

Minutes of Woore Annual Parish Council Meeting

Monday 26TH September 2022, 7.00pm, The Victory Hall, Woore



PRESENT:

Cllr. M. Cowey (Chairman), Cllr K. Davies (Vice Chairman), Cllr M. Blake, Cllr. M. Carter, Cllr J. Higgin, Cllr Hamilton, Cllr G. Daville, Cllr D. Beeston and Cllr R. Goodman.

IN ATTENDANCE:

Mrs H. Jackson, Clerk to the Council & Cllr R. Aldcroft, Ward Member Shropshire Council

PUBLIC:

There were 6 members of the public present including Tree and Path Warden, Sally Tyson.

The Chairman moved to item 22073 on opening the meeting.

22073 Guest Speaker: Martin Follmer, Community Engagement Manager, Kier Highways: to present HS2 highways related works within Woore Parish. *30-minute slot with Q&A to follow.

Welcomed were guest speakers Martin Follmer and Emma Hulme, Kier Highways Community Engagement.

Martin provided the following update;

- Kier primary contractor for all HS2 highways works, due to be completed within the Parish by end 2024.
- Surveys now underway for construction route and track wide.
- Works anticipated to start in Woore Parish late December 2022 / early January 2023. Working with Shropshire Council highways on these dates TBC. Unsure of traffic management plan at this current time.

Martin provided a screen presentation and handouts for members of the public detailing the list of mitigations currently within the scope of works for Kier. A summary of the mitigations can be found on the Woore Parish Council website under the HS2 tab - <http://www.wooreparishcouncil.org/community/woore-parish-council-10149/high-speed-rail/>

Most Councillors asked questions and discussion took place. In particular, Councillors were interested in speed limit mitigations) continuous speed limit through the Parish and the 20mph zone outside the school). The HS2 working party provided an update on ongoing discussions with Shropshire Council and West Mercia Police. The Chairman reiterated that Shropshire Council are accountable for the highways and speed setting. Helen Morgan MP supports Woore Parish Council in their pursuit of a continuous 30mph limit and 20mph outside Woore Primary School.

It was noted that face-to-face appointments with HS2 at Woore Village Hall, 24th November 2022, and online on 23rd November 2022, will be available to book imminently and details will be shared by the Clerk in due course.

The Chairman opened up the Q&A session to Councillors and members of the public and queries were raised on the following topics;

Q: What specification will the VAS (vehicle activated signs) be?

A: Specification for all VAS is TBC. Solar powered is being investigated as there are limited poles on which to place VAS.

Q: What is meant by hedge removal? Will these be replaced? If so, when and with what?

A: Hedges will only be removed where necessary and at this stage only on the A525 where passing points and road straightening are required. Hedges will be replaced during the period of construction and removed again to return to as was. The need to leave these as they are at that point can be reviewed at the time.

Q: Will all emergency services be contacted about road closures/delays and all traffic management plans?

A: Yes, it is always the case that they are contacted in advance and alternative plans put in place.

Q: Blackbrook Farm – a member of the public queried access in/out of the farm under temporary or permanent traffic lights.

A: Discussion took place and Kier confirmed a site visit had taken place to speak with the owner. Discussions are ongoing.

Martin provided his contact details for anyone wishing to ask any questions on the list of mitigations or any other concerns regarding highways works relating to HS2 construction. These details can be found at <http://www.wooreparishcouncil.org/community/woore-parish-council-10149/groundworks-alerts/>.

22070 Welcome / Present, Apologies and/or absent

The Chairman opened the meeting formally, acknowledging the cancellation of the 12th September meeting due to the death of Her Majesty Queen Elizabeth II and noting the issue of a new agenda.

No apologies were received as full Council was in attendance.

22071 Declarations of Disclosable Pecuniary or any other Interests

Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests. Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of members' interests maintained by the Monitoring Officer. Members are reminded to declare any gifts and/or hospitality. (LGA 1972 s94).

No disclosable pecuniary interests were declared.

