**MINUTES OF THE PARISH COUNCIL MEETING HELD REMOTELY VIA ZOOM ON MONDAY, 14th DECEMBER 2020 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)

 Ms C.A. Holland

 D. Hyde

 Mrs. J.C. Marsh

 R.S. Parr

 Ms L. Patel

 P.J. Wade

Also present: Shropshire Councillor Tina Woodward

No members of the public had requested to participate

Apologies: Councillor Mrs. C.G. Dungar – work reasons, Councillor M.J. Edwards – work reasons,

 Councillor M.P. Hill – personal reasons

  **DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS**

 There were no declarations of disclosable pecuniary interests.

MINUTES of the meeting held on 9th November 2020, having been distributed to all

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

 **MATTERS ARISING FROM THE MINUTES**

102/20 Claverley in Bloom

Councillor Parr did not have anything to report.

103/20 QEII Jubilee Field

Councillor Cotham had noticed the matting at the cricket nets was looking shabby and suggested treatment with a pressure washer. Work was required to the bowler’s run up. Further discussion deferred to the February meeting.

104/20 Street Lights/Christmas lights

Councillor Cook reported the Christmas lights had been put up on Sunday, 6th December

when measures were taken to comply with Covid-19 restrictions. It had been necessary to replace approximately 100 bulbs so more will have to be ordered. The red bulbs did not appear to be as durable. The volunteers were thanked together with residents of the Bull Ring and High Street who had moved their vehicles to enable the work to take place. Councillor Parr was thanked for providing Councillor Cook with comprehensive notes.

David and Cheryl Hayes were thanked for providing the Christmas tree which was erected in pouring rain by Councillors Cotham and Parr with help from Ken Jones and John Wentworth.

Councillor Parr asked councillors to give thought as to where items relating to the Christmas lights and other parish council activities could be stored. Councillor Cook suggested a container in which internal insulation and shelving could be fitted but it would be necessary to find a suitable site which would be accessible for a lorry to deliver it.

**Action: Councillor Cook offered to obtain prices**

A suggestion had been made that the lights should be left on longer on Christmas Eve, Christmas Day and New Year’s Day. After discussion this was agreed.

**Action: Clerk to inform Ken Jones who had agreed to adjust the timer**

The Revd. Garry Ward had asked if the Christmas lights could continue to be switched on until Candlemas (2nd February). The Clerk had explained to him that the permit from Shropshire Council to erect the lights would not cover this extended period. As the bulb holders were deteriorating it was considered another month of exposure to the elements would increase this deterioration.

**Action: Clerk to inform the Revd. Ward that it would not be possible to meet his request.**

105/20 High Speed Broadband

Councillor Parr updated the meeting on the progress he had made contacting householders in the areas immediately surrounding Woundale and Upper Farmcote to assess the level of support for the Superfast Broadband Project and had received an encouraging level of support.

At the Zoom meeting held on 12th November the role of the Parish Council as a potential project leader had been discussed and confirmation had been given that project leadership will not commit the Parish Council to any binding financial or legal obligations. Councillor Parr asked councillors to support the Parish Council’s leadership of the project as it would add weight and authority when contacting potential subscribers.

After discussion it was proposed by Councillor Patel, seconded by Councillor Cook and agreed by the Council for the Parish Council to take on the project leadership and to pursue the Openreach estimate for the larger area covering Farmcote and Barnsley in addition to the Woundale area.

106/20 Dog fouling – request for bin

 Following the Parish Council’s acceptance of the proposed site, Shropshire Council had sent an update advising the bin will be installed in January/February at the earliest. If, however, there are budget issues it will be done at the beginning of the new financial year (April).

 107/20 CCTV

 Discussion was deferred to the January meeting.

 108/20 Shropshire Lieutenancy Garden Party

 Mr. and Mrs. Snowden had thanked the Parish Council for nominating them to attend the

 Shropshire Lieutenancy’s Garden Party and had confirmed they would like to attend.

 109/20 Chyknell War Memorial

 Following the Clerk’s letter to Ms Corinna Sayn Wittgenstein Sayn regarding the water damage to the war memorial, a reply had been received confirming the Estate Office was consulting the War Graves Commission for advice before carrying out the repairs.

 110/20 Review of salary budget (Financial Regulation 4.4)

 The Clerk exited the meeting for the review of the salary budget. On her return she was

 informed it had been proposed by Councillor Hyde, seconded by Councillor Wade and

 agreed by the Council to increase the Clerk’s salary by 2.2% from 1st April 2120.

 111/20 **PLANNING**

 Permission

 20/03053/ADV Erect and display 2no externally illuminated signs (re-submission)

 High Grosvenor Farm, High Grosvenor for Hard to Find Wines

 20/04112/FUL Erection of outdoor swimming pool with associated timber framed pool house

 and installation of septic tank, Farmcote Hall, Farmcote for Mr James Archibald

Refusal

20/04002/FUL Installation of dormer window to bathroom, 4 Boycott Barns, Upper

 Ludstone, Claverley for Mr D. Aldis

Withdrawn

20/04018/OUT Outline application for the erection of 4No. 2/3 bungalows to include access,

 layout and scale and following demolition of existing storage buildings, proposed

 residential development at Caravan Storage, Gay Hills Farm, Draycott, Claverley for

 Mr Harvinder Chatha

New Applications

20/04327/FUL Change of use of domestic garage/store building to commercial

 hair studio to include insertion of doorway, 10 Danford Lane, Claverley for Mrs L Sage.

The Parish Council wished to support the application but requested a condition to state there should be sufficient time between appointments so that clients would not be arriving/leaving at a similar time as Danford Lane was a single track road with no passing places.

