**Minutes of the Annual Meeting of** **Kinnerley Parish Council** on **20th May 2024, at Kinnerley Parish Hall**.

**Present:** Cllrs Nicholas Barclay, Mandy Chapman, Mark Cuthbert-Brown, Charles Green (Chairman), Desmond Hudson, Maurice Jones, Alan Lewis, Sharon Quayle,

**In attendance:** 1 Member of the Public, Cllr Vince Hunt, Shropshire Council; Ian Cruise-Taylor, Parish Clerk

1. **Election of Chairman for 2024/25:** Cllr Charles Green was unanimously elected
2. **Election of Vice Chairman for 2024/25:** Cllr Sharon Quayle was unanimously elected
3. **Declarations of Acceptance of Office –** to be signed by the Chairman and Vice Chairman.
4. **Council noted apologies for absence from:** Cllrs Richard Greening, Lorraine Jones, James Peto
5. **Declarations of Interest and Dispensations**

Cllr Sharon Quayle declared an interest in planning application 24/01405/FUL. There were no other declarations of interest or requests for dispensation.

1. **Minutes of Parish Council meeting –** Council unanimously approved the minutes of the Parish Council meeting held on 22nd April 2024
2. **Public participation session**

The member of the public raised concerns about plans by Freedom Fibre to increase the number of communications poles in the parish, concerns which the Council echoed. It was agreed that there should be more community engagement and negotiation.

1. **Parish matters**
2. **Reports –** Cllr Vince Hunt (Shropshire Council) – Councillor Hunt referred to his report to the Annual Parish Meeting
3. **Reports –** Police
	1. Safer Neighbourhood Team Newsletter – Council noted the information and the crime report provided. Council expressed concern at the lack of useful information the crime report provided, and agreed that the local inspector be invited to a meeting to discuss improvements to communications and engagement
4. **Reports –** Flooding, including approving a response to the current Severn Valley Water Management Scheme consultation. Council unanimously approved, with thanks, the response drafted by the Chairman. It was noted that the current local MP had recently been appointed Chair of the All-Party Parliamentary Group on flooding
5. **Report from Clerk – To be taken as read and agree any next steps** (report enclosed) Council noted the report and agreed that subject to a further attempt to secure a third quote, that a replacement flagpole be obtained and installed. Thanks were also noted to the councillors involved in installing the VAS unit in Knockin Heath, particularly Cllr Alan Lewis. Council approved the proposal to fly a commemorative flag and to hold a brief service of commemoration, including inviting both the Kinnerley Church of England Primary School and Kinnerley St Mary Church to participate.

It was also agreed to include the plans for a footpath as listed in October 2023, the proposal to develop an emergency plan from the February 2024 Council meeting and the consideration, from the April 2024 Council meeting, of moving to gov.uk email addresses. Also noted the need for a CIL Committee meeting before the next Council meeting in the light of the known further allocation of CIL funds.

1. **To re-affirm Standing Orders, Financial Regulations and Risk Assessments:** Council re-affirmed standing orders, financial regulations and risk assessment. Revised draft Financial Regulations, if necessary, will be brought to Council once the newly issued version has been assessed.
2. **Councillors to report any Highways or other Parish Matters**
	1. Council noted the Shropshire Local Plan Examination: Further Consultation Focusing on Additional Material Prepared in Response to the Planning Inspectors Interim Findings
	2. Council noted the installation of a perching bench on the playing field behind the Parish Hall and agreed to discuss its location and insurance implications with the Parish Hall Committee
	3. Council suggested inviting the school to make more use of Peel’s Plantation
	4. Council noted the opportunity for residents to comment on the recent proposal regarding charging for collection of green waste. Council had previously agreed to oppose the associated proposal to close recycling centres
	5. Council agreed to raise the Pride Flag in June
3. **To consider and determine responses to planning applications – see appendix A**
4. **Appointment of representatives:**
5. To confirm the appointment of representatives to serve on outside bodies.

|  |  |  |
| --- | --- | --- |
| **Name**  | **Organised by** | **Agreed Representative** |
| Oswestry Area Committee | SALC | Cllr Charles Green &/or Cllr Sharon Quayle |
| Helicopter Noise Liaison Group | RAF Nesscliffe | Cllr James Peto |
| Kinnerley Parochial Charities | Robert Brown | Cllr Lorraine Jones |
| Maesbrook Village Hall Committee | Chair – Cathy Preston | Cllr Mandy Chapman |
| Kinnerley Parish Hall Committee | Chair – Jeremy Lee | Cllr Sharon Quayle |

1. Consider and agree any additional representations. None
2. **Financial Matters:**
3. **Council noted receipts – Precept £25,193**
4. **Council noted bank reconciliation as shown on appendix B**
5. **Council unanimously approved payments as shown on appendix B, along with the Insurance premium of £709.43 and Kinnerley parish hall room hire charge of £20.**
6. **Dates and times of ordinary meetings –** Council confirmed the dates and times of ordinary meetings of the Council for 2024/2025 (Proposed list of dates enclosed – appendix C), with the exception of the Annual Parish Meeting date for 2025 which needs to be changed to separate it from a Full Council Meeting
7. **Items for next meeting – not for debate or discussion**
8. **Date and time of next meeting –** 24th June 2024, 7pm – KPH

