**MINUTES OF THE PARISH COUNCIL MEETING HELD REMOTELY VIA ZOOM ON MONDAY, 8th MARCH 2021 AT 7.30 p.m**.

This meeting of the Parish Council was held in accordance with the Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England and Wales) Regulations 2020

Present: Councillor Mrs. S.A. Beaman

 D.A. Cook

 R.J. Cotham (Chairman)

 D.S. Cowie

 M.J. Edwards

 Ms C.A. Holland

 D. Hyde

 Mrs. J.C. Marsh

 R.S. Parr

 Ms L. Patel

 P.J. Wade

Also present: Shropshire Councillor Tina Woodward

 Ms Gemma Lawley, Shropshire Council’s Developing Highways Manager

Four members of the public had requested to join the meeting

Apologies: Councillor M.P. Hill – personal reasons, Councillor Mrs. C.G. Dungar - personal reasons

  **DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS**

 There were no declarations of disclosable pecuniary interests.

MINUTES of the meeting held on 8th February 2021, having been distributed to all

 councillors, were approved and the Chairman authorised to sign them.

30/21 **JPE Holdings –** quarry site at Shipley for phased extraction of sand and gravel (17/05303/MAW**)**

 The Chairman welcomed Ms Lawley to the meeting and invited her to provide an overview of the highway aspects.

 Ms Lawley explained that planning permission had been granted with a Section 106 agreement that had secured a Highway contribution to facilitate a number of offsite works to mitigate the impact of the development.

 The permitted application required the applicant to provide a new access which includes a ‘ghost island junction’ to facilitate the right hand turn into the site, widening of the entrance and improvement of visibility splays, an extension of the 50mph speed limit from the county boundary to The Inn at Shipley and improvements to the highway from the county boundary to the Royal Oak roundabout.

 Ms Lawley said there was an ongoing discussion with the applicant about arrangements whereby vehicles would not turn right into the site. Any amendments to the junction arrangement would need to be agreed with the Planning Authority with support of the Highway Authority.

 Councillors raised various concerns about lorries travelling from the east having to use the Royal Oak roundabout including the capacity and suitability of the roundabout and an increase in over-taking on the hill (which had two cross road junctions with minor roads from Pattingham and Burnhill Green to Claverley) due to slow moving lorries where there had been numerous traffic accidents including fatalities. This section included a restaurant and two farm entrances with poor visibility and then, on the Staffordshire side of the border, an entrance to a very popular garden centre with numerous vehicle movements. Double white lines were an ineffective control measure for impatient drivers stuck behind slow moving lorries.

 It was felt the original right hand turn ghost island (to include traffic lights) was the best

option as this would reduce the speed of vehicles travelling in both directions. Three road safety audits had concluded this in the approved plans.

 Ms Lawley said she understood these concerns which will be taken into account. Any proposed works will be discussed with parish councils affected by the works.

 A question was asked about sweeping of the road and whether an audit was being done. Ms Lawley undertook to look into this.

 The Chairman thanked Ms Lawley who left the meeting.

 **MATTERS ARISING FROM THE MINUTES**

 31/21 Claverley in Bloom

Councillor Parr’s report had been forwarded to councillors.

CIB will be leading a small group of Claverley School pupils who will be undertaking a litter pick after the Easter holiday and had offered to sponsor a competition to mark the start of Spring and emergence from pandemic restrictions. The form of the competition has to be decided.

CIB had offered to fill the school’s raised planting beds with compost as a contribution towards the school’s horticultural programme.

A tree planting session will be arranged with a small group of children if whips can be obtained as they appear to be costly and in short supply.

A litter pick of the main approach roads to Claverley by CIB committee members has been scheduled for Sunday, 18th April.

CIB would like to support the RHS’s Roots of Remembrance campaign by offering to find suitable sites and assistance with planting trees and would welcome suggestions for suitable sites.

 32/21 QEII Jubilee Field

Councillor Cook reported he had been to the School and snapped off the rotten post and had checked the others. Two teenagers had been seen in the outdoor classroom and had lit a fire in the barrels. No damage had been done. The Headteacher had been informed.

Councillor Marsh thought it was necessary to look at what provision can be made for young people. Councillor Holland said there was a need to be realistic.

