

**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON
MONDAY, 11th JUNE 2018 AT 7.30 p.m.**

Present: Councillors Mrs. S.A. Beaman
D.A. Cook
R.J. Cotham (Chairman)
D.S. Cowie
Mrs. C.G. Dungar (for part of meeting)
M.P. Hill
D. Hyde
R. S. Parr
Ms L. Patel
P.J. Wade

Also present: 5 members of the public

Apologies: Councillor J.R. Caswell – personal reasons, Councillor M.J. Edwards - business reasons
Councillor Mrs. J.C. Marsh – business reasons
Shropshire Councillor Mrs. Tina Woodward

DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS

Councillor Beaman declared a Disclosable Pecuniary Interest in discussions regarding the Kings Arms.

Councillor Hyde declared a Disclosable Pecuniary Interest in planning application 17/05303/MAW

MINUTES of the meeting held on 21st May 2018, having been distributed to all councillors, were confirmed and signed.

The Chairman expressed thanks to Councillor Cowie and Councillor Edwards for the five years they had served as Chairman and Vice Chairman and for all the work they had done.

MATTERS ARISING FROM THE MINUTES

Councillor Beaman left the meeting

89/18 The Kings Arms

The planning conditions relating to the application to convert the Kings Arms into two dwellings had been signed off.

Councillor Beaman returned to the meeting.

90/18 Spicers Hall Caravan Site

The planning applications to widen the site access track and to carry out ground levelling engineering operations had been approved by Shropshire Council. Councillors Cotham and Beaman had attended the site meeting as observers prior to the application to carry out ground levelling was determined by the Planning Committee.

The Ombudsman had not received a response from Shropshire Council regarding questions raised about the licensing procedure.

91/18 Shropshire Housing Needs Survey

The Clerk reported that following the appeal to parishioners for nominations to be members of the working group, she had received two requests from members of the public. Mr. Fenwick-Wilson and Mr. Nigel James had expressed an interest in being a member of the working group

Action: The Clerk to inform Mr. Shrosbree that Mr. Fenwick-Wilson and Mr. James would join the four Parish Councillors on the working group.

The Chairman asked Councillor Hyde to report back to the Parish Council on the work of the working party.

92/18 Claverley in Bloom

Councillor Parr's report had been circulated to councillors.

The summer planting scheme had been installed on 9th June. Surplus plants from the scheme will be used in the village hall planting beds. The new self-watering planters had been installed either side of the memorial bench in Aston Lane. A small group of children from Claverley School will be filling the planters with plants from the summer scheme.

Councillor Parr informed the meeting that the begonias were rather disappointing this year because of the weather. CIB will be tackling the area in Aston Lane left vacant by the removal of the telephone box. As there is an area of concrete remaining, raised beds will probably have to be created for 2019.

Marvin Harris had submitted a quotation for strimming the Aston Lane bank which amounted to £290.00 and for removal of the arisings £85.00. It was proposed by Councillor Beaman, seconded by Councillor Cook and agreed by the Council to accept the quotations.

Four members of the public left the meeting. Councillor Dungar joined the meeting.

93/18 QEII Jubilee Field

Due to the weather conditions during the half-term holiday, Councillors Beaman and Cotham had been unable to carry out the work to break up the compaction.

The Head Teacher had expressed concern that the concrete ramp recently installed might become very slippery when wet.

Action: Clerk to ask Marvin Harris to speak to the Head Teacher to see what could be done to the ramp

Claverley Football Club had still not paid the invoice for the use of the field.

94/18 Bonfire and fireworks event 2017

Discussion on this item was deferred.

95/18 Website

Councillor Dungar and Councillor Parr had discussed the problems they had experienced operating the website. Councillor Parr was waiting for Kensa Creative to return his telephone call.

Action: Clerk to forward the website maintenance agreement to Councillors Dungar and Parr. Councillor Hill offered to speak to an acquaintance about websites.

