**MINUTES FOR THE ANNUAL MEETING OF EASTHOPE, SHIPTON AND STANTON LONG PARISH COUNCIL HELD ON Thursday 17th May 2018 IN THE VILLAGE HALL SHIPTON**

**at 7.30pm (note time of meeting) after the Annual Parish Meeting.**

1. It was RESOLVED to elect the following councillors to the following positions

 **a. Chair:** Councillor Williams.

 **b. Vice Chair:** Councillor Gibson.

 **c. Village Hall Committee.** Councillor Williams.

 **d. Local Joint Committee representatives.** Councillor Taylor.

 **e. More Children project.** Councillor Taylor.

1. **Public Session**. There were three members of the public present. One attended to report concerns about flooding of the Highway outside The Vineyards TF13 6LS. Clerk to report to Highways. Two residents wished the Parish Council to confirm they fulfil two elements of the strong local connection element of the Single plot affordable home policy.
2. Acceptance of Apologies: Apologies were accepted from Councillor Richardson and Jones. Present Councillors Williams, Gibson, Brown, Belshaw and Taylor. Also, present Shropshire Councillor Turner.

 **4. Dispensations:** None required.

 **5. Confirm the minutes of the meeting held on Thursday 15th March 2018.** It was RESOLVED to sign and approve the minutes of the meeting held on Thursday 15th March 2018.

 **6. Matters Arising: a.** none.

 **7. Shropshire Council Report:** Shropshire Councillor Turner reported the Local Plan is still under review, there is to be another car parking review, future fit will shortly be out to consultation again and finally the issue of village halls paying business rates has been resolved and it is unlikely village halls like Shipton will have to pay business rates.

 **8. Shropshire Council Local Joint Committee:** no meeting.

 **9. Roads: a. A**ny new problems: clerk to report issues on the road to Ditton Priors again.

 **b.** previous issues reported. No recent response.

 **c.** Future of Highway Maintenance update. No update.

 **d.** Highway maintenance reports. the final report from contractor has been received and acted upon.

 **10. Planning:** a. New Applications: 18/02116/FUL Erection of single storey rear garden room extension Edinger Brockton Much Wenlock. It was RESOLVED to raise no objection.

 b. Seen between the meetings: None.

 c. Decisions:

* 17/04435/FUL 3 The Row Easthope. Amended Plans for Creation of front and rear dormers along with structural works to increase ridge height of existing gable, removal of existing side door for a new window and installation of new free-standing air source heat pump.

**GRANT FULL PLANNING PERMISSION.** Noted.

* 17/05756/FUL Erection of 2 Storey extension and detached double garage(re-submission) Blenheim Cottage 12 The Leath Stanton Long. **GRANT FULL PLANNING PERMISSION.** Noted.
* 18/00266/OUT Proposed Dwellings AT Brockton Farmyard Brockton Outline application for demolition of agricultural buildings and the erection of up to 5 dwellings and associated parking (all matters except use and point of access). (no objection). **WITHDRAWN.** Noted.

 d. Shropshire Local Plan update. No action required at this time.

e. Any other planning matters. It was RESOLVED to confirm Mrs Harris Hillside Cottage fulfils the strong local connection element of the single plot affordable home policy.

 **11. Defibrillators for the four communities.** a. Update. The units have been ordered and will require payment before the next meeting. It was RESOLVED to pay for the units before paying for any other works.

 **12.** **Finance: a. I**nvoices to pay: It was RESOLVED to pay the following invoices:

 **1.** Mrs J Madeley £434.66 chq 408.

 **2.** HMRC 71.80 chq no 409.

 **3.** Vision ICT £150.00chq no 150.00.

 **4.** Came & Company £291.20 (insurance) chq 411.

 **5.** Will Winton £780.00 chq 412.

 **b.** Precept Shropshire Council £7073.00. noted.

 **c.** Consider applying for certificate of exemption for external audit. It was RESOLVED to apply the certificate of exemption.

 **d.** Approve Internal Audit. Deferred.

 **e.** approve Annual Governance Statement. It was RESOLVED to approve the annual governance statement.

 **f.** Approve annual accounts. It was RESOLVED to approve the accounts for the year ended 31.3.18.

 **g.** Approve Staff salary annual increment and rti increase. It was RESOLVED to approve the rpi increase.

 **h.** Consider Joining SALC £202.37. It was RESOLVED to join chq no 413. Clerk to obtain passwords to website.

 **i.** Change of employee tax code to 57T. noted.

 **13. GDPR. a.** Guidance on General Data Protection Act from Information Commissioners office. Noted.

 b. Report to Council. It was RESOLVED to adopt the report and all the documents listed c to g in these minutes.

 c. Consent Form

 d. Personal Data and Audit Management

 e. Basic Privacy Notice.

 f. Privacy Policy

 g. Subject Access policy.

 **14. Highway Maintenance the future. Questionnaire.** It was RESOLVED clerk would complete.

 **15. Police and Crime Commissioner Town and Parish Council Survey 2018.** The survey was completed.

 **16. Correspondence: a.** Safe and Well information from Shropshire Fire and rescue Service. **Noted.**

 **b.** Do you need ideas on ways to cut your energy bills info drop in at Much Wenlock Library. 22nd May 2018. Noted.

 **c.** Shropshire Council Rural Youth Activity Fund. Noted.

 **d.** Information from Derwen College including raffle tickets. Noted.

 **e.** Thank you phone call from Bridgnorth and South Shropshire Crucial Crew. Noted.

 **f.** The Shropshire Great Outdoor Strategy 2018-2028. Consultation. Noted.

 **g.** Big Rive Clean Up Summer. Noted.

 **17. Date of next scheduled meeting of the Parish Council Thursday 19th July 2018.** The meeting was declared closed at 9.15pm.