

<p style="text-align: center;"><b>ALBRIGHTON PARISH COUNCIL</b> <b>MINUTES OF MEETING</b> <b>Thursday 17<sup>th</sup> September 2015 at 7.15 pm in the Red House</b></p>
--

Minutes of the Albrighton Parish Council business meeting held on 17<sup>th</sup> September 2015 at 7.15 pm in the Red House.

**PRESENT:** Cllrs S Pledger (Chair), P Harrison (Vice Chair), D Beechey, P Griffin, C Hassall, M Medlyn, M Pate, A Robinson, C Roseby, P Woodman.

In attendance: M Ward, Clerk to Albrighton Parish Council.

**PRESENTATION BY MS JEAN HARTSHORNE, COMMUNITY DEVELOPMENT OFFICER, RAF COSFORD, REGARDING POSSIBLE COVENANT FUND GRANTS:**

Ms Hartshorne was not able to be present at the meeting.

**PUBLIC SESSION:**

No members of the public were present.

**1. APOLOGIES:**

Cllrs. P Illes (holiday), S Kirkland (holiday), S Pate (ill health), K Pledger (work commitments).

Each apology was accepted by Council.

**2. MINUTES OF PREVIOUS MEETINGS:**

- **Minutes of the Parish Council business meeting held on 16<sup>th</sup> July 2015 at 7.15 pm in the Red House:**

The word 'recommend' was added to the first sentence of the Transport Committee report and a typing mistake in the list of accounts referring to a £200 deposit into petty cash was amended to £100.00.

With these amendments Cllr. Pate proposed that the minutes were a true and accurate record which was seconded by Cllr. Beechey and unanimously agreed by Council.

- **Minutes of the Parish Council planning meeting held on 6<sup>th</sup> August 2015 at 7.15 pm in the Red House:**

One change was agreed in agenda item 5, the proposed purchase of a small piece of land in connection with the station ramp, which was approved by a majority of 6 – 1 and not 6 – 0 as originally recorded.

With this amendment Cllr. Griffin proposed that the minutes were a true and accurate record which was seconded by Cllr. Harrison and unanimously agreed by Council.

- **Minutes of the Parish Council planning meeting held on 3<sup>rd</sup> September 2015 at 7.15 pm in the Red House:**

Cllr. Beechey proposed that the minutes were a true and accurate record which was seconded by Cllr. Harrison and approved 9 – 0 with one abstention.

### **3. MATTERS ARISING:**

Cllr. Hassall asked why some names were mentioned in votes when they were not asked for and it was agreed that no names would be recorded unless they were specifically requested by the participants.

Cllr. Robinson asked about the suggested affordable housing at Clockmills and Cllr. Beechey agreed to present a written report for a future meeting.

### **4. SHROPSHIRE COUNCIL REPORT:**

There was nothing to report from Cllr. Pate the Shropshire Council member.

### **5. RAF COSFORD REPORT:**

Sqn Ldr Wilson was pleased to report that RAF Cosford was not be transferred to another station and instead may expand to include No4 Technical Training from St. Asaph in Wales.

Cadet camps and cyber camps had been promoted to encourage women into careers in science and maths and the photography school was celebrating its centenary year. The Approbation parade and lunch and the Battle of Britain parade had been very successful. A wash up meeting with written report would be held shortly and the Approbation parade would be repeated in the next two or three years.

Cllr. Griffin and other Councillors agreed that the announcement about the long term future of Cosford was excellent news.

## **6. REPORTS FROM COUNCILLORS.**

Cllr. Griffin asked that the signs to the village be cleaned and Cllr. Medlyn reported on the lunch difficulties at the Melville Club. She was currently helping with the catering and Cllr. Griffin said that he might be able to contribute and would investigate this possibility.

## **7. COMMITTEE REPORTS:**

- **Transport Committee – New draft contract of employment, draft job description and draft declaration of fitness for work for Flyer drivers for approval/amendment:**

Cllr. Medlyn declared an interest and left the meeting.

Cllr. Pate raised the issue of the probationary period in the draft employment contract and said that it should not apply to the main driver who had been working for over a year. He proposed that it should be removed which was seconded by Cllr. Woodman. Cllr. Griffin proposed an amendment which stated that it should remain in place for future employees but not apply to the current main driver. The amendment was seconded by Cllr. Hassall and Cllr. Pate agreed to withdraw his original proposal in favour of the amendment. Council unanimously supported the motion. Cllr. Pate also asked that the hours be reduced to 8.30 – 5.30 and the pay rates to be maintained giving a higher monthly figure than was currently in the draft contract. After discussion Cllr. Pate proposed making these two changes which was seconded by Cllr. Woodman but the motion was defeated 2 – 5 with one abstention. Cllr. Harrison proposed that the existing draft contract should be accepted which was seconded by Cllr. Hassall and agreed by Council 6 – 2.

Cllr. Harrison proposed that the draft job description should be accepted which was seconded by Cllr. Beechey and unanimously agreed by Council.

Cllr. Harrison proposed that the draft health declaration should be accepted with the addition of the words “at the present time” in the third section relating to any changes in health. With this addition the motion was seconded by Cllr. Robinson and unanimously approved by Council.

