

**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON MONDAY, 15<sup>th</sup> JANUARY 2018 AT 8.15 p.m.** (due to public session over-running)

Present: Councillors D.A. Cook  
R.J. Cotham  
Mrs. C.G. Dungar  
M.J. Edwards (Chairman)  
D. Hyde  
M.P. Hill  
R. S. Parr  
Ms L. Patel  
P.J. Wade

Also present: Shropshire Councillor Mrs. Tina Woodward

For part of meeting: Mrs. E. Blower, Mr. P. Brooker, Ms S. Crawford, Mrs. D. Edwards, Mr. & Mrs. W. Edwards, Mr. M. Elcock, Mr. & Mr. C. Evans, Mr. I. Dick, Mr. I. Fallon, Mr. C. Farman, Mr. B. Frost, Mr. & Mr. C. Foster, Mr. J. Grainger, Mr. & Mrs. M. Gudgin, Mr. A. Haden, Ms C. Holland, Mr. & Mrs. R. Hollingshead, Mr. & Mrs. R. Kempsey, Mr. & Mrs. J. Kendrick, Mr. K. Jones, Mr. and Mrs. P. Kyle, Mr. P. Nicholls, Ms C. Painter, Mr. D. Read, Mr. A. Reade, Mr. A.T. Reade, Mr. S. Redshaw, Mr. & Mrs. D. Rowley, Mr. & Mrs. B. Ryan, Mr. K. Smith, Mr. R. Smith, Mr. & Mrs. K. Swash, Mr. J. Wentworth, Mr. & Mrs. C. Williams, Mr. & Mrs. A. Wood,

Apologies: Councillor Mrs. S.A. Beaman – personal reasons,  
Councillor J.R. Caswell – personal reasons, Councillor D.S. Cowie – business reasons,  
Councillor Mrs. J.C. Marsh - personal reasons

In the absence of Councillor Cowie, Councillor Edwards, the Vice Chairman, took the chair.

**DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS**

No Disclosable Pecuniary Interests were declared.

MINUTES of the meeting held on 11<sup>th</sup> December 2017, having been distributed to all Councillors, were confirmed and signed.

01/18 **SPICERS CARAVAN SITE**

Alan Reade gave an update on behalf of the Claverley Preservation Society. In the opinion of the Claverley Preservation Society Shropshire Council had issued new site licences without following due process which varied the use of the caravans from seasonal to permanent residential units. He had exchanged emails with Councillor Woodward regarding the issue of the licences and had taken legal advice about litigation against the local authority, made a Freedom of Information request and had formed a small group to keep everyone informed. As soon as work to the surface of the already widened track had commenced Shropshire Council had put up “stop” notices which provided an opportunity to see how the issue of the licences could be challenged.

Mr. Reade had contacted Philip Dunne who had instigated a meeting with Shropshire Council. This meeting had been held at the Shirehall on 18<sup>th</sup> December when Anthony Fenwick-Wilson, Rod Parr and Alan Reade had met Tim Rogers, Area Head of Planning, Frances Darling, Head of Trading Standards and Licensing and Jessica Moores, Licensing Officer. Shropshire Council appeared to be intransigent. Through Shropshire Council's complaints procedure Mr. Reade had made a Stage 2 complaint about Shropshire Council's alleged breach of duty and this will be answered on or before 8<sup>th</sup> February. A submission could then be made to the Local Government Ombudsman. Mr. Reade was investigating what legal action could be taken and the likely cost of such action.

Councillor Cook thanked Mr. Reade for all the work he had undertaken. Mr. Reade said the technical issues were important and, as it was a dramatic change from seasonal residency to permanent residency, the views of all statutory consultees should have been taken into account before the issue of the licence.

