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MINUTES OF COUNCIL MEETING HELD ON TUESDAY 24TH MAY 2022, AT 7PM, AT FORD VILLAGE HALL

Present: Cllr. Horn (Chairman), Cllrs. Carlyle, Clyne, Deane, Paterson, Southan

Absent: Cllr. Collins, Hanmer, Jones

Public: 1, SC Roger Evans

In attendance: R. Turner (Clerk)

1/2223 ELECTION OF CHAIRMAN OF THE COUNCIL

- a) *Members to elect a Chairman of the Council* – Cllr. Horn was nominated. He read out a key list of councillor duties and said he will remain dedicated and expects other councillors to fully participate, in order for the council to be proactive. It was **RESOLVED** to elect Cllr. Horn
- b) *Chairman to sign Declaration of Acceptance of Office* – the chairman signed his declaration of acceptance of office, duly witnessed by the clerk.

2/2223 PRESENT, APOLOGIES FOR ABSENCE, TO INCLUDE AGREEING EXTENDED ABSENCE FOR CLLR. JONES

It was noted that Cllr. Collins last attended on 30.11.2021 and therefore his membership would lapse on 30th May 2022, as per LGA 1972, S.85 (failure to attend meetings for six months).

It was noted that Cllr. Jones last attended 25.01.2022 and therefore was also close to 6 months' non-attendance, the 6 month date falling before the July meeting. Cllr. Jones had mixed up meeting dates and Street Pastor workload increased. He is also now pastor of British Legion Ford branch. He had asked council to take account his long service and past chairmanship. Cllr. Clyne felt that past chairmen can make an important contribution. A vote was taken on whether to grant Cllr. Jones an extended leave of absent to the July meeting. It was **RESOLVED** to not grant Cllr. Jones an extension.

Action: Clerk to declare casual vacancies to SC as they arise.

3/2223 DISCLOSURE OF PECUNIARY INTERESTS & DISPENSATION REQUESTS

- a) *Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests.*
None.
- b) *Dispensation requests*
None,
- c) *Gifts or hospitality*
None.

4/2223 ELECTION OF VICE CHAIRMAN OF THE COUNCIL

It was **RESOLVED** to elect Cllr. Paterson.

5/2223 PUBLIC PARTICIPATION SESSION

None.

6/2223 MINUTES -

- a) *Council Meeting 22nd March 2022* – it was **RESOLVED** to confirm the minutes of the meeting as being a true record and to authorise the chairman to sign them.
- b) *Extraordinary Council Meeting 26th April 2022* - it was **RESOLVED** to confirm the minutes of the meeting as being a true record and to authorise the chairman to sign them.

7/2223

REPORTS

- a) *Police Report* – none.
- b) *Shropshire Council* – Cllr. Evans reported as follows:
 - CIL – ongoing discussion re use and distribution of CIL Local. SC are still looking at how to apply CIL in future. It was suggested to invite Mathew Mead to a meeting re the Ford part of the Shrewsbury Place Plan area.
Action: Clerk to write to Mathew Mead.
 - Councils concern re capital budgets due to rising cost, some expecting 15% inflation. Concern for projects such as NWRR.
 - Local Plan – Stage 1 hearings in July.
 - Bus grant turned down and some bus cancelled. Plox Green to Shrewsbury service not subsidised. Bishops Castle service is subsidised but continuing at present.
 - Levelling Up – grants given to level up but focused on areas with a mayor.
 - SC has a grant to look at making Shrewsbury more pedestrian /cycle friendly’.
 - Housing allocation policy out for consultation.
- c) *Newsletter* – put on July agenda to agree content.
- d) *Cardeston Brook Working Group* - currently very dry, group not met.
- e) *Ford Parish Paths Partnership* – 6 members, completed first project last Friday, replacing stile with swing gate on New Street. Have a list of projects to carry on with.
- f) *S106 Open Space Working Group* – Cllr. Clyne reported that the group met in Baschurch, to look at the skate park. Re skate park, awaiting proposal from Canvas, new contact there now – designs and budgets promised. Cllr. Deane reported that he has had indicative quotes for adult gym equipment/children’s playground. More research needed on zip wires.
- g) *Local Plan Working Group* – to include agreement of statements for the Stage 1 hearings. Michael Andrew from Trefonen Rural Protection Group was present. He said that other parishes interested are interested in a joint approach to the hearings. It was **RESOLVED** to approve the statements prepared for the council by Andrea Pellegram and to delegate the clerk to make any final edits to them.
Actions:
 - **Clerk to contact parishes re possibility of Andrea Pellegram speaking jointly for them at the hearings. appearing jointly at the hearings and if needed arrange a Zoom call to discuss joint rep at the hearings.**
 - **Ford PC statement can be Shared after the deadline for submissions**
- h) *Public Realm Working Group* – group not met yet. Cllr. Southan felt benches generally not wanted by people. It was **RESOLVED** to include Dr Adams in the group and look at using surplus from village show on this project.
- i) *Parish councillor reports (of external meetings attended)*
 - Cllr. Paterson went to parish hall committee meeting. Jubilee – Chair of committee had negative comments from members of the public about what parish council are doing for jubilee. A tea party Is being organised by the hall for over 70s who have lived through Queen’s complete reign. It was **RESOLVED** that the PC would help fund it and directly buy cupcakes for the event:
Action: Cllr. Paterson to source cupcakes and liaise re costs and any available councillors to help at the party.
 - Football net hooks needed – agreed to purchase

