

MINUTES OF THE ANNUAL COUNCIL MEETING HELD IN THE VILLAGE HALL ON MONDAY, 8th MAY 2017 AT 7.30 p.m.

Present: Councillors Mrs S.A. Beaman
R.J. Cotham
D.S. Cowie (Chairman)
M.J. Edwards
M.P. Hill (for part of meeting)
S.J. Lawrence (for part of meeting)

Also present: Shropshire Councillor Mrs. Tina Woodward

Apologies: Councillor J.R. Caswell – business commitment
Councillor D.A. Cook – personal reasons
Councillor Mrs. C.D. Dungar – personal reasons
Councillor Mrs. J.C. Marsh – personal reasons
Councillor R. S. Parr – personal reasons
Councillor Ms L. Patel – personal reasons

63/17 ELECTION OF CHAIRMAN

Councillor Cowie called for nominations for Chairman.

Councillor Cowie was proposed by Councillor Edwards, seconded by Councillor Cotham and there being no further nominations, was elected.

Councillor Cowie signed the Declaration of Acceptance of Office as Chairman.

64/17 ELECTION OF OFFICERS

Vice-Chairman Councillor Edwards was proposed by Councillor Cotham, seconded by Councillor Beaman and there being no further nominations was elected.

QEII Jubilee Field Councillor Cook was proposed by Councillor Beaman, seconded by Councillor Edwards and there being no further nominations was elected.

Rights of Way Councillor Cotham was proposed by Councillor Edwards, seconded by Councillor Beaman and there being no further nominations was elected.

Wolverhampton Councillor Hill was proposed by Councillor Cotham, seconded by
Airport Councillor Edwards and there being no further nominations was
Consultative elected.
Committee

Emergency Planning Councillor Beaman was proposed by Councillor Edwards, seconded
& Flood Monitor by Councillor Cotham and there being no further nominations was
elected.

Local Joint Committee Councillor Cotham was proposed by Councillor Beaman, seconded by Councillor Edwards and there being no further nominations was elected.

Village Hall Representative Councillor Caswell was proposed by Councillor Edwards, seconded by Councillor Beaman and there being no further nominations was elected.

Tree Warden Paul Pickerill had agreed to continue as Tree Warden through his membership of Claverley in Bloom

Bridgnorth Area Committee of SALC Councillors would attend in rotation.

DECLARATION OF ACCEPTANCE OF OFFICE

All Councillors present signed their Declaration of Acceptance of Office.

Councillor Hill joined the meeting.

DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS

There were no declarations.

MINUTES of the meetings held on 10th and 24th April 2017, having been distributed to all Councillors, were confirmed and signed.

MATTERS ARISING FROM THE MINUTES

65/17 Claverley in Bloom

There was nothing to report.

66/17 QEII Jubilee Field

There was nothing to report.

67/17 Street Lights

The Clerk reported that the LED lanterns ordered from Mike Smith Designs should be delivered to E.ON during week commencing 15th May.

68/17 Defibrillator

Came and Company had confirmed the defibrillator had been added to the insurance policy and there was no additional premium to pay. Councillor Beaman informed the meeting the British Heart Foundation did not have a template for a risk assessment.

Action: Councillor Cowie will prepare a risk assessment

69/17 Car parking outside Claverley School

PCSO Sue Eden had informed the Clerk the Police no longer supply 'no parking' cones.

She would be talking to the children at school to make them aware of the importance of parents parking their vehicles sensibly.

70/17 Spicers Hall Caravan and Chalet sites

The chalet residents who had attended the public session had informed the Parish Council they had been unable to obtain any information from Sought After Locations Ltd. and it was unclear whether the sale had been completed.

Action: Clerk to seek clarification on ownership of the sites

71/17 Co-option

Dennis Whitmore had informed the Chairman he would be unable to continue as a councillor due to personal and business commitments. The vacancy had been advertised. The Parish Council would be able to fill this vacancy by co-option.

