**MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY, 144h JUNE 2021 AT 7.30 p.m. IN THE FUNCTION ROOM, CLAVERLEY**

Present: Councillor Mrs. S.A. Beaman

 D.A. Cook

 R.J. Cotham (Chairman)

 D. Hyde

 Ms L. Patel

 P.J. Wade

 B. Walker-Drew

Also present: Shropshire Councillor Elliott Lynch

Two members of the public had requested to join the meeting.

Apologies: Councillor D.S. Cowie- work reasons, Councillor Mrs. C.G. Dungar – work reasons,

 Councillor M.J. Edwards – work reasons, Councillor C.A. Holland – personal reasons,

 Councillor Mrs. J.C. Marsh – personal reasons, Councillor R.S. Parr – personal reasons

The Chairman welcomed Councillor Beaman and Councillor Walker-Drew to the meeting. Both had signed their Declaration of Acceptance of Office.

**DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS**

 There were no declarations of disclosable pecuniary interests.

MINUTES of the meeting held on 10th May 2021, having been distributed to all

 councillors, were confirmed and signed.

 **MATTERS ARISING FROM THE MINUTES**

 77/21 Claverley in Bloom

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

The winter plants had been removed and all serviceable plants had been saved and potted up for use in the 2021/22 winter scheme. The summer planting scheme had been installed during the weekend of 5th/6th June. There had been sufficient plants available to fill the planting beds at the village hall and to donate a few to The Crown and The Plough to promote the village planting theme.

CIB was grateful to all the local residents who had offered to keep the troughs watered during the summer season and to Nick Bromley of Rushmere Nurseries who had supplied plants of such excellent quality.

CIB will not be running a garden competition this year due to the lack of support from the public.

A site meeting had been held on 28th May to agree planting details for the Tulip Tree to be planted on School House Bank in memory of the late HRH Prince Philip.

 The Aston Lane bank had been cut about halfway up by Shropshire Council contractors.

After discussion councillors decided to leave cutting the remainder of the bank until late summer as this would be environmentally friendly.

 78/21 QEII Jubilee Field

 Councillor Cook did not have anything to report.

79/21 Damage to pump trough and bench

The replacement bench had been installed outside the Post Office by Marvin Harris. Details of a replacement pump trough had been sent to Came & Company and confirmation of acceptance of the quote was awaited.

 80/21 High Speed Broadband

There were a number of pledge related issues outstanding with Openreach but Councillor Parr was hopeful the funding target will be reached.

 81/21 Chyknell War Memorial

 Notification had been received that restoration work to the Chyknell War Memorial was

 proceeding as the work had been approved and registered with the War Memorials Trust and

War Graves Commission. The structure will be taken away for approximately one month for the various works to be undertaken.

 82/21 Election of Representatives

 Emergency Planning/Flood Monitor - Councillor Beaman was proposed by Councillor Cook,

 Seconded by Councillor Wade and there being no further nominations was elected.

 Election of representatives for the Wolverhampton Airport Consultative Committee and Planning Sub-Committee was deferred to the next meeting when it was hoped more councillors would be in attendance.

 **Action: As Wolverhampton Airport Consultative Committee meetings were held in the afternoon, the Clerk to ask if consideration could be given to holding the meetings in an evening.**

 83/21 **PLANNING**

Permission**s**

 20/03901/CPE Lawful development certificate for existing use of land to station a caravan

 for residential purposes together with uses incidental to the use of said caravan, Brantley

 Lodge, Broughton, Claverley for Mr Ian Morris

 21/00741/FUL Erection of a two storey side extensions to side and rear (amended

 description), 12 Danford Lane, Claverley for Mrs Arnold

 21/01161/FUL Erection of a single storey rear extension, oak framed porch to front and

 chimney to side, 45 The Wold, Claverley for Mr and Mrs M Payne

 21/01472/FUL Erection of two storey extension to converted garage to form one dwelling

 'in' and an 'out') for safety, Liddycott, Wooton, Six Ashes, for Mr N. Bromley

 Refusal

 21/00665/FUL Application under Section 73A of the Town and Country Planning Act 1990

 for the erection of cattery (retrospective) for Mr. S.C. Jones

 **Withdrawn**

 21/01612/FUL Erection of an affordable dwelling and detached double garage (Single Plot

 Exception Site), Proposed Affordable Dwelling NE of Broughton Farm, Broughton,

 Claverley for Miss Samantha Davies

 **New Applications**

 21/01674/FUL Erection of 1m high brick/stone retaining ha-ha wall and hard and soft

 landscaping, Woodfield House, Claverley for Mr. and Mrs. Edwards.

 The Parish Council had no objections in principle to the application but as no

 documents had been provided for the application it was not possible to comment more

 fully.

 21/02156/FUL Erection of two story side extension following demolition of existing garage,

 3 Spicers Close, Claverley for Mr. and Mrs. Weston.

 The Parish Council did not have any objections.

 21/02190/FUL Conversion of a single dwelling into two separate self-contained

 dwelling units, Galatea Farm, Rudge Heath, Claverley for Ms Gledhill & Philp.

 The Parish Council did not have any objections.

