

Hopton Wafers Parish Council

Minutes of Meeting of the Parish Council held on Monday 8th June 2020 using the Zoom on-line facility commencing at 7.07pm.

Present: Chairman Cllr Barry Buffery, Cllr Peter Cuthbert, Cllr Mark Humpage, Cllr Linda Clayton and Cllr Sue Turner (in-part) and Clerk Mrs D McBride.

The Chairman welcomed everyone to the meeting and asked everyone with video and audio to please mute their audio and raise their hand if they wished to speak during the meeting.

- 124/01 To receive and accept apologies and reasons for Absence from Members
Unitary Cllr Madge Shingleton – technology issues and unable to join meeting.
Cllr H Deane, Cllr J Price and Cllr Derek Bytheway had given apologies as they were unable to join the on-line meeting but had given their comments on the Agenda to the Clerk prior to the meeting.
Unitary Cllr Gwilym Butler – unwell.
- 124/02 Declarations of Interest
There were no interests declared.
- 124/03 Public Participation Session
There were two members of public present. No matters were raised at this point.
- 124/04 To confirm the Minutes of Parish Council Meeting held on Monday 11th May 2020
The Minutes of the Parish Council Meeting held on Monday 11th May 2020 were taken as read and will be signed as soon as practicable.
- 124/05 Matters Arising – Clerk/Lengthsman and Councillors’ Reports
i) Clerk’s Report – issued prior to meeting to all members
Audit
The audit for 2019/20 has been completed. Papers have been published on the Council website and the Exemption Certificate has been sent to the external auditor - PKF Littlejohn.
Coronavirus impact on Parish Council meetings
Restrictions regarding public gatherings have only been lifted very slightly. Parish Council meetings still cannot be held in community venues at the present time and so Council has signed up to a monthly package to use the Zoom on-line facility for meetings until public meetings can be held again.
Place Plan
The Place Plan will be discussed at a future Parish Council meeting where there can be more public interaction. The Clerk has been in touch with members of Hopton Wafers and Doddington Village Halls regarding any projects they may have planned and has sent information regarding grants that may be available to them which could be of use especially during their enforced closure due to the coronavirus.
Highways
Mr Bargman has been in touch with the contractor regarding ditch clearing. Catherton Lane has been done by other contractors so Stockhall Lane and Earls Ditton Lane are next to be worked upon.
ii) Cllr Humpage – Fundamentals for Councillors Training session report.
Cllr Humpage attended this course on 4th June. It was very well presented by Kim Bedford with five other participants. The session was very interesting and covered structures of local councils, legal aspects, council jargon, roles and responsibilities and useful links to information such as planning and further reading.
- 124/06 Financial Matters
i) Council RESOLVED to appoint of Mrs M Wood as Internal Audit for current financial year.
- 124/07 Payments
(a) Council RESOLVED to approve the following payments:
i) Mrs D McBride - Clerk’s Salary (June) - £340.89 (Cheque)
ii) Mr C Bargman Salary (March - May) - £80.00 (Cheque)
iii) HMRC – PAYE – (June) - £8.40 (Cheque)
iv) Hopton Wafers Village Hall – hire for meetings - £24.00 (Cheque)

Hopton Wafers Parish Council

124/07 Payments (cont'd)

- (b) Council RESOLVED to approve a payment of £615 for a Terrafix Satnav system for Cleobury Mortimer Community First Responders (S.137 payment).

All cheques will be signed as soon as practicable.

124/08 Planning Matters

(a) New Planning Applications:

- i) Reference: 20/01740/FUL (validated: 05/05/2020)
Address: The Dingle, Hopton Wafers, Kidderminster, Shropshire, DY14 0NB
Proposal: Erection of single storey side extension and in-filling an area under the canopy porch
Applicant: Mr and Mrs Smith
Outcome: Council RESOLVED to have NO OBJECTION to the proposals.
- ii) Reference: 20/01761/FUL (validated: 06/05/2020)
Address: Pot House Farm, Hopton Bank, Hopton Wafers, Shropshire, DY14 0HN
Proposal: Erection of agricultural barn to house livestock and store animal feed
Applicant: Mr D Seckerson
Outcome: Council RESOLVED to have NO OBJECTION to the proposals.
- iii) Reference: 20/02007/FUL (validated: 29/05/2020)
Address: Lubberland, 9 Crumps Brook, Hopton Wafers, Shropshire, DY14 0EP
Proposal: Siting of self-contained lodge building to be used as ancillary residential unit
Applicant: G and A Cattermole
Outcome: Council RESOLVED to refer this application back to the Planning Officer due to the number of questions regarding the historic planning conditions on the site and contradictions with this new application. The planning application wants to 'retain' a caravan, yet the architect's drawings show a brand-new mobile home/lodge. We feel the Planning Officer needs to undertake a site visit and look into this in more detail.
- (b) Updates on outstanding planning matters:
- i) Reference 20/01086/FUL for a Glamping Site near Riddings Gate, Hopton Wafers has been refused.
- ii) Reference: 2001448/PMBPA for the conversion of agricultural buildings at The Old Coach House, Hopton Bank has been withdrawn.

