



EDGMOND PARISH COUNCIL

MINUTES of the Meeting of Edgmond Parish Council which took place at **Edgmond Village Hall** on **Monday 14th May 2018** at **7.30p.m** immediately after the Annual General Meeting.

PRESENT: Councillors: R Higginson (Chairman)
K Arbuthnot
S Bentley
M Hughes
P Hughes
G Jones
A Wilson
C Edwards

In attendance: Katrina Baker, Clerk

18/1401 WELCOME AND PUBLIC SESSION

The Chairman, Councillor Higginson, welcomed everyone to the Full Council meeting and thanked them for attending.

18/1402 APOLOGIES

Cllr M Barton	recovering from an operation	Accepted
Cllr D Ryan	unforeseen circumstances	Accepted

It was proposed by Councillor Higginson and seconded by Councillor P Hughes, all were in favour and thus it was

RESOLVED that these apologies be accepted.

PC Lee Thomas

18/1403 DECLARATIONS OF INTEREST

None

18/1404 MINUTES OF THE MEETING HELD IN MARCH 2018

It was proposed by Councillor S Bentley and seconded by Councillor P Hughes that the Minutes of the March meeting be signed by the Chairman as a true record. All were in favour and thus it was

RESOLVED that the Minutes be accepted and signed as a true record.

MINUTES OF THE ANNUAL PARISH MEETING, 2018

Members confirmed that the Minutes, which had been circulated, were a true record of the meeting. These will not be signed until 2019.

18/1405 MATTERS ARISING FROM THE MINUTES NOT INCLUDED ON THE AGENDA, for information only

There is to be a special TW Bus User Group meeting at Waters Upton Village Hall on 15th May at 7.30pm to discuss the timetable changes on the 519 Shrewsbury to Newport service. Representatives from Arriva will be in attendance. Everyone is welcome to attend.

18/1406

WORKING WITH THE COMMUNITY

a) Parish Warden and Police Report

A copy of the report for the magazine had been circulated to Members. PC Lee Thomas had apologized for not being able to attend this meeting.

b) Newport Regeneration Partnership

The next meeting will be on 5th June 2018. No further information has been made available from TWC regarding the Innovation Park.

c) Harper Adams University

The Minutes of the last liaison meeting, held on 20th April, had been circulated, for information. An invitation has been extended to the Members of the Planning Committee on 23rd May, this will be an opportunity to look around the Campus and to see the developments taken place to date.

d) TW Bus User Group

Members recorded their thanks to M Reid for continuing to represent the community of Edgmond on this Group. It is important that residents share their views with him in order that he can share these with representatives of Arriva and TWC.

e) Helicopter Liaison Group

Cllr G Jones had attended the meeting on 20th March. The Minutes are available on request. There is no information available from the Helicopter Liaison Group regarding Light Aircraft Regulations.

18/1407

PLANNING & DEVELOPMENT

a) Report

The Planning Committee will confirm its Terms Of Reference at its first Committee Meeting. The visit to the University will take place at 10am.

The decision notice for 15 Newport Road is still not available on the Telford Planning Portal.

b) New Applications for consideration

TWC/2018/0232 22 Bayley Hills – first floor side and single storey rear extensions

RESOLVED that the Parish Council would have no objections to the proposals, but would ask that any comments from neighbours be taken into consideration.

TWC/2018/0330 Tree Works on land adjacent to Egremont House

RESOLVED that the Parish Council would support the proposals based on the Tree Officer reports.

TWC/2018/0331 Tree Works at The Rectory

RESOLVED that the Parish Council would have no objections based on the Tree Officer Reports.

TWC/2018/0393 Old School

RESOLVED that the Parish Council would have no objections to this revised application which is sympathetic to the comments received to the previous application.

c) Edgmond Neighbourhood Plan

Members were pleased to announce the result of the Referendum for the adoption of the Edgmond Neighbourhood Plan which took place on 19th April.

There was significant support for the Plan, which will move forward to the TWC Cabinet for ratification.

It was proposed by Councillor G Jones and seconded by Councillor A Wilson that Edgmond Parish Council adopts the Edgmond Neighbourhood Plan, as a Planning Document to compliment the Local Plan and NPPF.

d) Other Planning Matters

Pre-application Consultations

Members were reminded of the process for the consultation on Pre-Application Enquiries received from TWC and that these are confidential to the Parish Council at this time.

CONFIRMED that the details will be circulated to all members for their information and for them to have an opportunity to comment. These will be considered by the Planning Committee, who will then respond to TWC.

18/1408 ENVIRONMENT & RIGHTS OF WAY COMMITTEE

a) Report

A complaint had been received regarding the condition of the grass cutting in the children's play area. Members confirmed that this area is on the list of priorities for action this year. In the meantime, the Parish Council will liaise with TWC to ensure that it is maintained to a high standard and that the equipment is clean and safe.

Members wished to express their thanks to everyone in the village who helps to keep it looking tidy. All the extra grass-cutting and litter picking is very much appreciated.

b) Rights of Way

Thanks are extended to HAU for their work to keep the rights of way accessible. However, it is often necessary to report restrictions.

c) Other Matters

None

18/1409 HIGHWAYS, TRANSPORT & STREET LIGHTING COMMITTEE

a) Report

No Committee meeting had taken place.

b) Maintenance

Telford & Wrekin Council is continuing its programme of maintenance, which is much appreciated. Details of the forthcoming work is often communicated to members and appears on the website.

Thanks were extended to the Chairman who had undertaken repairs and maintenance to a number of signposts around the Parish. It is unfortunate that this is necessary, but even after reports to the authorities, no action had been taken.

c) Street lighting

Residents are asked to check that signs outside of their property are not hidden by overgrown trees or hedges.

d) Caynton Road

A scheme to widen the highway outside of HAU and to improve safety for pedestrians is planned for June / July. A diversion will be in place, and discussions are taking place to ensure that this is well publicized and that the side roads are protected from the additional traffic. A request for work outside of Caynton Cottage has been included in the discussions.