22072 Requests for Dispensations of DPIs

No requests for dispensation were received.

22074 Open Forum: to last no longer than 15 minutes

A member of the public asked Cllr. R. Aldcroft to provide further information on the closing of heritage farm Acton Scott, which he agreed to do via the Clerk.

A member of the public asked about plans for planting trees at the Parish Council owned land on Newcastle Road. It was noted that this would be addressed in agenda item 22082.

The Chairman referred to the cost-of-living crisis and growing concerns over the vulnerable members of the Parish. He noted that the Methodist Church is to open a 'Warm Hub', FOC for all members of the public where they can attend to keep warm and access refreshments if needed.

Mondays 9.00am-11.00am for coffee/tea and toast

Thursdays from 10.30am – 1.30pm for coffee/tea, followed by soup at 12 noon

The Chairman noted that the Parish Council may wish to consider assistance for these services as the crisis continues to impact the most vulnerable.

The Chairman thanked Woore Produce Show for their work in coordinating the recent event and congratulated them on a wonderful turnout.

The Chairman noted a request from a resident that the Jubilee Crowns be removed for safe storage as we enter the winter months. Councils were in agreement for this to be actioned.

The Chairman noted that the cycle for regular clearing of gullies, ditches and culverts can be anywhere between 12-24 months. A meeting 3rd October 22 is scheduled to take place with WPC and SC on all drainage/flooding issues within the parish.

Purple recycling bins have been delivered. If anyone wishes to apply for a bin they can do so on the Shropshire Council website.

22075 Approval of the Minutes: of the Meeting held on 8th August 2022.

It was **resolved** by majority to approve the minutes with no amendments, with Cllrs M. Cowey, D. Beeston and G. Daville abstaining due to absence at the 8th August 2022 meeting.

22076 Matters arising: to cover any matters arising from Minutes referred to in 22075.

No matter arising were raised.

22077 Planning:

- a) **Applications:** to adopt comments submitted via delegated powers in response to the following applications and as approved by Councillors prior to the meeting;
- i. Reference: **22/03559/FUL** (validated: 09/08/2022)
Address: Proposed Residential Development Land West Of, London Road, Woore, Shropshire
Proposal: Mixed residential development of ten dwelling (to include one self build), creation of four vehicular accesses (onto London Road), all ancillary works.

It was noted that due to the cancellation of meeting 12th September, comments were submitted via delegated powers of the Clerk, following unanimous support from all Councillors via email, in advance of the planning consultation deadline. A comment of objection was noted as follows;

Woore Parish Council OBJECTS to this Planning Application

- This Planning Application now comes under the hierarchy of the Woore Neighbourhood Plan 2016/2036 (WNP) as the most recent Adopted Plan (May 2019), although the Applicant refers to in the Planning Statement to the SAM/DEV Plan on housing numbers. The SAM/Dev Plan is superseded by the Woore Neighbourhood Plan, and is updated as follows:

The Woore Neighbourhood Plan 2016-2036 "envisages that around 30 additional dwellings from 2016-2036 will be delivered". Since the Plan was adopted in May 2019 there have been 21no dwellings either built, or in the process or received planning permission. In total since 2016 there have been a total of 51no dwellings built in Woore Parish which is well more than the requirements in the WNP.

- When Outline Planning Permission was Granted for 20/02060/OUT the proposed development was within the WNP Development Boundary (6.5 Figure B), this application now shows development beyond the Development Boundary. This now encroaches on to land that is designated open countryside. (Policy HOU1 Scale and Location of New Housing.) During the development of the WNP, Woore Parish Council had no alternative but to include this land within the Development Boundary because at the time, it had a valid planning approval for ten dwellings. It was not done by choice. If the green space had not been approved in the face of wide objection, the land would have continued to be designated green protected space marking the boundaries of the separate communities within the Parish of Woore.

