**MINUTES OF THE ANNUAL COUNCIL MEETING HELD IN THE VILLAGE HALL ON MONDAY, 13th June 2022 AT 7.30 p.m.**

Present: Councillor Mrs. S.A. Beaman

 Mrs. H.M. Cains

 D.A. Cook

 R.J. Cotham (Chairman)

 Ms C.A. Holland

 D. Hyde

 Ms L. Patel

 B. Walker-Drew

Also present: Shropshire Councillor Elliott Lynch, PCSO S. Dunn-Brown, 1 member of the public

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

 Councillor M.J. Edwards – work reasons, Councillor R.S. Parr – personal reasons,

 Councillor P.J. Wade - work reasons

75/22 **CO-OPTION AND SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE** Mrs. Cains had confirmed her wish to become a member of the Parish Council and it was

 unanimously agreed to co-opt her.

The Chairman welcomed Mrs. Cains to the Parish Council and she signed the Declaration of Acceptance of Office.

 **DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS**

 There were no declarations of disclosable pecuniary interests.

MINUTES of the meeting held on 9th May 2022, having been distributed to all

 councillors, were confirmed and signed.

 **MATTERS ARISING FROM THE MINUTES**

 76/22 Shipley Quarry

Councillor Cotham reported he had attended the Southern Planning Committee meeting at Shrewsbury on 31st May to speak on behalf of the Parish Council to make objections to planning application 22/01875/VAR Variation of Condition No.2 (approved plans) and No.16 (highway and access) attached to planning permission 17/05303/MAW. Councillor Elaine Aldridge, representing Worfield Parish Council, had also spoken against the application. Shropshire Councillor Elliott Lynch had made a statement against the application.

Councillor Cotham pointed out that the Planning Committee meeting had taken place before the end of the consultation period so the detailed objections from Claverley and Worfield Parish Councils had not been considered by the Planning Committee. These objections had been submitted within the consultation period.

**Action: a draft letter to Lezley Picton, Leader of Shropshire Council, to be prepared expressing concern about the procedure and protocols. The draft to be circulated to councillors before sending.**

**Shropshire Councillor Elliott Lynch to ask for the application to go back before the Planning Committee** **to allow full scrutiny of all the relevant information to ensure the safest outcome for road users on the public highway.**

 77/22 Claverley in Bloom

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

The winter plants and old compost had been removed to enable the summer planting scheme to be installed on 28th May in readiness for the Platinum Jubilee celebrations. Peat-free compost had been used for the summer planting. All serviceable plants had been saved for re-planting in the autumn as part of the 2022/23 winter scheme. The spent compost had been kept as a soil improver for other planting projects.  Herbaceous plants had been used for the Church Street planting area which was a difficult area due to the partial shade caused by over-hanging trees.

The village hall committee had not responded to the offer of plants for the village hall planting beds.

CIB was indebted to Nick Bromley of Rushmere Nurseries for his expert advice and the supply of such excellent quality plant material and to all local residents who had pledged to keep the planting troughs in and around the village watered during the summer season. CIB would struggle to cope without their help.

CIB was very grateful to Wal Cox who had offered to renovate the Aston Lane bench and will only charge for materials. Sarah Crawford had kindly offered to re-paint the Bull Ring sign which had become very rusted.

CIB had strimmed the margins of the well-used school field footpath from the Plough car park to Wapping Alley.

The CIB accounts for 2021 had been audited. The overall financial situation was satisfactory. A balance of no less than the yearly average expenditure was kept as a contingency against interruption of the usual annual income stream.

The CIB Facebook page was attracting an ever-increasing following and proving to be a far more flexible and effective means of communication than the parish magazine and reached a younger age range.

Marvin Harris was having difficulty sourcing a replacement post for The Pound.

The Clerk reported that AID Fuel Oils had paid £50.00 for the damage caused to the Digbeth Lane planter.

 78/22 QEII Jubilee Field

Councillor Cook reported the goal posts would have to be moved back.

79/22 Street lights

The Clerk reported £1615.12 (net of excess and VAT) had been received from the insurers in respect of the damaged street light outside 10 High Street. A claim for the excess will be made once the replacement column had been installed and the invoices had been submitted.

The Chairman suggested a special lantern be installed on one of the street lights to commemorate the Platinum Jubilee.

**Action: Clerk to ask MSD Lighting to provide details of other designs.**

80/22 Queen’s Platinum Jubilee

Permission to erect bunting in High Street had been granted by Shropshire Council. The bunting was erected on 23rd May and taken down on 12th June. Householders in High Street were thanked for parking their vehicles elsewhere whilst the work was in progress.

