**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON MONDAY, 14th FEBRUARY 2022 AT 7.30 p.m.**

Present: Councillor Mrs. S.A. Beaman

 D.A. Cook

 R.J. Cotham (Chairman)

 M.J. Edwards

 Ms C.A. Holland

 D. Hyde

 R.S. Parr

 B. Walker-Drew

Apologies: Councillor Mrs. C.G. Dungar - personal reasons,

Councillor D.S. Cowie – personal reasons, Councillor Mrs. J.C. Marsh – personal reasons,

Councillor Ms L. Patel – personal reasons, Councillor P.J. Wade – personal reasons

 **DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS**

 There were no declarations of disclosable pecuniary interests.

MINUTES of the meeting held on 10th January 2022, having been distributed to all

 councillors, were confirmed and signed.

 **MATTERS ARISING FROM THE MINUTES**

 15/22 Claverley in Bloom

 Councillor Parr’s CIB update had been circulated to councillors.

A committee meeting had been held on 1st February when two new members were welcomed to the committee.

 Confirmation had been received that children from Claverley School will be involved in planting the whips being delivered in March. These will be planted alongside the footpath

 running from Bulls Bank to Draycott. CIB will be supporting tree planting under the

jubilee initiative “The Queen’s Green Canopy”. The Parish Council would like to sponsor a tree to mark the Platinum Jubilee. The wide grass verge near the “Welcome to Claverley” sign at Winchester crossroads was suggested as a suitable site. Discussion took place about what type of tree to plant and Councillor Parr offered to obtain suggestions and prices for discussion at the March meeting.

The winter planting scheme will be removed a week earlier than usual to enable the summer planting scheme to be installed before the weekend of 4th/5th June which is going to be the main weekend for the Jubilee celebrations. CIB will be encouraging parishioners to participate in a village tidy up being organised by CIB in readiness for the celebrations. The Parish Council was supportive of the suggestion of jubilee bunting being placed around the planting troughs in the Bull Ring.

Work to the 12 fruit trees in the community orchard had been undertaken to get them back in shape. The Parish Council supported the suggestion of cutting back the overgrown self-set trees on the western side of the path as they were shading the orchard area. This work would be carried out in the autumn.

CIB will be carrying out a litter pick of all the main village entrance roads on Sunday,

3rd April starting in the Bull Ring at 9.30 a.m. Additional volunteers would be welcomed but participation would be at their own risk.

Because the area around the planting bed at the base of the “Welcome to Claverley” sign on the road into Claverley from Ludstone is heavily shaded and receives little rainfall CIB has found it difficult to maintain. Two large shrubs have been removed and will be replaced by polyanthus plants to brighten up the bed. Councillor Cotham suggested asking Ken Jones to cut his hedge to improve the light.

The Digbeth Lane metal trough is still awaiting repair after it was seriously damaged by an HGV in July 2021. CIB will be obtaining an estimate for the repairs with a view to re-installation in time for this year’s summer planting scheme.

 16/22 QEII Jubilee Field

Councillor Cook reported that CIB will be pruning the trees on the school field on Sunday, 20th February.

17/22 Damage to pump trough and bench

 The Clerk confirmed that settlement of the insurance claim had been received. Permission

 had been given to remove the damaged trough from the pavement.

 **Action: Councillors Cotham and Parr will remove the damaged trough.**

18/22 Shipley Quarry

 Councillor Cotham reported he had submitted four questions for the Shipley Quarry Liaison

Committee which is to be held on 23rd February. Gemma Lawley, Shropshire Council’s Developing Highways Manager, will be attending the meeting.

19/22 Street lights

The Clerk reported that orders had been placed with MSD Lighting for the supply of three Windsor Authority lanterns and columns and with E.ON Energy Solutions Ltd. for their installation.

20/22 South Shropshire Climate Action

 John Whitelegg, Transport Co-Ordinator, South Shropshire Climate Action, had informed the

 Clerk he hoped a representative will be able to attend the March meeting.