8/2223

POLICY REVIEW & INSURANCE

- a) *Code of Conduct & Dispensation request procedure* – defer to adopt to July. It was **RESOLVED** to adopt items b to e:
- b) *Standing Orders*
- c) *Financial Regulations*
- d) *Asset Register*
- e) *Risk Assessment (General) & insurance*

9/2223

APPOINTMENT OF COMMITTEES, WORKING GROUPS & TO OUTSIDE BODIES

- a) *Cardeston Brook Working Group* – group has not met so not needed.
- b) *Ford Parish Paths Partnership* – Cllr. Horn, Cllr. Deane
- c) *S106 Open Space Working Group* – Cllrs. Clyne, Deane & Hanmer (Cllr. Paterson reserve)
- d) *Local Plan Working Group*- Cllr. Paterson, Clyne, Horn
- e) *Public Realm Working Group* - Cllr. Clyne, Southan, Horn, invite John Adams

- f) *Playing Fields Working Group* – Cllr. Clyne and Southan
- g) *Village Hall Rep* – Cllr. Paterson
- h) *SALC Committee* – Cllr. Carlyle.

10/2223 **FINANCIAL MATTERS – ANNUAL**

- a) *2021/22 end year bank reconciliation and budget report* – the report was noted the balance as at 31.3.22 being £32,430.06.
- b) *Annual Governance and Accountability Return 2021/22*
 - (i) Internal Auditor's report – noted.
 - (ii) Section 1 - Annual Governance Statement – **RESOLVED** to approve with “Yes” being ticked for all applicable boxes, and duly signed by chair and clerk
 - (iii) Section 2 - Accounting Statements - **RESOLVED** to approve and duly signed by chair and RFO
 - (iv) Electors' Rights dates – 1st July commencement date
- Action: Clerk to publicise electors' rights period and send relevant documents for external audit.**
- c) *Confirmation of use of DDs and SOs for certain payments* – it was **RESOLVED** to confirm use of DDs for ICO, PWLB and SOs for salary, pension contributions, caretaker and maintenance contract.
- d) *Review of signatories* – it was **RESOLVED** to add Cllrs. Deane and Paterson.

11/2223 **FINANCIAL MATTERS – ROUTINE**

- a) *Payments including payments made between meetings* – it was **RESOLVED** to approve the following:

Ref	Payee	Item	Method	Net	VAT	Gross
P8-2223	V Horn	Caretaker contract	SO	£83.33	£0.00	£83.33
P9-2223	Landright Services	Maintenance contract	SO	£245.00	£49.00	£294.00
P10-2223	R Turner	Salary	SO	£735.74	£0.00	£735.74
P11-2223	SCPF	Pension	SO	£158.12	£0.00	£158.12
P12-2223	A Preen	Jubilee cakes	BACS	£70.00	£0.00	£70.00
P13-2223	Ford Village Hall	Room hire 2022/3	BACS	£60.00	£0.00	£60.00
P14-2223	A Pellegram	LP advice	BACS	£800	£160.00	£960.00

- b) *Income received* – noted as follows:

Ref	Payee	Item	Amount
R1-2223	Lloyds	Interest	£0.
R2-2223	SC	Precept	£23,553.00
R3-2223	SC	Cil NF	£73.93

12/2223 **PLANNING NOTIFICATIONS – FOR INFORMATION**

None at time of issuing agenda.

13/2223 **PLANNING APPLICATIONS – FOR CONSIDERATION**

- 1) 22/01963/CPE - Cabin Yard And Premises To The South West Of, Shoot Hill,
Proposal: Application for a Lawful Development Certificate for the existing change of use of land from builders yard to mixed builders yard and residential and the erection of a cabin
For info only.

14/2223 **PARISH MATTERS**

- a) *Highway maintenance matters*- road where Five Ways is At top of Knox Bank , in bad state . Directional signage is wrong. Road between Cruckton and Ford closed 30th May for 2 weeks.
Cllr. Carlyle left the meeting.
- b) *Jubilee 2022, including tree planting* – no update.
- c) *Library consultation* – agreed to respond and ask for rural library service to be retained.
Action: Clerk
- d) *Ball net hooks*

Action: Clerk to order and deliver them to Cllr. Clyne and add to clerk's expenses.

e) *Reports of other parish matters – none.*

15/2223 **NEXT MEETINGS**

- a) *Council Meetings for 2022/3 – it was **RESOLVED** that as Covid-19 risk is now reduced, the council revert to its former pattern of meeting 3rd Tuesdays in the Urwick Room at 7pm:*
19th July 2022
20th Sep 2022
15th Nov 2022
17th Jan 2023
21st March 2023
16th May 2023

Cllr. Deane gave apologies for the July meeting

b) *Items for next meeting agenda- to note requests*

- Neighbourhood Plan – to be put on agenda after LP hearings.

16/2223 *It was **RESOLVED** 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 17/2223 and 18/2223, due to the likely disclosure of confidential information*

17/2223 **PENSION** – it was **RESOLVED** to agree the 2021/2 reconciliation.

Action: Clerk to sign and return it to SCPF.

18/2223 **CLERK'S HOURS** – it was **RESOLVED** to increase the clerk's hours to 13.5 hours per week, backdated to 1st May 2022, with an initial review by end of this financial year.