**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON MONDAY, 14th MARCH 2022 AT 7.30 p.m.**

Present: Councillor Mrs. S.A. Beaman

 R.J. Cotham (Chairman)

 M.J. Edwards

 Ms C.A. Holland

 D. Hyde

 R.S. Parr

 B. Walker-Drew

Also present: Mr. D. Currant - for the first agenda item

Apologies: Councillor D.A. Cook - personal reasons, Councillor Mrs. C.G. Dungar - work reasons,

Councillor M.J. Edwards – work reasons, Councillor Ms L. Patel – personal reasons,

Councillor P.J. Wade – personal reasons

The Chairman asked for a minute’s silence to remember a much respected councillor, Janet Marsh, who had recently died. She had been a valued councillor since 2012.

 **DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS**

 There were no declarations of disclosable pecuniary interests.

MINUTES of the meeting held on 14th February 2022, having been distributed to all

 councillors, were confirmed and signed.

 30/22 **PRESENTATION BY DAVID CURRANT – South Shropshire Climate Action**

 **Transport Team**

David Currant, a member of the South Shropshire Climate Action Transport team, gave a presentation highlighting the importance of reducing carbon emissions from transport. The South Shropshire Climate Action Plan had identified these are 37% of the total direct carbon emissions in South Shropshire. He emphasised that national reduction targets cannot be met unless transport carbon is reduced.

As Claverley is within the Bridgnorth 10km radius he was surprised the Parish Council had not been consulted regarding a Local Walking and Cycling Infrastructure Plan. Any measures to reduce car usage would be welcomed.

**Action: Clerk to order a copy of the South Shropshire Climate Action Plan**

The Chairman thanked Mr. Currant for his interesting presentation and Mr. Currant left the meeting.

 **MATTERS ARISING FROM THE MINUTES**

 31/22 Claverley in Bloom

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

The damaged Digbeth Lane trough had been taken to Ian Seedhouse for repair. The “Welcome to Claverley” sign will have to be re-anchored in the ground before the trough is re-installed.

Ten children from Claverley School had helped to plant 70 bare root whips alongside the footpath from Bull Bank to Draycott, adding to existing plantings along the same route.

CIB likes to involve children in this way to promote awareness of the environmental importance of tree planting and provide a natural legacy for future generations to enjoy.

CIB will be carrying out a litter pick of all the main village entrance roads on Sunday,

3rd April starting in the Bull Ring at 9.30 a.m. Additional volunteers would be welcomed but participation would be at their own risk.

22 primulas have been installed in The Cross planting troughs to keep the display looking good for a few more weeks.

CIB had been planting daffodil bulbs since 2008. Approximately 65,000 bulbs had been planted in and around the village and a further planting session is planned for this autumn.

Formative pruning of the trees surrounding Claverley school playing field had been carried out by CIB on 20th February. The majority of the trees had been planted by CIB several years ago. A few had outgrown their position and were removed.

CIB has booked the Bradeney Bunch for a fund-raising event at the village hall on Saturday 15th October.

After discussion about a suitable tree to plant at Winchester crossroads to commemorate the Platinum Jubilee, councillors decided on a Copper Beech. Councillor Parr suggested a container specimen about 2 metres high.

Councillor Parr reported one of the supporting posts of the Pound had rotted through. Ownership of the Pound was uncertain.

**Action: Clerk to try and ascertain ownership.**

 32/22 QEII Jubilee Field

Councillor Cook had not submitted a report.

33/22 Shipley Quarry

 Councillor Cotham had attended the second meeting of the Shipley Quarry Liaison

Committee which had been held on 23rd February. He had submitted questions prior to the meeting on the four land drains, lagoon depths, pond 2 exclusion from the HMS, source of standing water western end phase 2, and the SW2 ditch flows in December 2020 and December 2021. The Hydrology scheme had now been signed off. The Highways proposals had not yet been signed off. Councillor Cotham was concerned the S.184 was a material change to the approved planning application compared with the S.278 agreement and suggested the Parish Council pressed for it to go before the Southern Planning Committee. It was possible quarrying would be ready to commence at the end of March.

34/22 Queen’s Platinum Jubilee

Ellie Taylor had formed a small committee to plan the celebration of the Queen’s Platinum Jubilee in Claverley and the first committee meeting had been held on 7th March. Councillor Cook had attended the meeting and had sent a summary which had been forwarded to councillors.

It was intended to hold The Big Jubilee Lunch on the QEII Jubilee Field on Sunday, 5th June.

**Action**: **Clerk to obtain permission from Shropshire Council for the erection of bunting in High Street and notify the Parish Council’s insurers of the event. The Police and Fire Brigade also to be informed.**

 35/22 Code of Conduct

The Clerk reminded councillors to fill in the Code of Conduct – Other Registerable Interests form if it applied to them and return it to her so she could forward the forms to Shropshire Council’s Monitoring Officer.

SALC had arranged a training session via Zoom on Monday, 21st March, 6pm-8pm.

 36/22 **PLANNING**

 Permissions

21/05392/FUL Erection of first floor extension to southern elevation, Broughton Farm,

 Broughton, Claverley for Mr. Peter Davies.

 21/05425/LBC Erection of a first-floor extension affecting a Grade II Listed Building,

 Broughton Farm, Broughton, Claverley for Mr. Peter Davies.

 21/05755/FUL Erection of two storey extension following demolition of recent extension and

 internal alterations to dwelling, 4 Church Terrace, Church Street, Claverley for

 Mr. James Lyons.

 21/05756/LBC Erection of two storey extension following demolition of recent extension

 and internal alterations to dwelling affecting a Grade II Listed Building, 4 Church Street,

 Claverley for Mr. James Lyons.

