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## Minutes of a meeting of Atcham Parish Council held on Wednesday 10th July 2024 at 7.30pm in Atcham Memorial Hall

### 24/053 REGISTER OF ATTENDANCE and APOLOGIES FOR ABSENCE

**Present:** Cllrs Laura Dixon (Chairman), Stephen Cook, Martin Ruston, Robert Trow.  
New Cllr Gareth Jones joined the table after item 24/054.

**Apologies:** Apologies were accepted from Cllrs Simon Adney and Keith Daley.

**Clerk:** Alison Utting

**Also:** SC Cllr Claire Wild, 12 members of the public.

### 24/054 CO-OPTION

There were two applications for co-option. Cllrs voted by a clear majority to co-opt Gareth Jones, who signed his acceptance of office and took his place at the table. The Chair thanked both candidates for their willingness to join the council.

### 24/055 PUBLIC PARTICIPATION SESSION

**Advisory signs** – A resident commented on item 24/061b, requesting that Malthouse Lane and St Eata's Lane also be considered.

**Faded road markings** – Residents and Cllrs discussed a particularly dangerous junction in this respect. Clerk and Cllr Wild to follow up.

**Planning application 24/02504/FUL** (item 24/063a) - Residents raised multiple issues, which are included in the parish council's response to this application.

**Mytton & Mermaid** – Several residents commented on the installation of the outdoor barbecue area in close proximity to the Old Bridge, and on the huge increase in dining capacity provided by the outdoor seating. There has been no news

on the application for an additional car park. Also no update on the new notice board. Clerk to continue trying to get a response on these issues.

**Fishing** – A resident reported repeated incidents of people fishing from St Eata’s churchyard, which he believes to be unlawful. Clerk to contact the church PCC.

**24/056      DECLARATIONS OF INTEREST** – None.

**24/057      MINUTES** - It was resolved that the Chairman should sign the minutes of the annual parish council meeting and the Annual Community Meeting, both held on 8th May 2024, as true and correct records of those meetings. Prop: SC, Sec: RT, unanimous.

**24/058      PROGRESS REPORT**

- a) **Lloyds online banking** – The previous permanent clerk is still registered. Clerk to continue to try to get this access removed, and also to ensure that C Wildblood is no longer a signatory.
- b) **Mytton & Mermaid extra car park** – see item 24/055.
- c) **Replacement notice board** – see item 24/055.
- d) **Road repairs and white line replacement (main road)** - no date yet.
- e) **TRO (double yellow lines) and H-bar markings** – The Clerk has submitted both applications. Waiting for Traffic Engineering at SC to progress. (Staff shortages are causing delays).
- f) **Footpath proposal** – Although they support a footpath link in principle, Cllrs felt that there is nothing more that the parish council can do at this stage.
- g) **Concrete planters and grass mound** – Some progress on the mound, but the planters are still waiting. Clerk to chase.
- h) **Environmental Maintenance Grant** – Due to oversubscription, SC has only been able to award 50% of what we asked for.

**24/059      SHROPSHIRE COUNCILLOR’S REPORT**

Cllr Claire Wild reported that the new green bin charging scheme will begin later this year, approx. £56 per bin per year. All existing Household Recycling Centres will remain open, with each centre closing for 1 day per week to make the necessary savings.

Cllr Wild will keep the Parish Council updated with any information regarding the scheduled work on the B4380 through the village. Latest news on closures and diversions will be made available on the Parish Council website and Facebook page.

**24/060      ANY OTHER REPORTS**

The Clerk had attended a meeting of clerks. There was a general expectation expressed by leading clerks across the county that some of the financial burden for maintaining non-essential services would soon be passed down to town and parish councils. The Clerk has also attended training courses on the following, all very informative: Emotional Intelligence & Resilience, FixMyStreet (free); CDDO Changing to a gov.uk domain (free); Data Protection (free).

## **24/061      TRAFFIC ISSUES**

- a) **Speeding at Emstrey roundabout and on B4380 Emstrey-Atcham.** The Chairman referred to the recent tragic loss of life (RTA by Salop Leisure) and expressed the determination of the parish council to pursue possible solutions as a priority. The consensus was that the B4380 needs a 40mph limit between Emstrey and Atcham. It was also suggested that Salop Leisure could install signage to warn drivers of the approaching entrance/exit to their facilities. Cllrs also suggested that Atcham village should have a 30mph limit. There is to be an initial consultation involving Highways England and Shropshire Council (APC Clerk and Chair invited to observe) before our next meeting, when the parish council will consider next steps.
- b) **Request for advisory signs at The Glebe.** We have received the following information from SC Highways:
- 'Caution – children playing' signs. Signs can only be used in conjunction with the 'School' supplementary plate on the approaches to a school, or in conjunction with the 'Playground' supplementary plate on the approaches to a recognised playground/play area. The warning signage cannot be installed for instance to warn of children playing in the street.
- 'Parking for residents only' signs. SC is unable to consider the installation of 'Residents only parking' signage on a road which is part of the adopted public highway.
- If residents want to install signage on their own property or on private land then Shropshire Council Highways would not need to be involved/be required to approve this.

## **24/062      PARISH COUNCIL WEBSITE AND EMAIL**

- a) Council resolved to purchase a new domain name, viz. 'atchamparishcouncil.gov.uk'. It was agreed to keep the remaining domain address active for 6 months after the launch of the new domain, with redirection in place.

