



ALBRIGHTON PARISH COUNCIL MINUTES – 2nd September 2020

The remote Albrighton Parish Council meeting which was held through Microsoft Teams on Wednesday 2nd September 2020 at 6.00pm.

COUNCILLORS IN ATTENDANCE: P Woodman, R Smith, T Maguire, D Beechey*, P Illes, A Straney, S Pledger, J Pledger

ALSO, IN ATTENDANCE: Shirley Reynolds Clerk to the Council

ORDINARY BUSINESS MEETING OF THE PARISH COUNCIL.

20045 Apologies

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

Cllr M Pate (holiday), Cllr M Pitchford (holiday), Cllr M Medlyn and Cllr P Collins (another engagement)
The Clerk informed members that following a discussion with the Chairman it had been agreed that Cllr Collins attend the important flood forum meeting as the flooding representative for APC

20046. 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.

None declared.

20047. 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.

20048. Minutes of previous meeting:

To receive the minutes of the meeting held on 1st July 2020 (enclosed).

Following a minor amendment it was PROPOSED, SECONDED and AGREED that the minutes of 1st July 2020 were true and accurate records.

*Cllr D Beechey arrived

20049 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 received the funds for the VAT reclaim for the first quarter together with the Bus Services Operators Grant which was very reduced due to the limited usage of the Flyer during the Covid-19 pandemic. The Clerk informed members that she was currently in discussions with Shropshire Council over the possible reimbursement of funds lost on the Flyer and was hopeful that this lobbying would be successful. The Clerk also informed Councillors that she had been asked to join the NALC national assessment panel who oversee the assessment of Council applications for the Quality Council scheme and she had also been invited to join the national consultation on the new Councillors Code of Conduct.

The Clerk also explained that she was now a qualified Fire Warden for APC, which had been required following the last Fire Safety Assessment, she had undertaken the on line Fire Warden (Fire Marshall) Training and final examination.

The Clerk gave a staffing update and also informed Councillors that both the Flyer and Library services were now up and running following Covid-19 government guidelines and that several letters had been distributed to all registered users of the Flyer to promote the service.

The Chairman thanked the Clerk for her work and also congratulated her on her appointments to the NALC national bodies. He further congratulated her on the Fire Warden qualification which was beneficial to APC.

Cllr S Pledger thanked the Clerk for arranging for the work to be carried out to repair the picnic table on Cross Road which she said was very popular and used by families.

Cllr Smith thanked the Clerk for her work and moved that the report be accepted,

Resolved: It was PROPOSED, SECONDED and AGREED that the Clerks report be accepted unanimously.

20050 Finance & Personnel

- a) To receive a report by the Chairman Finance & Personnel to also include receipts and payments up to 31st July 2020.**

Cllr Maguire asked Councillors if there were any questions on the financial reports, he explained he had a good record of all council financial activities if anyone had any queries, none received.

- b) To consider income & expenditure in August 2020 details below:**

Expenditure

Date	Cheque	To Whom Payable	Reason	Amount
07/08/20	FPM	Craig Paxon	Watering of planters and rose garden	75.00
12/08/20	FPM	Wayne Butler	Repairs to picnic table	215.00
13/08/20	FPM	HSQE	Fire Warden online training course	18.00
14/08/20	DD	Mainstream Digital	Fraud Protection & Call Charges	42.21
14/08/20	FPM	Terry Ewins	Reimbursement for Equipment	86.90
20/08/20	FPM	TFM	Stihl Mulching Lawn Mower and Stihl Brush Cuter	848.48

20/08/20	FPM	Shropshire Council	Pension Contributions	1624.25
20/08/20	FPM	HMRC	NI/PAYE Contributions	1142.08
20/08/20	FPM	Albrighton Parish Council	Staff Salaries – August 2020	5091.32
21/08/20	FPM	Keith Gibson Cars Ltd	Fuel for mower – July 200	18.00
24/08/20	DD	BT	Internet, fraud protection & call charges	94.80
24/08/20	DD	GB Copiers	Photocopiers charges	30.00
26/08/20	DD	Ald Auto	Flyer lease payment August 2020	787.96
28/08/20	FPM	M-ph	Website – WCAG 2.1 Accessibility Compliance	370.00
28/08/20	DD	Veolia	Duty of Care – August 2020	4.00