- This application is a re-submission of Planning Application 13/02698/OUT which was Granted on the 20th of October 2014, prior the Adoption of the WNP, but now requires to meet the Policies of the WNP Plan. This application does not meet Policies HOU2 - Housing Development a) do not adversely affect local landscape character and visual amenity b) maintains the gaps between settlements. g) does not adversely affect heritage assets or their settings.

- A requirement of the WNP in Policy HOU3- Design is that New housing developments will be supported where they have regard to the following requirements, this application in the opinion of Woore Parish Council does not take into consideration the following from the Policies A) Where adjoining open countryside they should provide a sympathetic built-to-unbuilt area transition. B) The topography and natural features of the sites should maximise significant views from the site to the surrounding countryside and minimise impact on the skyline. C) Minimise adverse impacts on the amenity of future or adjacent property by reason of overshadowing, overlooking, visual intrusion, noise and disturbance, odour, or in any other way E). Incorporating a variety of designs, house types and sizes, and have individual outside amenity space. F) Respect the character of the locality and the local vernacular and contribute positively to local distinctiveness. G) New developments should take account of eco and environmentally sustainable technology and materials H) Development should support features beneficial to wildlife where appropriate. All these Policies are supported by the Evidence and Justification at 6.18-6.24

- This Application fails to provide sufficient available green space for potential occupiers and with the design to include four vehicular access to the B5026 does not meet the WNP Environment Policy ENV1 - Footpaths/Sustainable Transport 4) New developments that provide easy, accessible traffic-free routes for non-motorised users (to include pedestrians, disabled people, people with prams or baby-buggies, cyclists and where appropriate equestrians) to village facilities, parks and open spaces, and nearby countryside will be supported; and the provision of any additional routes will be supported. 5) The needs of non-motorised users (as described in para 4 above) will be taken into account in assessing the traffic implications of new development, especially in relation to their impact on rural lanes and roads. The impact of an increase in vehicle numbers from agricultural buildings conversions to residential or commercial use will also be taken into consideration. 6) Measures to be taken to ensure this may include, for example, separation of pedestrians/cyclists from vehicular traffic where possible, improvements to signage, or means of speed reduction

- Woore Parish Council support the numerous comments submitted from the residents in the objections to this Planning Application and would draw attention to the common themes in the applications particularly concerning road and pedestrian traffic, access to the public highway, lack of affordable housing and the duration of this matter. The wishes of the parishioners of Woore are addressed in the WNP in relation to these factors and this does not include this proposed development"

**All comments are subject to consultee comments.*

**Woore Parish Council request that it is notified of all changes to planning conditions relating to this planning application and subsequent applications relating to it.*

- ii. Reference: **22/03761/PA3MA** (validated: 19/08/2022)
Address: Barn India, Newcastle Road, Woore, Crewe, Shropshire, CW3 9RE
Proposal: Application to determine if prior approval is required for a proposed: Change of use from Commercial, Business and Service (Use Class E) to Dwellinghouses (Use Class C3) under Schedule 2, Part 3, Class MA of The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended)

It was noted that due to the cancellation of meeting 12th September, comments were submitted via delegated powers of the Clerk, following unanimous support from all Councillors via email, in advance of the planning consultation deadline. A comment of objection was noted as follows;

We refer to the original application reference: 22/01865/PA3MA, dated 20th April 2022, which was refused by Shropshire Council's Planning Department on 31st May 2022, and would reiterate Woore Parish Council's original Comment to the application, which was submitted, in response to this recent application: -

"Woore Parish Council concludes that it objects to this application, for change of use, since the Applicant has not demonstrated that they have tried advertising for any new tenants to take on the use of premises as currently allowed under User Class E, furthermore, not supporting the recommendations following Policies in The Woore Neighbourhood Plan:-

*ECON1 Rural Economy
Policy COM1 Community Facilities*

Proposals for the enhancement of community buildings, car parks and recreational facilities, together with the shops and public houses in the parish, will be supported. Changes of use or redevelopment of community facilities will be supported where the proposed use will provide equal or greater benefits to the community, or the facility is replaced elsewhere, or it is demonstrated that the facility is no longer required."

