**MINUTES OF THE PARISH COUNCIL MEETING HELD REMOTELY VIA ZOOM ON MONDAY, 12th APRIL 2021 AT 7.30 p.m**.

This meeting of the Parish Council was held in accordance with the Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England and Wales) Regulations 2020

Present: Councillor Mrs. S.A. Beaman

 D.A. Cook

 R.J. Cotham (Chairman)

 D.S. Cowie

 M.J. Edwards

 Ms C.A. Holland

 D. Hyde

 Mrs. J.C. Marsh

 R.S. Parr

 P.J. Wade

Also present: Shropshire Councillor Tina Woodward

Two members of the public had requested to join the meeting.

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

 Councillor Ms L. Patel – personal reasons

  **DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS**

 There were no declarations of disclosable pecuniary interests.

MINUTES of the meeting held on 8th March 2021, having been distributed to all

 councillors, were approved and the Chairman authorised to sign them.

47/21 **JPE Holdings –** quarry site at Shipley for phased extraction of sand and gravel (17/05303/MAW**)**

 Councillor Cotham reported that he and the Clerk had participated in a Zoom meeting on 31st March with Adam Collinge and Andy Mcintosh of Crestwood Environmental Ltd. and Grahame French (Shropshire Council) to discuss the remit of the Shipley Liaison Committee. It had been proposed that both the Shropshire Councillor for Claverley and the Shropshire Councillor for Worfield will be on the committee. Likewise, one elected Councillor on behalf of Claverley Parish Councillor and one elected Councillor on behalf of Worfield Parish Council. Substitutes could be allowed. Up to three open minded local residents can also be members of the committee.

 Work on the site entrance bell mouth will shortly commence. The Parish Council will be consulted on any changes to the approved right hand turn lane in the section 106 legal agreement with regard to a new proposal to route all west bound incoming lorries to the Royal Oak island and back to enter the quarry site by turning left before going to the Planning Committee for approval.

 An email will be sent to Grahame French to clarify /confirm hydrology and liaison committee

matters.

48/21 **FOOTPATHS - FP76, FP77, FP78**

 A question had been raised about locked road gates on FP77 and the definitive line of footpaths in the area. After investigation the pedestrian gates are always unlocked on FP77. The definitive lines of FPs 76,77 and 78 are still being investigated.

 Councillor Cotham had spoken to the householder about a fence which had been erected too close to the hedge alongside FP76 at Upper Ludstone. The householder will keep the hedge cut.

 Stiles and waymark posts had been ordered for the northern end of FP 76.

 **MATTERS ARISING FROM THE MINUTES**

 49/21 Claverley in Bloom

A litter pick of the main approach roads to Claverley by CIB committee members had been scheduled for Sunday, 18th April.

CIB had sponsored a painting competition for Claverley School pupils to mark the re-opening of the school and the arrival of Spring. It had been well supported and judging had been difficult as the standard of entries had been high. £10 W H Smith gift vouchers were awarded to the winners in each of the seven age streams.

CIB wished to support the RHS’s “Roots of Remembrance” initiative to encourage the planting of trees in memory of a loved one. A site had been identified at the bottom of School House Bank and parishioners had been asked if they would like to sponsor a tree and/or take part in planting and aftercare. A suggestion had been made to plant a tree in remembrance of

 Prince Philip and this will be discussed at the May meeting.

 50/21 QEII Jubilee Field

Councillor Cook suggested consideration be given to providing a permanent public access to the field when the school was closed so the school buildings would be more secure as both the pedestrian and main gates would be locked. Access to a gate would be via the footpath. Councillor Beaman queried whether the footpath would require upgrading. Councillor Cotham suggested putting a gate at the top end. The cost of a new gate to be obtained in readiness for further discussion at the May meeting.

51/21 Street Lights

 An order acknowledgement from MSD Lighting for five Windsor Authority lanterns and

columns had been received. Two signs warning of low cables for the Christmas lights had been ordered from Shropshire Council at a cost of around £35 each.

 52/21 High Speed Broadband

Councillor Parr informed the meeting there was no progress to report on the Woundale FTTP project as he was still awaiting a reply from Openreach seeking clarification on issues arising from the final offer. He had been in contact with Connecting Shropshire to see if they could assist in moving things along.

