Chairman: Cllr K Sutherland

Cllrs: Cllr L Hutchinson; Cllr Vaughan; Cllr M Thomason; Cllr K Wood; Cllr D Ashley

Clerk: Mrs M Joyce

Unitary Cllr: Cllr Gittins

**Minutes of the Hinstock Parish Council Meeting held on 6th February 2023**

**at the Queens’ Jubilee Room, Hinstock**

**12/23 Chairman’s welcome, apologies, announcements & Public Session** (No decisions to be taken)

The Chairman welcomed everyone to the meeting declaring it open at 7:15pm. Apologies were received from Cllrs Farley and Trow which were duly accepted by the Council. The public were reminded about Standing Orders regarding the public session. Seventeen members of the public attended the Meeting.   
One person present attended to discuss a planning application for a childrens’ residential home in the village. He gave an overview of his company’s business, how it operates and the need to find homes for children in need. He explained that there are 2 adults per child, 6 in total. Three children maximum at any one time will be in residence. There will be two parking spaces available for staff. He is happy to address any questions via email or hold a public meeting for further questions. Members of the public asked a variety of questions.   
A member of the public raised the failure of the application to list the Falcon as an asset of community value. A complete business plan would be needed if the community would like to take over the pub. The Chairman confirmed that this would need to be a community led project.   
Other residents attended the Meeting to raise other uses of the Hall. The Chairman recommended that another meeting is arranged to discuss all matters for the Parish Council and the public.

**13/23 To receive Declarations of Disclosable Pecuniary (or any other) Interests or Dispensation Requests**No declarations or requests were received. Cllr Vaughan declared an interest in the playground item and did not take part in the discussion and memorial hall toilet refurb.

**14/23 Approval of the Minutes** (Local Government Act 1972, s12 p41(1))

To approve the Minutes of the Ordinary Meeting held on 4th January 2023

Councillors confirmed that they had received and read the Minutes of the last meeting. Cllr Hutchinson proposed that they are a true and accurate record, seconded by Cllr Wood, all agreed. The Chairman duly signed the Minutes. **Resolved**

**15/23 Matters arising/action taken from the Minutes not otherwise included on the agenda**

No matters were raised.

**16/23 Reports from Meetings attended and action taken from the approved Minutes:**a)Unitary Councillor’s report – to include A529 upgrade update if available   
Final designs are being drawn up. With reference to a query from the Parish Council regarding a CiL local application submitted a number of years ago to part fund the extension to the Highfields Way footway to the village, Cllr Gittins confirmed that this work cannot be included in the A529 programme. He is continuing to chase this. The Clerk queried if the budget is still needed as the Parish Council’s budget for next year has been set.

Shropshire Council: Cllr Gittins gave an overview of its budgets etc going forward. The Government settlement has given an extra £14m. This will aid inflationary pressures. There are now more children in care and more use of adult social care.   
CiL local applications are still being put on hold.   
Cllr Hutchinson queried the government grant for levelling up – came direct from government which project to support.

b) Parish Councillors’ reports

Cllr Ashley reported that he had attended the last NSAC meeting. He will email his notes to Councillors.

**17/23 Parish Matters:**a) **Street Lights/Maintenance and or Repairs to include**:

- Playground – to acknowledge the annual inspection report   
The playground has been closed awaiting refurbishment. Three quotes have now been obtained.   
The three quotes were discussed. All were based on the same scope.   
Councillors noted that a decision must be made as soon as possible as to who to appoint to undertake the groundworks in order to secure a start date for Playdale. Cllr Sutherland proposed Boulton Builders, Cllr Woods seconded, all agreed. Cllr Ashley to liaise with the contractor to appoint to have the works completed in 3 weeks. Insurance and disposal details were provided. To tape up the equipment to prevent further use.   
Cllr Gittins confirmed no decision has been made as yet regarding the extension of the street lighting for the 30mph zone at the bottom of the village.

b) **Highways & Environmental Health/Services**It was noted that a directional finger post required for the woodland area and public footpath. Cllr Sutherland to source a quote. The bin on playing field to be removed as previously agreed. Cllr Hutchinson to organise. The playing field is supposed to be a dog free zone. Action: To revisit and review the signage for dog free zones.   
- To enable Councillors to discuss any matters requiring attention/outstanding issues update  
 Nothing raised.