Mrs. Blower informed the meeting she had been a part owner of the site since 1970. The caravans had been licenced for 11 months but there was not a restricted licence on the chalets. The site had been sold as a going concern with a 12 month licence for the caravans. The fence along the track had been moved to allow farm vehicles and the dustbin lorry to use the track and she retained an easement of access for the track. The owners of the chalets paid Council Tax.

Councillor Parr said the planning application for ground levelling had contained insufficient information to enable the Parish Council to comment and the Parish Council's response had been shown as "neutral" on the planning portal. The Planning Officer had written to the owner requesting topographical survey information.

**Action: Clerk to ask the Planning Officer for an extension to comment further when the additional information had been received and debated and request the Parish Council's response to the planning application be amended from "neutral" on the website.**

Councillor Woodward informed the meeting the current planning applications were separate from the licensing issue. She had called in both planning applications and, as she was on the Planning Committee, she could not form a view until all the information was available.

Councillor Parr asked Mr. Reade if there was anything else the Parish Council should do. Mr. Reade requested the Parish Council's support.

Ms Holland considered factual information was required for the community. Councillor Hyde said it was possible to ask Shropshire Council to be notified of planning applications.

**Action: Clerk to put 'Method of communicating with the public' on the agenda for the February meeting.**

Discussion took place about inviting Mr. Flanagan to a Parish Council meeting. Councillor Parr queried whether this should be done whilst there were live planning applications.

Councillor Edwards suggested inviting him to a meeting with the planning sub-committee and representatives of the Claverley Preservation Society but Councillor Dungar thought that for transparency reasons he should be invited to a full meeting. It was proposed by Councillor Cotham, seconded by Council Dungar and agreed by the Council to invite Mr. Flanagan to the next Parish Council meeting.

Mr. Hollingshead asked about the objective regarding the caravan site. Councillor Edwards replied he thought there was a general consensus the licence should be revoked as people were not happy with permanent residency. Ms Crawford said she was opposed to an open market housing estate.

Members of the Claverley Preservation Society left the meeting.

## 02/18 **PLANNING**

17/05303/MAW The phased extraction of sand and gravel, inclusive of mineral processing, all ancillary works, equipment and associated infrastructure and progressive restoration, land North West of Naboths Vineyard, Bridgnorth Road, Shipley for JPE Holdings

Discussion took place about the planning application. Concerns were raised about the inadequacy of the hydrology report as no mention had been made about the Claverley brook and it was considered an independent hydrology report should be carried out; the significant increase in heavy traffic along the busy A454 and road safety issues; the damage to ancient woodland and the affect on wildlife; lack of an archaeology report. An objection to the application to be made with a request to be made that further comments be permitted if additional information becomes available.

Mr. I. Dick, Mr. B. Frost, Mr. A. Hayden, Mr. & Mrs. P. Kyle, Mr. P. Nicholls and Mr. & Mrs. D. Rowley left the meeting

### Permissions

17/05035/FUL Erection of 1 no. dwelling for use as holiday letting, 4A High Street, Claverley for Mrs Linda Sage

17/05236/FUL Retrospective application for the erection of a self-contained annexe for occupation of dependants of Naboths Vineyard, Bridgnorth Road, Shipley for Mr. P. Kyle

### New Applications

17/05848/FUL Internal reconfiguration and external changes to fenestration, The Barn, Wall Hill for Mr. G. Wright  
The Parish Council did not have any objections

17/05849/FUL Internal reconfiguration and changes to external fenestration, The Malt House, Wall Hill for Mr. D. Squires

The Parish Council did not have any objections

17/05910/FUL Installation of 3 no. dormer windows to front elevation and other associated works, Kenmylde, Draycott for Mr. and Mrs. C. Robertson  
The Parish Council did not have any objections

17/05950/FUL Erection of 1 no. detached double garage, Kenmylde, Draycott for Mr. and Mrs. C. Robertson  
The Parish Council did not have any objections

Planning sub-committee would seek a meeting with Mr. Beaman.

