



# LOGGERHEADS PARISH COUNCIL

Loggerheads Community Fire Station, Market Drayton Road, Loggerheads,  
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## MINUTES OF FINANCE COMMITTEE MEETING

Tuesday 12<sup>th</sup> December at 2pm – The Community Fire Station Loggerheads

### PRESENT:

J Vallings (Chair), D Coulson, L Gibson, A Swetman, S Fox, J Hodgkins, J Knight

### 12/12/1 APOLOGIES:

J Pimlott, J Friend

### PLANNING

(i) The meeting considered the following planning application and commented as noted:

**Application No:** 17/00926/FUL **Applicant:** Mrs J Derricott **Proposed Development:** Variation of part of condition 2 of planning application 15/00814/FUL to allow redesign  
**Location:** Land South East of Hollycroft Farm, Lordsley Lane, Ashley

No Objection

(ii) The meeting noted the following applications had been refused by NuLBC:

**Application No:** 17/00605/FUL **Applicant:** Marcus Machine & Tools Ltd **Proposed Development:** Erection of 10 dwellings and public open space **Location:** Land off Woodrow Way, Ashley.

**Application No:** 17/00535/FUL **Applicant:** Mr D Marson **Proposed Development:** Two storey pitched roof extension to existing dwelling **Location:** 2 The Oaks, Pinewood Road, Ashley

### FINANCE

#### 12/12/2 MINUTES OF THE PREVIOUS MEETING (14TH NOVEMBER 2017)

It was noted that the minutes of the meeting held on 14<sup>th</sup> November had been approved and were duly signed by Cllr Vallings as a correct record of proceedings.

#### 12/12/3 INVOICES AND PAYMENTS FOR CONSIDERATION

It was agreed to recommend to the full Council the payment of the following invoices:

Date	Details	Amount	Approved
15/11/2017	Carrera Website Hosting - 28/10/17 – 27/11/17	£78.00	BACS
25/12/2017	K Watkins Clerk Salary December & ex gratia payment	£1,343.86	Cheque
15/12/2017	K Watkins – Mileage	£18.00	Cheque
05/12/2017	R Latham – November	£54.06	BACS
30/11/2017	P Martin – play area inspection November	£160.00	BACS
18/11/2017	BT – Internet November	£36.59	DD
01/12/2017	LeasePlan – lease minibus December	£546.60	DD
31/12/2017	HMRC – NI & tax Q3	£578.02	Cheque
21/11/2017	Staffordshire Parish Councils Association – Cllr training	£20.00	BACS
05/12/2017	Venture Business Forms – newsletter December	£714.00	BACS
05/12/2017	Autela Ltd – accounts Q3	£38.40	Bacs
07/12/2017	Tyreworks – batteries	£50.00	Card
12/12/2017	Groundwork UK- repayment of grant	£941.90	BACS
22/11/2017	Cass Art – dog poo paint	£51.00	Card

#### **12/12/4 INCOME AND EXPENDITURE ACCOUNT**

An up-dated income and expenditure account for the month ending 30<sup>th</sup> November 2017 was noted. The Clerk explained how she had calculated the end of year projections and noted the differences between budget and expenditure for play area maintenance, min-bus and neighbourhood plan.

#### **12/12/5 BUDGET AND PRECEPT FOR 2018/19**

The meeting considered the budget for 2018/19 and the options for the budgetary requirements and precept. The Borough Council should be informed of the precept requirement by mid-January 2018. The meeting agreed to amend the proposed budget, member's allowances from £450 to £475, parish events from £200 to £500 to cover any costs of the WW1 commemoration in November 2018 and to merge the headings for consultancy, legal and contingency under one heading of "contingency" with a proposed budget of £8,000. Cllr Coulson proposed budgeting for a permanent fixed speed sign at a cost of £4,000 but was still awaiting a response from County Council on how the sign could be fixed. It was agreed that this item would not be budgeted for at this stage but a business case would be prepared and considered when all relevant information was available. He also proposed budgeting for a defibrillator for the village. The location of 3 in Loggerheads was noted and it was agreed that more publicity was required to advertise these locations. Cllr Knight noted that more information was awaited regarding the proposed end of County Council funding for the Border Car service and this was needed before any further consideration about future community transport provision could be made. The use of the Council's mini-bus and license was discussed. The cost for the Council and the Loggerheads Community Information Hub of printing a newsletter six times a year was considered, the benefits of distributing a newsletter to every household were recognised but it was not as clear how many residents read all the information. It was agreed that a move to 4 editions a year would satisfy communication with residents at a lower cost.

Four options for the precept were considered: budget to be the same as 2017/18; precept to be the same as 2017/18; precept to increase by 1.99%; and budget to increase by 1.99%. On the proposal of Cllr Swetman, seconded by Cllr Coulson and agreed by all councillors it was agreed to propose option B, the precept to be the same as 2017/18, to full Council.

**12/12/6 DATA PROTECTION POLICY & GENERAL DATA PROTECTION REGULATION**

The meeting considered the Council’s data protection policy and an update from the Clerk on the implications for the Council of the General Data Protection Regulation that would be effective from 25 May 2018. At this time the position for small councils was unclear so any decisions regarding the requirement to appoint an independent Data Protection Officer would await further information. It was agreed that adopting an up-to-date Data Protection Policy following National Association of Local Council’s guidance would be good practice and on the proposal of Cllr Swetman, seconded by Cllr Gibson it was agreed to recommend the policy to full Council for adoption.

**12/12/7 BUS SHELTERS IN LOGGERHEADS**

The meeting considered the poor state of the bus shelters in Loggerheads. The Clerk updated the meeting that the County Council officer with responsibility for repairs had informed the Clerk that any work would not take place until 2018 and there was no budget for a full refurbishment, just for a repair to the broken window. The Officer had suggested that the Parish Council may wish to purchase and take responsibility for, including maintenance and insurance, two wooden bus shelters as these seem to suffer less vandalism and this is what the Parish Council did own in the past before they were removed by the County Council and replaced with polycarbonate shelters. The meeting considered the merits of the Parish Council taking on responsibility and agreed this was not a realistic option. The option of removing both bus shelters was proposed by Cllr Vallings and this would be considered as an option at full Council.

**12/12/8 FULL PARISH COUNCIL MEETING: 20<sup>th</sup> NOVEMBER 2017**

The meeting noted the minutes of the meeting held on 20<sup>th</sup> November are unconfirmed. Cllr Vallings reported that he had attended a productive meeting at Knighton Village Hall regarding the grant application for toilet refurbishment and an amended application would be submitted in the future. He also reported that a letter had been sent to the custodian of the Sanatorium Clock and a response was awaited.

**12/12/9 ANY OTHER BUSINESS**

The Clerk reported the following: there had been 5 grit runs in the past 5 days and the Parish Council grit bins had been topped up. The County Council grit bins had not all been topped up, this would be reported to the County Council.

**12/12/10 DATE OF NEXT MEETING**

Tuesday 16<sup>th</sup> January at 2pm at Loggerheads Community Fire Station.

Meeting closed at 3.50pm

**Signed:.....CHAIR**