**MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON MONDAY, 10th MAY 2021 AT 7.30 p.m. IN THE FUNCTION ROOM, CLAVERLEY**

Present: Councillor D.A. Cook

 R.J. Cotham (Chairman)

 Mrs. C.G. Dungar

 M.J. Edwards

 D. Hyde

 R.S. Parr

 Ms L. Patel

 P.J. Wade

Also present: Shropshire Councillor Elliott Lynch

Two members of the public had requested to join the meeting.

Apologies: Councillor D.S. Cowie- personal reasons, Councillor Mrs. J.C. Marsh – personal reasons

62/21 **ELECTION OF CHAIRMAN**

 Councillor Cotham called for nominations for Chairman.

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

63/21 **ELECTION OF REPRESENTATIVES**

 Vice-Chairman Councillor Hyde was proposed by Councillor Parr, seconded by Councillor Patel and there being no further nominations was elected.

 QEII Jubilee Field Councillor Cook was proposed by Councillor Parr, seconded by Councillor Wade and there being no further nominations was

 elected.

 Rights of Way Councillor Cotham was proposed by Councillor Cook, seconded

 by Councillor Dungar and there being no further nominations was

 elected.

 Wolverhampton Councillor Cowie was proposed by Councillor Patel, seconded by

 Airport Consultative Councillor Wade and there being no further nominations was

 Committee elected.

 Emergency Planning Deferred to June meeting

 & Flood Monitor

 Village Hall Councillor Wade was proposed by Councillor Hyde, seconded by

 Representative Councillor Patel and there being no further nominations was

 elected.

 Tree Warden Paul Pickerill (through his membership of Claverley in Bloom)

 was proposed by Councillor Edwards, seconded by Councillor Parr

 and there being no further nominations was elected.

 Bridgnorth Area

 Committee of SALC Councillors would attend in rotation.

 Planning Deferred to June meeting

 Sub-Committee

 Shipley Liaison Councillor Cotham was proposed by Councillor Edwards, seconded

 Committee by Councillor Dungar and there being no further nominations was

 elected

64/21 **DECLARATION OF ACCEPTANCE OF OFFICE**

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

 Councillors had signed their Declaration of Acceptance of Office prior to the commencement of the meeting.

 **DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS**

 There were no declarations of disclosable pecuniary interests.

MINUTES of the meeting held on 12th April 2021, having been distributed to all

 councillors, were confirmed and signed.

 65/21 **PLANNING**

 New Applications

 21/01584/FUL Erection of single storey rear extension and use as tea rooms/café (under Use

 Class E1), and refurbishment of existing storage outbuildings to include a new pent roof

 and door and window openings and provision of external seating area, 4A High Street,

 Claverley for Mr & Mrs Degg

The Chairman suspended Standing Orders to enable Mr. Perry to participate in discussion of this planning application.

Mr. Perry summarised his concerns and those of neighbours. Whilst not objecting in principle he was very concerned about the loss of privacy, stability of the sandstone bank and wall and no provision for parking of visitors’ vehicles.

After discussion the Parish Council agreed it could not support the application in its present form due to the following concerns:

1. The change of use of the lower level from a domestic garden to seated area would adversely affect the privacy of neighbouring properties through noise and being overlooked.

2.No reference has been made to previous conditions (10/04946/FUL) regarding contaminated ground and its resolution. Also, the disposal of rain water via a soak away could have an affect on the contaminated ground and/or leaching into neighbouring property cellars.

3.No provision for parking, or permitted parking use in perpetuity on neighbouring business premises, has been provided.

4. No structural report on the storage building rear wall and any affect on the weak sandstone rock face from increased loading and disturbance to vegetation.

 21/01472/FUL Introduction of an additional vehicular entrance (to provide an 'in' and an

 'out') for safety, Liddycott, Wooton, Six Ashes, for Mr N. Bromley.

 The Parish Council did not have any objections.

21/01612/FUL Erection of an affordable dwelling and detached double garage (Single

 Plot Exception Site), Proposed Affordable Dwelling NE of Broughton Farm,

 Broughton, Claverley for Miss Samantha Davies

 The Parish Council had concerns about the access to the proposed development and the

 historical and archaeological status of the proposed site for the affordable dwelling.

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

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

 The amended drawings for this retrospective application were discussed. The Parish

 Council did not wish to raise any objections.

 21/01759/FUL Erection of detached garage, Deep Meadow , Long Common, Claverley for

 Mr. Peter Jefferies.

 The Parish Council did not have any objections.

 21/01942/FUL Conversion of outbuildings to form one residential dwelling, four holiday let

 properties and commercial storage building for touring caravans, Brantley Farm,

 Broughton, Claverley for Mr J Finney.

 The Parish Council objected to the application as there was an issue relating to a

right of way, concerns about access for touring caravans and suitability of the lane.

 21/01486/FUL Erection of 6No. holiday lodges, Proposed Caravan Site East of Millmoors,

 Ashford Bank, Claverley for A2Z Developments Ltd (Ashford Mill Cottage, Ashford

 Bank, Claverley.

Concerns were expressed about intrusion in the Green Belt. Green Belt policies to be checked.

Permission**s**

21/01126/FUL Erection of a 2m high boundary wall, Elms Farm Cottage, Broad Lanes, Six

 Ashes for Mr. Graham Guest.

 For information only

21/02028/AGR Erection of a hay barn, Sytch House Farm, Sytch House Green, Claverley for

 Mr. Holland.

