreed all:

**Resolved: An agronomist will be engaged to advise on spraying activity.**

Cllr Price will make the necessary arrangements for an agronomist.

Cllr Heywood-Lonsdale will arrange for the cutting of the outside of the hedge in the Autumn.

Cllr Price, Cllr Heywood-Lonsdale and Cllr Hitchman to present a draft parish council wide hedge and grounds maintenance plan to the next meeting.

b. Footpath - Chartland Development and Wayleave

Cllr Astley outlined a series of conversations that had taken place with the representative of Chartland Developments regarding work which affected the Parish Council's Pathway. The issues have been resolved on this occasion, but Cllr Astley expressed concerns that the Parish Council needs to clearly state its position to prevent future work on the Pathway being carried out without the Council's consent. Following a meeting discussion regarding access and consent to the Pathway, it was proposed that the precise wording from the pathway lease should be quoted in a resolution (to be agreed at a future meeting) to clarify the matter.

The Clerk reported that the Council had been asked by EDF to sign a Wayleave allowing access across the footpath.

Proposed Cllr Astley, seconded Cllr Hitchman, agreed all.

**Resolved: The Wayleave will be signed on behalf of the Council.**

c. Playground reports

Following receipt of inspection reports, members discussed their findings.

Calverhall – most issues had already been made safe and of the issues highlighted, only ground matting required any action.

Ightfield – the inspection report confirmed that the multi-play is in a poor condition and that maintenance/replacement is required.

Proposed Cllr Astley, seconded Cllr Price, agreed all.

**Resolved: Once quotes have been obtained, sources of grant funding will be explored in order to replace the multi-play equipment at Ightfield playground.**

Cllr Astley will explore sources of funding, including the Severn Trent Wellbeing Grant, once costs are established.

d. Strategic Objectives 2022 – 2024

Deferred to the next meeting.

**75/21 Highways / Environmental Health**

The following were discussed:


- Issues on the Bletchley Road out of Calverhall. Cllr Wynn, Cllr Heywood-Lonsdale and Cllr Price will meet to discuss the outstanding work.
- The clerk will report a streetlight out in Calverhall.
- Blocked drain by Church Barn, Church St, Ightfield is ongoing. Cllr Heywood to report at next meeting.
- Blocked drain Opposite Holly Cottage, Burleydam Road has been reported.

**76/21 Correspondence**

- a. SALC information bulletins and legal topic notes - noted
- b. As received by the Clerk and circulated by email - noted

**77/21 Planning**

- a. Applications – none received.
- b. Decisions – none received.





### 78/21 Finance

- a. Balance reconciliation & cash book for information: Councillors reviewed the figures. Bank statements were checked against spreadsheets for accuracy.
- b. The Clerk presented payments due for approval.  
Proposed by Cllr Heywood Lonsdale, seconded by Cllr Roberts, agreed all.  
**Resolved: The payments shown below are approved for payment and income is noted.**

Recipient	Reason for Payment	Amount	Cheque No.(if paid)	Power of Expenditure
Employee 2	Hours worked in July*	206.45	100588	LGA 1972 s112
Access to Trees	Grass Cutting (Pathway)*	273.00	100589	PHA 1875 s164/Open Spaces Act 1906 ss9&10
HMRC	PAYE*	51.60	100591	LGA 1972 s112
Employee 2	Hours worked in August	154.85	-	LGA 1972 s112
HMRC	PAYE	103.20	-	LGA 1972 s112
Employee 2	Expenses	65.90	-	LGA 1972 s111
P Haynes	Ightfield Playground Repairs	320.98		PHA 1875 s164/Open Spaces Act 1906 ss9&10
P Haynes	Supply and erect gate (Calverhall Playground)	289.62		
P Haynes	Fencing (Calverhall Playground)	132.67		
PWLB	Loan Repayment (footpath)	2560.60	DD	-
		<b>4158.87</b>		
<b>Income Received (August)</b>				
War Memorials Trust		570.00	Refurbishment Grant	
Employee 1		222.51	Repayment (July standing order)	
		<b>792.51</b>		

### c. Future Banking Arrangements

The Clerk presented a briefing note outlining options for moving to online banking (Appendix A).  
Proposed Cllr Astley, seconded Cllr Heywood-Lonsdale.

**Resolved: The Council will move its banking arrangements to Unity Trust Bank.**

### 79/21 Housekeeping

- a. Recruitment of a permanent Parish Clerk  
Proposed Cllr Astley, seconded Cllr Hitchman.

**Resolved: Subject to satisfactory references being approved by the staffing committee, the role will be offered to a successfully identified candidate. The trial period will be 13 weeks and the locum clerk will be retained until the end of November.**

### 80/21 Items for Next Agenda (15 November 2021)

- Footpath Maintenance Plan
- Parish hedge and grounds maintenance plan.
- Footpath Lease
- Strategic Objectives
- Vehicle Activated Sign (VAS) and SID (Speed Indication Device)
- 2022 Meeting Calendar
- War Memorial maintenance in the last few years

The Chair thanked everyone for attending. The meeting was declared closed at 21.39