53/21 Chyknell War Memorial

The Chyknell Estate Office had supplied copies of the supporting paperwork for the restoration of the Chyknell War Memorial. After discussion it was proposed by Councillor Edwards, seconded by Councillor Parr and agreed by the Council not to make a contribution to the cost of the work as the Parish Council had made cuts to its budget for 2021/2022 as it did not want householders to face an increase in the Parish Council element of the Council Tax in view of the financial impact on many households caused by the Covid-19 pandemic.

54/21 Storage Facility

Councillor Cook reported there was currently a shortage of containers so consequently the costs had risen. An order would not be placed at present until another quote had been obtained..

 55/21 **PLANNING**

Refusal

 20/02665/FUL Erection of 4No. affordable dwellings and conversion of outbuilding to form

 1No dwelling; formation of car parking and ancillary works (Re-submission), Crown Inn,

 High Street, Claverley for The Crown Inn (Claverley) Ltd.

21/00347/FUL Erection of a replacement dwelling, 3 Bridgnorth Road, Rudge Heath for

 Mr. Joe Carpenter

New Applications

21/01126/FUL Erection of a 2m high boundary wall, Elms Farm Cottage, Broad Lanes, Six

 Ashes for Mr Graham Guest

The Parish Council did not have any objections.

21/01161/FUL Erection of a single storey rear extension, oak framed porch to front and

 chimney to side, 45 The Wold, Claverley for Mr and Mrs M Payne

The Parish Council did not have any objections.

For information

21/01236/HHE Erection of a single storey rear extension to a detached dwelling, dimensions

 8 metres beyond rear wall, 2.45 metres maximum height, 2.45 metres high to eaves,

 Hopstone Cottage, 7 Hopstone, Claverley for Mr & Mrs Michael Hardbattle

 56/21 **UNITARY REPORT**

Councillor Woodward’s report had been forwarded to councillors. She was continuing to highlight with Highways Officers the unresolved request to extend the 30mph speed limit in Pound Street and was awaiting reports from Outdoor Recreation regarding Byways Open to All Traffic.

Councillor Woodward had asked Gemma Lawley for an update following her attendance at the March meeting of the Parish Council.

The Chairman thanked Councillor Woodward for all her work on behalf of the parish during the years she was the Shropshire Unitary Councillor and wished her a happy retirement.

57/21 **AUDIT OF ACCOUNTS FOR YEAR ENDED 31st MARCH 2021**

 The external auditors, PKF-Littlejohn, had emailed the Clerk giving details regarding the

 forthcoming audit. The information required has to be submitted to them by Friday, 2nd July necessitating approval of the accounts by the Parish Council at the June meeting.

 58/21 **PARISH MATTERS**

Potholes at the junction by the Cricket Club, Woundale crossroads and between The Lion o’ Morfe and Three Dwellings and at Danford Heath were reported and the surface of the road between Three Dwellings and Woundale was in a bad condition.

 **Action: Shropshire Highways to be informed.**

The subsidence in the road to Tinkers Castle had been repaired.

 Complaints had been received about regular bonfires causing acrid smoke at The Old Malt House, Church Street.

 A second field shelter had been erected and a mobile home delivered to a field on the outskirts of Heathton.

 **Action: Shropshire Council to be informed.**

Some members of the public had expressed concern that part of the wall which had collapsed outside Claverley Hall Farm had not been repaired. Shropshire Highways had put up barriers.

 **Action: Shropshire Highways to be informed.**

 On 16th March a car had mounted the pavement, went over the steps to the front door of the Post Office taking away the handrail, hit the bench and then collided with the pump trough pushing it along the pavement for approximately 14ft. The Parish Council’s insurance company had been informed and a quotation provided for a replacement bench. A quotation was required for a replacement pump trough which had been badly damaged.

 A parishioner had enquired whether the 50mph speed limit on the B4176 could be extended to the Royal Oak roundabout.