 **MATTERS ARISING FROM THE MINUTES**

 66/21 Claverley in Bloom

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

During the litter pick on 18th April just under 40 sacks of rubbish plus a wide variety of much larger items had been collected from areas that are not normal walking routes as there was minimal litter on the main approach roads to the village, thanks no doubt to the efforts of local residents who collect up litter during their walks.

The churchyard gardening group had met on 24th April. The group concentrated on weeding and tidying the borders alongside the main driveway and around the main entrance. The raised grassed area alongside the driveway was cut as a “one off exercise in the absence of a regular churchyard contractor. CIB tidied the long rose bed on 28th April.

Paul Pickerill , the Tree Warden, had prepared a proposal regarding a tree to be planted on School House Bank in memory of HRH Prince Philip. Details of the tree had been circulated to councillors.

**Action: Clerk to inform Mr. Pickerill that the Parish Council will pay for the tree and plaque.**

 67/21 QEII Jubilee Field

Following the April meeting Councillor Cook had been in contact with Jo Derrer to seek her views with regard to using a separate community access to the Joint Use field in order to permanently secure the school buildings and car park. Mrs. Derrer was awaiting feedback from the Governors with regard to this suggestion.

68/21 Damage to pump trough and bench

Confirmation had been received from Came & Company that the quotation for the replacement bench had been accepted. An order had been placed with Memorial Benches UK. A suitable replacement pump trough was being sourced.

69/21 Co-option to fill the vacancies

 Following the recent election there were three vacancies on the Parish Council to be filled by co-option.

 It was proposed by Councillor Edwards, seconded by Councillor Wade and agreed by the Council to co-opt Mrs. Sally Beaman.

 It was proposed by Councillor Hyde, seconded by Councillor Patel and agreed by the Council to co-opt Ms Catherine Holland.

 It was proposed by Councillor Parr, seconded by Councillor Patel and agreed by the Council to co-opt Mr. Brent Walker-Drew.

 **Action: Clerk to ask Mrs. Beaman, Ms Holland and Mr. Walker-Drew to sign their acceptance of office and inform Shropshire Council of the co-options.**

 70/21 Storage container

 Councillor Cook had obtained up to date costings for a storage container. As prices had continued to rise and exceeded the amount allocated in the budget, it was decided to defer placing an order at present.

 Councillor Edwards left the meeting.

 71/21 Future Parish Council meetings

 The Clerk explained she would have problems if the July meeting was held on 12th July and it was agreed to hold the meeting a week later on 19th July.

 The Village Hall Committee had not decided on a date to re-open the hall so the Function Room at The Plough will continue to be used until the village hall reopened.

 72/21 **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 the present arrangements would remain unchanged. Cheque signatories would continue to be the Chairman, Councillor R.J. Cotham, Vice Chairman, Councillor D. Hyde, Councillor D.A. Cook, Councillor D.S. Cowie, Councillor M.J. Edwards, Councillor R.S. Parr.

The Clerk reported the total net balances as at 31st March 2021 amounted to £70,439.15.

 73/21 **PARISH MATTERS**

Councillor Cook inquired as to whether Shropshire Council had indicated when the wall outside Claverley Hall Farm will be repaired and if there had been any communication from Post Office Ltd. as to their future plan for Claverley since the Post Office had closed.

 The Clerk replied she would make further enquiries.

 Councillor Parr’s update on the Woundale and Upper Farmcote FTTP project had been forwarded to councillors. Councillor Parr was working to get sufficient pledges to meet the funding target otherwise the project will fail.

 Councillor Wade reported water was running down the side of Bulls Bank and the road surface was deteriorating.

 Councillor Cotham reported there were potholes on Dallicott Bank and along the road to Broughton

 **Action: Shropshire Council to be informed.**

74/21 **CORRESPONDENCE**

Shropshire Council’s **WarpIt** initiative

Information had been received about WarpIT (Waste Action Reuse Portal) which is an initiative set up by Shropshire Council’s Climate Change Task Force. This is an online tool to assist with re-using items.

Notification of road closure

 Notification of the following road closure had been received:

* Rudge Heath Road, Rudge Heath – road closure 12th-14th May for Western Power Distribution to carry out work for new supply.

 Councillor Patel left the meeting.

 The Clerk reported there had been a further Freedom of Information request.

75/21 **REPRESENTATIVES’ REPORTS**

 Wolverhampton Airport Consultative Committee

The Clerk had been informed the next meeting of the Wolverhampton Airport Consultative

Committee will be held on Wednesday, 23rd June at 3p.m. via Zoom. This will include the AGM.

Shropshire Councillor Elliott Lynch informed the meeting he hoped to hold quarterly surgeries.

76/21 **CHEQUES**

 Chq. no. 001642 Memorial Benches UK – replacement bench…………………. £479.95

 001643 E.ON Energy Solutions Ltd. – repairs to street light ………... £189.79

 001644 SALC – annual renewal of membership of SALC and

 NALC for 2021-2022………………………………………. £696.12

 001645 A. Reade – artwork……………………………………………. £24.00 001646 D.J. Price – reimbursement for cost of telephone calls

 made by the Clerk on behalf of the Parish Council

 1st April 2020 to 31st March 2021…………………………. £116.20

 001647 SSE - energy for street lights 02/04/21 to 04/05/21…………… £168.82

 001648 Mrs. G.M. Price - reimbursement of petty cash

 expenditure 1st April 2020 to 31st March 2021 £40.18

 Bridgnorth Print – ink cartridge, paper, stationery £28.76

 Duct tape to make safe bench £6.49 £75.43

 It was proposed by Councillor Wade, seconded by Councillor Dungar 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, 14th June at 7.30 p.m.