

ALBRIGHTON PARISH COUNCIL MINUTES – 1st July 2020



The remote Albrighton Parish Council meeting which was held through Microsoft Teams on Wednesday 1st July 2020 at 6.00pm.

COUNCILLORS IN ATTENDANCE: P Woodman, R Smith, T Maguire, R Rudman, M Pate, M Pitchford, D Beechey*, M Medlyn, P Collins, P Illes, A Straney, S Pledger*

ALSO, IN ATTENDANCE: Shirley Reynolds Clerk to the Council

ORDINARY BUSINESS MEETING OF THE PARISH COUNCIL.

20033 Apologies

To receive apologies for absence. Members are asked to give their apologies direct to the Clerk.

Cllr J Pledger, Cllr B Hickson (medical appointment)

20034. Declarations of Interest

To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. Members must fill out the declarations of Interests Forms for submission. Where a member indicates that they have a prejudicial interest but wish to make representation regarding the item before leaving the meeting, they must do so under item 4(D) of Public Participation.

Cllr Medlyn item 20037

20035. Public Participation

Members of the public are invited to ask questions, make representations or submit comments please contact the Clerk prior to the meeting. This is LIMITED TO THREE MINUTES PER PERSON – at the sole discretion of the Chairman.

None received.

20036. Minutes of previous meeting:

To receive the minutes of the meeting held on 3rd June 2020 (enclosed).

It was PROPOSED, SECONDED and AGREED that the minutes of 3rd June 2020 were true and accurate records.

20037 To consider Clerks report update

The Clerk had previously circulated her report to all members and was asked by the Chairman if there were any points which she wanted to bring to Councillors attention. The Clerk informed Councillors that she had submitted the end of year accounts and the Annual Governance and Accounting Return (AGAR) to the external auditor. She had also been successful in applying and obtaining the Small Business Grant from the government and a small grant from Western Power which will help offset the costs incurred due to the Covid-19 pandemic. The Clerk explained that she had also secured CIL funds from Shropshire Council for the forthcoming year and also drew members

Chairman's Initials _____

attention to the information received from Shropshire Council regarding the proposed opening dates of libraries across Shropshire, with Albrighton scheduled for 17th August 2020. The Clerk had also circulated a Covid-19 risk assessment for all part of Albrighton Parish Council's business which councillors were asked to consider alongside the reopening of the Flyer service.

*Cllr S Pledger arrived

Cllr Woodman inquired about the CIL allocation and how we knew if we had received all we were entitled to, Cllr Pate informed all Councillors that only a small percentage was given out to Town & Parish Councils and that the bulk of the money was put into a central pot and Shropshire Council controlled that spending. The Chairman asked if the Clerk would contact Shropshire Council and find more information regarding this CIL money received e.g. how many dwellings did it represent, which ones i.e. addresses or at least how many on which named development, how much is received per dwelling by Sc and how much is paid to APC etc. He wanted to be able to anticipate how much more CIL would come from the dwellings about to be built.

Cllr Collins thanked the Clerk for her hard work especially in researching and applying for grants independently and for keeping Councillor informed of all Parish Council business during this difficult time.

Cllr Collins asked how we ensured our staff were secure and the Clerk replied by the risk assessment and the adherence to its outcome.

The Chairman pointed out that the risk assessment was very thorough and would have taken a long time to compile, it covered all areas of our business and he thanked the Clerk for her work on this. The Chairman said that the Red House had now ceased their mobile shop and that the Flyer was now available and that we needed to consider if we could re-start the Flyer service. He reminded all councillors that we only had to decide in principle tonight if we would or not reintroduce the Flyer service; the detail around its introduction would be handled by the Clerk assisted by the driver and the Flyer Working Party, the Chairman again asked Councillors if they had any further questions before it was moved to the vote.

It was PROPOSED, SECONDED and AGREED unanimously that the Flyer service is restarted following a review of the details based on the Clerk's risk assessment by the Clerk and the Flyer Working Party and as soon as it is safe to do so following government guidance.

Action – Clerk

Cllr Pate thanked the Clerk for her work and moved that the report be accepted, this was **PROPOSED, SECONDED and AGREED unanimously.**

20038 Finance & Personnel

- a) To receive a report by the Chairman Finance & Personnel to also include receipts and payments up to 31st May.**

Cllr Maguire asked Councillors if there were any questions on the financial reports, none were asked.

