

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON MONDAY, 12th MARCH 2018 AT 7.30 p.m.

Present: Councillors Mrs. S.A. Beaman
R.J. Cotham
Mrs. C.G. Dungar
M.J. Edwards (Chairman)
M.P. Hill
R. S. Parr
Ms L. Patel
P.J. Wade

Also present: Shropshire Councillor Mrs. Tina Woodward

For part of meeting: Mr. and Mrs. W. Edwards, Ms C. Holland, Mrs. C. Kempsey, Mr. A.T. Reade, Mr. J. Wentworth

Apologies: Councillor J.R. Caswell – personal reasons, Councillor D.A. Cook - business reasons, Councillor D.S. Cowie - business reasons, Councillor D. Hyde - business reasons, Councillor Mrs. J.C. Marsh – personal reasons

In the absence of Councillor Cowie, Councillor Edwards, the Vice Chairman, took the chair.

DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS

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

MINUTES of the meeting held on 12th February 2018, having been distributed to all Councillors, were confirmed and signed.

MATTERS ARISING FROM THE MINUTES

Councillor Beaman left the meeting

35/18 The Kings Arms

Councillor Edwards reported a preliminary meeting had been held with the Claverley Preservation Society to try and establish a way forward with regards to options for the land at the rear of the Kings Arms and to try and form a united front to find a solution acceptable to the community. Jonathan Beaman had attended the meeting and indicated it was his intention in the future to submit a planning application for a “cross subsidy” affordable housing scheme. Under this scheme 50% of the properties could be sold on a freehold basis but with a value restricted to 90% of market value. The proceeds from these would be used to fund the provision of the remaining 50% which would be rented at 80% of normal value. The properties would remain in private ownership and would not be classed as “social housing”. Councillor Parr expressed disappointment there would not be a public car park. An application for open market housing will not be submitted. Mr. Beaman hoped work to convert the Kings Arms into two dwellings will start in April.

A suggestion had been put forward that relocation of the Surgery would be worth exploring.

Anthony Fenwick-Wilson had undertaken to try and set up a meeting with Dr. Jones in the hope of finding out his intentions regarding the Surgery. Mrs. Kempsey suggested a satellite to the Surgery could solve the lack of space for expansion at Spicers Close.

Councillor Cotham pointed out there would be more traffic movements from the site if the Surgery was relocated there. He informed the meeting that Severn Valley Railway had raised funds through a share scheme and this might be worth considering if the community wished to buy the land. Councillor Parr said that any such scheme would require options for future use of the land to be clearly defined.

Councillor Beaman returned to the meeting.

36/18 Spicers Hall Caravan Site

Mr. Reade informed the meeting the Local Government Ombudsman had considered he had a reasonable complaint. Mr. Reade added that he was proceeding to take legal advice.

Councillor Cotham asked Mr. Reade what he hoped to achieve with the legal proceedings.

Mr. Reade replied the aim was to reverse the residential occupancy of the caravans to holiday occupancy. Councillor Cotham then asked Mr. Reade to confirm that holiday occupancy applied to the 31 caravans only and allowed 11 months occupancy. Mr. Reade agreed this was the case.

Mr. Reade left the meeting

37/18 Claverley in Bloom

Councillor Parr's report had been circulated to councillors.

The telephone box in Aston Lane had now been removed but the grey post-mounted cabinet had been left in place. Claverley in Bloom was making enquiries to see if this could also be removed and will see whether a planting scheme was feasible.

The litter pick which had been scheduled to take place on 4th March had been cancelled due to bad weather. It will be rearranged.

The bench installed by CIB in 2015 in memory of Shelia Higham had been damaged. The securing brackets on the rear legs of the bench had been bent in a possible attempt to wrench it from its mountings. Brian Ryan had kindly offered to remove, repair and re-install the bench with additional securing brackets.

CIB will make a decision at its committee meeting on 13th March as to whether to participate in this year's Heart of England in Bloom competition.

Mrs. Kempsey left the meeting.

38/18 QEII Jubilee Field

Councillor Edwards reported he had met Oliver Plank and a hole had been dug in the goal mouth area which showed there was a problem with compaction which could be dealt with after the conclusion of the football season.

Mrs. Derrer had informed the Clerk a fence will be installed on the inside the existing hawthorn hedge on the Aston Lane bank to prevent children squeezing out or dogs getting in. She had asked if the renewal of external fencing would be the responsibility of the school or whether it would be shared funding. The Clerk had replied that under the Joint Use Agreement it would be the responsibility of the school.

Mrs. Derrer had also mentioned the replacement of the gate on to the field as the existing wooden one does not close properly.

39/18 Bonfire and fireworks event 2017

It was agreed to defer discussion as to which community projects to fund from the proceeds until more councillors were present.

40/18 Website

The Clerk had not received any response from the appeal in 'Halo' for someone to help the Parish Council to redesign the website to make it more user friendly.

Action: Clerk to write to Kensa Creative Ltd. to explain the Parish Council was experiencing problems operating the website and ask if it was possible to make it more user friendly. The website maintenance agreement to be checked to confirm the length of notice for termination.

Councillor Dungar offered to ask her husband to investigate quotes.

41/18 Claverley Surgery

Mr. Saberton of the Primary Care Commissioning Group had informed the Clerk that he will be reviewing the concerns raised at the February meeting with Claverley Medical Practice to see if some actions can be agreed to find solutions.

The meeting of the CCG Primary Care Committee had been postponed due to bad weather and will now take place at the end of March.

42/18 General Data Protection Regulations

NALC had produced a GDPR toolkit for local councils.