Members agreed that the recommendation for an annual charge of £600 from Tong Parish Council for Tong residents to use the Flyer should apply and it should be reviewed on an annual basis.

Cllr. Medlyn joined the meeting for the rest of the agenda.

- **Christmas lights working party:**

Because Cllr. Illes was absent from the meeting this item was deferred to the planning meeting scheduled for 1<sup>st</sup> October 2015.

**8. FINANCE:**

- **To review and approve cheques for September 2015:**

Cllr. Pate proposed that the cheques for September 2015 should be approved for payment which was seconded by Cllr. Harrison and agreed by Council.

<b>Cheque No.</b>	<b>Date</b>	<b>Payee</b>	<b>Amount</b>	<b>VAT</b>
4017	02.09.15	Pear Tree Farm, approbation catering	2285.16	380.86
4018	02.09.15	Flyer contractor, bus pass refund	300.00	
4019	02.09.15	Office cleaner, cleaning to 21.08.15	40.00	
4020	03.09.15	BG Ground Maint 3 mowing Patshull Green	252.00	42.00
4021	03.09.15	Reimbursement computer protection	37.58	6.26
4022	07.09.15	Flyer contractor, bus pass refund	273.60	
4023	07.09.15	Reimbursement T Ewin's for tool hire	65.70	10.95
4024	09.09.15	Flyer 2 <sup>nd</sup> driver, bus pass refund	68.40	
4025	09.09.15	Technical Services, updating CCTV system	22152.14	3692.02
4026	09.09.15	Rialtas, software maintenance	133.20	22.20
4027	10.09.15	Chair, reimbursement table napkins	22.28	3.71
4028	10.09.15	Cartwrights, approbation table displays	310.00	
4029	10.09.15	Red House, approbation room/table hire	821.25	
4030	14.09.15	Red House, 3 months office rent to Nov 15	600.00	
4031	16.09.15	Flyer 2 <sup>nd</sup> driver, bus pass refund	68.40	
4032	16.09.15	Flyer contractor, bus pass refund	273.60	
4033	21.09.15	Flyer contractor, bus pass refund	273.60	
4034	24.09.15	Cllr. Beechey, travel expenses	16.65	
4035	24.09.15	Wel Medical, defibrillator cabinet	708.00	118.00
4036	28.09.15	Cleaner, 4 weeks cleaning to 18.09.15	40.00	
4037		Destroyed		
4038	28.09.15	SLCC, membership 2015/16	167.00	
4039	28.09.15	Flyer driver, bus pass refund	333.60	
4040	30.09.15	Keith Gibson, Flyer repairs, fuel, MOT	1719.22	276.78
4041	30.09.15	Keith Gibson, Flyer repairs, fuel	367.80	61.30

- **To receive reconciliation of Council accounts for the first quarter April – June 2015:**

The accounts were presented and considered by Council. The Clerk agreed to provide a written report at each quarter when the accounts were produced in the future.

- **To consider a recommendation for a hospitality budget of £400 in the 2016/17 budget while retaining a £350 Chairman's allowance budget:**

Both Cllr. Medlyn and Cllr. Pate spoke against this suggestion saying that the Chairman's allowance gave sufficient flexibility. Cllr. Robinson proposed that this item should be deferred to a future meeting which was seconded by Cllr. Griffin and agreed by Council.

- **To consider a recommendation that full Council should approve any donation of unspent funding from the Chairman's allowance to be donated to a charity:**

Cllr. Beechey felt that this was an unnecessary procedure. In his view the Chair's allowance should be spent at the Chair's discretion and if a donation to charity was felt to be appropriate then it was the Chair's decision. This view was supported by members.

- **To confirm the payments billed to the Parish Council on the CCTV room at the Red House:**

Cllrs. Pate and Medlyn declared an interest in this agenda item.

Members were informed that the Council had paid the rent on the CCTV room to the Red House for the last few years. Cllr. Robinson proposed that the payment of the rent should continue which was seconded by Cllr. Beechey and agreed by Council 5 – 0 with two abstentions.

#### **9. TO CONSIDER THE OCCASION OF THE APPROBATION CEREMONY AND ANY RECOMMENDATIONS FOR CHANGES FOR THE EVENT IN 2017/18:**

Cllr. Hassall reported that she had heard only praise for the Approbation ceremony which was confirmed by Cllr. Beechey. Cllr. Woodman agreed but felt that next time the British Legion and the RAF Association should be invited.

#### **10. TO CONSIDER THE FUTURE OF THE TRANSPORT COMMITTEE AND WHETHER IT IS STILL NEEDED ONCE THE FLYER DRIVERS ARE DIRECTLY EMPLOYED BY THE COUNCIL:**

Cllr. Pate said that, without criticising the members of the committee or the Clerk, the committee had experienced problems concerned with speaking in meetings, deductions in wages and also concerns over MOT certificates. He felt that the committee was no longer needed now that the drivers were to be directly employed by the Council and he was also concerned that buying fuel from supermarkets at the cheapest price would undermine the local garage that had been so supportive of the service. The Clerk was asked to send out details of the latest MOT certificates and Cllr. Harrison went through his paper in support of the continuation of the committee. He agreed that the drivers when directly employed would be monitored by the Personnel Committee but in his opinion there was still a need for a group of Councillors to review the service and the use and maintenance of the vehicle on behalf of members.