72/17 **PLANNING**

Permissions

16/03171/FUL Application under Section 73a of the Town & Country Planning Act for the formation of an access, installation of replacement gates and hard surface, land west of Draycott for Mr. Ian Harris, Penrise, Draycott

16/05792/VAR Variation of Condition No. 5a attached to planning permission 10/01324/MAW dated 07/06/2011, Lodge Farm Landfill Site, Barnsley for Suez Recycling & Recovery UK Ltd.

17/00539/LBC Works to facilitate the fittings of signage lettering and lighting to front elevation, The Inn at Shipley, Bridgnorth Road, Shipley for Brunning & Price Ltd.

17/00579/ADV Works to display externally illuminated signage lettering to front elevation, The Inn at Shipley, Bridgnorth Road, Shipley for Brunning & Price Ltd.

New Applications

17/01619/FUL Conversion of stables to a 2 bedroom dwelling and erection of a detached garage, proposed dwelling, Brook House, Claverley for Mr. C. Kelly
The Parish Council did not have any objections.

17/01624/FUL Erection of two storey rear extension following demolition of single storey utility room and erection of detached double garage, Brook House Cottage for Mr. C. Kelly.
The Parish Council did not have any objections.

17/01667/FUL Erection of a steel portal framed agricultural building to house livestock, Newin House Farm, Upper Aston, Claverley for Mr. R. Wilkes
The Parish Council did not have any objections.

17/01695/COU Change of use of storage sheds and hangar to Business Use Class B1 (Light Industrial) storage sheds north east of Brook House, Claverley for Mr. C. Kelly.
The Parish Council did not have any objections.

17/01743/FUL Erection of single storey building for Class Use A1 (retail) following demolition of all buildings; (modification to previously approved application 16/01528/FUL to allow for change in design of building); formation of car parking, Rudge Heath General Store, Rudge Heath for Mr. E. Foster
The Parish Council did not have any objections. The provision of additional car parking spaces was welcomed but improved signage indicating 'entrance' and 'exit' was requested.

17/01753/VAR106 Variation of Section 106 for planning application no. 16/00469/REM to reduce the level of affordable housing contribution, proposed dwelling to the east of The Paddock, Claverley for Oakham Construction Ltd. (Mr. S. Walters, Clee View Barn, Edge Hill Drive, Sedgley)
The Parish Council did not have any objections

17/01931/FUL Erection of a steel portal framed building for the housing and feeding of cattle, Newin House Farm, Upper Aston, Claverley for Mr. R. Wilkes
The Parish Council did not have any objections.

For information only

17/01772/CPL Application for Lawful Development Certificate for the proposed erection of an indoor swimming pool, Yew Tree Cottage, Broad Lanes, Six Ashes for Mr. and Mrs. Jesson

As Councillor Lawrence had requested to be present for the discussion on the Planning sub-Committee, it was agreed to defer discussion until he arrived.

73/17 **UNITARY REPORT**

Councillor Woodward informed the meeting she was keeping a watching brief on the Spicers Hall caravan and chalet sites. She had informed Graham French about the notification which the Parish Council had received regarding the proposal to extract sand and gravel from land at Cannebuff.

Councillor Woodward was congratulated on her success in the recent election.

Councillor Lawrence joined the meeting.

74/17 **PLANNING SUB-COMMITTEE**

As they were unable to attend the meeting, Councillor Cook and Councillor Dungar had put forward their comments on the planning sub-committee which had been forwarded to all councillors for consideration. They were in favour of a sub-committee when there was a

complex issue which required deeper examination. The sub-committee would then report back to the full Council.

Councillor Edwards thought it was important that the role and powers of a sub-committee were clearly stated. The Planning Sub-Committee had found out facts which had been reported back to the Council.

The Chairman and Councillor Edwards expressed concern about the tone of some recent emails which were disrespectful to members of the Planning Sub-Committee.

Councillor Lawrence felt all councillors should be informed when a sub-committee meeting was taking place so councillors could attend if they wished. He did not wish to see a repeat of a planning sub-committee meeting being arranged on New Year's Eve to be held on New Year's Day and councillors not aware until after the meeting had taken place. The Chairman explained he had no alternative but to call this meeting at short notice. Councillor Lawrence said he wished to protect the Parish Council from criticism and there had been occasions when councils had been subject to criticism in the press and gave Hackney Council as an example. *Councillor Lawrence did not wish to join the sub-committee. It was agreed to defer membership of the planning sub-committee to the June meeting.*

Councillor Lawrence decided to leave the meeting because he felt he was being criticised by other councillors but decided to return after a short time and apologised.

