**MINUTES OF THE PARISH COUNCILMEETING HELD IN THE VILLAGE HALL ON MONDAY, 10th JUNE 2024 AT 7.30 p.m.**

Present: Councillor D.A. Cook

 R.J. Cotham (Chairman)

 Mrs. E.M. Holding

 Ms C.A. Holland

 D. Hyde

 K. Moseley

 P.J. Wade

 B. Walker-Drew

Apologies: Councillor Mrs. S.A. Beaman – work reasons

 Councillor Mrs. H.M. Cains - personal reasons, Councillor M.J. Edwards – personal reasons

 Councillor Ms L. Patel– personal reasons, Councillor M.J. Plumb - personal reasons

 Shropshire Councillor Colin Taylor

 **DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS**

 There were no declarations of disclosable pecuniary interests.

MINUTES of the meeting held on 13th May 2024, having been distributed to all

 councillors, were confirmed and signed.

**MATTERS ARISING FROM THE MINUTES**

 81/24 Election of Vice Chairman Councillor Hyde was proposed by Councillor Wade, seconded by

 Councillor Cook and there being no further nominations was

 elected.

 Planning Sub-Committee It was proposed by Councillor Walker-Drew, seconded by

 Councillor Holland and agreed by the Council that Councillors

 Cotham, Beaman, Edwards, Moseley and Patel would serve on

 the planning sub-committee.

 82/24 Claverley in Bloom

 An update on Claverley in Bloom activities had been circulated to councillors.

The school planting beds had been cleared of tree roots and weeds and planted up in mid-May with vegetables and bee friendly plants.

Claverley in Bloom was now affiliated to the Royal Horticultural Society and had taken out appropriate insurance cover. The certified year end accounts had been forwarded to the Parish Council.

When clearance of the winter plants was undertaken on 28th May a good selection of plants were retained for replanting next winter. Some plants had been re-potted for sale at the plant sale.

Rushmere Nurseries had supplied good quality stock for the summer planting which had been done on 2nd June. The two troughs by the old Post Office had been tidied and planted and plants had been donated to both public houses and planted in other beds around the village. The automatic watering had been installed.

The Winchester crossroads area had been strimmed and the circular metal trough around the signpost had been planted with summer bedding plants and will be retained for the present.

The wooden circular trough will be removed and the grass re-seeded.

A large shrub had been removed from the Griffiths Green bed and shrubs had been pruned. It was intended to replant with some new shrub material in due course.

The Spring plant sale had been held in The Plough car park on 1st June when Rushmere Nurseries, Lealans and New Barns had supplied stock on a sale or return basis. There was also donated home grown stock and craft arrangements from Deb Pullen of Fern and Feathers. Thanks were expressed to Keith and Karen Horton for providing refreshments and allowing the use of the barn and car park area and to all the CIB members and supporters.

The Parish Council discussed the proposed Claverley in Bloom Constitution. As there were some queries Paul Pickerill to be invited to attend the July meeting so these could be discussed.

Mr. Ruston had asked that if Claverley in Bloom obtained permission to replace the signpost at Winchester crossroads the finger pointing to Claverley be used to replace the broken finger

on the signpost outside his farm.

Marvin Harris had submitted the quotations for strimming the Aston Lane bank and removing the arisings which totalled £400. It was proposed by Councillor Hyde, seconded by Councillor Wade and agreed by the Council to accept the quotations.

83/24 QEII Jubilee Field

Councillor Cook reported the grass on the field had grown and required cutting. He undertook to speak to Jo Derrer.

 84/24 Shipley Quarry

Councillor Cotham reported the signage and speed limit were being installed at the beginning of July.

 85/24 Christmas Lights

 Councillor Cook reported three quotations for replacing the Christmas lights had now been received ranging from £2554.29 ex VAT to £1483.67 plus carriage.

 86/24 **PLANNING**

Refusa**l**

24/01247/FUL Proposed Change of Use of two buildings currently used for caravan storage

 into a Physiotherapy treatment facility and associated accommodation, Caravan Storage,

 Gay Hills Farm, Draycott, Claverley.

New Applications

24/01693/FUL Erection of detached single garage (following demolition), Maltsters Lodge,

 Church Street, Claverley.

The Parish Council did not have any objections.

24/02057/FUL Extension to the public house to provide additional seating, Cider

 House, Wooton.

The Parish Council did not have any objections.