- b) Council resolved to delegate the selection and appointment of an Approved Registrar, with due diligence regarding expense, to the Chair and Clerk.
- c) Council asked the Chair and Clerk to investigate the costs for a new website compared to retaining the current website, and also to check security of the current site (where is it hosted?)
- d) Council resolved that designated parish council email addresses, using the atchamparishcouncil.gov.uk suffix, should be set up for all councillors and the clerk. Related costs to be borne by the council.

## **24/063      PLANNING**

- a) The following planning application was considered:

**24/02504/FUL** Barn to the east of Atcham Grange.

Proposal: Conversion of traditional barns into 4 dwellings, re-siting of agricultural building, and re-use of stables as a recycling / refuse store.

APC decision: Object, on the following grounds:

The proposal does not provide for a new access road to the properties. This was a clear condition on the previous planning application for this site (see 22/00364/FUL Highways Report and 19/02854/FUL). The lack of this alternate access means that all traffic will be forced to use Malthouse Lane, which is a narrow historic road already suffering from congestion and vehicles struggling to get past each other. The lack of sufficient parking for the Mytton & Mermaid pub means that the parish council is already trying to find solutions to the parking problems in Malthouse Lane and St Eata's Lane, which are a constant source of difficulty for residents. These existing problems would be seriously exacerbated by this site development and the ensuing increase in traffic.

The construction phase would also see multiple large vehicles also attempting to use the lane, with possible damage to footpaths and historic buildings as vehicles attempt to pass each other, as well as significant danger to pedestrians. The junctions at the top of Malthouse Lane and St Eata's Lane, where they join the B4380, are already quite dangerous to negotiate, with the access to the pub increasing risk, without the addition of construction vehicles.

At the parish council meeting of 10/07/2024, all councillors present and all 12 residents in attendance supported the above objection. There was, however,

general support for the application if the alternate access road was reinstated on the proposal.

The parish council would also like to raise these matters for attention:

Residents are extremely concerned about possible disruption during construction at the site and seek assurance that construction work and deliveries would not be allowed at weekends or after 6pm. They would also appreciate it if the site office was not situated in close proximity to existing properties.

There are concerns that the drainage and sewerage systems will not be adequate for so many additional properties.

In the original application 22/00364/FUL, mention was made of an existing asbestos roof that would need specific attention. There is no mention of it in the new application.

- b) There were no further **planning applications** received in advance of this meeting.
- c) There were no **planning decisions** published in advance of this meeting.

## 24/064 FINANCE

- a) Council noted the following **payments** made since the last meeting:

Amount	Details	Power to spend
331.80	Clerk's salary (June)	LGA 1972 s112
76.40	PAYE (month 3)	LGA 1972 s112
11.99	Website fee	LGA 1972 s142
289.23	SALC affiliation fee (2024-25)	LGA 1972 s111
605.52	APC insurance (2024-25)	Employers' Liability Act 1969. LGA 1972 s111
75.00	Application fee for H-bar markings	Road Traffic Regulation Act 1986 s 72

Council agreed to make the following **payments**:

Amount	Details	Power to spend
331.80	Clerk's salary (July)	LGA 1972 s112
76.40	PAYE (month 4)	LGA 1972 s112
38.70	Clerk's expenses	LGA 1972 s112
158.83	Energy costs (street lights) 2024-25	Parish Councils Act 1957 s3. Highways Act 1980 s301
35.00	Data Protection Fee	Data Protection Act 2018

11.99	Website fee	LGA 1972 s142
120.00	Payroll fee 2024-25	Local Government Act 1972 ss 101, 111 & 112
123.84	Microsoft annual fee	LGA 1972 s142
51.70	Streetlights maintenance contract 2024-25	Parish Councils Act 1957 s3. Highways Act 1980 s301

The following receipts were noted: £14047.00 (precept), £7384.57 (CIL money), £93.45 (reclaimed VAT 2023-24), £17.06 bank interest.

- b) Council approved the **accounts** and **bank reconciliation** to date.
- c) Council considered the **investment report**, and requested more information on the CCLA Public Sector Deposit Fund, to be brought to the next meeting.

**24/065      POLICIES** – Council resolved to adopt the new Council Privacy Policy (for members and staff) and Public Privacy Policy. Prop: GJ, Sec: SC, unanimous.

**24/066      PARISH MATTERS** – Nothing was raised.

**24/067      CORRESPONDENCE**

- a) **Crowdfund Shropshire** - Next round of funding is now open. Online workshop for community groups on Thursday 18 July 2024 10.30am and 11.30am.
- b) **Police and Crime Commissioner Survey** – Deadline 5th August.
- c) **Leader’s Update** from Lezley Picton, SC.
- d) **RAF Shawbury** – changing to 2 newsletters a year via SALC. Contact from PC or residents always welcome. Clerk to put contact details on website.
- e) **SC Street Scene** – new information about grass cutting schedules.
- f) **Early Help** update – Clerk has put link on website and FB.
- g) **Defibrillator** – There have been some alerts recently regarding potentially faulty equipment in some AEDs, but Cllr Ruston has checked every time and our defib is not affected. He also carries out regular routine checks on the defib to ensure it’s ready for use.
- h) **Highways** - Road Closure: Unnamed Road Between Upper Longwood and Easton Constantine, Eaton Constantine, 18th August 2024 (1 day for BT work).

*The Chairman declared the meeting closed at 9.05pm.*

*The next meeting will be on Wednesday 11<sup>th</sup> September 2024 at 7.30pm.*

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

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