33/21 Street Lights

 MSD Lighting had supplied a quotation for five Windsor Authority lanterns and columns amounting to £5930.0 plus VAT. Delivery would be 6-8 weeks from date of order. E.ON

 Energy Solutions Ltd. had recommended the five street lights to replace because of deterioration of the concrete columns and had quoted £4396.79 plus VAT for their installation. It was proposed by Councillor Parr, seconded by Councillor Beaman and agreed by the Council to accept the quotations.

34/21 High Speed Broadband

Councillor Parr reported he had received the quote from Openreach which appeared identical to the initial estimate and the number of properties was the same although Openreach had been informed the list of addresses in the original estimate was inaccurate. Councillor Parr had emailed Openreach and was awaiting a reply.

 35/21 Claverley Medical Practice

 Discussion took place on how complainants should make their complaints. Councillor Holland thought complainants should be encouraged to use the Practice’s formal complaints procedure by writing to the Practice Manager. If they did not wish to do this the link to NHS England could be provided.

 36/21 **PLANNING**

 Permission

 17/02147/FUL Excavation and installation of a 2100 litre underground LPG storage tank,

 Chyknell Hall , Chyknell, Claverley for Mr. S. Gutteridge.

 17/02148/LBC Excavation and installation of a 2100 litre underground LPG storage tank

 within the curtilage of a Grade II Listed Building, Chyknell Hall , Chyknell, Claverley for

 Mr. S. Gutteridge.

20/04791/LBC Works to include: repair and replace flashings; make good rainwater goods;

 insertion of new partitions; replace/repair defective flooring; timber treatment and

 installation of new systems and regularisation of external remedial works to gable end;

 replacement joinery on a like for like basis; replacement staircase; internal and external

 repair and redecoration (amended description) 7 Bull Ring, Claverley for Holbeach

 Services Ltd.

20/05310/FUL Erection of a side extension and extension to form new porch, Two Gates

 House, Claverley for Mr & Mrs Tatton.

21/00084/FUL Application under Section 73A of the Town and Country Planning Act 1990

 for maintenance work to detached garage to replace damaged doors, replacing damaged

 roof tiles with two ceiling lights, Cherry Trees, 19 High Street, Claverley for

 Miss Victoria Hand

Refusal

 20/03869/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 residential use, proposed residential barn conversion at Draycott

 Farm, Draycott, Claverley for Mr and Mrs Jones.

 New Applications

21/00418/FUL Erection of extensions and alterations, Gay Hills Farm Bungalow, Gay Hills

 Farm, Draycott, Claverley for Mr. D. Chatha.

 The Parish Council did not have any objections.

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

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

 The Parish Council did not have any objections.

 21/00741/FUL Erection of a two storey side extension, single storey rear extension and

 detached garage to front, 12 Danford Lane, Claverley for Mrs Arnold

 The Parish Council did not have any objections.

21/00976/TCA Branch tip reduction to natural growth points of the parts of the canopy

 overhanging the roof of the house, branch tip reduction to natural growth points of longest

 limbs on opposing side of canopy as appropriate to maintain a balanced canopy profile,

 maximum reduction in branch length of 3.5m, with a maximum pruning wound created of

 50 mm, general crown cleaning to remove crossing (rubbing) branches, subject to

 maximum pruning wound of 75mm diameter of 1no Beech within Claverley Conservation

 Area for Mr. A. Turner

 The Parish Council did not have any objections.

 **Withdrawn**

20/01422/FUL Erection of a garage and store, Ashford Mill Cottage , Ashford Bank,

 Claverley for Mr. M. Knowles

 20/03477/FUL Erection of a log cabin for private use as holiday accommodation, Proposed

 Holiday Cabin SE of Sandford Hall, Claverley for Mr. A. Walker

 37 /21 **UNITARY REPORT**

Councillor Woodward reported she was waiting for a report from Officers on Byways Open to All Traffic. She had requested seasonal Traffic Regulation Orders.

There had been a lot of fly tipping in the division. The Police were active in the area.

Councillor Woodward had raised with the Chief Executive the lack of feedback on MyShropshire

Councillor Beaman said she found the what3words system a good way to report fly tipping.

Councillor Holland had noticed an increased police presence and there had been a decrease in the number of 4x4s using Digbeth Lane.

