

**DRAFT MINUTES OF THE MEETING OF BERRINGTON PARISH COUNCIL HELD IN  
BERRINGTON VILLAGE HALL  
ON WEDNESDAY 16<sup>TH</sup> MARCH 2011**

<b>Present :</b>	Ms Claire Wild (CW)	Chairperson
	Mr Huw Roberts (HR)	Vice Chairman
	Mr Richard Ward (RW)	
	Mr Richard Purslow (RP)	
	Mr Andrew Powis (AP)	
	Mrs Sue Mason (SM)	
	Mrs Liz Rowlands (LR)	
	Mr Kim Hackett (KH)	Parish Clerk

**Police Representatives: None**

**Community Regeneration Officer: None**

**The Parish Council Meeting started at 7.30pm with CW taking the chair**

**1. APOLOGIES:**

Apologies were received from Ted Jones and Jerry Greene. Apologies were accepted for the reasons given.

**2. REPRESENTATIONS FROM MEMBERS OF THE PUBLIC:**

None

**3. DECLARATIONS OF INTEREST:**

None

4. **MINUTES:** The minutes for the meeting held on 16<sup>th</sup> February 2011 were read. They were approved and signed by CW.

**5. CLERK'S REPORT:**

None

**6. CORRESPONDENCE & MATTERS BROUGHT TO THE ATTENTION OF THE COUNCIL:**

a) Cross Houses Hospital Transfer of Chapel and Allotment Land and Solicitor representation  
CW read out a letter from Persimmon's legal services asking for name of BPC's solicitor. CW explained that there were still a number of issues outstanding and that the PC should request transfer documents from Persimmon for the transfer of the chapel and the allotments. CW gave clerk a copy of the Section 106 agreement.

**ACTION:** Clerk to write to Persimmon thanking them for their letter and requesting transfer documents for the chapel and the allotments. Once received Clerk to send documents to CW and HR

b) Community Games Programme

Councillors were made aware of Community Games Programme

**ACTION:** None

c) Letter from Balfours Property Professionals Re: Development in Berrington

A letter from Balfours was read out to councillors

**ACTION:** None

d) Rural Challenge Capital Fund

CW explained the initiative and that money was available for projects that made a difference to the community

**ACTION:** None

e) Shropshire Council Flood Monitor Scheme

Councillors were made aware of the SC Flood monitor Scheme

**ACTION:** None

f) Shropshire Olympian Festival volunteers required and Newsletter

Newsletter made available to councillors

**ACTION:** None

g) New Public Access System

Councillors were made aware of the new website to access planning applications.

**ACTION:** Clerk to email councillors new website details

h) SC and Highways Agency Liaison Meeting 6<sup>th</sup> December, next meeting 20<sup>th</sup> April  
Councillors were made aware of meeting

**ACTION:** None

i) Keeping Health Services in Shropshire  
Councillors were made aware of meeting

**ACTION:** None

j) Wicksteed Playscapes, playground equipment brochure  
Brochure made available to councillors

**ACTION:** None

k) Much Wenlock Lady Forrester Charitable Trust Press Release  
Press release was made available to councillors

**ACTION:** None

l) Pride of Shropshire Awards 2011  
Councillors were made aware of awards

**ACTION:** None

m) QE II Fields Challenge – nominations for playing fields and recreation grounds  
Councillors were made aware of the award

**ACTION:** None

n) Proposed cuts to bus services (recent meeting)

Councillors discussed the bus services that are provided within the parish, their frequency and subsidy from SC. It was agreed that the services were used and were busy during term time and on Saturdays.

**ACTION:** None

o) Forthcoming Road shows - Community Involvement in Care and Health  
Councillors were made aware of the road-shows

**ACTION:** None

p) Changes to mobile Library Service  
Councillors were made aware of changes to service

**ACTION:** None

q) Shropshire Council New Area Directors  
Councillors were made aware of new directors

**ACTION:** None

r) Review Berrington PC Code of Conduct, Standing Orders and Fixed Assets  
Councillors reviewed the fixed assets of the council. The number of benches was amended, the youth shelter in Cross Houses was added and an additional timber and masonry bus shelter was added. The new assets were not included on the current insurance, it was agreed that a quotation be provided by the councils insurer to insure the above assets. It was agreed that the existing parish council code of conduct and standing orders should be reviewed by councillors.

**ACTION:** Clerk to speak to PC insurer to obtain a quote for revised assets to present to councillors. Clerk to email current parish council code of conduct and standing orders to CW and HW. The Code of conduct and standing orders to be agreed at next meeting. Revised Insurance costs to be presented to councillors at next meeting

## **7. FINANCIAL MATTERS**

i) The Parish Clerk presented the Bank reconciliation to date to the council. CW checked the bank statements, signed the bank reconciliation form, and the Council accepted it unanimously.

ii) Village Pump potential increase in printing cost £12 for 4 pages

iii) Renewal of Eon Street Lighting contract £518.66 commencing 1<sup>st</sup> May 2011  
A renewal contract was shown to the councillors

**ACTION:** Clerk to sign contract on behalf of the council

iv) Clerk's contract, salary and expenses – March 2011

CW explained that she had a number of concerns about the existing contract for the clerk, including the job description. This was discussed by the councillors and it was agreed that the clerk should be on a 12 month fixed term contract and this should start from the PC's AGM.

**ACTION:** CW to source new contract

v) Accounts for payment:-

a) Replacement cheque to Trevor Mytton £ 35.10

- b) Village Pump Printing, Meole Brace School £ 1064.07
- c) SLCC Subscription £ 82.00

All cheques signed by CW and RP

### 8.Planning Matters

**Proposal:** 11/00463/FUL Conversion of disused garage to office accommodation and conversion of boiler room to part time retail shop

**Location:** Upper Brompton Farm, Brompton, Shrewsbury SY5 6LE

The Council was shown plans of the above and there were no objections

**ACTION:** None

**Proposal:** Conversion of barns into a single live work unit and formation of new vehicular access for farmhouse and installation of septic tank. This application has now been withdrawn

**Location:** Grove Farm Barn, Berrington SY5 6HB

This was noted by the councillors.

**ACTION:** None

### 11. Any Other Business

a) CW asked that the PC should write a thank you letter to the previous clerk, thanking her for her work over the past two years and the Councillors agreed

**ACTION:** Clerk to write a thank you letter on behalf of PC

b) Booking Village Hall for June 2011 meeting onwards. Councillors discussed the option of changing the date and time of future PC meetings. It was agreed that the date should remain the same but the start time should be 7.45pm.

**ACTION:** Clerk to arrange bookings for the remainder of 2011

### 12 Supplementary Agenda

- a) Council to authorise a payment to National Trust £115.00 with regard to rental of playing field at Cross Houses £95.00 and park bench £20.00.  
Cheque signed by CW and RP

- b) Internal Audit Year Ending 31<sup>st</sup> March 2011

**ACTION:** confirm to John Nichols that he is to be retained as internal auditor to the council

- c) Good Councilors Guide

Councillors were made aware of the guide

- d) Shropshire Infrastructure Partnership Newsletter

Councillors were made aware of the newsletter

- e) Education for Shropshire Poster

Councillors were made aware of the poster

### DATE OF NEXT MEETING

The next meeting will be on **Wednesday 20<sup>th</sup> April 2011 in Berrington Village Hall at 7.30pm**

**There being no further business the meeting closed at 8.40pm.**

**I confirm that these are a correct record of the meeting.**

<b>Signature</b>	
<b>Print Name</b>	
<b>Position</b>	
<b>Date</b>	