Councillor Cotham asked Councillor Lawrence if, after SALC's legal advice, he still considered he did not have a pre-determined interest after he had posted comments on the Planning Portal regarding the application for the Kings Arms. Councillor Lawrence replied he did not have a pre-determined interest.

The Chairman stressed the importance of the need to think carefully about the contents of emails before sending them. If a councillor wished to make a comment on Shropshire Council's planning portal they should make it clear they were personal comments and not necessarily those of the Parish Council.

75/17 **ANNUAL REVIEW OF BANKING ARRANGEMENTS (Financial Regulation 5.1)**
BANK RECONCILIATION (Financial Regulation 2.2)

The annual review of banking arrangements, including the bank mandate (Financial Regulation 5.1) was undertaken. It was agreed that no changes would be made so the signatories would continue to be the Chairman, Vice-Chairman, Councillor Cook, Councillor Cotham and Councillor Parr.

The bank reconciliation as at 31st March 2017 showed the total net balances amounted to £56894.95.

76/17 **PARISH PLAN**

It was agreed to defer discussion until the June meeting when it was hoped more councillors would be present.

77/17 **WEBSITE**

It was agreed to defer discussion until the June meeting when it was hoped more councillors would be present.

78/17 **BONFIRE AND FIREWORKS EVENT 2017**

The Clerk had checked availability with Jubilee Fireworks. Mr. Pearce had informed the Clerk Jubilee Fireworks could undertake a fireworks display on Saturday, 11th November. There would be a small inflationary increase in the charge for the display from £1100 plus VAT to £1150 plus VAT.

A new venue was required as Councillor Cotham's field was unavailable due to crop rotation. Councillor Beaman said she and her husband were reluctant to offer one of their fields as it could be considered a bribe as she had already been accused of this. Councillor Lawrence said he had no knowledge of such an accusation. It was agreed to defer discussion of a venue to the June meeting.

79/17 **PARISH MATTERS**

Councillor Beaman reported 4 reflector posts had been placed on the Woundale/High Grosvenor grass triangle.

Action: Clerk to check with Shropshire Highways as to whether they had installed the reflectors and had put up the sign "unsuitable for motorised vehicles".

Councillors Lawrence, Marsh and Patel had asked to attend the planning training arranged by SALC which will take place on Wednesday, 7th June.

80/17 **CORRESPONDENCE**

Notification of proposed phased extraction of sand and gravel from land at Cannebuff

An email had been received from Crestwood Environmental Ltd. informing the Parish Council it had been appointed by JPE Holdings Ltd. to submit a formal planning application to Shropshire Council for the extraction of sand and gravel from land at Cannebuff. Prior to submitting an application, residents living within 1000m of the proposed site had been contacted to seek their views.

81/17 **REPRESENTATIVES' REPORTS**

Rights of Way

Councillor Cotham reported that the tread on the stile on FP54 (Digbeth Lane) had been replaced.

82/17 **CHEQUES**

Chq. No. 001378	Claverley Village Hall Committee – balance for use of large hall on 24/04/17.....	£6.00
001379	E.ON Energy Solutions - street light repair	£100.14
001380	Shropshire Association of Local Councils – fee for Elections training.....	£22.00
001381	Npower Ltd. – energy for street lights	£83.52
001382	D.J. Price - reimbursement for cost of telephone calls made by the Clerk on behalf of the Parish Council 1 st April 2016 to 31 st March 2017.....	£125.24

001383 Mrs. G.M. Price reimbursement of petty cash expenditure
1st April 2016 to 31st March 2017.....£100.19

It was proposed by Councillor Lawrence, seconded by Councillor Mrs. Beaman and agreed by the Council to pass the cheques for payment.

The Chairman closed the meeting at 9.10 p.m. Date of the next Parish Council meeting:
Monday, 12th June at 7.30 p.m. in the Village Hall