

## FORD PARISH COUNCIL

Chairman: Mrs Sally Hanmer  
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### Minutes of Council Meeting of Ford Parish Council held on Tuesday 19<sup>th</sup> September 2017 at Ford Village Hall at 7PM

**Present:** Cllr. S. Hanmer (Chairman), Cllr. A. Briggs, Cllr. W. Clyne, Cllr. A. Horn, Cllr. S. Jones, Cllr. I. Mapp, Cllr. A. Mortimer, Cllr. J. Southan, Cllr. L. Walton

**Absent:** None

**In attendance:** Shropshire Councillor R. Evans, 2 members of the public, Julia Brion Senior Development Manager, Shropshire Housing Group

**Clerk:** Mrs R. Turner

Item	Topic/Discussion	Action
1.	<b>Apologies for absence</b> None.	
2.	<b>Declarations of Disclosable Pecuniary Interests and requests for dispensations under Section 33 of the Localism Act 2011</b> None.	
3.	<p><b>Public Participation Session</b></p> <p>A member of the public spoke in relation to the footpath from Ford to Montford Bridge. She commented that the pavement is too narrow and that the lamppost is not lit at the far end.</p> <p>A resident of Albany Court spoke. Their property backs onto the recreation ground. The fence to the property had been interfered with and bricks and plants had been stacked up against it. Councillor Hanmer said that she would give the member of the public the telephone number for reporting antisocial behaviour to Shropshire Council.</p> <p>Several issues were reported in relation to public rights of way:</p> <ul style="list-style-type: none"> <li>• Footpath Jarrett's Field/Quail Ridge - barbed wire on the stiles;</li> <li>• Request for dog pulleys on stiles;</li> <li>• Gate bolted by the bottom of burbages;</li> <li>• Sheep field by Quail Ridge - the kissing gate is noisy.</li> </ul> <p>It was noted that there have been issues with dogs straying into the field adjacent to Jarrett's Field and that there needs to be two-way co-operation between landowners and users of the footpaths. It was therefore agreed to put an article in the newsletter asking people to keep dogs under control as</p>	

	<p>this would offer assurance to the landowner that the footpaths are being used appropriately. Councillor Southan noted ongoing issues with dog fouling and said that he had experienced dog poo being thrown into his garden. He felt that a dedicated dog walking area is needed.</p> <p><b>Shropshire Housing Group – Proposed development adjacent to Trinity School, Ford</b></p> <p>Julia Brion spoke in relation to the application and highlighted the following points:</p> <ul style="list-style-type: none"> <li>• The drainage meets current standards and is designed to a 1 in 100 years standard. Measures have been incorporated to minimise run-off, such as attenuation features under the roads.</li> <li>• Open space – this has increased slightly.</li> <li>• Unilateral undertaking for £25,000 towards traffic calming incorporated in current extant planning permission at the site - Julia highlighted that Shropshire Housing Group does not generally enter into undertakings as it prefers to help directly with community facilities. Shropshire Housing Group would struggle to make a contribution of £25,000 as they are a not-for-profit organisation.</li> <li>• It was confirmed that the landowner is an individual.</li> <li>• Local lettings policy/allocations criteria - there will be a lettings policy specific to the site. Shropshire Housing Group seek a diverse community. It was noted that the parish council would be consulted on this.</li> </ul>	
4.	<p><b>Minutes of meeting held on 18<sup>th</sup> July 2017</b></p> <p>It was <b>RESOLVED</b> to approve the minutes as being a correct record and they were duly signed by the chairman.</p> <p>It was <b>RESOLVED</b> to bring forward the items regarding Planning Matters.</p>	
5.	<p><b>Planning Matters</b></p> <p><b>a. Planning Decisions &amp; Updates</b></p> <p>i. <b>17/02531/FUL - Brookfield, Ford, Shrewsbury, SY5 9LG</b> Conversion of redundant store building and piggery to ancillary accommodation <b>Decision: Grant Permission</b></p> <p>ii. <b>17/03537/TCA - Coppice Beck, 14 Manor Crest, Ford, Shrewsbury, Shropshire, SY5 9NZ</b> Works to trees within Ford Conservation Area <b>Decision: No Objection</b></p> <p>iii. <b>17/03603/TP - Coppice Beck, 14 Manor Crest, Ford, Shrewsbury, Shropshire, SY5 9NZ</b></p>	

Proposal: Works to trees (T2 - T7 see attached schedule) protected by Shrewsbury and Atcham Borough Council (Bank Farm, Ford) Tree Preservation Order 1988

**Decision: Grant Permission**

**b. Planning Applications for comment**

**i. 17/03660/HHE - 1 Quail Ridge, Ford, Shrewsbury, Shropshire, SY5 9LF**

Erection of a single storey rear extension to detached dwelling to replace existing conservatory, dimensions 5.0 metres beyond rear wall, 3.80 metres maximum height, 2.45 metres high to eaves