Amongst our concerns is that currently, there are three Commercial Businesses in Woore Parish that we are aware of that are all up for sale. If they are not retained as businesses within the village the Woore Parish Community will suffer considerably. This decline was started with the sale for residential development of one of the three Public Houses in the village few years ago, and also resulted in the loss of the only car park in the village. It is also worthy of note, that only one Public House is currently open for business within the Village of Woore.

There is an appetite within the Parish Community for local services and amenities and feel that the former Barn India premises could attract a viable, sustainable business that would be well supported by the local community.

We would have thought that Shropshire Council would want to retain village life with businesses designed to support the local residents, allied to local employment opportunities. Additionally, it does not support the view of a sustainable community, with the prospect of increased car journeys as a result of the loss of local amenities and the total absence of public transport.

We note that this is outside of the Woore Parish Neighbourhood Development Boundary and a condition that no further development in the future should be considered, as it is in Rural Countryside.

**All comments are subject to consultee comments.*

**Woore Parish Council request that it is notified of all changes to planning conditions relating to this planning application and subsequent applications relating to it.*

- iii. Reference: **22/03762/OHL** (validated: 16/08/2022) **(NO COMMENT REQUIRED)**
Address: Street Record, Gravenhunger Lane, Woore, Shropshire
Proposal: Replace 450m of existing open wire conductor with bunched conductor also 12x associated poles
Applicant: Western Power Distribution (234 Victoria Road, Fenton, Staffordshire, ST4 2JA)

It was noted that consultee comments are not required for this application. It was noted that a 1 week closure was scheduled for works to be completed 10th October 2022.

- b) **Decisions:** to acknowledge all planning decisions made between 8th August 2022 and 26th September 2022.

The Clerk noted no decisions reported from 8th August 2022 to 26th September 2022.

Reference: **22/03213/FUL** (validated: 11/07/2022)
Address: 3 Oak Farm Barns, Dorrington Lane, Woore, Crewe, Shropshire, CW3 9RR

Proposal: Erection of single storey side extension and extension to existing timber framed garage
Decision: Grant Permission

Reference: **22/02127/FUL** (validated: 05/05/2022)

Address: Redthorn, Newcastle Road, Woore, Shropshire, CW3 9SN

Proposal: Erection of a replacement detached dwelling, garage and associated garden buildings, following demolition of the existing dwelling, garage and outbuildings.

Decision: Grant Permission

Reference: **22/03762/OHL** (validated: 16/08/2022)

Address: Street Record, Gravenhunger Lane, Woore, Shropshire

Proposal: Replace 450m of existing open wire conductor with bunched conductor also 12x associated poles

Decision: No Objection OHL/Circular Notification

Reference: **22/03041/FUL** (validated: 30/06/2022)

Address: Cherry Tree Farm, Cherry Tree Lane, Woore, Crewe, Shropshire, CW3 9SR

Proposal: Erection of a single storey rear extension to the rear of the property to house a swimming pool and ancillary plant and equipment

Decision: Grant Permission

Reference: **22/03214/LBC** (validated: 11/07/2022)

Address: 3 Oak Farm Barns, Dorrington Lane, Woore, Crewe, Shropshire, CW3 9RR

Proposal: Erection of single storey side extension and extension to existing timber framed garage

Decision: Grant Permission

Reference: **22/02761/VAR** (validated: 14/06/2022)

Address: Barn India, Newcastle Road, Woore, Crewe, Shropshire, CW3 9RE

Proposal: Variation of Condition 4 of Application Reference Number: N/95/736/WO/376 Date of Decision: 28/11/1995 (description amended)

Decision: Grant Permission

The Chairman noted that regards planning notification letters from Shropshire Council, an email from a Shropshire Council Case Officer 3rd September 2022, stated that; *'...with around 6,000 applications being received each year the cost of printing, postage for consultations was becoming excessive. The Council made a decision to follow the Governments advice regarding consultation on planning applications. In addition, as I understand the public can register on the planning Public Access section of the website to be electronically notified of planning applications within a radius of their property. As a resident this allows you to be made aware of planning applications straight away once an application is registered.'*

The Clerk noted receipt of appeal notice reference application 22/00553/OUT received 6th September 2022 (22/03057/REF). Lead Councillor noted that no further comments are required for the appeal and the Parish Council has not changed its position of objection to the application.

- c) **Northern Planning Committee Meeting 21st June 2022:** to receive an update on action in response to the granting of permission for the following application, including resolution 8th August 2022, to engage Ashtons Legal to act on behalf of the Parish Council in respect of this matter. (Station Yard, Pipe Gate, Market Drayton, Shropshire (22/01789/OUT))

The Clerk reminded Councillors of the actions following the last meeting. The Clerk referred to the Terms Of Service circulated to Councillors prior to the meeting. No comments were made and Councillors were in agreement that the Clerk should respond accordingly to confirm acceptance of the terms as stated in email dated 8th September 2022.

22078 Committee and Representatives Reports: for Councillors/representatives to provide reports/updates on any relevant matters as required.

Village Hall - Cllr Beeston referred to a report circulated to Councillors prior to the meeting as follows;

- HS2 have booked the hall for 1-1s on the 24th November
- There was mention that there may be an event on New Year's Eve Licensed until 1.0AM but must be ticketed event to ensure capacity not breached.

- Would there be a possibility of a one-off grant to the village hall? There is a lot of maintenance required and escalating costs currently with electricity, heating etc.
- Is Keir would be willing to provide the workforce to tarmac the frontage?
- Film nights
 - o Sept 18th - The Duke
 - o Oct 15th - Belfast
 - o Nov 12th - Operation Mincemeat
- Community cafe
 - o 23rd September
 - o 28th October
 - o 25th November
- Date of next meeting 10th October

The Clerk noted that any grant information if available on the WPC website and an application must be received.

Cllr. M. Carter left the meeting at this point.

MVAS and Community Speed Watch - Cllr Blake confirmed MVAS data circulated to the Crime Commissioner, West Mercia Safer Roads, Shropshire Council and interested parties, from the MVAS located at Woore Primary School on the A51 (30mph zone). Further analysis of the MVAS Data shows 3,944 prosecutable incidents (vehicles travelling at 36mph or more) at this location during the period, giving a running total of 86,263 prosecutable incidents YTD. Inspector Claire Greenaway's response was also circulated to Councillors and it was noted that '...an average speed of 28mph and the 8ht percentile at 32mph....these speeds will not attract enforcement...'

Discussion took place and it was noted that the average speeds are misleading. Newcastle Road (A525) is of particular concern to Councillors. It was agreed that Councillors would provide questions to the Clerk in advance of the 10th October meeting so that they may be posed to Inspector Greenaway and Alan Ambrose for discussion. It was also recommended that Rod Lake be invited to the 10th October meeting also to answer issues concerning HS2 continuous speed limit and 20mph outside the school.

Footpaths - Footpath Warden referred to an issue with an electric fence on Cherry Tree Lane, this is currently ongoing.

North Shropshire Area Committee Meeting - No meeting has taken place. SALC Annual General Meeting will be held on Friday, 11 November 2022 via Zoom starting at 6pm.

Shropshire Council Remote Monthly Meeting – It was noted that HS2, streetlights, Fix My Street, drainage, speeding, roadworks and enforcement were all agenda items for the meeting. Cllr Aldcroft was also in attendance. Very few updates were provided at the meeting and actions are ongoing. No further correspondence has been received from Helen Morgan MP. The school 20mph zone scheme was discussed with confirmation that Shropshire Council will not confirm or deny if Woore Primary School will receive the 20mph until it goes to cabinet later in the year.

Fix My Street - A report was unavailable for the meeting and will be available in due course.

22079 Shropshire Council Representative Report: for Cllr R. Aldcroft to provide reports/updates on any relevant matters.

Cllr Aldcroft noted clearly his distain that the agenda item for his report is so late in proceedings, after communicating with the Clerk and Chairman that he did not feel it relevant, sensible of necessary for him to be present for earlier agenda items, including planning. The Chairman responded on behalf of Councillors that it was necessary as Ward Councillor and he was voted for by residents to represent the Parish, that he is witness to discussions regarding issues impacting the parish and particularly those where inadequacies of Shropshire Council factor. Cllr. Aldcroft left the meeting without discussing his report at 9.03pm.

Councillors requested that the Clerk contacts Cllr. Aldcroft for clarification on the remit of his role as Ward Councillor and participation in Parish Council meetings.

Cllr. Aldcroft's report was provided to the Clerk in advance of the meeting and circulated accordingly;

- Audlem Road drainage/flowing issue, work has not yet started.
- Purple Bins now distributed as far as Market Drayton area possibly further. Reminder to those who haven't got one yet, you need to request one off the SC website.
- Whitchurch Leisure Centre and new pool approved at full council last Thursday. Completion by 2025.
- Discussions taking place about wildflowers in verges alongside suitable roads.
- LED Lighting phase 3 -A further 12,500 led lights to help reduce our carbon footprint across the county.

22080 HS2: to receive an update from the HS2 working party on Traffic Calming/Mitigation discussions/next steps and HS2 Consultation.

- The working party noted that meeting actions from 22nd August meeting with Kier/HS2/Shropshire Council were circulated to Councillors. There was no representation from Shropshire Council at 26th September meeting, with the exception of Gary Parton. No updates were provided and therefore there was little progress.
- HS2 new Community Engagement Officer, Joe Wilson has been introduced.
- Online Community and Business Funding online event scheduled 4th October at 5.45pm. The Clerk encouraged Cllr. Beeston to attend to hear about funding available to the Village Hall.

22081 Streetlights: to receive an update on the response from Shropshire Council to correspondence relating to the adoption of streetlighting in Woore Parish.

The Clerk noted that no response has been received from Shropshire Council following the last meeting actions. The Clerk continued to chase for an update. Further energy bills from SSE will be provided to Shropshire Council.

22082 Newcastle Road Land: to discuss next steps for the use and management of Parish Council owned land, Newcastle Road (A525), Woore.

Discussion took place as to the history of the land. It was confirmed that the land is owned by Woore Parish Council. It was unanimously **resolved** to for a working party of Cllr. Higgin and Cllr. Goodman, to do the following;

- Identify the specifics of the ownership and purpose of the land, including responsibility (if any) of Shropshire Council / Woore Parish Council for maintaining the land.
- To draw up the start of a project plan to identify the future use, including resident consultation.
- To identify funding opportunities / revenue streams / associated costs of the project.
- To agree short/mid/long - term plan for the land to be presented to full council in due course.

22083 Remembrance Day: to consider preparations for the Parish Remembrance Day Service, Sunday 13th November.

The Chairman noted attendance of Her Majesty's Lord Lieutenant Anna Turner. It was unanimously **resolved** to donate £100 to the British Legion to mark Remembrance Sunday under Section 137. Cllr Cowey and Cllr Blake agreed to represent the Parish Council at the St Leonards Church service on Sunday 14th November 2022. The Chairman agreed to contact regular volunteers for traffic management support during the service.

Cllr. J. Higgin raised the introduction of metal soldiers to the Parish, it was noted that this would require budgeting and any costs should be provided for the November meeting for discussion.

22084 Finance

- i) Invoices/payments & receipts: to resolve to approve the below detailed expenditure:

It was unanimously **resolved** to approve the following payments as presented, including those already paid.