c) **Memorial Hall –** to receive quotes for toilet refurbishment   
Cllr Hutchinson reported that she has applied for a Platinum Jubilee grant to finance refurbishment work. This has progressed to stage 2 of the process. Five quotes have now been obtained for the refurbishment of the toilets. The quotes range from £7k-£17.5k. Cllr Ashley has checked the specification and has met with one of the builders. He gave an overview of works needed. The Memorial Hall Committee would like to accept a quote from Dodcote builders for £10,765. Cllr Sutherland proposed, subject to coordination with Memorial Hall Committee for the Parish Council to meet costs, seconded by Cllr Thomason, all agreed. Resolved.   
Cllr Hutchinson informed members that the Hall has received an electricity bill for £1759. She requested that the Parish Council takes this forward to the next meeting as an agenda item in order to consider paying the bill.

d) **Falcon ACV listing**

**-** update on application to relist as an ACV  
Councillors noted that Shropshire Council has refused this application.

Cllr Sutherland suggested a response is made – response to our application fell short of expectations.

Cllr Ashley proposed, seconded by Cllr Thomason, all agreed. Action: Clerk to convey the response. Cllr Thomason will contact the Community Assets department to discuss the information received.

- Proposal for Hinstock Parish Council (HPC) to make the following response to the email received from the owner of the Falcon Inn dated 26th December 2022:

‘HPC strongly supports the Community's aspiration to maintain a village pub within its boundary. The Falcon Inn is regarded as an important community asset (previously designated as an Asset of Community Value with Shropshire Council and a renewal of that status is currently ‘pending’) which is beneficial to the social wellbeing of the community. HPC will support initiatives to maintain a village pub for the community in perpetuity.’

It is further proposed that HPC rejects any future applications for a change of use for the premises known as the Falcon Inn’  
Cllr Thomason proposed the motion above, seconded by Cllr Vaughan , all agreed.   
Councillors discussed the above. Cllrs discussed holding a public meeting to discuss possibilities for supporting and keeping a pub in the village.

Action: To c all a public meeting and propose the formation of a task force

Proposed by Cllr Ashley, seconded by Cllr Thomason, all agreed.

To bring back the outcome of the public meeting to the Parish Council for discussion and decision for action.

Matters previously reported for attention and action taken:Underpass graffiti, fencing and knotweed reported for attention. Shropshire Council to inspect.  
Tree overhanging property from Shropshire Council maintained footpath behind no 14 Roman Way. Reported and scheduled for attention by the Tree Department.

e) **Bus service –** Feedback/update on uptake figures

Following email receipt from North Salop Wheelers of what the Council will owe for the bus service, Cllr Wood will make contact to clarify how the charges are calculated as the information provided unclear. Cllr Wood to clarify how much Hinstock Parish Council owes on a monthlybasisTo date the service is averaging 2 passengers per week; space is allocated for 4. To readvertise the service locally.

**18/23 Housekeeping**

a**)** **Jubilee Room**

**-** to raise any matters requiring discussion/update on bookings  
The Clerk confirmed that the Football Club has been invoice.

Clerk queried bookings for the Room. One user has cancelled.  
Councillors discussed the recent leak. Cllr Sutherland will contact the builder as the pipes should have been lagged to prevent leaks when the work was undertaken.

b) **FIT/Transfer of land** – update on progress of Transfer  
Councillors considered documents forwarded from the Solicitor. It was noted that no access is shown on the plan nor confirmed in the Deed. The Clerk will request confirmation of vehicular access arrangements to the area behind the cemetery land.

Cllr Sutherland asked Cllr Gittins to ask if Shropshire Council will approve installation for foot access from School Bank.

Deed of dedication for the Playing Field. Approval/signature was proposed by Cllr Hutchinson, seconded by Cllr Thomason, all agreed.

Cemetery land – Councillors agreed that they are content in principle with the Deed if access arrangements are confirmed as proposed by Cllr Wood, seconded by Cllr Wood, all agreed.  
The legal fee will be £2720. Cllr Hutchinson proposed approval, seconded by Cllr Ashley, all agreed. This will be paid upon completion of all legal works.

c) **Strategic Objectives Plan** – Community engagement update

No update – Cllr Sutherland to update objectives with circulation via an email.

