**MINUTES OF THE ANNUAL COUNCIL MEETING HELD IN THE VILLAGE HALL ON MONDAY, 15th MAY 2023 AT 7.30 p.m.**

Present: Councillor Mrs. S.A. Beaman

 D.A. Cook

 R.J. Cotham (Chairman)

 Ms. C.A. Holland

 D. Hyde

 Ms L. Patel

 P. J. Wade

Apologies: Councillor Mrs. H.M. Cains – personal reasons, Councillor M.J. Edwards – personal

 reasons, Councillor R.S. Parr – personal reasons, Councillor B. Walker-Drew– personal

 reasons

52/23 **ELECTION OF CHAIRMAN**

 Councillor Cotham called for nominations for Chairman.

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

The Declaration of Acceptance of Office would be signed by the Chairman at the next meeting.

 53/23 **ELECTION OF REPRESENTATIVES**

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

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

 elected.

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

 by Councillor Hyde and there being no further nominations was

 elected.

 Wolverhampton Deferred

 Airport Consultative

 Committee

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

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

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

 Representative Councillor Holland and there being no further nominations was

 elected.

Tree Warden Deferred

Bridgnorth Area

Committee of SALC Councillors would attend in rotation.

Planning It was proposed by Councillor Cook, seconded by Councillor Hyde

Sub-Committee and agreed by the Council that Councillors Cotham, Beaman, Edwards, Parr and Patel would serve on the planning sub-committee.

Shipley Liaison Councillor Cotham was proposed by Councillor Cook, seconded

Committee by Councillor Holland and there being no further nominations was

 elected.

 **DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS**

 There were no declarations made of disclosable pecuniary interests.

MINUTES of the meeting held on 3rd April 2023, having been distributed to all

 councillors, were confirmed and signed.

 54/23 Claverley in Bloom

 An update on Claverley in Bloom activities had been circulated to councillors.

Brambles along the footpath by the school field had been sprayed to try and contain their spread. The grassy area at the front of the Doctor’s Surgery had been strimmed. Oak saplings had been planted in the CIB tree nursery bed. The Copper Beech tree to commemorate HM The Queen’s Platinum Jubilee will be planted at Winchester crossroads during May.

It was intended to remove the winter planting in May in readiness for the installation of the summer planting scheme during the first week of June. Any stock which can be saved will be stored and winter compost from the Bullring planters will be used for the school planting beds as CIB had raised the level of one of the planting beds with new wooden boards. The raised bed and wooden trough by the telephone exchange had been refreshed with topsoil.

Claverley School pupils had each been given a bag containing everything that was required to grow sunflowers to enable them to participate in the “Grow a Sunflower” campaign. A ‘Who grew the tallest sunflower’ and an art competition will be held, both to be judged in September. TFM, New Barns Nursery, Rudge Heath Stores and David Holliman were thanked for their support and help.

Shropshire Council had donated 3 high viz jackets, litter pickers, hoops, bags and dog poo signs to CIB.

 55/23 QEII Jubilee Field

 Councillor Cook reported the goal posts had now been moved.

 The cricket wicket required pressure washing and the netting may need to be replaced.

 56/23 Shipley Quarry

Councillor Cotham reported the next meeting of the Shipley Liaison Committee was scheduled to be held on 21st June.

 57/23 Street Lights

E.ON Highways Lighting had supplied a quotation for the renewal of the Street Lighting Maintenance Contract for 2023/2026. The charge would be £727.89 (ex VAT) per annum fixed for the duration of the 3 year contract from 1st May 2023 to 30th April 2026. It was proposed by Councillor Patel, seconded by Councillor Wade and agreed by the Council to accept this quotation.

A quotation had also been received for the removal of lighting column no. 1, The Paddock for the sum of £551.84 (ex VAT). It was proposed by Councillor Hyde, seconded by

Councillor Holland and agreed by the Council to accept the quotation.

Garry Johnson, E.ON’s Project Manager had suggested lighting column 1, Spicer’s Close be the fifth column and lantern to be replaced.

**Action: Clerk to confirm this suggestion.**

Mr. Johnson had responded regarding Mr. Reade’s request for a shield to be fitted to the lantern on column 1 Bullring junction with Church Street to prevent the glare from the lantern affecting their sleeping patterns. Mr. Johnson had advised that this action would have an adverse effect on the light dispersal down Church Street and would effectively turn the street light into something decorative rather than functional.

**Action: Clerk to enquire whether reducing the height of the column would have the desired effect.**

Councillor Holland had been asked by the residents of ‘Redmere’, Church Street if anything could be done to the lantern on column 1 to reduce light interference.

**Action: Clerk to ask E.ON.**

58/23 Collapsed wall outside Claverley Hall Farm

A reply had been received from Andy Wilde, Shropshire Council’s Head of Highways regarding the collapsed wall. He had informed the Parish Council that the owner of the property was out of the country so he had been unable to communicate with him. Shropshire Council will continue efforts to contact the owner. The Highways Manager had inspected the wall and there was no immediate concern.