Comments: *None.*

**ii. 17/03347/FUL - Meadowside, Chavel, Ford, Shrewsbury, Shropshire, SY5 9LB**

Improved field access and formation of new access to dwelling

**Decision: Grant Permission (issued before the council meeting)**

**iii. 17/03865/FUL - Proposed Residential Development Land North Of A458, Ford, Shrewsbury, Shropshire**

Erection of 32No dwellings and formation of vehicular access

Comments: *It was **RESOLVED** to object for the following reasons:*

- 1) *The extant permission at the site is for 25 houses and the proposed development of 32 houses is over-development of the site.*
- 2) *There is inadequate open space and recreational facilities proposed, particularly bearing in mind that the development is likely to predominantly house families.*
- 3) *The Parish Council raised concerns in relation to the extant permission regarding drainage being discharged into the stream as it is likely to cause flooding problems downstream. These concerns remain.*
- 4) *As part of the extant planning permission, the applicant formally offered in writing a unilateral undertaking (UU) of £25,000 to install traffic calming measures. The Parish Council notes that as this is an affordable housing scheme, it will likely be expect from CIL. However, in line with the principle established by the previous UU offer, the Parish Council would expect the current applicant to make a similar contribution towards mitigating the impact of the development and providing supporting infrastructure to facilitate the integration of this number of new households into the village.*
- 5) *The bus stop just across the junction with Butt Lane, currently lacks a much needed bus shelter. The Parish Council has therefore asked the developer if they would move the bus stop to within the vicinity of the proposed development and provide a bus shelter as Highways England constraints make it difficult to provide a shelter where the stop is currently located. Given that the housing is affordable, it would be particularly relevant to ensure that high quality sustainable travel facilities are available for the residents.*

6.	<p><b>Parish Matters</b></p> <p>i. <i>Walking sign knocked down on Back Lane</i> This issue has been addressed. The other footpath issues identified in the public session will be reported.</p> <p>ii. <i>Pavement between Montford turning &amp; Ford &amp; Chavel manhole</i> To be followed up with Highways England</p> <p>iii. <i>Greenbanks, Ford</i> No update.</p> <p>iv. <i>Parking by Trinity CE School</i> Councillor Evans reported that progress is slow on this matter because there is a shortage of parking enforcement officers and issues in the town is a prioritised</p> <p>v. <i>Defibrillator</i> Councillor Horn gave an update on this. It has been agreed that the defibrillator can be sited at the village hall and indicative costs have been obtained. It was agreed to seek donations from local businesses and organisations via the newsletter. Councillor Hanmer said she would approach the school to ask for funding. It was further <b>RESOLVED</b> that ultimately the parish council would underwrite the cost of providing the defibrillator.</p> <p>vi. <i>Bus shelter</i> The clerk reported that she had made enquiries with Highways England but unfortunately the conditions which they would require would mean it would not be possible to site a shelter at the current location as there is not a suitable piece of land to put it on which would comply with the requirements. It was hoped that the bus stop could be relocated as part of the potential development adjacent to Trinity School.</p> <p>vii. <i>Noticeboards</i> The clerk summarised information on possible replacements for the noticeboards. It was <b>RESOLVED</b> to focus on upgrading the noticeboards at the village hall. The village hall committee were already in the process of seeking quotes for this and it was agreed that the clerk would contact Karla Thomas to ensure that a suitable type of board is provided – i.e. with a covered area and easier to put pins in.</p> <p>viii. <i>Service Lane at rear of The Leasowes</i> No update.</p> <p>ix. <i>Newsletter</i> It was <b>RESOLVED</b> that with effect from 2018, the newsletter would be published 4 times a year at an estimated cost of £600 per year.</p>	<p>RT</p> <p>RT</p> <p>RT</p> <p>RT</p> <p>RT</p> <p>RT</p> <p>AH</p>
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	<p>x. <i>Ford Village Show</i> It was reported that the show had been a great success with there having been an increase in the number of entries and a high quality of entries. Provisionally, a profit of £100.86 was made - this is subject to final reconciliation of the accounts.</p> <p>xi. <i>Parish Plan Review – update following Ford Village Show</i> There has been some interest expressed by people at the show in carrying out a Parish Plan review. It was agreed to hold a public meeting in November regarding the Local Plan review and reviewing the Parish Plan. An article would also be placed in the newsletter.</p> <p>xii. <i>Ford Village Green – concern re it being used as a turning area</i> Concerns regarding the green being used as a parking and turning area for vehicles were noted. It was agreed to put a note in the newsletter asking people not to misuse the green.</p> <p>xiii. <i>Social Media Policy – to review and adopt</i> It was <b>RESOLVED</b> to adopt the policy which was based on a model policy provided by SALC. A Facebook page for the Parish Council will be set up and be open to all parishioners and administered in accordance with the social media policy. It was further <b>RESOLVED</b> to appoint the clerk as the primary administrator. Due to the clerk working part time, it was <b>RESOLVED</b> to appoint Cllrs. Briggs and Walton as additional administrators. It was noted that the Parish Council page will be in addition to the Ford Parish Community group which will be run by the community, not the Parish Council.</p>	<p>AM</p> <p>RT</p> <p>RT</p> <p>RT/AB/ LW</p>
7.	<p><b>Police/Neighbourhood Watch/Community Speedwatch</b> <i>Police Report</i> – During July, 6 ASB, 1 x Burglary residential. 3 x criminal damage to a vehicle. 1 x assault persons identified no complaints. No reports received since July.</p>	
8.	<p><b>Shropshire Councillor’s report</b> Councillor Evans summarised key changes proposed in the draft parking strategy and draft libraries strategy. He also drew the parish council’s attention to the Big Town Plan consultation and forthcoming consultation on the Local Plan review.</p>	
9.	<p><b>Ford Recreation Ground - tree report, ROSPA report and valuation report</b> The tree report had been received and it was noted that works were recommended to some of the trees in the playing field. It was agreed to submit a planning application for the works as the trees are within the conservation area. The RoSPA report has also been received. All aspects of the recreation ground graded as low-risk or lower. A basketball hoop needs replacing and the sports court and youth shelter need cleaning. Signage is also recommended at the sports court. A quote for £150 have been received for cleaning the sports court and youth shelter and it was <b>RESOLVED</b> to accept this quote. The clerk will seek quotations for placement of the basketball hoop</p>	RT

