

IGHTFIELD PARISH COUNCIL

Minutes of the Ightfield Parish Council Meeting held at on 14 March 2022 at Calverhall Village Hall, Calverhall

Chairman: Cllr M Astley

Councillors: Cllr H Hitchman; Cllr D Price; Cllr L Roberts; Cllr W Heywood-Lonsdale

Shropshire Councillor: P Wynn

Locum Clerk: A Roberts

Members of the Public: None

9/22 Chairman's Welcome, Announcements and Public Session

The Chairman welcomed everyone to the Meeting, opening proceedings at 7:30pm.

10/22 Present, apologies or absent

Councillors present as noted above. Apologies received from Cllr Rich and Cllr Procter.

11/22 Declaration of Disclosable Pecuniary or any other Interests or requests for Dispensations

None declared

12/22 To approve the minutes of the of the Parish Council Meeting held on 20 September 2021

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

13/22 Reports

- a. Cllr Wynn reported that half of the highways drainage remedial work had been done. The second half along with the road outside Cloverley Farm and resurfacing the A41 between Sandford and Bletchley will be done later in 2022. Shropshire Council is appealing regarding the closure of the driving test centre in Whitchurch and is hoping for a resolution shortly.
- b. The Clerk has received complaints from residents of Corra Meadow about parking overspill from the Chartland development. Cllr Rich had also raised this by telephone on behalf of residents and has asked Shropshire Council for double yellow lines to be installed on Corra Meadow. The Council will monitor and then review the situation once the development is complete.

14/22 Parish Matters

- a. Ightfield Playground Refurbishment
Although 3 quotes have been received the work will have to be requoted as a funding application cannot be made until June. Members need to agree the level of the Council's contribution towards this work.
- b. Street Lighting
No new issues raised
- c. War Memorial Wall
- d. The Clerk is to contact Midlands Masonry for a price for pointing the wall to complete their earlier work on the memorial itself. Cllr Heywood to secure additional quotes.
- e. Parish Grounds Maintenance Plan
 - i. The working group (Cllrs Hitchman, Heywood Lonsdale and Price) will work with Cllr Astley and bring forward a proposal to the July meeting for a contract to be awarded for 2023/24.
 - ii. The Clerk gave a verbal report on information provided by companies who had quoted for the 2022/23 Footpath Grounds Maintenance contract.

Proposed by Cllr Hitchman, seconded by Cllr Roberts, agreed all.

Resolved: The Footpath Grounds Maintenance contract will be awarded to Marches Landscape Management and will run from 1 April 2022 until the new contract as per previous point 14/22/e.

f. Platinum Jubilee

Proposed Cllr Astley, seconded Cllr Hitchman

Resolved: The Parish Council will not take the lead on organising the Platinum Jubilee Celebrations in the Parish but will commemorate the event with the naming of the 'Platinum Jubilee Pathway' which will include commemorative signage acknowledging the role of the Estate in the development of the footpath, and the installation of a bench to be donated by Calverhall in Bloom.

g. Street Lighting Upgrade

Street lighting energy costs have risen from 12p per kwh to 47p. The clerk has asked 3 companies to quote for upgrading all streetlights to LED. One quote for £3533 plus VAT has been received. At this price, the estimated payback period, based on the new energy cost is less than 2 years.

Proposed Cllr Astley, Seconded Cllr Price, agreed all.

Resolved: The Council will upgrade all of its streetlight lamps to LED in 2022/23. The Contract will be awarded once three quotes have been received and the cost will be no greater than £3533.

The Clerk will explore options for reducing the cost per unit paid for energy.

h. Link Pathway Repair

Cllr Astley to organise an onsite meeting with Grounds Maintenance Working Group to discuss the work required at the pathway section near the woods.

15/22 Highways

- Cllr Roberts reported that the footpath is breaking up on the footpath adjacent to the pub car park access.
- Potholes were reported at Oakfields, New Street Lane.
- A section of badly degraded road surface was reported at Moreton Cross Roads towards Boundary Farm.
- Cllr Heywood-Lonsdale gave an update on the installation of Vehicle Activated Sign (VAS) in Ightfield. Details to be confirmed at the next meeting.