 21/02409/FUL Erection of two storey extension to converted garage to form one

 dwelling Spring Gorse Cottage, Sytch House Green, Claverley for Mr Henry Thomas

 The Parish Council did not have any objections.

 21/02413/TCA Fell 1no Acacia within Claverley Conservation Area, Spicers Lea, Spicers

 Close, Claverley for Mr Mandip Khaira.

 The Parish Council did not have any objections.

 **For information only**

 21/02346/PMBPA Application for prior approval under Part3, Class Q of the Town

 & Country Planning (General Permitted Development) (England) Order 2015 for the

 change of use from agricultural to form two residential units with all necessary works,

 Proposed Residential Barn Conversion at Draycott Farm, Draycott, Claverley for

 R. Jones.

 21/02799/CPL Application for a Lawful Development Certificate for the proposed erection

 of outbuilding within domestic curtilage to provide garaging, home office and workshop

 following demolition of existing garage, store and workshop, Hopstone Cottage,

 Hopstone for Mr. and Mrs. Mike Hardbattle.

 Councillors agreed with Councillor Cotham’s proposal that a further letter be sent to

Grahame French and that Gemma Lawley be asked for an update on the traffic arrangements

for Shipley Quarry.

 84/21 **INTERNAL AUDIT REPORT**

 Mr. Geoff Butler had completed the internal audit for the year ended 31st March 2021.

 There were no matters he wished to draw to the attention of the Parish Council.

 85/21 **ANNUAL GOVERNANCE STATEMENT**

 The Annual Governance Statement had been distributed to councillors prior to the meeting to

 enable them to study the statements. Councillors agreed with a ‘yes’ response to each

assertion. The Statement was completed and signed by the Chairman and the Clerk.

 86/21 **ACCOUNTING STATEMENTS FOR YEAR ENDED 31st MARCH 2021**

 The Accounting Statements for the year ended 31st March 2021 had been distributed to

councillors prior to the meeting. The Accounts showed a surplus for the year of £3059.38.

It was proposed by Councillor Wade, seconded by Councillor Patel and agreed by the Council

 to accept the accounts.

**Action: Clerk to submit the Annual Governance and accountability Return 2020/2021 and accompanying information required to PKF Littlejohn LLP and publish the relevant sections on the website together with information regarding the exercise of electors’ rights.**

 87/21 **BONFIRE AND FIREWORKS EVENT 2021**

 A preliminary discussion took place about whether to hold a bonfire and fireworks event this

year. The usual field will not be available due to cropping so another venue would be required.

**Action: Clerk to contact Jubilee Fireworks to see if they could put on a display on Saturday, 6th November**

 88/21 **PARISH MATTERS**

 Councillor Hyde reported the overgrown verge at the Tinker’s Castle junction with the B4176 was making the pull out very dangerous. There was a similar problem at the Ludstone junction which had been reported to Shropshire Council.

 The Clerk had checked with Shropshire Council as to when the dog waste bin for Pound Street will be installed and had been informed an order for the installation had been placed.

 Councillor Cotham had collected the Christmas lights warning signs from Shropshire Council.

 A parishioner had asked if there had been any progress regarding the traffic speed sign in Pound Street. He had also raised the issue of heavy lorries following SatNav directions which tries to take them through Claverley on lanes which are totally inappropriate for their size.

 Another parishioner had contacted the Clerk about the large advertising sign on the grass verge by the A458.

 **Action: Clerk to forward details to Shropshire Councillor Elliott Lynch**

 89/21 **CORRESPONDENCE**

Notification of road closure

 Notification of the following road closure had been received:

* Digbeth Lane, Hopstone to Sutton Mill Farm, Claverley – road closure on 12th July 2021  BT - Traffic management required to safely access overhead network.

Shropshire Council School Speed Restriction Project

Information had been forwarded to councillors about Shropshire Council’s project to investigate the feasibility of introducing 20 mph speed restrictions outside schools where it would be appropriate to do so.

Police and Crime Commissioner’s 2021 Survey

Town and parish councils across West Mercia had been invited by John Campion, the Police and Crime Commissioner, to complete a questionnaire to enable him to ascertain where improvements need to be made.

**Action: Councillors to submit their responses to the Clerk to enable her to compile the Parish Council’s response.**

90/21 **CHEQUES**

 Chq. no. 001649 Mr. G.H. Butler – in recognition of internal audit work…… £100.00

 001650 E.ON Energy Solutions Ltd – First half instalment

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

 001651 SSE - energy for street lights 05/05/21 to 01/06/21………. £144.23

 001652 Rushmere Nurseries - plants for summer planting

 scheme……………………………………………….. £593.76

 001653 Information Commissioner – Data Protection fee……….. £40.00

 001654 MSD Lighting Ltd. – 5 new lighting columns

 and lanterns…………………………………………. £7116.00

 001655 M.E. Harris – removing damaged bench and

 re-fitting new bench ………………………………… £25.00

 It was proposed by Councillor Patel, seconded by Councillor Cook and agreed by the

 Council to pass the cheques for payment.

 **ADJOURNMENT**

 There being no further business, the Chairman closed the meeting at 8.45 p.m.

 Date of next meeting: Monday, 19th July at 7.30 p.m.