21/22 Queen’s Platinum Jubilee

Councillor Cook informed the meeting that Ellie Taylor was interested in co-ordinating the Platinum Jubilee celebrations in Claverley and will try and form a committee covering the age range. The provisional idea is to stage something on the school field on Sunday, 5th June.

Discussion took place as to what financial support the Parish Council could provide and it was proposed by Councillor Edwards, seconded by Councillor Beaman and agreed by the Council to offer a budget of £2500.00. This will be allocated from the profit of the bonfire and fireworks event.

 22/22 **PLANNING**

 Permissions

21/04982/FUL Erection of 1No replacement stable block, Hopstone Cottage, 7 Hopstone,

 Claverley for Mrs Kerri Hardbattle.

21/05757/FUL Erection of 1No steel framed building for storage of several tractors, trailers,

 agricultural equipment, tools mowers with minor alteration to access from bridleway/farm

 track and section of land for tree nursery plantation, Claverley Field adjacent to Severn

 Trent Sewage Works, Church Street, Claverley for Mr. Oliver Barby.

21/05862/FUL Formation of bay window on the north elevation, Sutton Farm, Claverley for

 Mr. and Mrs. Richard Kempsey.

New Applications

21/05756/LBC Erection of two storey extension following demolition of recent

 extension and internal alterations to dwelling affecting a Grade II Listed Building,

 4 Church Terrace, Church Street, Claverley for Mr James Lyons.

The Parish Council did not have any objections.

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21/05978/FUL Erection of a single storey oak framed extension to rear, Bramble Cottage,

 2 - 3 The Three Dwellings, Woundale for Miss Penny Whitlock

The Parish Council did not have any objections.

21/05999/FUL Replace existing UPVC conservatory with oaked frame structure, 1 Upper

 Ludstone, Claverley for Mr. C. Evers

The Parish Council did not have any objections.

22/00084/FUL Proposed Drainage Scheme, proposed Residential Barn Conversion at

 Draycott Farm, Draycott, Claverley for Mrs. R. Jones.

The Parish Council did not have any objections.

22/00362/FUL Demolition of existing industrial buildings and erection of 4no. detached

 dwellings, formation of vehicular access and installation of package treatment plant, Sandy

 Bank, Wooton, Six Ashes for Mr. Mike Flanagan

The Parish Council did not have any objections but regretted the lack of affordable dwellings.

22/00381/FUL Conversion of and extension to outbuilding and domestic store to form 1No

 open market dwelling (re-submission), The Glass House, Spring Cottage, Sytch House

 Green, Claverley for Mrs Claudette Inglis.

The Parish Council objected to the application as the scale of the proposed dwelling was disproportionate to the original building; the building had not been in continuous domestic occupation; the attached shed had been used as a poultry house so a change of use was required and the proposed access had previously been refused planning permission.

22/00486/TCA To fell 1no. Pine tree within the Claverley Conservation Area, Highcroft,

 Church Street, Claverley

The Parish Council did not wish to request a Tree Preservation Order on the Pine tree.

22/00394/FUL Change of use of agricultural building to Office Use (Class E (g)(i)), Barn at

 Sutton Farm, Claverley for Mr. and Mrs. R. Kempsey.

Claverley Parish Council did not have any objections in principle to the change of use but had concerns regarding the access via a single track road with no passing places in view of the increased number of vehicles which will be using this access road.  Visibility on to the public highway was restricted to the right.  There are no measures to keep pedestrians safe on the popular public footpath.

22/00570/TCA Remove some lower branches to raise crown of 1No (T1) Yew Tree,

 trim back branches overhanging house gutters, general maintenance by reducing crown by

 33%, reduce height of 1No (T2) Conifer Tree from approx. 7.5m to 3m and reduce crown

 of 1No (T3) Willow Tree by up to 50% together with general maintenance within

 Claverley Conservation Area, Church Hill House, Church Street, Claverley for

 Mr Nigel Reynolds.

The Parish Council did not wish to request a Tree Preservation Order on the trees.