43/18 Dates for Annual Parish Meeting and Annual Council Meeting

Councillor Cowie had informed the Clerk he would be able to chair the Annual Parish meeting on Monday, 23rd April and the Annual Council Meeting on Monday, 21st May.

44/18 **PLANNING**

New Applications

18/01035/LBC Replacement of 4 no. existing painted timber, single glazed sash windows with new double glazed sliding sashes to front elevation and 1 no. to side elevation and replace existing front entrance door with new to match affecting a Grade II Listed Building, 21 High Street, Claverley for Mr. and Mrs. L. Taylor.

The Parish Council did not have any objections.

For information

18/00596/HHE Erection of a single storey rear extension to detached dwelling, dimensions 6.935 metres beyond rear wall of the original dwelling, 3.906 metres maximum height 3.150 metres high to eaves, Summerfield, Church Street, Claverley for Mr. Brett Cartwright.

45/18 **UNITARY REPORT**

Councillor Woodward reported she had advised West Mercia Police of the concerns raised by a number of occupiers of the Spicers Hall chalets and had been informed that no offences at this stage had been established. She had also spoken to Shropshire Council's Public Protection and been advised individuals should contact Public Protection as it was viewed as a private matter.

Shropshire Council's Housing Enablement and Development Team are proposing to undertake a housing needs survey in the parish and would welcome the involvement of the Parish Council to assist with the questions in the survey as the quality of questions asked was very important. There would not be a cost to Claverley. At present Home Point had 10 registered for housing in Claverley.

Action: Councillor Woodward undertook to see if an Officer could come to the meeting on 9th April and if a template of a housing needs survey could be supplied.

Councillor Woodward said she was aware of the potholes at Woundale and had thought they were being repaired whilst the road was closed.

Councillor Cotham asked Councillor Woodward to confirm that the chalets had 12 month residential occupancy and any additional changes outside of the existing foot print or new chalets would require full planning permission. Councillor Woodward replied planning permission would be required but permitted development rights could also apply and she would look into it but her understanding of the situation regarding the chalets in planning terms had previously been given by the Planning Officer.

Councillor Patel asked about CIL. Councillor Woodward replied CIL would not apply to the caravan site.

Councillor Wade asked about Small Heath Farm. Councillor Woodward explained that enforcement cannot proceed while there was a live planning application.

Councillor Woodward, Mr. and Mrs. Edwards and Mr. Wentworth left the meeting.

46/18 **FINANCIAL MATTERS**

Councillor Dungar had carried out the quarterly bank reconciliation and the total net balances at 31st December were £70328.31. There had not been any unexpected items of expenditure.

The accounts for the year ended 31st March 2018 will have to be approved at the June meeting.

47/18 **REVIEW OF ADEQUACY AND EFFECTIVENESS OF SYSTEM OF INTERNAL CONTROL AND RISK ASSESSMENTS**

Councillors reviewed the adequacy and effectiveness of the system of internal control. In the Internal Auditor's report Mrs. Walker-Drew had stated the adequacy of the systems of internal controls and procedures had been tested and all records were well maintained. Risk assessments would continue to be undertaken when required.

48/18 **PARISH MATTERS**

Councillors expressed concern about the number of potholes.

In response to a question from Councillor Cotham it was confirmed that the Parish Council was not committed to funding or taking legal action with regards to the Spicers Hall caravan site.

Councillor Parr reported that he was being routinely copied into emails from the Claverley Preservation Society which he was then having to forward to the Chair and Clerk. It was confirmed that in future CPS should be asked to communicate directly with the Chair. Councillor Parr said that he would inform CPS accordingly.

49/18 **CORRESPONDENCE**

Shropshire Playing Fields Association

A letter had been received from the Shropshire Playing Fields Association requesting a donation towards the day-to-day running of the Association. After discussion a vote was taken with 4 councillors voting against making a donation, 3 councillors in support and 1 abstention.

Shropshire Council – Local Needs Housing

This subject was covered under Councillor Woodward's Unitary Report.

Request for confirmation of local connection

James Brown had written to request the Parish Council's confirmation of his strong local connection to the parish as he wished to build an affordable home on a single plot exception site.

Action: Clerk to send letter confirming his strong local connection

SALC – Bridgnorth & Shifnal Area Committee meeting

Notification had been received that the next meeting will be held on Wednesday, 14th March at 7.00 p.m. at The Red House Community Centre, Albrighton.

50/18 **REPRESENTATIVES' REPORTS**

Rights of Way

Councillor Cotham reported there had been two incidents of nails being deposited in Digbeth Lane. There was not an obvious culprit.

Wolverhampton Airport Consultative Committee

Councillor Hill reported the next Wolverhampton Airport Consultative Committee will be held on 14th March when the Chairman of MCR will be attending. Mr. Boot, the Airport Manager had left the airport. The airport was for sale.

51/18 **CHEQUES**

Chq. No. 001438 Kensa Creative Ltd. –

	Hosting and maintenance of website 2018/19.....	£339.60	
	SSL Certificate integration.....	£120.00	£459.60
001439	Shropshire Association of Local Councils – Fee for audit/end of year preparation training.....		£25.00
001440	E.ON Energy Solutions Ltd. – street light repairs.....		£100.37
001441	Bridgnorth & District Crime Prevention Panel/ Crucial Crew – donation for Crucial Crew event.....		£100.00
001442	Claverley Parochial Church Council – contribution to maintenance of the churchyard.....		£1500.00
001443	MSD Lighting Ltd. - Five Victorian style street light columns and LED lanterns.....		£6162.00

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

The Chairman closed the meeting at 9.35 p.m.

Date of the next Parish Council meeting: Monday, 9th April at 7.30 p.m. in the Village Hall
Date of Annual Parish meeting: Monday, 23rd April at 7.30 p.m. in the Village Hall