96/18 General Data Protection Regulations

The Clerk had attended a further briefing which had been arranged by SALC when it was confirmed that parish councils do not have to appoint a Data Protection Officer. The notification fee payable to the Information Commissioner's Office had risen from £35 to £40.

97/18 Street Lights

An updated inventory had been received from E.ON. An application for a new certificate of use of electricity had been made to Western Power. The Clerk was seeking advice from other Clerks regarding suppliers of electricity for non-metered street lights.

98/18 Dog Fouling

Councillor Parr showed councillors a poster regarding dog fouling which had been used in Devon. A similar poster might be suitable for use in Claverley.

Action: Clerk to put an appeal in the July issue of 'Halo' for information to identify dogs causing this nuisance so action can be taken

99/18 Road Safety Proposals for A458 and B4176

Alice Croft had sent details of the two safety schemes. Councillors were pleased the work would be taking place and did not wish to make any comments on the schemes.

Action: Clerk to ask Alice Croft about progress regarding the Pound Street speed sign

100/18 Claverley Medical Practice

The email from Ian Saberton, the Senior Primary Care Development Manager, had been forwarded to councillors. He had spoken to the Practice about the parking and traffic issues and they will try and help in any way they can.

Action: Clerk to invite Mr. Saberton to a meeting to explore ways of improving the situation

The Clerk had asked Shropshire Council for a new 'Spicers Close' sign.

101/18 Police & Crime Commissioner's Survey 2018

The Clerk had analysed the responses from councillors to enable the survey to be completed and this information had been forwarded to councillors.

Action: Clerk to complete the survey based on the responses submitted by councillors

102/18 Appointment of Village Hall Representative

Councillor Wade offered to be the Parish Council's representative on the Village Hall Committee.

Action: Clerk to inform Ann Jones

103/18 **PLANNING**

Permission

17/05264/FUL Application under Section 73A of the Town and Country Planning Act 1990 for the widening of site access track through the provision of passing places (amended description) Spicers Hall Caravan Park, Spicers Hall Farm, off Pound Street, Claverley for Sought After Location Ltd.

17/05265/FUL Application under Section 73A of the Town and Country Planning Act 1990 for ground levelling engineering operations, Spicers Hall Caravan Park, Spicers Hall Farm, off Pound Street, Claverley for Sought After Location Ltd.

17/05712/FUL Erection of a two storey side extension, 6 Danford Lane, Claverley for Mr. Ben Vale

18/01513/FUL Erection of extension to provide additional accommodation, 5 The Wold, Claverley for Mr. & Mrs. Edward Hamill

18/01671/FUL Change of use from home office/gym to residential annex ancillary use to main dwelling, Hope Cottage, Draycott for Mrs. Sharon Haywood

New Applications

18/02175/FUL Conversion of commercial units to 2no. dwellings, formation of a vehicular access and installation of package treatment plant, Units at High Grosvenor Farm, High Grosvenor for Mr. Mark Davies.

The Parish Council queried whether the conversion of commercial units into two residential dwellings in the Green Belt was appropriate development.

If deemed appropriate development, the Parish Council did not have any objections to the plans submitted.

Councillor Hyde left the meeting

17/05303/MAW Phased extraction of sand and gravel, land North of Naboth's Vineyard, Shipley for JPE Holdings

Additional information had recently been posted on Shropshire Council's planning portal.

Action: Because of the amount and complexity of the additional information, Clerk to ask the planning officer for an extension in which to comment.

Councillor Hyde returned to the meeting

For information only

18/02073/CPL Application for Lawful Development Certificate for the proposed erection of a garage, Walnut Cottage, Hill End, Claverley for A. Cartwright

18/02268/CPL Application for a Lawful Development Certificate for the erection of a replacement dwelling (Class C3 Use) which has been substantially complete for a period in excess of four year, 14 Digbeth Lane, Claverley for Mr. David Northcote.

