**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON MONDAY, 3rd APRIL 2023 AT 7.30 p.m.**

Present: Councillor Mrs. S.A. Beaman

 D.A. Cook

 R.J. Cotham (Chairman)

 D. Hyde

 Ms L. Patel

 P. J. Wade

 B. Walker-Drew

Also present: Two members of the public for agenda item 38/23

Apologies: Councillor Mrs. H.M. Cains – personal reasons, Councillor M.J. Edwards – work reasons

 Councillor C.A. Holland – personal reasons, Councillor R.S. Parr – personal reasons

 **DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS**

 There were no declarations made of pecuniary interests.

MINUTES of the meeting held on 13th March 2023, having been distributed to all

 councillors, were confirmed and signed.

38/23 **PLANNING**

 The Chairman suspended Standing Orders for discussion of application no. 23/00967/FUL.

New Applications

23/00967/FUL Erection of 12no. affordable dwellings including associated works, vehicular

 access, Proposed Residential Exception Site, Ashford Bank, Claverley for TC Homes

 Contracting Ltd.

After discussion it was decided the Parish Council would submit an objection regarding to drainage, ecology and need.

The two members of the public left the meeting.

23/01099/FUL Proposed single storey annexe extension in place of existing structure,

 The Old Gate House, Heathton for Mr and Mrs Round.

The Parish Council queried whether an application for change of use should be made for the timber constructed garden room to be used for residential purposes.

23/01168/TCA Fell 1no Ash & 1no Horse Chestnut within Claverley Conservation Area,

 Spicers Lea, Spicers Close, Claverley.

The Parish Council did not wish to request a Tree Preservation Order on the Ash tree and the Horse Chestnut tree on the grounds of public amenity value and did not have any objections to the felling of these trees.

23/01175/FUL Application for change of use of an equestrian building to residential use,

 proposed barn conversion to the north of Beobridge, Claverley for Mr Dwayne Wellings.

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|  |  The Parish Council was concerned that the equestrian building was only 5m from the brook and  sited in the low point of the field bordered on two sides by the brook so had concerns about foul  water. If permission was granted, the Parish Council requested that no permitted development rights are allowed to prevent extension of the building. |
|  |  |

23/01206/FUL Conversion of existing garage into annex accommodation ancillary to main

 dwelling, The Corner Cottage, Farmcote, Claverley for Ms L. Herring.

The Parish Council requested that if permission was granted the annex remains tied to Corner Cottage and no permitted development rights are allowed.

**Refusal**

22/05103/FUL Change of use of buildings currently used for caravan storage and extensions

 into a physiotherapy treatment centre and associated accommodation, communal dining

 and office space, Caravan Storage, Gay Hills Farm, Draycott, Claverley for Mr Davinder

 Chatha.

A Zoom meeting had been held on 30th March with Tabitha Lythe – Planning & Development Services Manager and Charlotte Morrison - Planning Enforcement to discuss the issues which had been raised by the Parish Council.

 **MATTERS ARISING FROM THE MINUTES**

 39/23 Shipley Quarry

 Councillor Cotham did not have anything to report.

 40/23 Claverley in Bloom

In Councillor Parr’s absence, Councillor Walker-Drew reported that CIB had held a meeting on 17th March. The Pound had been cleared of debris and leaves and the roses in the churchyard bed had been pruned. CIB will be producing a special seed pack for each pupil at Claverley School to enable them to participate in the “Grow a Sunflower” campaign. The winter plants will be removed from the planting troughs on 20th May and the summer planting scheme installed on or around 3rd June. A plant sale will be held on The Plough car park on 27th May.

 41/23 QEII Jubilee Field

Councillor Cook reported he had been informed by the Headteacher graffiti had been found on the goal post at the end of the field and on the big boulder/stones.

Two of the four sockets were now in place.

 42/23 Street Lights

The Clerk reported she was still awaiting a reply from E.ON regarding the request for a quote to disconnect and remove column 1, The Paddock and also an alternative site for the replacement LED lantern and column.

43/23 **UNITARY REPORT**

Shropshire Councillor Elliott Lynch had not submitted a report.

44/23 **REVIEW OF ADEQUACY AND EFFECTIVENESS OF SYSTEM OF INTERNAL**

 **CONTROL AND RISK ASSESSMENTS**

Councillors reviewed the adequacy and effectiveness of the system of internal control and risk

assessments. Mr. Butler, the internal auditor, had reported after his internal audit that his tests on the control and procedures had shown records were well maintained and in accordance with Financial Regulations. Risk assessments would continue to be undertaken when required. Councillors resolved not to make any alterations to the system of internal control.

45/23 **AUDIT OF ACCOUNTS FOR YEAR ENDED 31st MARCH 2022**

 Mr. G. Butler had agreed to carry out the internal audit. The Clerk had received an email from the external auditors, PKF-Littlejohn, giving details regarding the forthcoming audit. The information required has to be submitted to them by Monday, 3rd July necessitating approval of the accounts by the Parish Council at the June meeting.

 46/23 **PARISH MATTERS**

Councillor Cook raised again the lack of progress regarding the repair to the collapsed wall outside Claverley Hall Farm and concerns about the safety of the trees.

**Action: Clerk to forward the exchange of emails since 2021 to Tracy Darke, Shropshire Council’s Assistant Director Economy and Place.**

Jane Snowden had thanked the Parish Council for the donation to Claverley Good Neighbours.

 **CORRESPONDENCE**

47/23 Consultation on Shropshire Council Customer Service opening times

 Shropshire Council was consulting on proposed changes to its Customer Service Centre

 opening times. After discussion, option 2 was the preferred option.

 **Action: Clerk to submit the Parish Council’s preference.**

Notification of Road Closure

 Two Gates junction to Broughton Farm, Claverley – 17th to 21st April – 09.30-16.00 for

 Shropshire Council to carry out concrete pad repair.

48**/**23 **REPRESENTATIVES’ REPORTS**

 There were no reports from representatives.

49/23 **CHEQUES**

Chq. no. 001789 New Barns Nurseries – multi-purpose compost for summer

 planting scheme………………………………………………£239.76

 001790 Mr. P. Pickerill – reimbursement for purchase of tree in

 memory of HM Queen Elizabeth II………………..………......£66.00

 001791 Mrs. G.M. Price – Clerk’s salary for the fourth quarter

 2022/2023 ……………………………………………… …… £854.27

 001792 HM Revenue & Customs - PAYE for fourth quarter

 2022/2023……………………………………………….......... £27.40

 001793 SSE - energy for street lights 02/03/23 to 03/04/23….…………£208.33

It was proposed by Councillor Patel, seconded by Councillor Wade and agreed by

 the Council to pass the cheques for payment.

**ADJOURNMENT**

There being no further business, the Chairman closed the meeting at 8.50 p.m.

 Date of Annual Parish Meeting: Monday 24th April 2023 at 7.30 p.m. in the Village Hall.

 Date of Annual Council Meeting: Monday 15th May 2023 at 7.30 p.m. in the Village Hall