**MINUTES OF THE ANNUAL COUNCIL MEETING HELD IN THE VILLAGE HALL ON MONDAY, 9th MAY 2022 AT 7.30 p.m.**

Present: Councillor Mrs. S.A. Beaman

 D.A. Cook

 R.J. Cotham (Chairman)

 D.S. Cowie

 Mrs. C.G. Dungar

 M.J. Edwards

 Ms C.A. Holland

 D. Hyde

 R.S. Parr

 Ms L. Patel

 P.J. Wade

Also present: Shropshire Councillor Elliott Lynch, 4 members of the public

Apologies: Councillor B. Walker-Drew - work reasons

59/22 **ELECTION OF CHAIRMAN**

 Councillor Cotham called for nominations for Chairman.

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

60/22 **DECLARATION OF ACCEPTANCE OF OFFICE**

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

61/22 **ELECTION OF REPRESENTATIVES**

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

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

 elected.

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

 by Councillor Beaman and there being no further nominations was

 elected.

 Wolverhampton Councillor Parr was proposed by Councillor Cook, seconded by

 Airport Consultative Councillor Wade and there being no further nominations was

 Committee elected.

 Emergency Planning Councillor Beaman was proposed by Councillor Holland, seconded by

 & Flood Monitor Councillor Edwards and there being no further nominations was elected.

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

 Representative Councillor Parr and there being no further nominations was

 elected.

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

 was proposed by Councillor Hyde, seconded by Councillor Cowie

 and there being no further nominations was elected.

Bridgnorth Area

Committee of SALC Councillors would attend in rotation.

Planning Councillors were asked if anyone was interested filling the vacancy on

Sub-Committee the planning sub-committee. Councillor Edwards expressed an interest. It was proposed by Councillor Holland, seconded by Councillor Beaman and agreed by the Council that Councillors Cotham, Beaman, Edwards, Parr and Patel serve on the planning sub-committee.

Shipley Liaison Councillor Cotham was proposed by Councillor Dungar, seconded

Committee by Councillor Hyde and there being no further nominations was

 elected.

 **DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS**

 There were no declarations of disclosable pecuniary interests.

MINUTES of the meeting held on 11th April 2022, having been distributed to all

 councillors, were confirmed and signed.

 **MATTERS ARISING FROM THE MINUTES**

 62/22 Casual Vacancy

 The Clerk reported there had been four applicants for the vacancy and their application forms

had been circulated to councillors prior to the meeting. The applicants made statements during the public session.

Councillor Cotham declared an interest and left the meeting with the applicants so the Vice Chairman, Councillor Hyde, took the chair. Following a discussion about the applicants Councillor Hyde asked councillors to vote using the ballot forms which were then counted by Councillor Hyde and the Clerk.

The applicants and Councillor Cotham returned to the meeting and Mrs. Hannah Cains was declared the successful candidate. The Chairman thanked all the candidates and hoped those who had not been successful on this occasion would apply again when a vacancy arose.

 63/22 Claverley in Bloom

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

Jo Derrer has confirmed the school will be making use of the planting beds which had been installed by CIB a few years ago. The beds will contain annual plant material with a red, white, and blue theme. CIB member Lesley Writtle will be providing hands on support including participation in the RHS “Grow Well” initiative. This involves a range of projects associated with the growing of marigolds, the seeds of which will be supplied by the RHS.

The plants for the summer scheme should be ready for planting out on 28th May. Peat free compost will be used in all the planting troughs. The additional cost of using peat free compost will be met by a kind donation from All Electric Garages. CIB had also received a generous donation of £200 from a Claverley resident.

CIB member Janet Ryan had done some tidying around the ferns in The Pound which were installed some years ago. There is an accumulation of leaves and twigs towards the back which will be cleared in due course. The Clerk had spoken to Anthony Jones about the rotten post and he had accepted responsibility for its replacement. He had asked the Parish Council to arrange for the rotten post to be replaced and he will pay for the work. The Clerk had asked Marvin Harris to inspect it and he will report back on the cost of a replacement post.