Ian Cruise-Taylor

Parish Clerk

Kinnerley Parish Council

**Appendix A**

* 1. **Planning Decisions for information - Noted:**
1. 24/00762/DIS Rushey Leasowes Pentre Shrewsbury Shropshire SY4 1BS

Proposal: Discharge of Condition 3 (window and doors), Condition 4 (brick detailing and mortar), Condition 6 (external services), Condition 7 (roofing materials), Condition 8 (roof construction) and Condition 9 (rooflight details) for the construction of single-storey link between barn and farmhouse to facilitate reuse of barn to provide annexe accommodation. Installation of new bat loft within adjacent outbuilding relating to 22/04414/LBC.

**Decision:** Discharge Conditions Part Approved

1. 24/01197/TPO: Red House, Knockin Heath, Oswestry, Shropshire, SY10 8EA

Proposal: Various works to trees (see schedule) protected by the Shropshire Council (Land at Candlin's Coppice, Knockin Heath) TPO 2010 (SC/00029/10)

**Decision:** Grant Permission

1. 24/01016/CPL: Field House 9 Willow Grove Kinnerley SY10 8EZ. Proposal: [Partial garage conversion and loft conversion](https://pa.shropshire.gov.uk/online-applications/applicationDetails.do?keyVal=SA76BXTDGCO00&activeTab=summary)

**Decision:** Lawful

1. 24/00935/CPL: Baldin Oak Dovaston SY10 8DP. Proposal: [Lawful development certificate for proposed single storey side extension and single storey rear extension following demolition of single storey side and rear extensions. Formation of additional living accommodation in roof space including two dormers to rear roof slope and rooflights to front and rear roof slopes](https://pa.shropshire.gov.uk/online-applications/applicationDetails.do?keyVal=S9W2CDTDG7Y00&activeTab=summary)

**Decision:** Lawful

1. 24/01339/CPL: Ivy Cottage Dovaston SY10 8DP. Proposal: Lawful development certificate for erection of single storey extension

**Decision:** Lawful

* 1. **Planning Applications/Appeals for consideration and decision:**
1. 24/01518/FUL: Bankfields House Dovaston Oswestry Shropshire SY10 8DR.

Proposal: Erection of a garage and general storage building

**Decision:** representation: to maintain the finish in-keeping with original building

1. 24/01405/FUL: Cae Du, Edgerley, Shropshire.

Proposal: Erection of 1No corrugated steel storage building following demolition of existing

**Decision:** no comment

1. 24/01669/FUL: Kynaston Cottage, Kynaston, SY10 8EF.

Proposal: Single storey extension to kitchen

**Decision:** representation: to maintain the finish in-keeping with original building

**Appendix B**

1. **Receipts to note.**

Shropshire Council – Precept (£25,193)

ii **Bank Reconciliation**

|  |
| --- |
| Financial year ending 31st March 2025 |
|  |  |  |  |
| Date:  |  | 13/05/2024 |  |
|  |  |  |  |
|  |  | **£** | **£** |
| **CASH BOOK** |  |  |
| Opening balance 1 April 2024 |  | 51,366.31 |
| Add: Receipts to date |  | 25,193.00 |
| Less: Payments to date |  | -1,239.11 |
|  |  |  |  |
| Closing balance per accounts to date | **75,320.20** |
|  |  |  |  |
| Balance per Unity Trust bank statement as at 30/04/24 | 75,320.20 |
|  |  |  |  |
| Less: any unpresented cheques |  |
|  |  |  |  |
|  |  |  |  |
|  |  |   |  |
|  |  |  | 0.00 |
| Add: any un-banked cheques |  |  |
|  |  |   |  |
|  |  |  | 0.00 |
| Total reconciled balances |  | **75,320.20** |
|  |  |  | -  |

1. **Payments for Approval**

|  |  |  |
| --- | --- | --- |
| Newton Flag Ltd | D Day flag | 22.80 |
| Green Barnes | KPH Notice Board | 1,840.80 |
| SALC | Annual Fee | 636.63 |
| M&T Pritchard | Maintenance Contract | 815.14 |
| M&T Pritchard | Damage to Play area | 120.00 |
| HMRC | Tax | 163.80 |
| Clerk | Pay | 655.20 |
|   |   | 4,254.37 |

**To RESOLVE that the above payments are approved for payment.**

**Appendix C**

**Fourth Monday each month. Current agreed start time is 7pm.**

24th June 2024 – KPH

22nd July 2024 – KPH

August – No Meeting

23rd September 2024 – KPH

28th October 2024– MVH

25th November 2024 – KPH

December – no meeting

27th January 2025 – KPH

24th February 2025 – MVH

24th March 2025 – Annual Parish Meeting followed by Parish Council Meeting – KPH

28th April 2025 – KPH

19th May 2025 – KPH – Annual Council Meeting – note not 4th Monday due to Bank Holiday

**Please note that the venues for meetings may change subject to their availability and other factors.**