**19/23 Correspondence**

To acknowledge receipt of correspondence received by email and to raise any matters requiring attention

A request for basketball goals/goalposts has been received for the courts. Councillors agreed that as soon as the legal situation has been resolved for the playing field, the Parish Council will look at proposals from the community for additional equipment.

National Grid notification for tree work. It was noted that the trees are not owned by the Parish Council. The company has been notified.

Councillors discussed the Smartwater rollout. This will be continued at the public meeting. The West Mercia SmartWater team will be helping with the rollout.

**20/23 Planning (The** Parish Council is consulted by Shropshire Council underTown & Country Planning Act 1990. Sched 1, para 8)

- Applications –

23/00038/FUL  (validated: 17/01/2023)  
Address:  Oaktree Cottage, 5 The Links, Hinstock, Market Drayton, Shropshire, TF9 2NL  
Proposal:  Additional use of the existing building for the restoration of vintage tractors and motorcycles  
View online at:  <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RO10U1TDLGT00>  
No comment

Reference:  23/00095/COU  (validated: 10/01/2023)  
Address:  3 Chester Road, Hinstock, Market Drayton, Shropshire, TF9 2SY  
Proposal:  Change of use from C3 dwelling to C2 residential care home for 3No. children  
View online at:  <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RO8FX7TDLJZ00>  
councillors discussed the parking arrangements for the house – content that there is adequate provision/positive risk balance between staff and children is essential

No objections were raised. No comment.

22/05724/FUL  (validated: 10/01/2023)  
Address:  Proposed Stable Block And Agricultural Building North Of, Goldenhill Lane, Hinstock, Shropshire  
Proposal:  Erection of a domestic horse stable block and formation of associated access  
View online at:  <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RN99BTTDLB900>  
No comment

* Decisions – none received.

**21/23 Finance**

a) To approve invoices/payments received to include those received post agenda publication  
Councillors noted all payments due for approval. Cllr Wood proposed all payments be approved, seconded by Cllr Hutchinson, all agreed.

b) Accounting reports /bank statements  
Councillors confirmed receipt of accounting spreadsheets (reconciliation, payments and receipts by cost codes, net position, accounting summary and copy statements). Cllr Hutchinson proposed that the reconciliation be approved as accurate, seconded by Cllr Thomason, all agreed. The Chairman duly signed the reconciliation.

c) Precept – to confirm the submission of the precept request  
The Clerk confirmed that the precept request had been submitted to Shropshire Council.

d) To consider/accept quotes for the preparation groundworks prior to playground refurbishment and to establish/confirm PLI and waste disposal arrangements  
Covered under previous item.

e) Printer ink – to approve part payment of ink costs to NIH Parish Council

Approved under previous item.

f) To approve expenditure for car park drain clearance – Cllr Wood proposed that the Parish Council pays to have the car park drains cleared out, seconded by Cllr Hutchinson, all agreed. Action: Cllr Sutherland to instruct.

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| --- | --- | --- | --- | --- | --- |
| **Date of Invoice** | **Recipient** | **Purpose** | **Amount** | **Cheque no** | **Power of Expenditure** |
| 30/01/23 | Employee | Clerk’s Salary | £476.23 | SO | LGA 1972 s112 |
| 05/02/23 | HMRC | PAYE | £tbc | 100533 | LGA 1972 s112 |
| 01/02/23 | NIH PC | Printer ink | £141.43 | 100534 | LGA 1972 s111 |
| 04/11/22 | Jones the Builder | Maintenance | £88.00 | 100535 | LGA 1972 s111 |
| 17/01/23 | Jones the Builder | Maintenance | £374.00 | 100536 | LGA 1972 s111 |
| 23/01/23 | Starboard Sys Ltd | Software | £328.32 | 100537 | LGA 1972 s111 |
| 20/01/23 | SLCC | Book (share) | £10.46 | 100538 | LGA 1972 s111 |
| 07/02/23 | ICO | GDPR | £35.00 | dd |  |

**22/23 Confirmation of March’s meeting date (1st) and items for the next agenda**

CCTV- quotes

Feedback from public meeting

Co-option

Coronation celebrations

There being no further business for consideration, the Chairman thanked everyone for attending and declared the Meeting closed at 9:07 pm.