18/1410 COMMUNICATION COMMITTEE

a) Report

Minutes of the meeting held on 26th April have been circulated.

It was confirmed that the Parish Council will continue to send thank you letters to local residents who assist with tasks within the Parish.

18/1411 FINANCE

a) Payments & Financial Report

It was proposed by Cllr P Hughes and seconded by Cllr C Edwards, all were in favour and the following payments were confirmed.

Cheque No	Expenditure	Power	Amount
000892	Neighbourhood Plan Flyers	LGA1972	£66.00
000893	Street Light repair	LGA 1972 sc 14 p 34	£62.20
000894	Insurance	LGA 1972	£700.17
000895	Village Hall Hire	LGA 1972 s112	£60.00
000896	Planning Fee	LGA 1972 s112	£100

b) End of Year Accounts

A copy of the end of year accounts and annual return were available. It was proposed by Councillor Higginson and seconded by Councillor Jones that they be confirmed as accurate. The Internal Audit Report had been circulated and Members had an opportunity to ask questions. The Bank Reconciliation was available, with an explanation of

variances. All were in favour and thus it was

RESOLVED that the accounts be adopted, as at 31st March 2018, and signed by the Chairman.

c) Annual Governance and Accountability Return, Governance Statement and Accounting Statements 2017/18

Members confirmed all aspects of the Annual Governance Statement and this was signed by the Chairman.

The accounts confirmed that the income and expenditure of the Parish Council for the 2017/18 accounting period had not exceeded £25,000 and therefore, Edgmond Parish Council can certify itself as exempt from a limited assurance review under the new audit regime.

Members considered if it is their wish to undertake the review, but it was proposed by the Chairman and seconded by Councillor P Hughes that this was not necessary and that the Parish Council would apply for exemption. All were in favour and thus it was

RESOLVED that Edgmond Parish Council would certify its exemption from the limited assurance review and would publish the information and audit reports on the website.

d) General Data Protection Regulations

The new regulations come into force on Friday, 25th May. The Clerk had produced a report to the Council which had been circulated.

A privacy policy has been drafted and Members agreed that this should appear on the website, with the associated documents.

The GDPR would affect the way the Parish Council operates, but in order for the Council to function efficiently and within the terms of GDPR all Members are asked to have an email address for use by the Parish Council only which can be advertised on the website. Members are asked to complete a consent form in order that other information can be made available for Parish Council duties.

Whilst it has now been agreed that Parish Councils do not have to employ a Data Protection Officer, it is good practice to have employed an external DPO to carry out an Information Audit, this gives peace of mind that we are acting within the law. The maximum cost for this is £500.

It was proposed by Councillor G Jones and seconded by Councillor C Edwards that Edgmond Parish Council appoints the Clerk as its Data Protection Compliance Officer and that they employ an external Data Protection Officer to undertake the Audit and act on the Council's behalf. All were in favour and thus it was

RESOLVED that Edgmond Parish Council works towards compliance with the GDPR, appoints a DPO and DPCO as above. Members will set up Parish Council email addresses and complete consent forms as soon as possible.

e) Grant Application

Members considered an application for funding towards the Crucial Crew Project for all Year 6 pupils. It was proposed by Councillor Jones and seconded by Councillor Edwards that £50 be granted for this worthwhile scheme which has many benefits for the young people of Edgmond.

RESOLVED that £50 be granted to Crucial Crew.

18/1412

CORRESPONDENCE

- a) All correspondence received for information has been circulated to all Members.
- b) Members took time to complete the Police and Crime Commissioner PTC questionnaire. This was not an easy task as the questions were worded in such a way as to include facts about why an answer was or was not possible was not an option. Without the background, the answers are quite meaningless. The Clerk was instructed to include a letter in the response to explain in more detail the thoughts of the Parish Council.

18/1413

CLERK'S REPORT

a) Community Speedwatch

The traffic regulation orders should be compliant by June and the training can then take place. The scheme will run in Marsh Road, Hillside and High Street. Anyone interested in volunteering to take part in this scheme must register an interest as soon as possible.

b) Mud and Straw on the highways

Members had been aware of the mud and straw deposited on village roads whilst the farm vehicles are working in the fields nearby. Members are grateful to those who tidy the road and clear up after they have completed the work. Members also ask those who do not to be more understanding of the village residents.

c) Strong Odours

Reports have been submitted to the Environmental Health Team at TWC. It had been confirmed that these strong smells were not from the University Fields and it is hoped that this smell will not return.

18/1414 MATTERS FROM TELFORD & WREKIN COUNCIL

Councillor Stephen Bentley reported of his disappointment that the new Grounds and Cleansing Contract was not going to include the PET teams which have made a significant difference to local areas. Questions were being asked of the £200,00 funding from the PCC towards civil parking enforcement and if this can really make a difference in local areas? Recent planning decisions had called into question the new Local Plan, which appeared to be open to interpretation by officers. There is a need to have a description of 'infil' and to use the Local Plan and Neighbourhood Plan policies when responding to consultations.

18/1415 PARISH MATTERS

None

18/1416 NEXT MEETINGS

23 rd May 2018	10am	Planning Committee visit to Harper Adams University for tour
11 th June 2018	7pm	Full Council

There being no further matters, the Chairman closed the meeting at 8.35pm and thanked everyone for their important contributions to a successful meeting.

Signed**Date**

These minutes remain a draft (E & O A) until confirmed at the next Full Council meeting of the Parish Council in June 2018.