 21/05999/FUL Replace existing UPVC conservatory with oaked frame structure, 1 Upper

 Ludstone, Claverley for Mr. C. Evers.

 22/00067/TCA Crown reduce 1No Flowering Cherry Tree (T1) by 3m and fell 1No Ash

 Tree (T2) within Claverley Conservation Area, 21A High Street, Claverley for

 Mr. Anthony Rogers.

 22/00084/FUL Proposed Drainage Scheme, Proposed Residential Barn Conversion at

 Draycott Farm, Draycott, Claverley for Mrs. R. Jones.

 22/00486/TCA To fell 1no. Pine tree within the Claverley Conservation Area, Highcroft,

 Church Street, Claverley for Claverley Tennis Club.

 Refusal

 21/05978/FUL Erection of a single storey oak framed extension to rear, Bramble Cottage,

 2-3 The Three Dwellings, Woundale for Miss Penny Whitlock.

 New Applications

 22/00533/FUL Erection of single storey rear extension, The Forge, Beobridge Court, Lower

 Beobridge, Claverley for Mr. R, Bannister.

 The Parish Council did not have any objections provided the original conditions were

 observed.

 22/00579/FUL Erection of single storey side and rear extension, replacement roof and glazed

 gable end to existing conservatory, Clee View, Long Common, Claverley for

 Mr. and Mrs. S. Wright.

The Parish Council did not have any objections

 22/00718/FUL Erection of two storey link extension to main dwelling, Spring Gorse Cottage,

 Sytch House Green, Claverley for Mrs. M. Thomas.

 The Parish Council did not have any objections but had reservations about the loss of the

 original character of the property.

Application ref. 482 LT GM 21- Caravan and Motorhome Club

It was understood the landowner will be given a conditional offer for a Certified Location Certificate by the Caravan and Motorhome Club for five caravan pitches in a field at Ludstone.  The offer does however include a condition which requires the landowner to liaise with the local planning authority regarding any possible planning consents that may be needed for any development works prior to the issue of a Certified Location Certificate.

 37/22 **UNITARY REPORT**

 Shropshire Councillor Elliott Lynch had not submitted a report.

The Clerk had still been unable to contact Councillor Lynch regarding his non-attendance at meetings and the lack of unitary reports.

 **Action: Clerk to write to the Leader of Shropshire Council to express the Parish**

 **Council’s concerns**

 38/22  **FINANCIAL MATTERS**

 Draft Budget 2022/2023

 The Clerk had made the agreed adjustments to the budget. It was proposed by

 Councillor Hyde, seconded by Councillor Parr and agreed by the Council to approve the

 budget.

39/22 **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.

40/22 **ANNUAL PARISH MEETING AND ANNUAL COUNCIL MEETING**

 Dates were discussed and it was agreed the monthly April meeting will be held on Monday,

11th April, the Annual Parish Meeting will be held on Monday, 25th April. The Annual

Council Meeting will be held on Monday, 9th May.

**Action: Clerk to book the Village Hall for the above dates.**

 41/22 **PARISH MATTERS**

The wooden railings near Hillcrest, Hopstone were leaning into the road. The gullies at Hopstone were blocked. The roadside ditch between The Corner House and Rudge Heath Road requires cleaning out.

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

A complaint had been received regarding excessive mud which had been left on the road by contractors who had been spreading biodigester liquid on a field near The Corner House, Upper Ludstone. The Clerk had spoken to the person concerned.

Shropshire Council has been informed about the vacancy on the Parish Council. The Parish Council will be notified after 5th April as to whether an election has been called or whether the vacancy can be filled by co-option.

 42/22 **CORRESPONDENCE**

 Unkempt land at Heathton

 An email had been received expressing concern about unkempt land adjacent to Heathton House. Shropshire Council was aware of this matter.

 Voluntary work offer

 Mr. Young had offered to undertake minor maintenance repairs on a voluntary basis.

 **Action: Clerk to thank Mr. Young for his offer but as the Parish Council did not own any property was unable to accept.**

 Police Community Charter

 The Parish Council had been asked to review its top three community issues. After discussion it was decided the priorities remained the same, namely speeding, thefts and criminal damage.

 **Action: Clerk to complete and return the Parish Contact Contract form.**

 Chyknell Hall – application for permission for solemnisation of marriages

A member of the public had informed the Parish Council an application had been made to Shropshire Council’s Registrar’s Office for approval of a room(s) for the solemnisation of

 marriages at Chyknell Hall. The Clerk had contacted Shropshire Council as an application for change of use had not been received and had been advised by the Registrar’s Office that the application for solemnisation of marriages will be retained until such time as the outcome of the planning permission process has been decided.

Notification of road closure

 Notification had been received that the end of Church Street to the B4176 junction at Upper Ludstone will be closed on 19th April from 9.30 a.m. to 3.30 p.m. to allow BT safe access to underground network to provide service for a customer.

 43**/**22 **REPRESENTATIVES’ REPORTS**

There were no reports.

 44/22 **CHEQUES**

Chq. no. 001705 E.ON Energy Solutions Ltd. – street light repair………. £102.22

 001706 SSE - energy for street lights 02/02/22 to 01/03/22…… £178.31

 001707 WEL Medical Ltd. – replacement defibrillator pads….. £55.08

 It was proposed by Councillor Walker-Drew, seconded by Councillor Parr and agreed by

 the Council to pass the cheques for payment.

**ADJOURNMENT**

There being no further business, the Chairman closed the meeting at 9.10 p.m.

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

 Date of Annual Parish Meeting: Monday, 25th April at 7.30 p.m. in the Village Hall