104/18 UNITARY REPORT

Councillor Woodward had not submitted a report.

105/18 ANNUAL GOVERNANCE STATEMENT

The Internal Auditor had completed the internal audit of the Accounts for the year ended 31st March 2018. Internal controls and procedures had been tested and she was of the opinion that all financial records were well maintained, appropriate books of account had been properly kept throughout the year and expenditure approved as per the Council's Financial Regulations. No issues had been highlighted as a result of the 2016/2017 year end external or internal audit and she did not wish to draw any matters to the Parish Council's attention as a result of the 2017/2018 internal audit.

The Annual Governance Statement was read out and the meaning of a 'Yes' response to each assertion explained. Councillors agreed with the assertions. The Statement was completed and signed by the Chairman and the Clerk.

106/18 **ACCOUNTING STATEMENTS FOR YEAR ENDED 31st MARCH 2018**

The Accounting Statements for the year ended 31st March 2018 had been distributed to the councillors prior to the meeting. The Accounts showed a surplus for the year of £1868.09. It was proposed by Councillor Hyde, seconded by Councillor Dungar and agreed by the Council to accept the accounts.

Action: Clerk to submit the Annual Governance and Accountability Return 2017/18 and accompanying information to PKF Littlejohn LLP and publish the relevant sections on the website together with information regarding the exercise of electors' rights.

107/18 **BONFIRE AND FIREWORKS EVENT 2018**

It was decided to hold this year's event on Saturday, 10th November. The Clerk had made a provisional booking with Jubilee Fireworks and had been quoted £1200.00 for a similar display to 2017. Councillors Beaman and Cotham had offered their fields but it was decided to revert to Councillor Cotham's field behind Powk Hall Cottages. Councillor Cook would not be present on the night so additional help from councillors would be required.

108/18 **PARISH MATTERS**

Councillor Parr reported potholes had been repaired in the road from Three Dwellings to Woundale.

The grass at the junction with the B4176 near Red Hill House and at the Tinkers Castle junction had not been cut back far enough so visibility was still impaired.

Action: Clerk to inform Shropshire Highways

The hedge at the Long Common crossroads required cutting back.

Action: Clerk to contact the owner

It was understood that the Glebe field was not being rented at present and therefore no one would be cutting the hedge. This would need to be monitored.

Tree branches were obscuring the light from the street light near Boundary Close and near the school. The school signs were also partly obscured.

Action: Clerk to ask Marvin Harris if he could deal with branches overhanging the school signs. Shropshire Highways to be asked if they could cut back the trees.

There had been no reduction in the working hours at the Small Heath Farm units.

Shropshire Council had agreed to replace one of 'The Paddock' signs as the wording had become very faded.

109/18 **CORRESPONDENCE**

Consultation on Shropshire's Great Outdoors Strategy 2018-2028

Consultation details had been forwarded to all the councillors.

110/18 **REPRESENTATIVES' REPORTS**

Wolverhampton Airport Consultative Committee

Councillor Hill reported an event entitled "Project Propeller" will be held on 17th June when WWII aircrew veterans from all over the country will be flown to the airport in 100 light aircraft.

There had been one complaint about a helicopter which had been dealt with.

Rights of Way

Councillor Cotham reported that hedges on FP76 at Hill End were overgrown. He had spoken to Shropshire Council's Rights of Way officer regarding the ruts in the centre section of Digbeth Lane. Stone to fill the ruts can be provided but volunteers will be needed to spread the stone.

111/18 **CHEQUES**

Chq. No. 001455 E.ON Energy Solutions Ltd. – installation of 5 Victorian Style street light columns and LED lanterns.....	£4728.06
001456 Shropshire Council – recharge for May 2017 elections.....	£100.00

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

The Chairman closed the meeting at 9.20 p.m.

Date of next meeting: Monday, 16th July at 7.30 p.m. in the Village Hall