Income

Date	Payment Type	Payer	Reason	Amount
03/08/20	DD	Nationwide Building Society	Interest on investment account	3.61
18/08/20	Cash	Albrighton Parish Council	Flyer cash 11 – 14 August 2020	35.00
24/08/20	Cash	Albrighton Parish Council	Library cash 17 – 22 August 2020	15.94

The Clerk asked members if they had any questions, Cllr S Pledger queried what the invoice from Craig Paxon was for as this seemed excessive for watering, the Clerk explained that it was in fact for watering and other work including weeding, and that the information including in the table was only an abbreviation. Members approved the income & expenditure for the month together with all internet banking transactions.

20051 To consider Pensions Discretionary Policy (enclosed)

The Clerk had previously circulated the Pensions Discretionary Policy and reminded Councillors that she had brought this policy to them last year having been informed that APC didn't have this statutory document and she was bringing it to them for adoption as required again this year.

The Chairman asked if there had been any changes to the policy during the year and the Clerk confirmed that there were no changes. Cllr Maguire stated that it was a very comprehensive document and that covered all the changes to pensions over recent years and he was content to be guided by the Clerk.

Resolved: It was PROPOSED, SECONDED and AGREED that the Pensions Discretionary Policy be approved. (one abstention JP)

20052 To receive planning report - Planning Working Party (enclosed)

Cllr Woodman had previously circulated the report and explained that the only issue raised was concerning the Boningale development, which appears to be a change from the original application. Councillors were informed that they were only able to comment on the planning application in front of them not the original application. With this in mind it was

Resolved: It was PROPOSED, SECONDED and AGREED by a majority that the applications were recommended for approval. Action – Clerk

20053 To consider the Internal Controls Policy

The Clerk informed members that this policy was being brought before them without any changes for them to be consider, she explained that this policy had been put before the auditor earlier this year who was happy with its content.

Resolved: It was PROPOSED, SECONDED and AGREED that the Internal Controls Policy be approved. (one abstention JP)

20054 To consider application for wayleave across Village Green (enclosed)- Cllr Woodman

The Clerk had circulated a report on behalf of Cllr Woodman who felt that this application should be considered. Cllr Pledger asked if the land would be put back to its original condition and Cllr Woodman stated he would ensure this would be in the agreement, members agreed that subject to this amendment.

Resolved: It was PROPOSED, SECONDED and AGREED that the wayleave across Village Green be approved subject to the amendment regarding the reinstatement of the land. Action - PW

20055 To consider interim report from Place Plan Working Party (enclosed) – Cllr Beechey

The Clerk had circulated the interim report on behalf of Cllr Beechey who explained that the Place Plan Working Party would continue their work in readiness for the consultation deadline date of 30th September. Members discussed various issues around the village parking, flooding, road structures and the green belt. Concern was raised about the land being taken out of the green belt with the potential development at Cosford, following discussion it was

Resolved: It was PROPOSED, SECONDED and AGREED unanimously that the Place Plan Working Party would circulate their report on Shropshire Council’s Local Plan to all councillors for any major comment prior to submission to Shropshire Council Action - Place Plan Working Party

20056 To consider back land planning policy

The Chairman explained that Albrighton Parish Council currently didn’t have a back land policy and that the report would provide the documentation in which each planning application could be considered on a ‘case by case’ basis. Cllr S Pledger agreed that something was needed and Cllr Maguire added further that this was the right way forward.

Resolved: It was PROPOSED, SECONDED and AGREED unanimously that the back land policy be adopted.

20057 To consider replacement of lamp post column

The Clerk had previously circulated documents to all councillors regarding the replacement of a lamp column at Ashgrove. The Chairman asked why we were responsible for only a few of the lampposts in the village but not others which were the responsibility of Shropshire Council. Cllr S Pledger said she didn’t know why and D Beechey said that over time the Parish Council had taken ownership of extra lamp posts that had been installed in the village. The Clerk expressed concern about trying to get the lamp post replaced before the dark winter nights and asked Councillors to agree to the costs involved and the order being placed with E-on.