### **MATTERS ARISING FROM THE MINUTES**

#### 03/18 Claverley in Bloom

Councillor Parr's report had been circulated to councillors.

The Aston Lane "Welcome to Claverley" planting trough, which had been damaged in 2017 by an unknown vehicle, had been repaired thanks to the skill and generosity of several individuals. It had been re-installed and planted with the winter scheme plants. Two new self-watering flower planters had been purchased using a donation from the funeral collection of Joe Higham. The planters will be installed in the Spring either side of the bench dedicated to Sheila Higham in Aston Lane. Joe and Sheila Higham had both been keen supporters of CIB so the bench and planters will serve in their memory.

The application to Veolia for a grant towards the project to plant 40 trees in the fields either side of Crabtree Lane had been unsuccessful but an anonymous benefactor had pledged to cover the entire cost of this project. Weather permitting, it was hoped to plant the trees during the weekend of 10<sup>th</sup> and 11<sup>th</sup> February. As it will be a sizeable task for CIB members, additional help would be much appreciated.

#### 04/18 QEII Jubilee Field

Councillor Cook reported the field had been closed for a week whilst the school was closed for the Christmas holiday due to the reoccurring problem with moles. Dave Fletcher had caught 3 moles. Claverley Football Club was paying for a roller.

Trysull Tigers junior football team had used the football pitch from 12 noon on 14<sup>th</sup> January to play a match as their pitch had been waterlogged.

#### 05/18 Bonfire and fireworks event 2017

A bench to replace the one stolen from outside the Post Office, a handrail and improved path to graves in the churchyard, a more attractive entrance sign for traffic travelling from Halfpenny Green to Heathton and a harder area to make a bowler's runway for the cricket wicket had been suggested as projects for funding from the profit from the bonfire and fireworks event. It was agreed to defer discussion until the February meeting in case any further suggestions were forthcoming.

06/18 Christmas lights

The Christmas lights had been taken down on 14<sup>th</sup> January in record time, thanks to the band of loyal volunteers and to the residents of the Bull Ring and High Street who ensured their vehicles were parked elsewhere whilst the work was undertaken. Thanks were also expressed to Ken and Mary Lavender for the refreshments, Keith Smith for storing the lights and to the Kendrick family for organising the festivities in the Bull Ring on New Year's Eve. David Hayes had kindly offered a tree for 2018.

07/18 Annual Place Plan Review

The Annual Place Plan Review Return had been prepared. Infrastructure priorities had been changed. Councillors were in agreement so the Return was signed by the Chairman and Councillor Woodward.

**Action: Clerk to forward the Return to Nicola Fisher, Shropshire Council's Senior Community Enablement Officer**

08/18 Shropshire Local Plan Review 2016-2036

The Parish Council's response to the consultation on the Shropshire Local Plan Review-Preferred Scale and Distribution of Development had been submitted.

09/18 Implementation of the Parish Plan

It was agreed to defer until the February meeting discussion on Action 11 – Change in Post Code.

10/18 Website

Kensa-Creative had informed the Clerk the one-off cost of a Secure Socket Layer Certificate (SSL) would be £100.00. The Clerk had sought the advice of Pro It Rescue who considered the charge was in line had recommended a SSL certificate was purchased. It was proposed by Councillor Patel, seconded by Councillor Dungar and agreed by the Council to purchase a SSL Certificate.

**Action: Clerk to inform Kensa-Creative of the Council's decision**

The website required updating. This will be discussed at the next meeting.

John Shipley, a local author, had asked to use some of the images from the website for his latest book.

**Action: Clerk to forward Mr. Shipley's email to Councillor Parr as he had provided the images.**

11/18 Snow clearance

Graham Downes had confirmed that snow ploughing operations in the parish are undertaken by two local farmers. The decision to plough is left to the contractors as, generally, the weather conditions in one part of the divisional area may differ to another. When the snow is falling and is deep enough to plough i.e. 1.5" or 40mm contractors may commence work as long as they inform the local office.

