

MINUTES
CARDINGTON PARISH COUNCIL
ANNUAL GENERAL MEETING
held in Cardington Village Hall
on
Tuesday 30th April 2024

Present:

C'Ilr Tonks (Chairman), **C'Ilr** Norris (Vice Chairman); **C'Ilr** Watkins,
C'Ilr Davies; **C'Ilr** Seabury; **C'Ilr** Maydew;; **C'Ilr** Pennington;
C'Ilr D Morris
Clerk : Mrs J Griffiths

Four members of the public attended the meeting.

Acceptance of Apologies

Apologies were received from **C'Ilr** Boulton and **C'Ilr** Rogers

The Chairman opened the meeting.

1. Election of Chairman

It was proposed by **C'Ilr** Seabury, seconded by **C'Ilr** Davies, and unanimously agreed that **C'Ilr** Tonks would be elected as Chairman to serve until the Annual General Meeting in May 2025.

2. Election of Vice-Chairman

It was proposed by **C'Ilr** Watkins, seconded by **C'Ilr** Pennington, and unanimously agreed that **C'Ilr** Norris would be elected as Vice-Chairman to serve until the Annual General Meeting in May 2025.

3. Election of representative on local charity

It was proposed by **C'Ilr** Davies, seconded by **C'Ilr** Watkins, and unanimously agreed that **C'Ilr** Pennington would be elected to serve as the Parish Council representative on the Charity until the Annual General Meeting in May 2025.

4. Election of Footpath Warden

It was proposed by **C'Ilr** Davies, seconded by **C'Ilr** Norris, and unanimously agreed that **C'Ilr** Watkins would be elected to serve as the Footpath Warden until the Annual General Meeting in May 2025.

5. Election of Tree Warden

It was proposed by **C'Ilr** Pennington, seconded by **C'Ilr** Seabury, and unanimously agreed that **C'Ilr** Boulton would be elected to serve as the Tree Warden until the Annual General Meeting in May 2025.

6. Election of representative on Village Hall Committee

It was proposed by **C'Ilr** Maydew, seconded by **C'Ilr** Watkins and unanimously agreed that **C'Ilr** Davies would be elected to serve as the Parish Council Representative on the Village Hall Committee until the Annual General Meeting in May 2025.

7. Election of Parish Councillor to liaise with Shropshire Council Highways Department

It was proposed by **C'Ilr** Norris, seconded by **C'Ilr** Seabury and unanimously agreed that **C'Ilr** Boulton would be elected to serve as the Parish Council Representative liaising

with Shropshire Council Highways Department until the Annual General Meeting in May 2025.

8. Election of Councillors with delegated powers for Planning Applications

It was proposed by C'Ilr Watkins, seconded by C'Ilr Pennington and unanimously agreed that C'Ilr Seabury and C'Ilr Norris would liaise with other Councillors and arrange site visits where necessary if planning applications required Parish Council comments either between or prior to meetings. .

9. Public Comments Limited to 15 minutes

A member of the public told the meeting that her husband was not well and would be unable to paint the telephone box this year. If any other resident would like to carry out the painting she would arrange to mask the glass to make the job easier. She had some red paint which had been supplied by BT. The resident was thanked for doing this in previous years and keeping the telephone box looking so smart.

Another member of the public reported flooding outside his property which reached the walls of his house causing damp issues. He had reported this to Shropshire Council who have cleaned the drains. However, the problem seems to be the state of the road and heavy rain misses the drains and flow onto his property. He was urged to make Shropshire Council aware of the damp issue caused to his property and the Parish Council also agreed to follow this up with Shropshire Council.

Another member of the public reported a HGV accessing the village via Stone Acton and getting stuck in the village. She asked if a "Not suitable for HGVs" sign could be erected off the road leading from Church Stretton to Longville as you turn for Stone Acton. As the location of the sign would be within Rushbury Parish Council it was agreed that this would be followed up with Rushbury PC.

The Chairman told the meeting that the Conservative candidate, Stuart Anderson, would be visiting Cardington between 6.30pm – 8pm on Thursday, 30th May.

10. Minutes Meeting held on Tuesday 5th March

It was proposed by C'Ilr Watkins, seconded by C'Ilr Davies and unanimously agreed that the Minutes of the meeting held on 5th March provided a true and accurate record of the meeting.

11. Matters arising from the Minutes – Clerk to report for information only

There were no matters arising that were not covered on the Agenda.

12. Correspondence

The Clerk circulates all correspondence as it is received. The Clerk also reported the following correspondence:-

- Portrait of King Charles for the Village Hall sent to the Clerk and delivered to the Hall at te4h meeting
- Clerk and Councils Direct Magazine, May – handed to the Chairman

13. Broadband Update

The Chairman had nothing to report. He told the meeting that he had requested an update from Voneus regarding the roll out to Gretton on 18th March but had not had a reply.