 87/24 **UNITARY REPORT**

Shropshire Councillor Taylor had not submitted a report.

 88/24 **INTERNAL AUDIT REPORT**

 Mr. Geoff Butler had completed the internal audit for the year ended 31st March 2024.

He had reported the documents showed a true, fair and accurate picture for 2023/2024. There were no issues to bring to the attention of the Parish Council and, as previously, the accounts were presented in a professional and very orderly manner.

 89/24 **ANNUAL GOVERNANCE STATEMENT**

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

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

 assertion relating to internal control. The Annual Governance Statement was completed and

 signed by the Chairman and the Clerk.

 90/24 **ACCOUNTING STATEMENTS FOR THE YEAR ENDED 31st MARCH 2024**

The Accounting Statements for the year ended 31st March 2024 had been distributed to

councillors prior to the meeting to enable them to study the contents. It was agreed by the Council to accept the Accounting Statements which were signed by the Chairman and the Clerk.

**Action: Clerk to submit the Annual Governance and Accountability Return 2023/2024 and accompanying information required to PKF Littlejohn LLP and publish the relevant sections on the website. The dates set for the period for the exercise of public rights was Monday, 17th June to Friday, 26th July and these would also be published on the website together with information regarding the exercise of electors’ rights.**

91/24 **FUTURE PROJECT FOR COMMUNITY INFRASTRUCTURE FUNDS**

The programme of replacing the street lights with Victorian style street lights with LED lanterns to reduce running costs was nearing completion. Funding of this project had been enabled with funds received from the Community Infrastructure Levy so a new community infrastructure project for future funding was required which would be submitted to Shropshire Council for approval. Councillors were asked to give some thought as to a suitable project.

 92/24 **PARISH MATTERS**

Councillor Holland reported that so far nothing had been done to remove the landslip in Digbeth Lane.

Councillors reported there were bad potholes requiring repair in Danford Heath, in the road from Two Gates House to Claverley Cricket Club and in the road from the A454 to The Boycott Arms.

The overgrown verge at the Aston crossroads was obscuring visibility. Three drains were blocked in Aston Lane.

**Action: Clerk to report the above to Shropshire Highways.**

Some of the hedges along the footpath behind the Malsters were overgrown making it difficult for pedestrians. The property owners had been asked to cut the hedges back.

Overgrown branches from a tree on the grass verge had prevented E.ON from fitting the new replacement street light column and lantern on column 3 The Paddock.

Claverley in Bloom would see if the cutting back was something they could undertake.

 93/24 **CORRESPONDENCE**

 Notification of road closures

Aston Lane, Claverley 26th June for 3 days and 9th July for 3 days between 09.30 to 16.00 for surface dressing and associated works.

Unnamed Road, Lower Beobridge to Fiveways 26th June for 3 days and 9th July for 3 days between 07.00 to 17.00 for surface dressing and associated works.

A454 Rudge Heath to Shipley1st July to 5th July between 19.00 and 06.00 -Speed Reduction - Civils & lining works.

Unnamed road between Broughton and Beobridge 2nd to 4th July – road closure to enable Severn Trent Water to install 3” sluice valve.

SALC Bridgnorth and Shifnal Area Committee Annual General Meeting

Notification had been received that the Annual General Meeting was going to be held on Monday, 24th June at Bridgnorth Library.

**Action:** **Clerk to see if a councillor was able to represent the Parish Council at the meeting.**

Road naming for new development

Shropshire Council’s Street Naming and Numbering section had been asked to provide an official address for the new development at the land off Ashford Bank. The developer had suggested Brook Meadow. A suggested name of St. Augustine Way had been put forward for consideration.

 94/24  **REPORTS**

 Village Hall Committee

Councillor Wade reported the Village Hall would be urging the public to use the hall. The proposed work to the windows had been put on hold. Ken Swash and John Parker had retired from the Committee.

Wolverhampton Airport Consultative Committee

As Councillor Cook was unable to attend the meeting on 22nd May, Councillor Beaman had represented the Parish Council. The minutes of the meeting had been forwarded to councillors for their information.

 95/24 **CHEQUES**

Chq. no. 001869 Mr. G.H. Butler – in recognition of internal audit work………… £100.00

 001870 The Information Commissioner – Data Protection fee…………… £40.00

 It was proposed by Councillor Moseley, 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 9.15 p.m.

 Date of next meeting: Monday, 8th July 2024 at 7.30 p.m. in the Village Hall