

# Whixall Parish Council

Chairman: Ian Mercer

Minutes of Parish Council's Annual Meeting held on Wednesday 13 June 2018 at  
Whixall Social Centre starting at 7:30pm

---

**Present:**

**Chairman:** I Mercer

**Councillors:** B Harris (Vice Chair), J Hardiman, G Turnbull, A Hague

**Shropshire Councillors:** C Mellings, P Dee

**Clerk:** A Roberts

**Members of the community:** 1

**Representatives of other bodies/ organisations:** 0

**71/18 Ratification of Appointment of Clerk and Responsible Financial Officer**

Full Council gave formal approval following the offer of appointment made by staffing committee to Amanda Roberts on 23 May.

**72/18 Apologies for Absence**

J. Fitton, M. Howard

**73/18 Public Participation**

No comments received.

**74/18 Disclosure of Pecuniary Interests**

Members were reminded of their obligation to declare any interests/ gifts/ hospitality: None declared

**75/18 Minutes of the monthly meeting held on 9 May 2018**

It was proposed by Cllr Harris that the draft minutes, of the meeting detailed above, were an accurate record. This was seconded by Cllr Turnbull and agreed by all present.

**76/18 Planning**

**-All planning applications and decisions can be tracked on line at [www.shropshire.gov.uk](http://www.shropshire.gov.uk)**

Applications received- to consider response

- a) Reference: 18/02193/FUL - Erection of single storey extension following demolition of existing with associated internal and external alterations at Olive Bank Cottage, 3 Canal Side, Whixall, Shropshire, SY13 2PQ  
**RESOLVED:** Support. No comment
- b) Reference: 18/02237/FUL - Change of use of a show bungalow to residential dwelling and associated works (re-submission) at Proposed Dwelling Opposite Browns Of Wem, Pool Head, Shropshire  
**RESOLVED:** Object: Development is contrary to Whixall's Open Countryside designation.
- c) Reference: 18/02214/DEM - Prior Notification for the demolition of derelict bungalow and removal of associated dilapidated outbuildings at Bungalow , 3 Moss Lane, Whixall, SY13 2RT \*  
**NOTIFICATION ONLY**

To receive planning application decisions:

- d) Reference: 18/01564/FUL - Erection of a steel framed side extension to agricultural building at Rose Farm, Ossage Lane, Whixall, SY13 2QB. Decision: **Grant Permission**

**77/18 Clerk's Report**

The Clerk provided the following information:

- a) Flooding- No additional information has been received from Shropshire Council. An update has been requested.
- b) Amended Fixed Asset Register – this is now up to date
- c) Correspondence from Barclays Bank
  - a. The requested mandate change has now been made
  - b. The Wem branch is to close on October 23 2018. The nearest branch will be either Whitchurch or Shrewsbury. Alternatively there will be a deposit facility at the post office.

**78/18 Parish Matters**

- a) Renewal of Bowling Club lease- No progress as the draft lease has not been provided. This will be chased up before the next meeting.
- b) Completion of the Neighbourhood Monitoring Form was deferred to the next meeting to allow the Clerk to seek advice from Shropshire Council.

**79/18 Financial Matters**

- a) To receive monthly bank balance record.  
The Clerk advised the council of the council's bank balances.

DATE	ACCOUNT NAME	AMOUNT
29 May 2018	Community Account	£11,525.95
	Business Saver Account	£924.56
<b>TOTAL</b>		<b>£12450.51</b>

- b) To resolve to approve outstanding accounts.  
Orders for the payment of money listed below. As per the financial report of the Responsible Financial Officer (RFO)/ Clerk were proposed by Cllr Mercer, seconded by Cllr Turnbull and agreed by all present. **RESOLVED.**

DATE	CHEQUE NO.	DETAILS	AMOUNT	LEGAL POWER TO SPEND
13 June 2018	101191	<b>K Hatton:</b> Clerk's Pay for May 2018	£323.84	LGA 1972 s.112(2)
	101192	<b>Chris Jones:</b> Grass Cutting May 2018	£150.00	HA 1980 s.96
	101190	<b>Whixall Village Hall:-</b> Refreshments for Annual Parish Meeting	£35.00	LGA 1972 s.150(2)
<b>TOTAL</b>			<b>£608.84</b>	

LGA= Local Government Act

HA= Highways Act

TA=Transport Act

CA=Commons Act

**Resolved:** The outstanding accounts should be paid and the cheques signed by two authorised councillors.

**80/18 Appointment of Events Committee**

After discussion Members agreed not to appoint an events committee at this stage and to review in future if required.

**81/18 Policies and Procedures Review**

- a) Standing Orders Review – the proposed standing orders will be reviewed by members prior to the September meeting. Information to be circulated by the Clerk.
- b) General Data Protection Regulation (GDPR) Policies – following discussion it was agreed that revised policy documents would be circulated to members for further discussion and approval in July 2019.

The Clerk was asked to ensure that GDPR information will be easily accessible on the Council's website.

**82/18 Highways**

- a) Referrals to Shropshire Council – Members noted that a lot of defects have been marked up over recent weeks/months but no repairs are being carried out. Cllr Chris Mellings explained that there is a backlog resulting from the appointment of a new contractor. He agreed to chase this up on behalf of the Council.
- b) Scheduled works - none

**83/18 Councillors Reports**

a) Parish Councillors:

**Cllr Mercer** reported on his attendance at a recent Buckingham Palace Garden Party.

**Cllr Turnbull** reported on the visits carried out by PCSO Chris Hirons in support of Neighbourhood Watch.

**Cllr Hague** reported on the recent guided visit to the Moss organised by Shropshire Wildlife Trust.

b) Shropshire Councillors:

**Cllr Dee** outlined current issues around adoption and fostering in Shropshire.

**Cllr Mellings** referred to his [monthly report](#).

Scheduled date of next meeting: **Wednesday 11 July 2018 at 7.30 pm**

The meeting closed at 9.15pm