An application, ref. 482 LT GM 21, had been submitted by Ludstone Estate to the Caravan and Motorhome Club for a Certified Location Certificate for five caravan pitches in a field at Ludstone. The Parish Council had made a submission to the Caravan and Motorhome Club stating it had serious reservations about the visual and environmental impact of the proposal as the proposed site was in an area much valued for its history and landscape and was unable to support the application.

 23/22 **UNITARY REPORT**

 Shropshire Councillor Elliott Lynch had not submitted a report.

The Clerk had not received a response from Councillor Lynch regarding his non-attendance at meetings and the lack of unitary reports.

 **Action: Clerk to write to the Leader of Shropshire Council to express the Parish**

 **Council’s concerns**

 24/22  **FINANCIAL MATTERS**

 The Clerk reported the bank reconciliation at 31st December 2021 showed total net balances of £87,112.79. The reconciliation had to be checked by Councillor Dungar.

25/22 **CODE OF CONDUCT**

The Local Government Association had brought out a new Model Code of Conduct in 2020. This was supported by NALC as NALC welcomed the adoption of a single national model code of conduct in response to the Committee of Standards in Public Life inquiry into local government ethical standards.  This new Model Code of Conduct has now been adopted by Shropshire Council without amendment and had recommended, along with SALC, that town and parish councils adopt the Code in its entirety. It was proposed by Councillor Parr, seconded by Councillor Hyde and agreed by the Council to adopt this Code of Conduct.

 26/22 **PARISH MATTERS**

Councillor Beaman informed the meeting there had been incidents of crime in the area. If anyone noticed anything suspicious, they should telephone 101 and give as much information as possible.

There was a bad pothole on the B4176 outside “Pine View”.

 **Action: Clerk to inform Shropshire Highways.**

New pads were required for the defibrillator.

 **Action: New pads to be ordered.**

 Councillor Edwards expressed concern about the deteriorating condition of the lane to

Broughton. Councillor Parr commented on the lack of road markings and Councillor Cotham reported a pothole at the Hopstone turning to Wall Hill.

 **Action: Clerk to inform Shropshire Highways.**

 27/22 **CORRESPONDENCE**

 Community Governance Review

 An update on the Community Governance Review had been received from Shropshire Council which had been circulated to councillors for their information.

 Emails regarding Byways Open to All Traffic (BOATs)

 Two emails had been received regarding the damage being caused to BOATs in the parish by off-roaders making them virtually unusable for horse riders and walkers.

 **Action: Clerk to reply stating the Parish Council also shared concerns and is aware of their current condition.**

Notification of road closure

 Notification of the following road closure had been received:

A454 Shipley - **Start Date:**14th March to 15th March **to enable** rockface inspections.

14 March - 2-way traffic lights, 15 March - road closure **9.30am-4.00pm**

28**/**22 **REPRESENTATIVES’ REPORTS**

Village Hall Committee

In his absence, Councillor Wade had asked the Clerk to inform the meeting he had nothing to report from the February Village Hall Committee meeting.

Rights of Way

Councillor Cotham had been informed ramblers had reported issues relating to FP36 and FP56. He will be looking into these issues.

 29/22 **CHEQUES**

Chq. no. 001699 E.ON Energy Solutions Ltd. – second half instalment

 of charge for annual maintenance contract….………….. £352.50

 001700 T.F.M. – blocks and cement for siting container…………. £27.07

 001701 Cleveland Container – storage container…………………. £2790.00

 001702 SSE energy for street lights 05/01/22 to 01/02/22…………… £88.79

 001703 Claverley Parochial Church Council – contribution to

 to maintenance of the churchyard…………………… £1500.00

 001704 Mrs. G.M. Price – reimbursement for:

 renewal of McAfee LiveSafe subscription ….£44.99

 renewal of Microsoft Office 365 subscription £59.99 £104.98

 It was proposed by Councillor Edwards, 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 9.20 p.m.

 Date of next meeting: Monday, 14th March at 7.30 p.m. in the Village Hall