

**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON MONDAY, 10<sup>th</sup> JUNE 2019 AT 7.30 p.m.**

Present: Councillor Mrs. S.A. Beaman  
D.A. Cook  
R.J. Cotham (Chairman)  
D.S. Cowie  
M.J. Edwards  
D. Hyde  
R.S. Parr  
Ms. L. Patel  
P.J. Wade

Apologies: Councillor Mrs. C.G. Dungar – personal reasons, Councillor M.P. Hill - personal reasons  
Councillor Mrs. J.C. Marsh - work reasons, Councillor Ms C.A. Holland - work reasons,  
Shropshire Councillor Tina Woodward

**DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS**

There were no declarations of disclosable pecuniary interests.

MINUTES of the meeting held on 13<sup>th</sup> May 2019, having been distributed to all councillors, were confirmed and signed.

**MATTERS ARISING FROM THE MINUTES**

83/19 Claverley in Bloom

Councillor Parr's report had been forwarded to councillors.

It had not been possible to order the compost from the usual supplier as they now regard it as too small for cost effective delivery so this year it had been purchased from TFM and Lealans Garden Centre. CIB will review the performance of the compost later in the year and will look at alternative suppliers. Councillor Cotham suggested an account was opened at TFM. It was therefore proposed by Councillor Beaman, seconded by Councillor Edwards and agreed by the Council to open an account at TFM.

The summer planting scheme had been installed during the first weekend of June. As the planned scarlet and white begonias were not ready, the Apricot shades variety had been used instead. Purple surfinias, golden lysmachia and blue salvias were also used. CIB was grateful to all the local residents who had offered to keep the troughs watered.

On 4<sup>th</sup> June 18 plants had been planted in the telephone box planting bed. The majority were small slow growing shrubs and herbs plus a small amount of herbaceous material. Plants from this year's summer scheme had been planted in the wooden trough. A local resident had offered to maintain watering.

The churchyard gardening group, including two CIB committee members, had met on 25<sup>th</sup> May and had continued to tidy the overgrown areas in the upper churchyard.

Councillor Beaman reported she had taken delivery of the two benches which will be installed in due course by Marvin Harris.

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 Hyde, seconded by Councillor Patel and agreed by the Council to accept the quotations.

84/19 QEII Jubilee Field

Councillor Cotham had spoken to Jo Derrer about the gate on to the field at the rear of 8 The Wold and had suggested hedging in front of the fence panels. Councillor Cook said that under the Joint Use Agreement the fencing of the field was the responsibility of the school.

85/19 Website

Councillor Dungar had informed the Clerk she was arranging a demonstration of a website designer's WordPress technology to ensure it addressed the Parish Council's needs. It was anticipated it would take 2-3 months to update the website.

86/19 Street Lights

Councillors were reminded to look at the street light outside No. 1 Lodge Park to see if they thought it was no longer required as it was possible sufficient light came from the street light in High Street.

87/19 Election of Planning Sub-Committee members

Councillors had been asked if they were interested in serving on the planning sub-committee. Councillor Cowie requested to stand down and Councillor Beaman expressed a wish to be a member. It was proposed by Councillor Edwards, seconded by Councillor Hyde and agreed by the Council that Councillors Cotham, Beaman, Marsh, Parr and Patel serve on the Planning sub-committee.

88/19 **PLANNING**

Permissions

19/01495/FUL Erection of single storey glazed extensions to rear elevation; replacement of existing gate with metal automatic entrance gates, Powk Hall Mill, Pound Street, Claverley for Mr. and Mrs. P. Pinder

Refusal

19/01460/VAR Variation of condition no. 5 attached to planning permission reference 18/04177/FUL dated 05/11/2018 to allow amplified music to be played outside the venue until 12am in line with condition no. 6 (events to finish at midnight), Barn at Bridal Coppice. Upper Farmcote for Mr. Benjamin Davies

New Applications

19/02118/CPE Application for a Lawful Development Certificate for the existing and continued use of whole of site for caravan park, Spicers Hall Caravan Park, Spicers Hall Farm, Claverley for Sought After Location Ltd.

The Parish Council would seek evidence to dispute the applicant's claim that the whole site had been used as a caravan site for a 10-year continuous period.

19/02337/OUT Outline application (All Matters Reserved) for the erection of rural occupational dwelling in connection with the farming/horticultural business, Proposed Agricultural Worker's Dwelling to the North of Wooton, Six Ashes for Mr. Antony Jervis  
The Parish Council did not have any objections.

Reconsultation due to amendment

19/00288/FUL Erection of single storey side/rear extension and erection of garage/games room following demolition of existing garage, 5 Aston, Claverley for Mr. and Mrs. D. Sahota

The Parish Council considered the amended plan slightly improved the visual impact of the front elevation but felt the extension remained disproportionate in size and scale and not sympathetic to the original dwelling.

18/05794/FUL Erection of single storey side extensions, Ludstone House, Ludstone for Mr. G. Bailey

The Parish Council continued to object to the sitting room/lounge extension as it was not compatible with the classical design of the existing structure.

Councillor Cotham had attended the Southern Planning Committee on 4<sup>th</sup> June when he had spoken on behalf of the Parish Council in objection to the application for a live-work unit comprising conversion of storage building to residential dwelling and stable building to form boarding kennel business on land at Whitecross Farm, Broughton.