Cllr. Beechey was concerned that if the committee was disbanded Donington with Boscobel Parish Council would withdraw their funding and proposed that the committee should be retained. Cllr. Harrison seconded the motion which was carried by a majority of 7 – 2.

**11. TO REPORT ON THE VACANCY FOR A COUNCILLOR IN THE SOUTH WARD OF THE PARISH COUNCIL:**

Because one of the two candidates asking to be considered for the vacancy had withdrawn from the co-optation process Mr Straney was co-opted to the Council. He agreed to meet the Clerk and complete the paperwork and receive introductory information during the following week.

**12. TO CONSIDER A REQUEST FOR FUNDING FOR THE NATURE RESERVE REGARDING THE MANAGEMENT OF THE FLOW OF WATER:**

Members agreed to defer this item to the planning meeting on 1<sup>st</sup> October 2015.

**13. TO RECEIVE A REPORT FROM CLLR. ILLES REGARDING THE MONITORING OF SELECTED AREAS FOR ANY DEFECTS:**

This item was deferred and Cllr. Illes would be asked to circulate a revised schedule of highway monitoring when he returned from his holiday.

**14. TO CONSIDER THE FUTURE OF THE SWIMMING CLUB AT ALBRIGHTON PRIMARY SCHOOL:**

Cllr. Pate informed members that Albrighton Primary School had been receiving £10,000 p.a. from Shropshire Council to help fund the swimming pool but this had now been reduced to £1,500. A meeting involving the school, the Civic Society and the Parish Council had been arranged for 6<sup>th</sup> October and members agreed that gaining access to grant funding was a priority for the future. The Council had been making an allocation of £1,500 p.a. to the swimming club as part of its Youth Grants spending (budget head 4201).

**15. VILLAGE RECYCLING:**

The Council agreed to Cllr. Harrison's request to use the Council name in support of a recycling scheme for biscuit wrappers.

**16. CHRISTMAS DINNER 2015:**

Cllr. Pledger informed members that a draft booking at the Horns of Boningale on 10<sup>th</sup> December had been made for the Council Christmas dinner. Members were asked to let the Chair know if they were able to attend.

**17. TO REPORT ON THE INSTALLATION AND OPERATION OF THE DEFIBRILLATOR AT THE RED HOUSE:**

The Clerk informed members that the defibrillator and supporting equipment had been received and an estimate of £180 for the fitting of the equipment to the side of the Red House had been supplied. A cabinet which was watertight, lockable and heated was needed at a cost of £590 including VAT. Cllr. Pate proposed that both costs should be accepted by Council and that the equipment should be activated as soon as possible. Cllr. Beechey seconded the motion which was unanimously approved by Council.

**18. FURTHER CONSIDERATION OF THE ALBRIGHTON LIBRARY AND FUTURE INVOLVEMENT OF THE PARISH COUNCIL.**

Members agreed to defer this item to a later meeting.

**19. TO FURTHER CONSIDER SUITABLE PROJECTS THAT MIGHT BE FUNDED BY BELECTRIC RELATED TO THE SOLAR POWER PLANNING APPLICATION:**

Cllr. Griffin agreed to consult Councillors and draft a letter to Belectric regarding suitable projects that they might wish to consider if their planning application for a solar panel farm was approved.

**20. AGENDA ITEMS FOR THE PARISH COUNCIL BUSINESS MEETING SCHEDULED FOR THURSDAY 15<sup>TH</sup> OCTOBER 2015 AT 7.15 PM IN THE RED HOUSE:**

The following items were agreed for the next two meetings:

- The future of the Albrighton library;
- Representation on the Albrighton Traders meeting;
- Funding for the nature reserve;
- Christmas lights working party report,
- Highways monitoring programme.

**21. CORRESPONDENCE:**

**For Information:**

- **Emma Brosnahan, Belectric, re subsidies on solar farms:**

Received and noted.

- **Defence College of Technical Training – Future plans for RAF Cosford:**

Received and noted.

**For action:**

- **Michael Green, Shropshire Defend our NHS – Future Fit Programme and Executive Summary:**

Cllr. Beechey had misgivings about some of the content of the programme and the summary.

Both items were received and noted.

- **Melanie Donaldson –request for help with insurance for the Thursday breakfast club:**

Despite the fact that the breakfast club did not conform to the expected requirements of organisations requesting financial help Cllr. Pledger proposed that the club should receive the small amount of money that they asked for. Cllr. Woodman seconded the proposal which was unanimously approved by Council.

**22. DATES AND TIMES OF FUTURE MEETINGS:**

- **Parish Council planning meeting Thursday 1<sup>st</sup> October 2015 at 7.15 pm in the Red House.**
- **Parish Council business meeting Thursday 15<sup>th</sup> October 2015 at 7.15 pm in the Red House.**

There being no further business the meeting closed at 9.53 pm.

Signed.....Date.....  
Chair