124/09 Unitary Councillors' Reports

Cllr Shineton was unable to join the meeting but had previously sent her Annual Report which was forwarded onto council members.

124/10 Parish Plan

At 7.25pm the Chairman welcomed Mr Paul Barrett to provide an update on the Parish Plan review. Mr Barrett confirmed 125 questionnaires had been returned. As each one took 30 minutes to upload the responses into spreadsheets of raw data Mrs Dodd had helped with this work. The information is now in a document ready to prepare an actual report. A lot of comments have been given by parishioners and it is proposed that a small committee of three people (two parishioners and one councillor) can go through the comments and also work out percentages of opinions on each question. A proposal to repeat the format of the 2012 Parish Plan with the new data was discussed. Printing will be costed out to provide a copy for every household again or alternatively make some copies available and publish the document on our website. Cllr Humpage offered to help Mr Barrett with the next stage. Cllr Buffery will make enquiries to find another parishioner to assist them. It was felt that they could meet safely whilst maintaining social distancing restrictions. The Chairman thanked Mr Barrett on behalf of the Council for his efforts with the Plan. The Clerk will forward the word document to Cllr Humpage.

Hopton Wafers Parish Council

124/11 Parish Matters/Highways

- i) Cllr Clayton raised the on-going issue of an overflowing drain near Hopton Bank Garage. The Clerk confirmed this has been reported numerous times and Shropshire Council and Severn Trent have been out to inspect the issue.
- ii) Cllr Buffery asked if we can get back to obtaining the required permission for the proposed bus shelter at Doddington. Quotes can then be revisited.
- iii) Cllr Buffery also asked for progress on the proposed speeding and traffic control measures on the A4117. Funding to be sought from the Police. The Clerk confirmed that we were also looking to partially fund from CIL Local.

At 7.55pm Cllr Turner joined the meeting.

- iv) Cllr Buffery raised the issue of proposals for traffic management at the junction of Earls Ditton Lane and the A4117 in Doddington. There had been talk of vehicle activated traffic lights which would benefit the wider community. The Clerk felt this would need to be discussed at an open public meeting as this matter is somewhat contentious. If the community wanted this to go ahead it would need to be confirmed by Shropshire Council and written into the Place Plan for funding.
- v) Council discussed whether to fund the repainting of the gates at Doddington cattle grid ourselves as Shropshire Council have no funds currently for this. It was agreed this could be done as a one-off exception as the area does need improving. The Clerk will seek costings for the work in the first instance.
- vi) There has been a proposal for Council to consider adopting the BT phone box in Hopton Wafers for community use. Cllr Humpage confirmed that residents would be happy to tidy up the outside area, refurbish the Phone box and fit shelves for books. A current book box facility in the village has been very popular. Cllr Humpage would be willing to help co-ordinate this project with parishioners. Council RESOLVED to start the procedure to adopt the phone box.

124/12 Future Agenda Items

- i) Cllr Humpage proposed having a working party to go litter-picking and/or have waste bins installed due to the amount of litter on the side of the roads. The Clerk will enquire whether Shropshire Council would empty additional waste bins in the first instance. Cllr Buffery commented that Clee Hill have volunteer litter pickers. Shropshire Council could do more to improve the side of the main road across the common to encourage people to visit.

124/13 Date and Time of Next Meeting

The next Parish Council meeting will be held on **Monday 13th July 2020**, 7pm. This meeting is scheduled to be held at Hopton Wafers Village Hall but subject to government guidance this will probably be on-line using Zoom again.

The Chairman thanked everyone for attending and closed the meeting at 8.15pm.

It was agreed at the Parish Council Meeting (Minute Ref 125/04) that these minutes are a true record of the meeting, subject to the following corrections:-

B Buffery
Signed.....Chairman

13th July 2020
Date.....