 NALC and other bodies had been trying to persuade the Government to extend the Covid legislation allowing the holding of remote meetings which expires on 6th May. If their efforts are unsuccessful it will be necessary to return to face to face meetings from 7th May. As the village hall will not be re-opening for the foreseeable future the function room at The Plough had been booked. Social distancing and wearing of face masks will be required. A risk assessment was being prepared. Some councillors expressed concern at having to attend face to face meetings.

59/21 **CORRESPONDENCE**

Notification of road closures

 Notification of the following road closures had been received:

* Three Oaks to Broad Oak Junction A458, Six Ashes -22nd April to 23rd April 2021 - road closure for Severn Trent Water to install a Boundary Box
* The Wellings to Long Common, Claverley, 23rd-25th April road closure from 7am to 5pm for surface dressing

 5th–7th May – road closure from 7am to 5pm for white line replacement.

* Draycott, Claverley5th May to7th May - road closure for Severn Trent Water to carry out hydrant renewal.

Local Council Elections

Notices detailing those nominated for Shropshire Council and for the Police and Crime Commissioner had been put on the notice boards and the website. The Clerk was awaiting the notice of the Uncontested Election for the Parish Council.

As there were insufficient candidates to fill the vacancies the Parish Council has 35 days (excluding weekends and Bank Holidays) to co-opt to fill the vacancies, beginning with the day on which the election was to have been held (6th May-24th June). Anyone to be co-opted must meet the qualifications to be a member of the Parish Council.

Councillors were reminded they must submit their expenses form to Shropshire Council even if it is a nil return.

**Action: Clerk to obtain some forms for those councillors who were no longer in possession of an expenses form.**

Policing Priorities in the Community

Emails had been received from PC Matt Picken and PC Steve Mellor informing the Parish Council the Local Policing Community Charter from West Mercia Police has been launched. Town and parish councils will be consulted on the various phases. At the initial stage of this consultation each parish/town council had been asked to identify their top three concerns within their area.

**Action: Clerk to reply stating speeding, burglary and lack of police presence were the Parish Council’s top three concerns.**

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 SALC

SALC’s Bridgnorth & Shifnal Area Committee was held via Zoom on 22nd March when it was resolved not to collect subscriptions from member councils for 2021/22. The Committee’s AGM will be held on 14th June.

Allan Wilson, Shropshire Climate Change Action Partnership gave a presentation on the causes and effects of carbon dioxide on climate change.

Weekly Zoom meetings have been held to keep clerks up to date on the local elections.

Various training events are planned for new councillors.

 Letter of thanks

The Parish Council had received a letter of thanks from Shropshire Councillor Tina Woodward for the assistance she had received over the years as the elected Shropshire Unitary Councillor for this Division. The letter had been forwarded to councillors.

 Emails from a parishioner’s agent

 It was reported emails dated 3rd February,17th February, 17th March, 19th March, 24th March,

30th March and 7th April had been received from a parishioner’s agent and are held as recorded documents by the PC.

60/21 **REPRESENTATIVES’ REPORTS**

 Claverley Village Hall Committee

Councillor Wade reported the village hall was unlikely to re-open until June. A deep clean would be undertaken before re-opening.

 Hilton Flood Action Group

 Councillor Cotham reported the Group had met representatives of Severn-Trent, Environment

Agency and Shropshire Council regarding flood prevention. It was proposed to install dams upstream to prevent flooding.

61/21 **CHEQUES**

 Chq. no. 001636 E.ON Energy Solutions Ltd. – repairs to street light ………... £63.49

 001637 T.F.M. - compost for raised planting beds ………………….. £77.76

 001638 SSE energy for street lights 02/03/21 to 01/04/21………….. £158.97

 001639 Mrs. G.M. Price – Clerk’s salary for the fourth quarter

 2020/2021 ……………………………………………… £833.51

 001640 Mrs. G.M. Price– reimbursement for cost of Broadband.

 07/01/21 to 06/04/21……………………………………. £89.97

 001641 R.J. Cotham – reimbursement of Zoom fee for the April

 parish council meeting………………………………….. £14.39

 It was proposed by Councillor Wade, seconded by Councillor Holland and agreed by the

 Council to pass the cheques for payment.

 **ADJOURNMENT**

 There being no further business, the Chairman closed the meeting at 9.06 p.m.

 Date of next meeting: Monday, 10th May at 7.30 p.m.