14. Finance

(a) Approve 2023/24 Accounts

The Clerk had circulated reports showing the income and expenditure 2023/24, the year end bank reconciliation and a copy of the year end bank statement, with the Agenda and Minutes of the March Meeting. These had been sent to all Councillors on 13th April and showed a year end balance amounting to £12,465.48, made up as follows:-

£3,804.00 Burial fees
£45.76 balance in transparency fund
£1,599.16 CIL
£359.34 Neighbourhood Fund
£6,657.22 PC Funds

It was proposed by C'llr Norris, seconded by C'llr Watkins and unanimously agreed that the reports circulated proposed a true and accurate record of all income and expenditure during the period 1st April, 2023 to 31st March 2024.

(b) Agree application for exemption from full audit

As The Parish Council do not have gross income or gross expenditure exceeding £25,000 they can apply for exemption from a full audit, unless they are one of the 5% of Parish Councils who are called in for a full audit. It was proposed by C'llr Watkins, seconded by C'llr Seabury and unanimously agreed that the Parish Council would apply for exemption and the Certificate of Exemption was then signed by the Chairman and the Clerk,.

(c) Agree Annual Governance Statement

The Internal Auditor has checked the 2023/24 Accounts and completed the Internal Auditors Report. The Clerk had completed 6 of the AGAR showing the financial details, giving a year end balance of £12,465, as circulated to Councillors prior to the meeting. Page 5 of the AGAR (Annual Governance Statement) was agreed and completed. It was then proposed by C'llr Norris, seconded by C'llr Pennington and unanimously agreed that the Clerk and Chairman would then sign the Annual Governance and Accountability Return 2023/24.

(b) Invoices to Pay

The following cheques were due for payment:-

- J Dale Environmental Maintenance work 2023/24. This invoice was received at the end of March. A list of all the work undertaken had been circulated to all Councillors. It was agreed that the cheque amounting to £3,600 plus VAT would be paid. Cheque No. 100008 was issued. However, this was returned by the bank as they stated it was not signed in accordance with the bank mandate. After several hours on the phone the Clerk ascertained that the Bank had not submitted the form completed by the Clerk and C'llr Norris on 23rd October 2023. They agreed to submit this form for approval. The Clerk told the May meeting that the Bank had now confirmed that the signatories had been added. The ~Clerk had made a further official complaint to the Bank. She had received a reply saying that as compensation in the sum of £500 had been paid to the Parish Council they did not consider this to be a new complaint. The Clerk would challenge this decision. Cheque No 100009 was then prepared in the sum of £3,600 to replace the returned cheque No. 100008..
- HMRC Tax due on Clerk's salary £115.60 cheque No 100010
- Clerk's salary and expenses £480.55 cheque No 100011
- Insurance for the period 1st June 2024 - 31st May 2025 £264.00 The increase of £23 was due to the Parish Council moving from the band for precepts with a limit of £7,500 to the Band for precepts from £7,600 - £10,000. Cheque No 100012 in the sum of £264.00
- L Pardoe, Internal Auditor. £105. Cheque No. 100013

It was proposed by C'llr Tonks, seconded by C'llr Pennington and unanimously agreed that the above accounts be paid.

(d) Bank Reconciliation

The Clerk circulated the Bank reconciliation showing a balance held at bank, after payment of the above accounts, amounting to £19,300.33

It was proposed by C'llr Tonks, seconded by C'llr Norris and unanimously agreed that this provided a true and accurate financial record. The Bank reconciliation was then signed by C'llr Watkins.

The Clerk told the meeting that she had been informed by Shropshire Council that the Parish Council would receive £747 CIL money in April 2024. The Clerk had notified Shropshire Council the new bank account details. To date the Clerk has not received confirmation that this has been paid.

15. Planning:

(a) Decisions on previously discussed applications:

23/04853/FUL Red House Farm, Longville

Erection of a replacement dwelling. This application was received and forwarded to Councillors on 17th November. A previous application had been withdrawn.

Councillors had attended a site visit for the previous application and are familiar with the site. After the Councillors had consulted the Clerk was asked to support the application making the following comments, which were posted on the planning portal on 24th November:-

“Cardington Parish Council support the application for a replacement dwelling at Red House Farm. They appreciate the need to improve local housing to meet modern levels of comfort, access and insulation - leading to healthier homes with lower energy use. The Parish Council agree in this instance that a replacement dwelling is the best way to achieve this as the existing farmhouse is not of the best construction and is of no architectural merit. This support is for a replacement dwelling not an additional dwelling and they would ask for a condition to be applied to any permission saying that the original dwelling is to be demolished on completion of the new dwelling”

The Clerk told the April meeting that this application was Granted on 20th March, and the notice was forwarded to all Councillors on 21st March.