Councillor Cook reported the ‘Big Lunch’ on 5th June had gone well. It had rained in the morning whilst setting up. There had been a good attendance and the entertainment had been enjoyed. Ellie Taylor, her committee and the volunteers were thanked. The Parish Council funded the expenses of £1635.23 by using some of the profit from the 2021 bonfire and fireworks event.

81/22 Local Cycling and Walking Infrastructure Plan

Rose Dovey, Shropshire Council’s Active Travel Manager, had responded to the Clerk’s

email. She had confirmed that a cycle path between Claverley and Bridgnorth had been included in the Local Cycling and Walking Infrastructure Plan as a ‘secondary route’. The list of schemes across Shropshire would be prioritised during June. Councillor Cotham had contacted Ms Dovey about the proposed route.

82/22 **PLANNING**

Permissions

21/02344/FUL Erection of an affordable dwelling and garage, Proposed Affordable

 Dwelling to the West of Farmcote Cottage, Upper Farmcote, Claverley for Miss E Garbett.

22/01589/FUL Erection of side and rear extension, 6 Griffiths Green, Claverley for

 Mr. Watton.

22/01937/TCA To remove roadside deadwood and crown lift two secondary branches from

 1no. Oak (T1), to remove two branches at 2-2.5 metres above base from 1no. Sycamore

 (T2), to remove two branches at approx. 3 metres above base from 1no. Oak (T3), and to

 remove 1no. Sycamore (T4) within Claverley Conservation Area, land bordering Pound

 Street, Claverley, for Diocese of Hereford.

New Applications

22/01875/VAR Variation of Condition No.2 (approved plans) and No.16 (highway and

 access) attached to planning permission 17/05303/MAW dated 17/05/19 in order not to

 implement previously approved right turn lane at site access, Land North West of Naboths

 Vineyard, Bridgnorth Road, Shipley for JPE Holdings Ltd.

The Parish Council objected to the application.

22/01945/FUL Proposed alterations and extensions to No. 3 Rudge Heath Road to include

 proposed two storey rear extensions, single storey side extension (facing east), single

 storey rear extension and the addition of a former roof to existing flat roof first floor rear

 dormer extension, 3 Rudge Heath, for Mr J Carpenter.

The Parish Council did not have any objections.

22/02148/TCA To remove approx. 12no. self-seeded Sycamore trees and replace

 with a Yew hedge within Claverley Conservation Area, All Saints' Church, Church Street,

 Claverley for Revd. Garry Ward.

The Parish Council did not wish to request a Tree Preservation Order on the trees on the grounds of public amenity value.

22/02182/HRM To remove length of hedge totalling approx. 9m on land at Ludstone Hall,

 Claverley, to widen entrance to field to allow for safer access to certified caravan and

 camping site, Ludstone Hall, Ludstone, Claverley for Mr. P. Madeley.

The Parish Council expressed concerns regarding the width of the gateway which seemed very wide. The Parish Council also considered the gateway should be set back so that caravans were not protruding into the road when waiting for the gate to be opened.

22/01822/FUL Change of use of domestic garage to dog grooming business, 24 The Wold,

 Claverley for Mr Andrew Francis.

The Parish Council objected to the change of use as it was inappropriate development in a residential area causing noise disturbance and parking issues.

22/02156/FUL Erection of a single storey side extension, Ancillary Accommodation Building

 at Beobridge Court, Lower Beobridge, Claverley for Mr Richard Bannister.

The Parish Council did not have any objections.

22/02221/PMBPA Application for prior approval under Part 3, Class Q of the Town &

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

 of use from agricultural to 2No residential dwelling with all associated works, Proposed

 Conversion of Agricultural Buildings at Brantley Farm, Broughton, Claverley for Mr. and

 Mrs Finney.

The Parish Council queried if the buildings were structurally sound to meet the requirements of conversion.

22/02286/FUL Construction of a 20m x 40m menage and replacement field shelter with

 storage areas for tractor, hay and feed, Hopstone Cottage, 7 Hopstone, Claverley for

 Mrs Kerri Hardbattle

The Parish Council did not have any objections.

**For information only**

22/02535/CPL Application for a Lawful Development Certificate for the proposed erection of

 a single storey outbuilding for ancillary use, Gay Hills Farm, Draycott for Mr. D. Chatha.

22/02537/CPL Application for a Lawful Development Certificate for the proposed erection of

 a single storey garage, Gay Hills Farm, Draycott for Mr. D. Chatha.