16/22 Planning

- a. No applications received
- b. No decisions received
- c. The clerk gave a verbal update on the use of CIL funding as advised by the Society of Local Council Clerks: 'A local Council's share of CIL receipts can be spent on a wider range of things than the rest of CIL, provided it meets the requirement to 'support the development of the area' or any part of it by funding the provision, improvement, replacement, operation or maintenance of infrastructure'
Following Cllr Wynn's advice, the Clerk will check that Shropshire Council agrees with this advice before the Council commits to spend any CIL funding.

17/22 Finance

- a. Balance reconciliation & cash book for information: Councillors reviewed the figures. Bank statements to were checked against spreadsheets for accuracy. Cllr Astley presented the cashflow prediction to year end. The Clerk reported that all monies had now been transferred from the closed HSBC accounts and that the accounts still showed a non-cashed cheque for £200 that will be over 18 months old at year-end.
Proposed by Cllr Price, seconded by Cllr Heywood-Lonsdale and agreed all.

Resolved: Cheque number 100551 will not be carried forward at year-end as it is no longer valid for payment.

- b. The Clerk presented payments due for approval
Proposed by Cllr Astley, seconded by Cllr Hitchman, agreed all.

Resolved: The payments shown below are approved for payment.

| Recipient | Reason for Payment | Amount | Notes | Power of expenditure |
|-------------------------|------------------------------------|----------|--------|----------------------|
| Paid | | | | |
| Midlands Masonry | VAT on War Memorial Repairs | £227.00 | 100587 | WM(LAP)A 1923 |
| PFK | External Audit | £360.00 | 100592 | LGA 1972 s112 |
| KG Landscaping | VAT on Grass Cutting Contract | £243.00 | BACS | HA 1980 s96 |
| Employee 2 | Salary (January Hours) | £154.85 | BACS | LGA 1972 s112 |
| Scottish Power | Electricity | £157.88 | 300001 | HA 1980 s301 |
| Eon | Highway Lighting Contract (Ex VAT) | £124.77 | 300002 | HA 1980 s301 |
| Eon | Street Lighting Repairs | 156.98 | BACS | HA 1980 s301 |
| Unpaid | | | | |
| Employee 2 | Salary (February Hours/backpay) | £184.15 | | LGA 1972 s112 |
| HMRC | PAYE | £233.25 | | LGA 1972 s112 |
| Employee 2 | Expenses January & February | £65.47 | | LGA 1972 s112 |
| Eon | Highway Lighting Contract (VAT) | £24.95 | | HA 1980 s 301 |
| Calverhall Village Hall | Hall Hire (January) | £25.00 | | LGA 1972 s112 |
| K&S Landscapes | Grass Matt (Ightfield Playground) | £312.00 | | PHAAA 1907 s 76(1) |
| PWLB | Loan repayment (Footpath) | £2560.60 | DD | HA 1980 s 146(1) |
| ICO | Registration Fee | £35.00 | DD | LGA 1972 s112 |

c. Grants

Proposed by Cllr Astley, seconded by Roberts, agreed all.

Resolved: The following grants will be made under S137

| | |
|------------------------------------------------------|--------------|
| North Salop Wheelers | £300 |
| Maurice Chandler Sports Centre | £200 |
| Calverhall in Bloom | £200 |
| Calverhall Village Hall in relation to the Duck Pond | £500 |
| The Community Jubilee Event | £200 |
| Total | £1400 |

d. Additional signatories

No additional signatories are required.

18/22 Housekeeping

- a. Appointment of a new Parish Clerk and RFO
Proposed Cllr Heywood Lonsdale, seconded by Cllr Hitchman.

Resolved: The post of Parish Clerk and Responsible Finance Officer will be offered to Ms Chloe Cree on Scale Point 5 with a starting date of 4 April 2022.

- b. National Pay Agreement
The 1.75% pay rise backdated to 1 April 2021 was noted.

- c. New Model Code of Conduct for Councillors
Proposed by Cllr Astley, seconded by Cllr Price.

Resolved: Ightfield Parish Council will adopt the LGA Model Code of Conduct in its entirety as the member Code of Conduct from 1 April 2022 and all members will attend Code of Conduct Training.

- d. Lord Lieutenant's Garden Party
No nominations were forthcoming.

e. Items for Next Agenda (16 May 2022)

- Place Plan
- Ightfield Playground
- Speed Indicator Device (SID) at the Link Pathway entrance – Ightfield.

The Chair thanked everyone for attending. The meeting was declared closed at 21.05