Some councillors expressed concern about the order in which routes were cleared and thought there should be a priority list for the contractors. Councillor Cotham suggested more salt/grit bins would be beneficial. Further discussion was deferred.

12/18 **UNITARY REPORT**

Councillor Woodward did not have anything to report.

13/18 **FINANCIAL MATTERS**

Budget for 2018/2019

The draft budget had been forwarded to councillors. During discussion it was agreed to leave in a figure for the Youth Club in case someone came forward to run the Club. As at 31<sup>st</sup> December there had not been any unanticipated overspend in the current financial year. Councillor Dungar asked about the figure entered for General Data Protection Regulations compliance. The Clerk explained she had used the figures quoted as a guideline at a SALC briefing session as the financial effect on parish councils was still unclear. The purchase of the five replacement street lights will be funded from reserves.

**Action: Clerk to make the adjustments and forward to councillors**

The Clerk informed the meeting that Shropshire Council has advised that in order to show a 0% increase in the Band D Council Tax charge on the 2018/19 Council Tax Demand Notices, Claverley's precept would need to be £21,422 compared to £21,314 requested in 2017/2018. After discussion, it was proposed by Councillor Wade, seconded by Councillor Hill and agreed by the Council to precept for £21,422.

14/18 **PARISH MATTERS**

Councillor Parr expressed concern at the deteriorating condition of the road from Three Dwellings to Woundale, particularly the section by Woundale House Farm.

**Action: Clerk to inform Shropshire Highways**

Councillor Wade reported the street light (column 4) Aston Lane was not working

**Action: Clerk to inform E.ON**

There was a bad pothole outside No. 9 Griffiths Green.

**Action: Clerk to inform Shropshire Highways**

Councillor Edwards commented on the amount of water lying on the Claverley to Heathton road near Heathton Park Farm.

**Action: Clerk to inform Shropshire Highways**

Councillor Cotham said a number of trees on the side of the Ludstone bypass had been brought down as a result of heavy snow.

As it was understood the Pattingham Surgery would be closing in February, the Clerk was asked to write to Dr. Jones to express concern and ask for an update.

15/18 **CORRESPONDENCE**

SALC - audit training

A training course for clerks and responsible financial officers, covering the new audit

arrangements, will take place on Thursday, 8<sup>th</sup> February at the Shirehall, Shrewsbury. It was agreed the Clerk could attend.

Notification of road closure

Cider House Lane will be closed from 12/02/2018 to 13/2/2018 to enable tree trimming works to be carried out prior to carriageway resurfacing in the 2018 financial year.

16/18 **REPRESENTATIVES' REPORTS**

Rights of Way

Councillor Cotham reported two trees had blocked FP59 which had been reported to the land agent. A further tree had fallen but the footpath was now passable.

17/18 **CHEQUES**

Chq. No. 001430	Npower Ltd. – energy for street lights 01/10/17 to 31/12/17.....	£1019.09
001431	E.ON Energy Solutions Ltd. – second half of charge for street light maintenance contract 2017/2018.....	£636.00
001432	Mrs. G.M. Price – Clerk’s salary third quarter 2017/2018 (weeks 27-39).....	£758.86
001433	HM Revenue & Customs – PAYE weeks 27-39.....	£13.60
001434	Pro IT Rescue- Monthly Managed Service Agreement for 2018.....	£172.80
001435	Plough Inn - – refreshments for volunteers who put up the Christmas lights.....	£35.00
001436	Mrs. G.M. Price– reimbursement for cost of Broadband 07/10/17 to 06/01/18.....	£75.00
	Renewal of McAfee LiveSafe subscription..	<u>£49.99</u>
		£124.99

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

The Chairman closed the meeting at 10.30 p.m.

Date of the next Parish Council meeting: Monday, 12<sup>th</sup> February at 7.30 p.m. in the Village  
Hall