Chairman's Initials _____

b) To consider income & expenditure in June 2020 details below:

Expenditure

Date	Cheque	To Whom Payable	Reason	Amount
02/06/20	FPO	Amazon Payments UK	Various equip for Covid-19 compliance use for staff protection	29.11
02/06/20	FPO	Amazon Payments UK	Hazard Tape	18.14
03/06/20	FPO	Amazon Payments UK	Storage boxes for quarantining books	67.17
03/06/20	FPO	Peter Woodman	Reimbursement for water butt	45.95
03/06/20	FPO	Amazon Payments UK	Masks, cloths, aprons, wall mounted sanitiser dispensers and sanitiser	82.92
12/06/20	FPO	Waterplus	Water charges for library	126.12
12/06/20	FPO	Keith Gibson Cars	Fuel for mower	12.00
12/06/20	FPO	From the Ground Up	Watering/Planting/Compost for planters	330.00
15/06/20	DD	Mainstream Digital	Fraud Protection & Charges	42.91
15/06/20	FPO	BG Ground Maintenance	Mowing 3 * Patshull Green	210.00
16/06/20	FPO	N Power	Electric charges Xmas lights	249.04
19/06/20	FPO	Mh-p	1st instalment Website Accessibility upgrade	375.00
19/06/20	FPO	HMRC	PAYE/NI Contributions	1281.32
23/06/20	FPO	GB Copiers	Copier	30.00
23/06/20	FPO	Albrighton Parish Council	Salaries June	5082.32
24/06/20	DD	BT Plc	Rental internet line for CCTV & Library	94.80
26/06/20	DD	Ald Auto	Flyer lease June	787.96
26/06/20	FPO	H S Homer	Plants for village planters	298.08
30/06/20	FPO	e-on	Street lighting maintenance contract	586.22

Income

Date	Payment Type	Payer	Reason	Amount
01/06/20	BACS	Nationwide Building Society	Interest on business account	2.09
03/06/20	BACS	Western Power Distribution	Covid-19 Grant	250.00
09/06/20	BACS	Shropshire Council	Small Business Grant claimed re Covid-19 (from Government)	10,000.00

The Clerk asked members if they had any questions, no questions were asked and members approved the income & expenditure for the month together with all internet banking transactions.

20039 To consider flag pole grant (enclosed) Cllr Woodman

A report had previously been circulated and Cllr Woodman outlined the various issues around the management of the flag pole which would be sited on Shropshire Council land at the front of the Red House. Cllr Woodman stated that he was happy to propose that APC granted funding towards the project but that the Parish Council should not take ownership of the flag pole. Cllr Maguire stated

Chairman's Initials _____

that the flag pole should not be our responsibility and that its ownership should really be with either the RBL or AVHT. Cllr Medlyn informed members that the request for the flag pole had come from RBL and she felt they should take responsibility for it, with Cllr Illes confirming that AVHT did not want to own the flag pole. Drawing the discussion to a close Cllr Woodman proposed that the Grants Working Party be given the authority to approve a grant if one came in from either party for this project and that APC would not take on the ownership of the flag pole.

It was PROPOSED, SECONDED and AGREED unanimously that the Parish Council would support a grant if one was submitted by either RBL or AVHT towards the purchase of a flag pole. It was agreed that the Grants Working Party would be given delegated powers to approve a grant of up to £345 for this project and that the Parish Council would not take on the ownership of the flag pole.

20040 To consider recommendation of the Grants Working Party Cllr Smith

Cllr Smith informed members that the Grants Working Party had met on the 24th June 2020 to discuss the application received for the installation of two new boilers at Albrighton Swimming Pool. The application from Albrighton Primary School was for £11,950 from 3 organisations of which APC was one. The request was for 26% contribution from APC which was £3,107, it had been confirmed to the Grants Working Party that the two boilers were to heat only the pool and were not to heat the school. Cllr Smith said that he would ensure that it was recorded clearly in documents retained by APC and in the letter to the School that the cost of providing and installing the boilers had been paid for in full by the two Parish Councils and the Lottery and that Shropshire Council had not paid towards the boilers. He asked if the council supported this application for a grant.
(DBPC would pay £2,270 and the FASPL Lottery £6,573 towards the total of £11,950)

It was PROPOSED, SECONDED and AGREED unanimously that the Parish Council would provide a grant £3,107 for the replacement of the boiler at Albrighton Swimming Pool.