**Withdrawn**

22/01556/FUL Demolition of existing prefabricated dwelling and erection of replacement

 dwelling, Brantley Lodge, Broughton, Claverley for Mr. I. Morris.

Complaints had been received by Shropshire Council about noise disturbance from a wedding reception held in the grounds of Chyknell Hall on 15th May. Environmental Health were investigating and had asked for a meeting with Adam Crookshank, Chief of Staff at Chyknell.

83/22 **INTERNAL AUDIT REPORT**

Mr. Geoff Butler had completed the internal audit for the year ended 31st March 2022. There were no matters he wished to draw to the attention of the Parish Council.

84/22 **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.

85/22 **ACCOUNTING STATEMENTS FOR YEAR ENDED 31st MARCH 2022**

The Accounting Statements for the year ended 31st March 2022 had been distributed to

councillors prior to the meeting.

It was proposed by Councillor Patel, seconded by Councillor Beaman and agreed by the Council to accept the Accounting Statements which were signed by the Chairman.

**Action: Clerk to submit the Annual Governance and Accountability Return 2021/2022 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.**

86/22 **BONFIRE AND FIREWORKS EVENT 2022**

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

November. The Clerk had contacted Jubilee Fireworks to find out if they would be available to provide a fireworks display and had been informed they were fully booked for Saturday, 5th November. Councillors thought it was an important community event. It was proposed by Councillor Cook, seconded by Councillor Hyde and agreed by the Council to hold an event. Councillor Walker-Drew agreed to take over the organisation.

**Action: Clerk to contact Jubilee Fireworks to see if they could put on a display on Saturday, 12th November.**

 87/22 **PARISH MATTERS**

Councillor Cook reported that hedges along the footpath from Wapping Alley to the sewage works were overgrown making it difficult to walk along the footpath.

**Action: Householders would be asked to cut back their hedges.**

Councillor Cains reported the mirror at the Aston crossroads was missing.

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

Complaints had been received about noise disturbance from barking dogs at Pointers Rest, Heathton and from wedding receptions being held at High Grosvenor House.

‘A’ boards outside The Inn at Shipley were obscuring visibility.

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

It had been noticed that more work had been undertaken to the wall at the entrance to the field at Upper Ludstone.

Graham Downes had informed the Clerk that he will personally get involved to get the repairs carried out to the collapsed section of the wall outside Claverley Hall Farm. Andrew Keyland will be taking over as Highways Manager for the Southern Area.

The Clerk had completed the re-declaration to the Pensions Regulator.

 88/22 **CORRESPONDENCE**

 Shropshire Council – consultation on library strategy

It was agreed to defer discussion on Shropshire Council’s Library Strategy until the July meeting.

 Notification of road closures

Heathton – 08/07/22 to 09/07/22 – dressing works; 27/07/22 – lining works

Aston Lane – 03/08 to 12/08/22 – carriageway repairs

 89**/**22 **REPRESENTATIVES’ REPORTS**

Rights of Way

Councillor Cotham reported that Mr. Brown had been in contact again about FP24 from Farmcote to the cricket pitch. The bridge kit had been delivered but a working party was required to install it.

Councillor Cotham will be contacting Ludstone Estate about a stile which had been removed on Ludstone Avenue. A wicket gate had been installed with a padlock fitted and the line of the footpath had been altered.

90/22 **CHEQUES**

Chq. no. 001723 TFM – compost for summer planting scheme…………………£293.00

 001724 SSE - energy for street lights 04/05/22 to 01/06/22……………£184.26

 001725 R.J. Cotham – travel expenses attending Southern Planning

 Committee meeting on 31st May at Shrewsbury…………... £23.40

 001726 The Information Commissioner – Data Protection fee………... £40.00

 001727 Mr. G.H. Butler – in recognition of internal audit work………. £100.00

 001728 ASLES (Tool Hire & Sales) Ltd. – hire of toilets……………. £294.00

 001729 Mr. P. Pickerill - reimbursement of cost of Jubilee purchases…£231.83

 001730 Mrs. C. Thorrington reimbursement of cost of Jubilee purchases. £95.01

 001731 Mrs. E. Taylor - reimbursement of cost of Jubilee purchases…. £427.53

 001732 Mrs. G. Holford - reimbursement of cost of Jubilee purchases.. £335.86

 001733 Rushmere Nurseries – plants for summer planting scheme…… £615.30

It was proposed by Councillor Beaman, seconded by Councillor Holland agreed by

 the Council to pass the cheques for payment.

**ADJOURNMENT**

There being no further business, the Chairman closed the meeting at 9.05 p.m.

 Date of next meeting: Monday, 11th July at 7.30 p.m. in the Village Hall