	<p>and signage. It was noted that the equipment in the recreation ground had been valued at £71,595.73.</p> <p>Councillor Clyne stated that it would be good if the camera could be made permanent at the recreation ground. It was agreed to investigate this further with Matthew Mead.</p>																																																																																										
<b>10.</b>	<p><b>Youth Issues</b></p> <p>It was noted that the club is continuing to receive support from an additional youth worker, funded by the parish council, until the end of the first autumn half term. It was noted that Shropshire Council's Scrutiny Committee review of funding of youth services is ongoing.</p>																																																																																										
<b>11.</b>	<p><b>Loton, Longden, Ford and Rea Valley LJC</b></p> <p>It was agreed that Councillor Clyne will attend the forthcoming LJ C meeting.</p>																																																																																										
<b>12.</b>	<p><b>Financial Matters</b></p> <p><b>a. Bank balances</b></p> <p>As at end of August, the balances totalled £34811.18.</p> <p><b>b. Payments becoming due</b></p> <p>It was <b>RESOLVED</b> to approve payment of the following, including payments made between meetings:</p> <table border="1"> <thead> <tr> <th>Ref</th> <th>Payee</th> <th>Item</th> <th>Chq no /payment type</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>P40-1718</td> <td>Landright Services</td> <td>Grass cutting</td> <td>BACS</td> <td>£216.00</td> </tr> <tr> <td>P41-1718</td> <td>R Turner</td> <td>Salary underpaid July</td> <td>BACS</td> <td>£16.24</td> </tr> <tr> <td>P42-1718</td> <td>SYA</td> <td>Youth worker</td> <td>BACS</td> <td>£290.00</td> </tr> <tr> <td>P43-1718</td> <td>SCPF</td> <td>Pension July</td> <td>BACS</td> <td>£68.29</td> </tr> <tr> <td>P44-1718</td> <td>R Turner</td> <td>Salary August</td> <td>BACS</td> <td>£366.35</td> </tr> <tr> <td>P46-1718</td> <td>Clun Town Council</td> <td>Shared office costs</td> <td>BACS</td> <td>£80.41</td> </tr> <tr> <td>P47-1718</td> <td>Great Hanwood PC</td> <td>Equipment costs</td> <td>BACS</td> <td>£307.68</td> </tr> <tr> <td>P48-1718</td> <td>Landright Services</td> <td>Grass cutting</td> <td>BACS</td> <td>£156.00</td> </tr> <tr> <td>P49-1718</td> <td>Play Inspection Co.</td> <td>RoSPA</td> <td>BACS</td> <td>£156.00</td> </tr> <tr> <td>P50-1718</td> <td>SALC</td> <td></td> <td>BACS</td> <td>£53.80</td> </tr> <tr> <td>P51-1718</td> <td>SCPF</td> <td>Pension – August + prev. years underpayment</td> <td>BACS</td> <td>£103.77</td> </tr> <tr> <td>P52-1718</td> <td>The Web Orchard</td> <td>Domain name</td> <td>BACS</td> <td>£12.00</td> </tr> </tbody> </table> <p><b>c. Income received</b></p> <table border="1"> <thead> <tr> <th>Ref</th> <th>Payee</th> <th>Item</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>R5-1718</td> <td>Lloyds</td> <td>Interest</td> <td>£0.77</td> </tr> <tr> <td>R6-1718</td> <td>Shropshire Council</td> <td>LJC Grant Youth</td> <td>£1700.98</td> </tr> <tr> <td>R7-1718</td> <td>TCS</td> <td>Donation Village Show</td> <td>£30.00</td> </tr> <tr> <td>R8-1718</td> <td>I Owen Motor Services</td> <td>Donation Village Show</td> <td>£30.00</td> </tr> <tr> <td>R9-1718</td> <td>Shropshire Council</td> <td>Env. Maintenance Grant</td> <td>£2112.10</td> </tr> </tbody> </table>	Ref	Payee	Item	Chq no /payment type	Amount	P40-1718	Landright Services	Grass cutting	BACS	£216.00	P41-1718	R Turner	Salary underpaid July	BACS	£16.24	P42-1718	SYA	Youth worker	BACS	£290.00	P43-1718	SCPF	Pension July	BACS	£68.29	P44-1718	R Turner	Salary August	BACS	£366.35	P46-1718	Clun Town Council	Shared office costs	BACS	£80.41	P47-1718	Great Hanwood PC	Equipment costs	BACS	£307.68	P48-1718	Landright Services	Grass cutting	BACS	£156.00	P49-1718	Play Inspection Co.	