

# Munslow Parish Council

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## Minutes of the Meeting of Munslow Parish Council, on Thursday 1<sup>st</sup> June 2023.

**Present:** Cllrs Barbara Archer (Chair) Ed Povey (Vice Chair), Antonia Bury, Nigel Dobson, Val Fotheringham David Marston and Chris Meeson. **In Attendance:** Cllr Cecilia Motley (Shropshire Council) and Heather Coonick (Clerk/RFO).

1. **Receive and Accept Apologies for Absence:** None
2. **Declarations of Interest:** Cllr Bury (Item 11, she was requested to remain by the Chair to answer questions).
3. **Public Forum:** None
4. **Approval of minutes of the Annual Parish and Annual Parish Council meetings held on 4<sup>th</sup> May, 2023:**  
**RESOLVED:** After alterations to 11.2 of the Annual Parish Council meeting (should read 'the report on the survey carried out in 2022 will not be published as the Traffic Engineer was dissatisfied with the quality of the report and another study is being considered.') and the dates for the forthcoming meetings were added the Annual Parish Council and the Annual Parish meeting minutes were approved and signed.
5. **Urgent Items for discussion at the discretion of the Chair:** None.
6. **Reports**
  - 6.1. Shropshire Council – Cllr Motley reported that the Boundary Commission had recommended that the Corvedale division should be enlarged to incorporate Cardington parish. She is arranging a meeting of Chairs and Clerks to discuss boundaries later this month. Philip Dunne MP is retiring and she feels he had done a good job. The plans to demolish the Riverside shopping centre are progressing. The health bus that has been visiting cattle markets has won an award and is proving very successful. A survey on the Great Outdoors is on the Shropshire Council website.
  - 6.2. Beambridge Club Room – Cllr Dobson reported that the live streaming of the coronation had been very successful and wished to thank the WI for the buffet and the committee for organising the event. The last coffee morning of the season had been very successful and they will restart in the Autumn.
7. **Highways**
  - 7.1. Update on the Mobile Vehicle Activated Sign (VAS): Cllr Dobson has moved the sign to the eastern entrance to Munslow village. It is proving successful with 85% of vehicles doing less than 36mph when they pass the sign. The sign will move to Hungerford next week.
  - 7.2. Consider Further Traffic Calming on the B4368:  
**RESOLVED:** To apply to the Police and Crime Commissioner for matched funding for two new vehicle activated signs.
  - 7.3. Review of Environmental Maintenance and New Tasks:  
**RESOLVED:** The contractor to be asked to attempt to clear the ditch on the lane behind the Swan in Aston Munslow.
  - 7.4. Update on Reporting Potholes and Blocked Drains: Cllr Meeson reported that Rowe Lane has been resurfaced. He has reported issues with overgrown verges on Fix My Street but as no action was taken by Shropshire Council, he carried out the work himself. Munslow Parish Councillors thanked Cllr Meeson. The Parish Council urge residents to report highway issues via Fix My Street as this is the main way that Shropshire Council now receives requests from the parishes including from the Parish Council.
8. **Consider Repairs to the Community Car Park in Aston Munslow:** Deferred to the next meeting.

- 9. Consider Updating the Parish Plan:** Deferred to the next meeting.
- 10. Consider Items for Inclusion in the Place Plan:**  
**RESOLVED:** Cllrs Povey and Fotheringham will bring proposals to the next meeting for consideration.
- 11. Consider the New Beambridge Club Room Lease:** Cllr Bury remained in the meeting during this item as requested by the Chair.  
**RESOLVED:** The Parish Council will act as Custodian Trustee for the lease. A vote was taken with a result of 5 in support and one abstention to sign the lease if the changes proposed are accepted by the Millichope Foundation.
- 12. Consider Fundraising for the Henry Angell-James Memorial Trust:**  
**RESOLVED:** To purchase charity boxes to be placed in various public venues and events.
- 13. Update on the Defibrillator Training (28<sup>th</sup> June 2023):** There have been very few members of the public interested so far. The Clerk will review the numbers closer to the date.
- 14. Consider Methods of Communicating with Parishioners:** To try to improve the involvement of parishioners in the Parish Council a leaflet drop will be considered at the next meeting giving option for communications with the Parish Council.  
**RESOLVED:** Cllr Povey will present a leaflet for consideration at the next meeting.
- 15. Update on the Washwell, Aston Munslow:** The Land Registry did not publicise the purchase of the Washwell by the present owners.
- 16. Review the Risk Assessment**  
**RESOLVED: to adopt the risk assessment**
- 17. Accounts**
- 17.1. Review the Annual Report – noted.
- 17.2. Review the Internal Auditor's Report – noted.
- 17.3. Agree and Sign the Annual Governance Statement  
**RESOLVED:** The chair signed the statement
- 17.4. Agree and Sign the Annual Accounting Statement:  
**RESOLVED:** The Chair signed the statement.
- 17.5. Authorise and Sign the Exemption Certificate  
**RESOLVED:** Council confirmed it was eligible to be exempt from external review and the Chair signed the Certificate of Exemption.
- 17.6. Agree the Dates of the Notice of Public Rights  
**RESOLVED:** The 3<sup>rd</sup> July to the 14<sup>th</sup> August 2023 are the dates when the documents relating to the accounting records for Munslow Parish Council for the year 2022-23 will be available for inspection by the public. The notice will be published on the 30<sup>th</sup> June 2023.
- 17.7. Payments: Clerks Pay (April-June) £638.56, SALC Affiliation Fees £215.65, Village Hall Fee for 2022-3 and 2023-4, H Coonick (reimbursement for Antivirus software, VAS locking Key, computer battery) £74.77, Women's Institute (for Coronation buffet) £102, Mr K Adams (Internal Auditors Fee) £100.  
**RESOLVED:** The above payments were authorised except the Village Hall Fee (Cllr Dobson to present the invoices to the next meeting).
- 17.8. Income: Precept of £5633 and Environmental Maintenance Grant of £500 have been received.
- 18. Items for the Next Meeting at 7.30pm Thursday 6<sup>th</sup> July, 2023 at Beambridge Village Hall: a. repairs to community car park b. Update the Parish Plan c. Items for the Place Plan d. Update on the Village Hall lease. e. Fundraising for the Henry Angell-James Memorial Trust f. communication with parishioners.**

Signed by the Chair:

Date: