**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON MONDAY, 9th APRIL 2018 AT 7.30 p.m**.

Present: Councillors Mrs. S.A. Beaman

R.J. Cotham

D.S. Cowie (Chairman)

M.J. Edwards

D. Hyde

Mrs. J.C. Marsh

Ms L. Patel

P.J. Wade

Also present: Shropshire Councillor Mrs. Tina Woodward,

Mr. T. Shrosbree, Shropshire Council, Community Led Housing Enabler

Mr. L. Cowden, Shropshire Council, Planning Policy Team

43 members of the public (including Mr. J. Beaman)

Apologies: Councillor J.R. Caswell – personal reasons, Councillor D.A. Cook - business reasons,

Councillor Mrs. C.G. Dungar -personal reasons, Councillor M.P. Hill – personal reasons

Councillor R. S. Parr - personal reasons

**DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS**

Councillor Beaman declared a Disclosable Pecuniary Interest in discussions regarding the

Kings Arms.

MINUTES of the meeting held on 12th March 2018, having been distributed to all

Councillors, were confirmed and signed.

52/18 **SHROPSHIRE COUNCIL – PROPOSED HOUSING NEEDS SURVEY**

The Chairman welcomed Mr. Shrosbree and Mr. Cowden to the meeting.

Mr. Shrosbree explained that Shropshire Council wished to undertake housing need surveys to gather evidence for housing strategy. It was important to know if there was an actual housing need in Claverley parish which was evidence based as to what the community needed. Claverley’s Parish Plan had shown that more housing was not wanted. In Shropshire Council’s Local Plan Claverley had not opted to become a ‘cluster’ or a ‘hub’. Shropshire Council has to deliver more houses in more settlements and communities have to have a range of housing.

Ms Crawford asked if every parish will have a survey. Mr. Shrosbree replied the surveys will be carried out throughout the county. A computer survey – Right Home Right Place – was launched at the end of March and a housing needs survey with questions specific to the parish would follow. Shropshire Council had been provided with funding to carry out the surveys.

Councillor Woodward informed the meeting that 10 people were registered on Homepoint seeking housing in the parish and Shropshire Council needed to know housing needs of people living in the parish.

In reply to a query about the questions in the survey, Mr. Shrosbree replied some questions would be used to meet statutory obligations but some would be specific to the parish.

The process of carrying out housing needs surveys was ongoing and will last a number of years, depending on the national approach to planning. At present it was a five year cycle.

Councillor Edwards asked if the survey would go ahead if the Parish Council objected to the survey being carried out and would the Parish Council still be able to help with compiling the questions. He was informed it would be helpful to have the Parish Council’s involvement because of local knowledge. The questions in the Parish Plan were not detailed enough.

Councillor Woodward said it was important that everyone bears in mind the pressures on Shropshire Council. In response to a view expressed by a resident, Councillor Woodward indicated that she was neither for or against affordable housing.

The Chairman asked Councillors if they wanted the Parish Council to work with Shropshire Council and it was agreed that a group of Councillors will work with Mr. Shrosbree and Councillor Woodward.

The Chairman thanked Mr. Shrosbree and Mr. Cowden for coming to Claverley and they left the meeting.

**MATTERS ARISING FROM THE MINUTES**

Councillor Beaman left the meeting

53/18 The Kings Arms

Mr. Beaman wished to confirm the facts and merits of his proposed cross subsidy affordable housing scheme on land amounting to 1.13 acres at the rear of the Kings Arms. He wished to confirm that following a meeting with a planning officer in June 2017 he had been informed there was no prospect of obtaining planning permission for any open market housing which would fund a gifted community car park. He had become aware of a cross subsidy affordable housing scheme at Alveley which had been successful. The site at the rear of the Kings Arms could accommodate 19 properties but at present he was proposing a low density scheme of 15 two or three bedroom properties, with 7 for sale to local people at 90% of open market value and 8 for affordable rent to local people. He would remain in control of the rented properties and the rent would be capped at 80% of open market rent. Each property would have two parking spaces and there would be parking for visitors. He would need to show there was a need for the 8 rented properties.

Alternative viable uses for the site had been sought including relocation of Claverley Medical Practice but this had been discounted as an option as the Medical Practice had more pressing issues to resolve and had no plans to relocate.

Shropshire Council had already stated in relation to the previous application for 14 residential properties that vehicle movements generated by a residential development would not have a significant impact on the surrounding highway network.

Mr. Beaman concluded by saying he had to find a commercially viable option for the site. Both the proposed cross subsidy affordable housing scheme or selling on to a housing association to develop would be within planning policy.

Ms Crawford stated no traffic survey had been undertaken. Councillor Cowie pointed out that Shropshire Council had previously stated vehicle movements would not have a significant impact.

Mr. William Edwards expressed concern about the deteriorating condition of the façade of the Kings Arms and asked if the development of the Kings Arms and the car park would be undertaken at the same time. Mr. Beaman replied he hoped to start work on the Kings Arms in May but one of the planning conditions had to be signed off before he could start work. To date he had not submitted a planning application for the land at the rear.

Mr. Fenwick-Wilson asked about the number of houses proposed for the site. Mr. Beaman replied that any proposal had to be financially viable.

The Chairman repeated his regret that the opportunity for a public car park had been lost.

Councillor Beaman returned to the meeting.

54/18 Spicers Hall Caravan Site

Re-consultation was taking place on the planning application for ground levelling engineering operations due to an amendment.

55/18 Claverley in Bloom

Councillor Parr’s report had been circulated to councillors.

Claverley in Bloom had decided not to enter this year’s Heart of England in Bloom competition because of the poor state of the centre of the village but hope to enter in 2019.

CIB committee members had carried out a litter pick on approach roads to Claverley on 8th April. A parishioner had suggested signs be provided at the various road entrances to Claverley to try and prevent the dropping of litter and fly tipping. This suggestion to be discussed when Councillor Parr was present,

Polyanthus plants saved and overwintered from the 2016/17 winter scheme had been used to brighten up the existing winter scheme. When plants for the summer scheme are installed some will be used in the space left vacant by the removal of the telephone box in Aston Lane. After the creation of raised beds, a more sustainable permanent planting regime of attractive slow growing shrubs will be used in this area in 2019.

Despite various campaigns, dog fouling continues to be a problem, particularly on the public footpath running alongside the Jubilee field and in the school outdoor classroom area.

56/18 QEII Jubilee Field

Councillor Cook had not submitted a report.

Claverley Football Club had reached the final of the League Cup competition. Councillor Wade understood a teacher from Bridgnorth Endowed School was helping the club.

57/18 Bonfire and fireworks event 2017

Claverley Parochial Church Council had put forward the suggestion of renewing the floodlighting to the church as a community project as only one floodlight was working. This project would commemorate the centenary of the ending of the First World War. As five councillors were absent, it was agreed to defer discussion as to which community projects to fund from the bonfire and fireworks’ proceeds until more councillors were present.

58/18 Website

The notice to terminate the contract with Kensa was now 30 days as the contract had been in existence for over 12 months. Under the agreement, Kensa is the sole provider of maintenance services for the website and no other party had access or rights to change the website. Kensa required further details as to what problems the Parish Council was experiencing before being able to estimate the cost. It was agreed to defer discussion until Councillors Dungar and Parr were present.

59/18 General Data Protection Regulations

The Clerk had attended the briefing in Shrewsbury on 26th March which had been arranged by SALC. This had been very informative and SALC will be providing templates for the various policies and documentation required. The Clerk had updated councillors in a report. It was important for the Parish Council to be able to demonstrate it was working towards compliance.

60/18 Street Lights

The five new replacement street lights (columns 2 Griffiths Green, 4 and 6 High Street,

2 Lodge Park and 8 The Wold) had been installed.

Npower had advised the current electricity tariff scheme was ending. The Clerk had asked E.ON to supply an updated inventory to send to Western Power to get the certificate required to obtain quotes from suppliers.

61/18 **PLANNING**

**Permissions**

17/06146/FUL Conversion of Gatacre Hall and outbuilding to 5no. apartments and 2no.

houses, refurbishment of buildings, extension to garage block and construction of additional garages and parking, Gatacre Hall, Gatacre for Mr. Mark Owen

17/06147/LBC Conversion of Gatacre Hall and outbuilding to 5no. apartments and 2no.

houses, refurbishment of buildings, extension to garage block, Gatacre Hall,

Gatacre for Mr. Mark Owen

18/01035/LBC Works to replace four sash windows to front elevation and one window to

side elevation; replace existing front entrance door with new, 21 High Street,

Claverley for Mr. and Mrs. L. Taylor

**Refusal**

17/02850/FUL Erection of a single storey rear extension, 8 Aston, Claverley for Mr. P. Turley

**New Applications**

18/01513/FUL Erection of extension to provide additional accommodation, 5 The Wold,

Claverley for Mr. & Mrs. Edward Hamill

The Parish Council did not have any objections.

62/18 **UNITARY REPORT**

Councillor Woodward had provided information previously requested by Councillor Cotham regarding the Spicers Hall chalets.

She was continuing to monitor the planning website regarding key applications.

From 1st April Kier had become Shropshire Council’s new highways maintenance contractor and will work closely with Shropshire Council and WSP (Shropshire Council’s engineering consultant) in the Shropshire Highways Alliance made up of Shropshire Council, WSP and Kier. Councillor Woodward had asked for an overview of roads built into a programme.

Councillor Woodward informed councillors that the electronic housing needs survey being undertaken by Shropshire Council will not give sufficient information. Councillors Beaman and Patel offered to meet with Mr. Shrosbree and Councillor Woodward and they would report back to the Parish Council.

63/18 **AUDIT OF ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2018**

An email had been received from the new external auditors, PKF-Littlejohn which had provided a link to download the information and documents to be submitted.

Mrs. Walker Drew had agreed to carry out the internal audit.

64/18 **PARISH MATTERS**

Councillors reported potholes at Hill End, on the A454, outside Two Oaks, Draycott. A section of the road on the bend by the Lion o’ Morfe was deteriorating. The ditch on the side of the road from the Corner House to Lower Hopstone required clearing out. Following heavy rain there had been a slippage of rock and sand in Cottons Holloway.

**Action: Clerk to inform Shropshire Highways**

The wall at Cornerways, High Street had been damaged again.

Work was still taking place at the Small Heath Farm units.

65/18 **CORRESPONDENCE**

Council Tax Precept Payments

Notification had been received from Shropshire Council that the 2018/19 precept will be paid into the Parish Council’s account on 27th April.

Claverley Parochial Church Council

The Revd. Garry Ward had written to thank the Parish Council for its contribution to the upkeep of the church yard.

66/18 **REPRESENTATIVES’ REPORTS**

No reports were made.

67/18 **CHEQUES**

Chq. No. 001444 Shropshire Association of Local Councils –

annual renewal of membership of SALC and NALC……… £635.09

001445 Npower Ltd. – energy for street lights 01/01/18 to

31/03/18……………………….£996.92

Christmas lights………………. £68.14 ………………... £1065.06

001446 Mrs. G.M. Price – salary for 4th quarter 2017/18

(including tax refund)……………………………….……... £813.22

001447 Mrs. G.M. Price - reimbursement for cost of Broadband

07/01/18 to 06/04/18…………………………..£87.00

Travel expenses attending GDPR briefing

at Shrewsbury on 26/03/18……………………£23.40 £110.40

It was proposed by Councillor Patel, seconded by Councillor Hyde and agreed by the Council to pass the cheques for payment.

The Chairman closed the meeting at 9.30 p.m.

Date of Annual Parish meeting: Monday, 23rd April at 7.30 p.m. in the Village Hall

Date of Annual Council meeting: Monday, 21st May at 7.30 p.m. in the Village Hall