RoSPA	BACS	£156.00	P50-1718	SALC		BACS	£53.80	P51-1718	SCPF	Pension – August + prev. years underpayment	BACS	£103.77	P52-1718	The Web Orchard	Domain name	BACS	£12.00	Ref	Payee	Item	Amount	R5-1718	Lloyds	Interest	£0.77	R6-1718	Shropshire Council	LJC Grant Youth	£1700.98	R7-1718	TCS	Donation Village Show	£30.00	R8-1718	I Owen Motor Services	Donation Village Show	£30.00	R9-1718	Shropshire Council	Env. Maintenance Grant	£2112.10	
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	R10-1718	Lloyds	Interest	£0.74	
	R11-1718	SALC	Transparency Grant	£423.97	
	R12-1718	Housing Plus Group	Donation Village Show	£25.00	
	R13-1718	The Smoke Stop	Donation Village Show	£30.00	
	R15-1718	Clun Town Council	Equipment lease refund	£40.72	
	R16-1718	BMG Caravans	Donation Village Show	£30.00	
	R17-1718	Ford Baby & Toddler Group	Donation Village Show	£25.00	
	R18-1718	Pugh & Son	Donation Village Show	£25.00	
	R19-1718	M Spencer	Donation Village Show	£25.00	
	<p><b>d. Amendments to bank mandate</b> The clerk updated on amendments to the mandate.</p>				
13.	<p><b>Health and Safety</b> No matters to report.</p>				
14.	<p><b>Consultations</b></p> <p><b>a. Draft Parking Strategy</b> It was <b>RESOLVED</b> to object to the consultation on the grounds of the adverse impact on the viability of the town centre.</p> <p><b>b. Draft Libraries Strategy</b> No comments.</p> <p><b>c. Footpath FP4 diversion</b> No comments.</p>				RT
15.	<p><b>Correspondence</b></p> <p>The following correspondence was noted:</p> <ul style="list-style-type: none"> <li>a. SALC Bulletins</li> <li>b. Training</li> <li>c. Five Year Land Supply</li> <li>d. Shropshire Economic Strategy event – 2nd October</li> <li>e. SALC Shrewsbury Area Committee dates (next date 18th October)</li> <li>f. Midwife Led Unit Review – Workshop Events</li> <li>g. Changes to service offering of Community Enablement Team</li> </ul>				
	<p><i>It was <b>RESOLVED</b> that pursuant to Schedule 12A, Local Government Act 1972 and pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960, that the public and press should be excluded during discussion of Items 16 and 17, as they concern legal and contractual matters</i></p>				

<p><b>16.</b></p>	<p><b>Ford Substation Lease</b>                  It was <b>RESOLVED</b> to accept the clerk’s recommendation to seek legal advice from 2D Law prior to signing the lease for the substation at the village hall. Estimated cost £195.</p>	<p>RT</p>
<p><b>17.</b></p>	<p><b>Tree work quotes</b>                  Three quotes had been sought to carry out the essential tree works recommended in the report and two returned. It was <b>RESOLVED</b> to instruct Landright Services to carry out the works (subject to planning permission being received) at a cost of £650 per day; it was estimated that the work would take two days to complete. All waste material to be removed from site.</p>	<p>RT</p>

Signed by Chairman .....Date .....

DRAFT