20/04791/LBC Works to include: external remedial works to render, brickwork and rainwater

 goods; repair and replace flashings and roof; re-build chimney; repair/replace windows;

 removal of internal partition walling; timber treatment; floor works; installation of new

 systems; all associated works, 7 Bull Ring, Claverley for Holbeach Services Ltd.

 The Parish Council did not have any objections.

20/04813/TCA - Crown reduce by 30% 1no. Field Maple within Claverley Conservation Area

 Dormers, High Street, Claverley for Mr. A. Turner.

 The Parish Council did not wish to request a Tree Preservation Order on the grounds of public

amenity value. The tree was not affecting a structure and was not diseased and it was difficult to comment on the need for the work to be carried out as no reason had been given by the applicant.

 20/04803/FUL Erection of general purpose agricultural building, Woundale Farm, Woundale,

 for Mr & Mrs S Jones

 The Parish Council did not have any objections.

 20/04810/FUL Erection of agricultural building and access track, Proposed Agricultural

 Building North of Beobridge, Claverley for Mrs G. Goodson

 The Parish Council did not have any objections.

 JPE Holdings – quarry site at Shipley for phased extraction of sand and gravel (17/05203/MAW)

Councillor Cotham updated councillors on the exchange of letters and emails concerning hydrological issues with the Planning Officer, Grahame French and Mark Davies of the Environment Agency.

 112 /20 **UNITARY REPORT**

Councillor Woodward reported the pre-submission draft of the Shropshire Local Plan had been discussed by the Cabinet and will shortly go out for re-consultation.

She was still pursuing the request made in 2014 for an extension of a 30mph speed limit for Pound Street and had visited the site with the Portfolio Holder for Highways, Councillor Steve Davenport. The request will be investigated to see if it will be included in the Future Traffic Local Improvement Scheme.

113 /20 **AUDIT OF ACCOUNTS FOR 2019/2020**

 PKF Littlejohn LLP, the external auditors, had concluded their limited assurance review

of the Annual Governance and Accountability Return for the year ended 31st March 2020 and no matters had come to their attention to give cause for concern that relevant legislation and regulatory requirements had not been met. The Notice of Conclusion of the Audit and the right to inspect sections 1, 2 and 3 of the Annual Governance and Accountability Return for the year ended 31st March 2020 had been displayed on the notice board and on the Parish Council’s website.

114/20 **DRAFT BUDGET 2021/2022**

The draft budget had been forwarded to councillors for consideration. Councillor Cook queried the figure for electricity and Councillor Cotham suggested a programme for naming roads in the parish. Clerk to include a figure of £3000 and also £2000 for a storage container.

The precept for 2021/2022 will be discussed at the January meeting when Council Tax figures should be available from Shropshire Council.

The bank reconciliation had been checked by Councillor Dungar who had confirmed the net balances at 30th September 2020 were £81862.77.

115/20 **PARISH MATTERS**

Councillor Hyde had noticed the police were enforcing the 50mph speed limit on the Upper Ludstone by-pass.

 Councillor Cook commented on the deteriorating road surface down Bulls Bank.

 Councillor Holland was very concerned about the increasing numbers of motorcycles and 4x4s going up Digbeth Lane (BOAT) which were badly damaging the surface for other users such as horse riders and pedestrians. In a recent night time incident a gate had been damaged and horses had escaped. Councillor Woodward offered to walk this route and Sheepcote Lane with Councillor Cotham and will take photographs for the Outdoor Recreation Team.

 Parishioners were expressing concerns to councillors about Claverley Medical Practice. Only Dr. Allen was listed on the Practice website.

 Councillor Cotham had attended recent meetings of Worfield and Bobbington Parish Councils regarding drainage issues which could affect Claverley parish.

116/20 **CORRESPONDENCE**

Closure of Claverley Post Office

Post Office Ltd. had informed the Parish Council that Claverley Post Office will close on

31st December due to the retirement of Miss K. White and Mrs. A. Madeley.

Post Office Ltd. will investigate options available.

**Action: Clerk to write letters of thanks to Miss White and Mrs. Madeley**

Shropshire Council – Highways Decision Report

Shropshire Council’s Internal Infrastructure Group had met to consider highways projects eligible for CIL funding and had approved the A458 from A442 Stourbridge Road east project.

Shropshire Council Draft Statement of Community Involvement

A document setting out how Shropshire Council will seek to get people involved in the planning process had gone out for public consultation. Submissions should be made by

1st February 2021.

2021 Census in Shropshire

Notification had been received that The Office of National Statistics will be carrying out the 2021 Census on 21st March.

Road Closures

 Notification had been received of the following road closures:

* Bine Lane, Wootton - 14th January to enable BT to replace a pole
* Unnamed road at Lower Beobridge - 14th January 2021 to enable BT to replace a pole
* Lower Beobridge junction to Kings Barn junction, Farmcote – 8th to 12th February for drainage works to be carried out

 117/20 **REPRESENTATIVES’ REPORTS**

 Rights of Way

Councillor Cotham reported an email had been received from Mr. Brown, Stourbridge HF Rambling Club, regarding FP24 as the bridge had not been installed.

**Action: Clerk to reply that delivery of the bridge kit was awaited and the bridge will be installed when it is delivered.**

 118/20 **CHEQUES**

 Chq. no. 001617 Rushmere Nurseries - plants for winter planting scheme……… £50.76 001618 SSE – energy for street lights - November………………… £149.14

 001619 R.J. Cotham – reimbursement of Zoom fee for the

 December parish council meeting… ……………………£14.39

 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 9.28 p.m.

 Date of next meeting: Monday, 11th January at 7.30 p.m. via Zoom