Date	Recipient	Reason for Payment	Cheque Number	Net Amount	VAT Amount	Power of Expenditure
12.09.22	Helen Jackson	Clerk Salary (August): Gross Pay Bank Holiday Pay (1 day)	1870 (PAID)	£628.43 £27.32		LGA 1972 s.112 (2) LGA 1972 s.112 (2)

		NI deduction Income Tax deduction Mileage Expenses Sundry *stamps, printer ink, meeting refreshments		-£0.00 -£0.00 £0.00 £45.42 £17.87 <u>£719.04</u> <u>(£722.46)</u>	£3.42	LGA 1972 s.112 (2) LG (FP)A 1963 s.5 LG (FP)A 1973 s.5 LG A 1972 s.111 LGA 1972 s.137
11.08.22	Woore Victory Hall	Room hire	1871	£120.00	£0.00	LGA 1972 s.134(4)
23.08.22	Richard White	Lengthsman duties	1872	£30.00	£0.00	HA 1980 s.96(5)
07.09.22	Tony Seabridge Grounds Maintenance	Grass cutting 01.08.22-31.08.22 Weed spraying Newcastle Rd site	1873	£375.00	£75.00	HA 1980 s.96(5)
09.09.22	PKF Littlejohn LLP	Annual Governance & Accountability Return year ended 31 st March 22	1874	£200.00	£0.00	LGA 1972 s.111

i) Bank reconciliation: for the Council to receive and accept the August month end bank reconciliation

The Clerk presented the months bank reconciliation figures as follows;

Current Account	£100.00
Reserve Account	£126,472.50
Total Balance	£126,572.50
Unpresented Cheques	£1,552.46
Closing Balance	£125,020.04

Split as follows;

Recreational Fund	£10,346.00
CIL Fund	£52,063.24
General Fund	£62,610.80

ii) To accept the Annual Governance and Accountability Return (AGAR) Notice of Conclusion of Audit and to approve access to accounts by members of the public from 27th September 2021.

The Clerk referred to notice from PKF Littlejohn of a successful audit conclusion and that the Annual Governance & Accountability Return is available for inspection by any local government elector for the area of Woore Parish Council. Councillors unanimously **resolved** to approve the notice period announcement as 27th September 2022, with copies FOC.

22085 Clerk's Report and Correspondence

To receive a summary of Reports and Correspondence for the period from 8th August to 26th September 2022.

The Clerk noted interest from a resident in organising a litter pick within the Parish. Councillors supported the Clerk obtaining pricing for litter-pick equipment in preparation of the 2023-2024 budget discussion at November 2022 meeting.

All other correspondence for the period stated above was circulated to Councillors prior to the meeting.

22086 Clerk Job Description and Working Hours - *Camera Session*

*As per Standing Orders, all members of the public will be excluded from this session due to the sensitive nature of discussions.

This session took place in camera and the content of the discussion is therefore not available to the public.

It is noted that a working party for all matters relating to Clerk job description and related matters was formed, comprising of Cllr. M. Blake and Cllr. K. Davies as resolved by majority.

The meeting closed at 10.16pm.

DATE OF NEXT PARISH COUNCIL MEETING

Parish Council Meeting Monday 10th October 2022, 7.30pm and 14th November 2022, 7.30pm

Signed.....(Chair)

Dated 10th October 2022

Agenda Item	Motion	Cllr	For	Against	Abstain
22075 Prop: Davies, K Second: Goodman, R	Approval of Minutes of meeting held 8th August 2022: resolved by majority to approve minutes from the meeting 8 th August 2022.	Hamilton, C	X		
		Davies, K	X		
		Higgin, J	X		
		Carter, M	X		
		Blake, M	X		
		Goodman, R	X		
		Daville, G			X
		Cowey, M			X
		Beeston, D			X

Agenda Item	Motion	Cllr	For	Against	Abstain
22086 Prop: Blake, M Second: Davies, K	Appointment of working party for Clerk job description/hours worked and other HR matters: resolved by majority to appoint a working party.	Hamilton, C	X		
		Davies, K	X		
		Higgin, J	X		
		Carter, M	X		
		Blake, M	X		
		Goodman, R	X		
		Daville, G		X	
		Cowey, M		X	
		Beeston, D	X		