Paul Pickerill, the Tree Warden, was trying to source a Copper Beech on behalf of the Parish Council which is to be planted at Winchester crossroads to commemorate the Platinum Jubilee.

The CIB accounts for 2021 had been audited. A copy of the accounts will be included in next month’s update.

 64/22 QEII Jubilee Field

Councillor Cook informed the meeting that Jo Derrer had asked the Parish Council to put a reminder in the next issue of ‘Halo’ of the rules relating to the use of the field after school hours as litter and dog fouling were causing a problem.

**Action: Clerk to give details of the rules in the June issue of ‘Halo’.**

65/22 Shipley Quarry

A notification had been received that JPE Holdings Ltd. had submitted a planning application to vary conditions 2 and 16 attached to planning permission 17/05303/MAW and the Parish Council had 31 days to make a submission.

**Action: a draft response would be prepared and would be circulated to councillors before submitting to Shropshire Council.**

66/22 Street lights

The Clerk reported that Tippers Wolverhampton had eventually decided to settle the claim through insurance for badly damaging the street light outside 10 High Street when unloading building materials. The Clerk had forwarded full details to Gallaghers. MSD Lighting had quoted £628.00 ex VAT for a new column and E.ON had quoted £973.12 ex VAT for painting and installing the new column and reconnection. The lantern had been salvaged,

The three lighting columns and lanterns which were included in the budget for 2021/2022 had now been delivered to E.ON and will be installed in due course.

67/22 Queen’s Platinum Jubilee

Stewart Writtle had agreed to take a village photograph on 5th June, possibly using a drone.

It was planned to erect bunting in High Street on Monday, 23rd May. Ellie Taylor had asked whether Claverley’s ‘Big Lunch’ could be added to the Jubilee Celebrations National Map. Councillors agreed to this suggestion.

Councillor Cook undertook to contact Jo Derrer to see if the grass on the field could be cut during the first part of half term.

68/22 Local Walking and Cycling Infrastructure Plan

The Clerk had emailed Rose Dovey, Shropshire Council’s Interim Active Travel Manager, to ask if the Parish Council’s suggestion of creating a cycle path between Claverley and Bridgnorth along the A454, which could also be used by residents of Worfield Parish, could be included in the Local Walking and Cycling Infrastructure Plan and what funding would be available. A reply was awaited.

69/22 **PLANNING**

Permissions

22/00362/FUL Demolition of existing industrial buildings and erection of 4no. detached

 dwellings, formation of vehicular access and installation of package treatment plant, Sandy

 Bank, Wooton, Six Ashes for Mr. Mike Flanagan.

Refusal

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

 Beobridge, Claverley for Mr. R. Bannister

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

 Sytch House Green, Claverley for Mrs. M. Thomas

New Applications

22/01589/FUL Erection of side and rear extension, 6 Griffiths Green, Claverley for

 Mr. Watton.

The Parish Council did not have any objections.

22/01699/ADV Erect and display 4No. sponsorship signs placed on the roundabout,

 Roundabout Junction A454/B4176, Rudge Heath, Claverley, for CP Media.

The Parish Council did not have any objections provided the sponsorship signs did not restrict visibility.

22/01937/TCA To remove roadside deadwood and crown lift two secondary branches from

 1no. Oak (T1), to remove two branches at 2-2.5 metres above base from 1no. Sycamore

 (T2), to remove two branches at approx. 3 metres above base from 1no. Oak (T3), and to

 remove 1no. Sycamore (T4) within Claverley Conservation Area, land bordering Pound

 Street, Claverley, for Diocese of Hereford.

The Parish Council did not wish to request a Tree Preservation Order on the trees on the grounds of public amenity value.

The owners of Chyknell Hall contend that the manner in which they propose to operate wedding venues would constitute Permitted Development under Part 4 Class B of the General Permitted Development Order i.e. temporary use of the land for no more than 28 days in any calendar year. This would not apply to use of land within the residential curtilage of the Hall for the wedding events and associated moveable structures. They had been advised to submit an application for a Lawful Development Certificate. This was not a legal requirement but the only way that the owners of the Hall could obtain a formal legally binding determination from the Local Planning Authority regarding the use of the parkland. To date no application for a Lawful Development Certificate had been submitted

The Clerk had asked Shropshire Council’s Public Protection if conditions could be made regarding noise, hours of operations and fireworks displays and was awaiting a reply.