Action: Clerk to write as above to the school and also to the Swimming Club (to have the payment recorded in their files)

20041 To consider trade/tourism in Albrighton (enclosed) Cllr Smith

The Chairman had previously circulated a report regarding trade and tourism in the village. He explained that he had been contacted by Cllr Pitchford and Mr Phil Ogle (Chairman, Friends of Albrighton Station) who reported that “Shropshire Tourism” wanted an informal discussion regarding their website and ways to promote the village. Cllr Smith felt it would be helpful if we could improve tourism and the number of visitors to the village and that it was a shame that the Traders Association had disbanded. As some new traders were now operating in the village, including some without shops, he thought it may be useful to encourage traders to get involved and to see if they may resurrect the trader’s association again. He suggested that a Working Party could be established with a couple of Councillors who would co-opt others to join the Working Party as required and they would report back to APC with a re-worked brief for the Working Party and a plan of action. A Working Party may also include non councillors and Cllr members should identify and co-opt residents/traders who would add expertise to the Working Party. In his report, the Chairman had

Chairman’s Initials _____

set out a preliminary brief to get the Working Party started but this was now to be reviewed and improved by the Working Party members.

Councillors discussed the merits of this idea and how successful it may or may not be, Cllr Rudman said he would like to be involved and felt he could liaise with traders, and Cllrs Pitchford and Illes also agreed to form the Working Party with him. It was felt that the traders needed to be involved for this to move forward, it was a positive initiative and hopefully some of the new traders in the village would want to get involved. It was agreed that the Working Party would meet gather various ideas and report back to the Chairman, Vice Chairman and Clerk with their Brief and Action Plan before an open meeting would be held inviting everyone to come along.

It was PROPOSED, SECONDED and AGREED unanimously that the Parish Council establish a Tourism Working Party consisting of Cllrs, Illes, Pitchford and Rudman who would recruit other members and then report back with their proposals.

20042 To receive a verbal update on the David Austin Memorial Garden Cllr Woodman

*Cllr Beechey arrived. Cllr Woodman updated members on the progress of this project, he explained that funding hadn't been very forthcoming from residents but in light of the current pandemic that was understandable. APC had already provided a £1,200 grant towards the rose garden and the cost of the memorial stone needed to be reconsidered. Cllr Woodman explained that a metal plaque was now being considered instead of the stone and hopefully funding already received would cover this.

20043 To consider station parking Cllr Woodman

Cllr Woodman outlined the ongoing issues of parking at the station and the knock on effect that had on residents, he explained he had had informal discussions with the owner of the parcel of land by the station and that it maybe possible that the land may be purchased to ease the parking situation.

Cllr Illes asked if it was possible for Shropshire Council to purchase the land but Cllr Pate explained that the land had planning permission for 9 houses on it which had expired this would reflect in the value as the planning permission could be reapplied for and there would be grounds to grant permission again. Cllr Pate also stated that Shropshire Council was currently in a difficult financial position and other sources of funding needed to be considered, he stated that Shropshire Council would be unable to provide any funding they were currently in a situation where they may not be able to set a legal budget next year due to costs incurred from Covid-19.

The Clerk was consulted about a PWLB loan and she explained that APC would need to consult residents for their views before applying and the cost of the loan repayment being charged to the precept would need to be part of that consultation. (The WMT parking fees had already demonstrated that £3 per day (or a weekly ticket for £2.30/weekday) was too high an amount to rail users.)

Cllr Smith stated that WMT may consider that the car park would be helpful to them and their future business model but currently he was being told that there were no funds at all available, he had been informed that the government had effectively taken over the rail franchises and WMT community funds were frozen, even those previously pledged such as the £60k for the footpath at the Codsall station car park. As an improved car park at Albrighton was to the benefit of the rail industry he suggested approaching Network Rail and Cllr Woodman agreed that all avenues need to be considered.

Albrighton Parish Council meeting – 1st July 2020

It was PROPOSED, SECONDED and AGREED unanimously that the Parish Council establish a Station Parking Working Party (set up and led by the Vice Chairman) to examine how and if the land by the station could be used for parking and to see if it was financially viable or not and to report its findings back to Albrighton Parish Council.

20044 Date of next meeting:

Albrighton Parish Council meeting – Wednesday 2nd September 2020 6pm via Microsoft Teams

The meeting closed at 19.02pm

Apologies were received after the meeting from Cllr Straney who had been unable to join the meeting.

Signed..... Date.....

Chairman's Initials _____