24/00287/FUL The Kennels, Plaish

Installation of ground solar panels. This was received and forwarded to all Councillors on 7th February. The Parish Council did not comment between meetings. This is shown as pending consideration. This was discussed at the March meeting. It was proposed by C'llr Seabury, seconded by C'llr Tonks and unanimously agreed that the Parish Council had no objection to the application. The Clerk told the April meeting that this application was Granted on 14th March, and the notice was forwarded to all Councillors on 15th March.

(b) Applications considered between meetings using delegated powers

24/00900/FUL Court Farm, Gretton

Erection of agricultural building to cover silage pit, muck store and provide agricultural storage. This application was received on 7th March. As this application had been submitted by C'llr Norris, this was forwarded to all other Councillors on 8th March.

A site visit had been arranged and the Parish Council made the following comments

“Members of the Parish Council have carried out a site visit. They appreciate the need to cover the muck store to keep rainwater out and reduce run off and pollution risk. Efforts have been made to keep the height down by going for two apexes and a lean-to as opposed to a single span building. The Parish Council would therefore support this application”.

The Clerk told the April meeting that this application was granted on 9th April and a copy of the notice had been forwarded to all Councillors on 10th April.

(c) Clerk to report any other planning before matters including any new planning applications received just the meeting.

24/01459/LBC Manor Farm Cardington

Roof covering repairs/replacement and works to include cladding to existing dormer windows and attention to existing chimney. This application was received and forwarded to all Councillors on 23rd April. A site visit had been arranged before the meeting and it was proposed by C'Ilr Seabury, seconded by C'Ilr Tonks and unanimously agreed that the Parish Council would support this application.

16. Highways

a. Highway Maintenance Scheme : Update

The Clerk told the meeting that Shropshire Council had announced that the Environmental Maintenance Grant would be available for the 2024/25 financial year in the sum of £1,500 with £1,500 matched funding. As agreed at previous meetings the Clerk confirmed that she had submitted the application in the sum of £3,000 with £1,500 matched funding and had supplied proof that matched funding was available and the application had been agreed.

b. Progress on Highway Matters reported

The following defects were reported at the March meeting:-

- A letter was sent to the resident regarding a dam constructed in the brook which is unfortunately adding to flooding problems by the Royal Oak to ask him to clear the obstruction. A response was received by e mail on 21st February and forwarded to all Councillors on 22nd February. It was agreed at the March meeting that C'Ilr Norris would now speak to a resident about this problem. C'Ilr Norris told the May meeting that he had spoken to the resident who did not agree that there was a problem. C'Ilr Norris also told the meeting that the Shropshire Council Highways Technician is aware of this but the drain is clear at this time. .
- At the May meeting pot holes on the road leading to Leebtwood, near to Wilstone, were reported. C'Ilr Boulton agreed to report on FixMyStreet.
- It was reported at the May meeting that the white lines on the junction passed the Royal Oak had not yet been painted. It was understood that this work was due to be carried out and the Shropshire Council highway technician is aware that this work is outstanding.

c. Any further Highway Matters

- It was agreed that a passing place could be made on the road from Chatwall to Enchmarsh. C'Ilr Norris agreed to ask J Dale, the contractor who carries out the Environmental Work to do this work.
- C'Ilr Pennington reported deep potholes below Shootrough as you travel towards Leebotwood
- C'Ilr Pennington also reported potholes near Wilstone.
- Pot holes near Comley Farm, on the road leading from Cardington to Leebotwood were also reported.
- Potholes were also reported just before the sub station on the road leading from Cardington to Leebotwood.
- Paint has now been applied around potholes on the road to Plaish so it is hoped these will soon be repaired.

17. Parish Council Collaboration

The Chairman told the meeting that Councillors had been invited to attend a meeting with Rushbury and Hope Bowdler Parish Council to meet Shropshire C'Ilr Celia Motley. The Chairman, C'Ilr Davies and C'Ilr Watkins had attended the meeting.

18. Police Matters

C'Ilr Norris read an article from a farm magazine concerning rural crime and stolen farm machinery which suggested that this was organised crime targeting areas where there is low police presence.

19. Shropshire Council Report

C'Ilr D Morris was unable to attend the meeting. He agreed to supply the latest Shropshire Council Report. This will be forwarded to Councillors and placed on the web site when the Clerk receives a copy from C'Ilr Dan Morris.

13. Date of Next scheduled meeting

Tuesday 2nd July commencing at 8pm.

The remaining 2024 Meetings, which have been forwarded to the village hall bookings, are as follows:-

Tuesday 3rd September

Tuesday 5th November

There being no other business the meeting closed at 9.20pm