38/21 **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 and risk

assessments. Mr. Butler, the internal auditor, had reported after his internal audit that his tests on the control and procedures had shown records were well maintained and in accordance with Financial Regulations. Risk assessments would continue to be undertaken when required. Councillors resolved not to make any alterations to the system of internal control.

39/21 **ANNUAL PARISH MEETING AND ANNUAL COUNCIL MEETING**

 The Local Authorities (Corona Virus) (Flexibility of Local Authorities

Meetings) (England and Wales) Regulations 2020 permitted remote meetings to take

place before 7th May 2021. If the Government do not extend these regulations the Parish

Council will need to return to face to face meetings from 7th May.

After discussion it was agreed to hold the Annual Parish meeting via Zoom prior to the monthly meeting on 12th April. Representatives’ reports will be put on the website prior to the meeting.

 40/21 **PARISH MATTERS**

Councillor Edwards reported the potholes in the road between Winchester Farm and Broughton had not been repaired.

 He asked if there had been a planning application for an agricultural building on land off Pear Tree Lane.

 **Action: Clerk to make enquiries.**

 Councillor Cowie asked about the grit bin which had disappeared by The Wellings. The Clerk had informed Shropshire Council but new bins were not being provided at present.

 Councillor Cotham reported the pothole on the bridge at Lower Hopstone had still not been repaired.

The Clerk reported Mr. Butler has agreed to carry out the internal audit this year. She had

received complaints about dog fouling at Danford Heath. The hedge which was overgrown on the footpath behind the Malsters had been cut. Shropshire Highways had attended promptly to fill in an area outside the Post Office which appeared to be sinking.

41/21 **CORRESPONDENCE**

Notification of road closures

 Notification of the following road closures had been received:

* Tinker’s Castle Road – 6th to 9th April – road closure for overlay patching.
* Saddlers Cottage junction to Bine Farm junction with A458 Six Ashes – road closure

 7th April 09.30-15.30 for BT to renew pole and overhead cabling works.

* Three Oaks to Broad Oak Junction A458, Six Ashes -22nd April to 23rd April 2021 - road closure for Severn Trent Water to install a Boundary Box
* Draycott, Claverley5th May to7th May - road closure for Severn Trent Water to carry out hydrant renewal

Chyknell War Memorial

Paul Hodges, the Operations Manager at Chyknell Hall Estate, had informed the Parish Council the application to the War Memorials Trust for the refurbishment of the Chyknell War Memorial had been successful. The grant award is for 50% of the refurbishment costs.

The Parish Council had been asked if it could make any contribution to the cost of the work as the grant left a substantial shortfall in the overall cost.

**Action: Clerk to ask for sight of the supporting paperwork**

Briefing Note on Community Governance Reviews 2021

Shropshire Council will be conducting a Community Governance Review to resolve a number of anomalies which currently exist with current governance arrangements. A Community Governance Working Group will be establishing Terms of Reference for the review which will include details such as timetable, consultation and the process to be followed. This work will not be completed until after the May elections.

Freedom of Information request

A Freedom of Information request had been received relating to Shipley Quarry.

42/21 **REPRESENTATIVES’ REPORTS**

 Rights of Way

Councillor Cotham reported a fence had been erected too close to the hedge alongside FP76

at Upper Ludstone.

**Action: Councillor Cotham to speak to the householder**

Wolverhampton Airport Consultative Committee

The next meeting will be held via Zoom on 24th March.

43/21 **CHEQUES**

 Chq. no. 001632 E.ON Energy Solutions Ltd. – second half of charge

 for Annual Maintenance Contract………………………. £352.50

 001633 SSE energy for street lights 02/02/21 to 01/03/21….……… £144.23

 001634 Claverley Parochial Church Council – contribution to

 churchyard maintenance ………………………………. £1500.00 001635 R.J. Cotham – reimbursement of Zoom fee for the

 March parish council meeting… ……………………… £14.39

 It was proposed by Councillor Wade, seconded by Councillor Beaman and agreed by the

 Council to pass the cheques for payment.

 **ADJOURNMENT**

 There being no further business, the Chairman closed the meeting at 9.58 p.m.

 Date of next meeting: Monday, 12th April at 7.30 p.m. via Zoom