Resolved: It was PROPOSED, SECONDED and AGREED unanimously that the Clerk instruct e-on to replace the lamppost in Ash Grove.

Action - Clerk

20058 To consider Flyer lease

The Vice Chairman informed Councillors that he had been in discussion with Furrows regarding an extension to the Flyer lease which is due to cease on 19th September 2020. Cllr Woodman updated members on the correspondence to date and asked for agreement to continue these negotiations in order to obtain a suitable extension to the lease. Councillors discussed the current leasing arrangements and Cllr S Pledger stated that we needed to be flexible and to protect ourselves as the service is currently losing money, she also informed members that the new on-line service at the doctors was likely to continue after the Covid-19 pandemic had ended and so would impact on the usage of the Flyer by senior citizens. Cllr Illes agreed that the council should not tie itself in to a long term lease and that the Flyer Working Party may need to make difficult decisions on the service in the coming year.

Resolved: It was PROPOSED, SECONDED and AGREED unanimously that the Vice Chairman continue his discussion with Furrows to obtain the best terms for an extension of the lease by one year only and the Flyer Working Party be given delegated powers to finalise the lease agreement.

Action – PW & Flyer Working Party

20059 To note payroll services contract 2020/21

The Clerk informed Councillors that the annual payroll contract with Shropshire Council was due for renewal, and even though this could be approved under delegated powers with a council meeting due to take place she had brought this to them for council's approval. The Clerk informed members that the payroll contract ensured safeguards were in place for all employees' salaries. Cllr Illes stated he had received complaints that the Flyer driver was not receiving his payslip and asked if there was a problem. The Clerk explained that all payslips were in the Parish Office and all members of staff were asked to collect them rather than council incurring extra costs posting the payslips out to employees. The Clerk reassured members that employees' salaries were always in their bank accounts by the 23rd month and not collecting a pay slip did not affect this.

Resolved: It was PROPOSED, SECONDED and AGREED unanimously that the payroll services contract be approved for 2020/21

Action - Clerk

20060 To note NALC pay award 2020/21

The Clerk had previously circulated information from NALC regarding the NJC agreements for salaries for 2020/21 and explained that she would like to implement these for the September payroll to the appropriate staff. Cllr Beechey reminded members that council did not really have a choice in this matter and therefore the payroll amendments from 1st April 2020 should be approved.

Resolved: It was PROPOSED, SECONDED and AGREED unanimously that the NALC pay award be implemented for 2020/21.

Action - Clerk

2061 To receive verbal update on Station Issues

The Chairman informed members that he had been invited to join a webinar on the 20th August by WMT. The webinar had been attended by about 30 people from several organisations. WMT said that in September the capacity of their trains would be increased to be 95% of the pre Covid capacity but that currently the usage was 25% meaning that there would four times the usual space available

per passenger. It was envisaged that it would take up to 2 years to regain 75% usage. From those discussions the Chairman informed members that he had picked up the fact that certain railways stations would need their platforms extended to cater for the extra carriages that would be used to cope with social distancing as trains became busier but this would be a critical lead in time for stations to be extended and three local stations were mentioned being Bilbrook, Albrighton and Oakengates. Whilst it was felt that the inclusion of Albrighton was good, this would need to be followed up to see how plans developed, A discussion then followed regarding the lack of parking at the station and the extra problems which had been caused by the introduction of parking fees.

20062 To receive update from Tourism Working Party – Cllr Illes (on behalf of Phil Ogle Working Party Chairman)

Cllr Illes updated members on the Tourism Working Party and its recent meeting. He informed members that Phil Ogle was the Chairman of the working party and that there had been good attendance and ideas sharing at their first meeting, such as social media, tourism directory, and a tourism webpage. Two people representing traders felt that it may be possible re-form some type of traders' association and they would work on that. Several members had been given tasks to complete in readiness for the next meeting in September and all agreed that it was nice to see new faces getting involved and for there to be none council members on the working party.

20063 Date of next meeting:

- a) Albrighton Parish Council meeting – Wednesday 7th October 2020 6pm via Microsoft Teams

The meeting closed at 19.38pm

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

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