Mr. Hollingshead had provided the Parish Council with some notes relating to planning application no. 19/01795/PMBPA. As the Parish Council had made its response before the notes were received, the Clerk was asked to thank Mr. Hollingshead and suggest he submits his notes to Shropshire Council.

89/19 **UNITARY REPORT**

Councillor Woodward had not submitted a report.

90/19 **INTERNAL AUDIT REPORT**

Mr. Geoff Butler had completed the internal audit for the year ended 31<sup>st</sup> March 2019. In his report he had stated that his tests on the controls and procedures of the internal audit had shown that the financial records, appropriate books of account and expenditure approval are all well maintained and in accordance with the Parish Council's Financial Regulations. There were no matters arising that need to be raised with the Parish Council as a result of his 2018/2019 internal audit.

91/19 **ANNUAL GOVERNANCE STATEMENT**

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

92/19 **ACCOUNTING STATEMENTS FOR YEAR ENDED 31<sup>st</sup> MARCH 2019**

The Accounting Statements for the year ended 31<sup>st</sup> March 2019 had been distributed to councillors prior to the meeting. The Accounts showed a deficit for the year of £1386.26. It was proposed by Councillor Parr, seconded by Councillor Cowie and agreed by the Council to accept the accounts.

**Action: Clerk to submit the Annual Governance and Accountability Return 2018/2019 and accompanying information to PKF Littlejohn LLP and publish the relevant sections on the website together with information regarding the exercise of electors' rights.**

93/19 **BONFIRE AND FIREWORKS EVENT 2019**

It was decided to hold a bonfire and fireworks event on either Saturday, 2<sup>nd</sup> or 9<sup>th</sup> November.

**Action: Clerk to contact Jubilee Fireworks to check their availability.**

94/19 **PARISH MATTERS**

Councillor Hyde reported there had been fly tipping in two places in the lane from Hill End to the A454. The road works on the B4176 had been poorly signed which had caused problems for motorists.

Councillor Cook understood the Royal Mail sorting office at Wombourne will be closing and suggested this would be an opportunity to once again put forward the case for changing the post code from WV5 to WV15 which had been called for in the two Parish Plans as parishioners wished to have one Bridgnorth WV15 post code. Councillors supported this suggestion.

**Action: Councillor Cook offered to draft a letter to Royal Mail**

Councillor Cook reported that the grass verges at Halfpenny Green needed cutting.

**Action: Clerk to inform Bobbington Parish Council**

Councillor Parr had noticed that in the South East Shropshire surface dressing sites for 2019 the section from Woundale House Farm junction to the Wall Hill covert junction had been included in the programme and queried why.

**Action: Clerk to contact Shropshire Council**

A parishioner had raised concerns about the road surface in Spicers Close breaking up alongside the hedge opposite where cars parked and had expressed dissatisfaction with the standard of repair work previously carried out. Also, the 30 mph roundels needed repainting.

**Action: Clerk to inform Shropshire Highways**

95/19 **CORRESPONDENCE**

**Halo Magazine**

Following an article in the June edition of 'Halo' in which the Vicar had highlighted the rising costs of producing the magazine and had listed various options, a parishioner had sent an email suggesting the Parish Council should look at providing financial support for the production of 'Halo' as it was an effective means of communication. Councillors felt they did not have sufficient information to form an opinion.

**SALC - AGM and training**

The Annual General Meeting and SALC's 70<sup>th</sup> Celebration will be held on Friday, 15<sup>th</sup> November at the Lord Hill Hotel, Shrewsbury. The evening will include the celebration of achievements and fund raising in aid of Severn Hospice.

A training session on The Code of Conduct has been scheduled for Thursday, 18<sup>th</sup> July, 2pm-4pm at Dawley House, Telford. The cost to attend will be £27 per member delegate.

**Police & Crime Commissioner's Survey 2019**

The Clerk reminded councillors to let her have their responses to the survey to enable her to collate the various individual responses to obtain a response by the Parish Council.

96/19 **REPRESENTATIVES' REPORTS**

Rights of Way

Councillor Cotham informed the meeting that a path used between Small Heath Farm and Danford Lane had not been closed off by the landowner but by a neighbour. This path had been a public right of way but had been struck off in a previous review. The landowner had expressed a view to re-dedicate the path as a public right of way.

97/19 **CHEQUES**

Chq. no. 001519	Councillor R.J. Cotham – travel expenses attending the Southern Planning Committee on 4 <sup>th</sup> June.....	£25.20
001520	Mr. R.S. Parr – Reimbursement for compost purchased for CIB for summer planting scheme .....	£167.94
001521	The Information Commissioner – Data Protection fee.....	£40.00
001522	SSE – energy for street lights 02/05/19 to 03/06/19.....	£246.51
001523	Mr. G.H. Butler – in recognition of internal audit work.....	£100.00
001524	Mrs. G.M. Price – reimbursement for purchase of ink cartridges, repairs to printer, travel expenses attending GDPR training.....	£130.38

It was proposed by Councillor Cowie, 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, 8<sup>th</sup> July at 7.30 p.m. in the Village Hall