70/22 **ANNUAL REVIEW OF BANKING ARRANGEMENTS (Financial Regulations 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 and Councillor R.S. Parr.

The Clerk reported the total net balances at 31st March 2022 amounted to £80,280.25.

 71/22 **PARISH MATTERS**

Councillor Edwards asked if there was any progress with regard to repairs being carried out to the collapsed section of the wall outside Claverley Hall Farm.

**Action: Clerk to ask Graham Downes for an update.**

The road surface of the lane between Claverley and Broughton was continuing to deteriorate; Bulls Bank; Three Dwelling to Woundale crossroads and between 6 Woundale and Woundale Farm were also in a bad state of repair. Potholes on the brow of Dallicot Bank required attention. The grass verges near Red Hill House required cutting as visibility was badly impaired when pulling out on to the B4176. White lines need reinstating at Woundale crossroads.

**Action: Clerk to inform Shropshire Highways**

Councillor Beaman expressed concern about cracks in the wall of the bridge near Woodfield Cottage which had previously been reported to Shropshire Council by the Clerk.

**Action: Councillor Dungar offered to take photographs and submit to FixMyStreet.**

The Clerk had received a complaint about an overgrown hedge at Clover Heath.

 72/22 **CORRESPONDENCE**

 Bridgnorth & South Shropshire Crucial Crew Event

A request had been received from the Bridgnorth & South Shropshire Crucial Crew for a donation from the Parish Council to match fund the fee paid by Claverley School for the 12 pupils attending this year’s Crucial Crew event. It was proposed by Councillor Hyde, seconded by Councillor Cowie and agreed by the Council to donate £120.00 to match fund the fee paid by Claverley School.

 SALC Training sessions and AGM

SALC had supplied details of two training sessions- “Fundamentals for Councillors” and “Introduction to Town Planning from a Local Council Perspective” which had been circulated

to councillors. The Bridgnorth & Shifnal Area Committee AGM will be held on 13th June.

**Action: Clerk to submit apologies as the AGM is being held on the same evening as the**

 **Parish Council meeting.**

 73**/**22 **REPRESENTATIVES’ REPORTS**

Village Hall Committee

Councillor Wade had attended the May meeting and had given the Committee the information about Venue4Hire which Councillor Dungar had provided.

Wolverhampton Airport Consultative Committee

Councillor Parr had been unable to attend the meeting on 4th May so was unable to report first hand on the proceedings. From the minutes of the meeting, it had been reported flight activity had returned to pre-lockdown levels. There was no movement on the outline planning application for housing.

74/22 **CHEQUES**

Chq. no. 001715 A. Seedhouse & Son – Repairs to Digbeth Lane planting

 trough……………………………………………………. £42.00

 001716 SALC - annual renewal of membership of SALC and NALC

 for 2022-2023…………………………………………… £770.58

 001717 T.F.M – bag of cement for refixing Digbeth Lane planting

 trough……………………………………………………. £5.04

 001718 SSE - energy for street lights 02/04/22 to 03/05/22………… £202.64

 001719 D.J. Price – reimbursement for cost of telephone calls

 made by the Clerk on behalf of the Parish Council

 1st April 2021 to 31st March 2022………………………… £120.76

 001720 Mrs. G.M. Price - reimbursement of petty cash

 expenditure 1st April 2021 to 31st March 2022…………… £82.32

 001721 Bridgnorth & South Shropshire Crucial Crew - donation for

 Crucial Crew event 2022 ………………………………… £120.00

 001722 Mr. David Bounds – payment for music performance at the

 Jubilee celebrations……………………………………… £300.00

It was proposed by Councillor Wade, seconded by Councillor Edwards and agreed by

 the Council to pass the cheques for payment.

**ADJOURNMENT**

There being no further business, the Chairman closed the meeting at 8.50 p.m.

 Date of next meeting: Monday, 13th June at 7.30 p.m. in the Village Hall