

Shelfanger Parish Council

Chair: Mr Stephen Groom
Clerk: Mrs Elaine Tinsley

Vice Chair: Mrs Marian Paines
e-mail: shelfangerpc@gmail.com

MEETING AGENDA (published 29 February 2024)

Thursday 7 March at 6.30pm, Shelfanger Village Hall, Common Road, Shelfanger

You are hereby invited to attend the next meeting of the Shelfanger Parish Council

E Tinsley

1. Chairman's Welcome and to receive apologies for absence
2. To approve the Minutes of the meeting held on 8 January 2024
3. To receive declarations of interest in items on the agenda and requests for dispensation
4. To receive Councillor Dr Catherine Rowett's Report
5. To receive questions or comments from members of the public
6. To receive the Clerk's Report (attached)
7. To receive the Chairman's Report
8. To receive updates from individual Council members
9. To receive Boyland Common Report
10. Meetings in the Village Hall (See Clerk's Report)
11. No Planning matters to report.
12. To receive the financial report (attached)
 - a. Authorise payment to HMRC for Clerk's payroll - £87.60 (March & April)
 - b. Authorise payment to Clerk - £350.24 (March & April)
 - c. Authorise payment to Shelfanger church for two meetings (04.12.23 & 08.01.24) -
£60.00
13. To report on the Highways visit to Shelfanger
14. 2023/24 Budget
15. Flooding
16. To agree items for the next meeting **Thursday 16 May 2024.**

Clerk's Report – Meeting 7th March 2024

1. **Road Closed Signs** – Following the meeting in January, the Clerk contacted Highways regarding whether Road Closed signs could be erected in the event of flooding to stop vehicles getting stuck. Highways advised that due to the risk to personnel and health and safety, they would not erect signs in these circumstances and advised the Parish Council also not to do so.
2. **Footpath 9 & 10** – Communication was received from the local farmer. Once the land has dried out, these two footpaths will be re-instated. It was also requested dog owners kept their dogs on leads and mowing to cease (except on official footpaths) as the land is now under Countryside Stewardship Scheme and bird conservation.
3. **Old Chicken Shed Site** – Communication was received from D&S Developments regarding the naming of this site. Saxon Drive was suggested to the Parish Council and they agreed this was a good name, which was reported back to D&S Developments.
4. **Portrait of King Charles** – All Parish Councils have been offered a free portrait of King Charles, which has been ordered.
5. **Casual Vacancy** – Following Councillor Daniel Leeder stepping down, a casual vacancy was advertised. No applicants were received, so the Parish Council remains as current.
6. **Diocese** – The Diocese have been contacted with regard to two main areas:
 - The tree on the corner of the 4 acres on Wash Lane was reported by a member of the public as possibly unsafe – The Diocese are to re-evaluate, although at the last check all was well.
 - The ditch at the top of the same 4 acres has a blocked pipe which has caused garden flooding to some properties on Heywood Road. The Diocese confirmed a contractor had been assigned and the work would be carried out as soon as the field had dried sufficiently.
7. **Policies** – All the Parish Council policies (except the Flood Plan) had been checked and changed where appropriate. All were now signed and uploaded to the website. The Flood Plan was still waiting for one piece of information, and it was hoped this would be uploaded in the very near future.
8. **Overhanging Trees** – Communication was received from a member of the public regarding over hanging trees along Rectory Road. These have been cut back and the Diocese is expected to visit the village soon, when the others will be brought to their attention.
9. **Flooding** – *various documents have been received from the Environment Agency, which have been uploaded to the website.*
10. **Road Signs** – The road signs which have shown signs of wear were reported to Highways, but unfortunately, due to budget constraints, they are unable to do anything about them.

11. **Meetings at the Village Hall** – The Clerk contacted the Village Hall about re-commencing meetings there and is pleased to report that a time slot early on a Thursday evening has been secured. It was confirmed by NALC, that although it is licensed premises, the meetings can be held there as long as the bar is not open and this is the most cost-efficient premises we could find. All Councillors were contacted and agreed.
12. **Bank Account as below:**

Shelfanger Parish Council Current Account

| | Net | VAT | |
|---|---------|--------|------------------|
| Opening Balance | | | £3,078.70 |
| Receipts | | | |
| UK Power Networks | | | £32.30 |
| Total Receipts | | | £32.30 |
| Payments | | | |
| Employer contribution (Dec) | £36.20 | £0.00 | £36.20 |
| Clerk Wages (Nov & Dec) | £289.88 | £0.00 | £289.88 |
| Employer contribution (Jan) | £43.80 | £0.00 | £43.80 |
| Employer contribution (Feb) | £43.80 | £0.00 | £43.80 |
| Clerk Wages (Jan & Feb) | £350.24 | £0.00 | £350.24 |
| Clerk Expenses (Jun - Dec 23) | £59.59 | £10.18 | £69.77 |
| Total Expenditure | | | £833.69 |
| Bank Balance - 28.02.24 | | | £2,277.31 |
| Funds held for Friends of Boyland Common | | | £531.62 |