 59/23 **PLANNING**

Permissions

23/01099/FUL Proposed Single Storey Annexe Extension in place of existing structure, The

 Old Gate House, Heathton, Claverley for Mr and Mrs Round.

23/01168/TCA Fell 1no Ash & 1no Horse Chestnut within Claverley Conservation Area,

 Spicers Lea, Spicers Close, Claverley

23/01206/FUL Conversion of existing garage into annex accommodation ancillary to main

 dwelling, The Corner Cottage, Farmcote, Claverley for Ms L. Herring

Refusal

23/01175/FUL Application for change of use of an equestrian building to residential use,

 Proposed Barn Conversion to the north of Beobridge, Claverley for Mr Dwayne Wellings.

New Applications

23/01349/FUL Erection of side and rear extensions together with new entrance gates, wall

 and hedge, Greenfield, Heathton, Claverley for Mr Simon Bromley.

The Parish Council did not have any objections.

23/01850/TCA To fell 1no. Sycamore within Claverley Conservation Area, land to the rear of

 3 Kings Arms Court, Claverley for Mrs. J. Rowney.

The Parish Council did not wish to request a Tree Preservation Order on this tree.

For information only

23/01640/CPL Application for Lawful Development Certificate for the erection of gym/dance

 space and office, Rockvale Cottage, Hopstone, Claverley for Mr. C. Holland.

Although this application had been sent for information only the Parish Council would submit objections to the application.

23/01814/AGR Erection of an agricultural building for storage of agricultural equipment and

 machinery and fodder, Spring Gorse Cottager, Sytch House Green for Mr. Henry Thomas

60/23 **UNITARY REPORT**

Shropshire Councillor Elliott Lynch had not submitted a report.

61/23 **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 2023 amounted to £106,336.41.

 62/23 **PARISH MATTERS**

Councillor Beaman reported the defibrillator cabinet in the Lychgate had been forced open and the defibrillator had been stolen. The theft had been reported to West Mercia Police. Enquiries were being made about making a cabinet secure before purchasing a new defibrillator.

A suitable site for a defibrillator in Heathton/Draycott was being sought.

Councillor Wade reported the gullies in Aston Lane were blocked. Councillor Hyde commented on the overgrown verges making visibility extremely difficult when pulling out on to the B4176. Councillor Cotham reported there were potholes both sides of the bridge at Lower Hopstone. Councillor Patel reported the surface of the footpath outside no. 6 High Street required attention.

**Action: Clerk to inform Shropshire Highways**

Councillor Cook reported the footpath behind the Malsters was very overgrown and the hedges required cutting back.

He had been investigating getting the load tester calibrated in order to get the fixings for the Christmas lights load tested. It appeared the load tester would have to be delivered to Tamworth.

**Action: Clerk to speak to Councillor Edwards**

Councillor Cotham asked the Clerk to speak to Mr. Evans to request he cut his overgrown hedge.

Emily Hughes, Danford Heath, was offering a first aid course in June. She is hoping to become a First Responder.

 63/23 **CORRESPONDENCE**

 Resignation

Councillor Dungar had submitted her resignation from the Parish Council. She would be happy to continue maintaining the website.

**Action: Clerk to inform Shropshire Council and display the public notice to ascertain if an election to fill the vacancy was requested.**

Consultation on draft recommendations for division boundaries in Shropshire

The Local Government Boundary Commission for England was asking for views on the proposed new electoral arrangements for Shropshire. Details had been forwarded to councillors.

The aim was to provide good electoral equality, with each councillor representing, as closely as possible, the same number of electors.

It was proposed to split Alveley from Claverley and Claverley would join with Worfield.

Any views should be submitted by 10th July.

Shropshire Cycling and Walking Plan consultation

Details of the Cycling and Walking Plan consultation had been forwarded to councillors.

Any comments on the Plan should be submitted by 16th June.

Shropshire Council Place Plan engagement with Town and Parish Councils

Shropshire Council was undertaking a review of the Place Plans. Any projects/local priorities should be submitted by Monday, 7th August.

Notification of Road Closure

 Road between Sytch House Green and Gatacre – 1st June for two days between 09.00

 to 15.30. Road closure required by Openreach to allow overhead cabling and tree trimming.

 Severn Trent Water

 The Parish Council had asked Severn Trent Water to clarify the current foul water treatment

capacity for the Claverley village treatment plant in view of the increase in the number of properties. The issue of brown foam observed on Claverley brook downstream from the Claverley treatment plant whenever it rains was also raised.

Unfortunately, the reply received did not answer these questions but just stated that it was not felt that the foul sewage from the proposed additional 12 dwellings at Ashford Bank would have an adverse effect on the system.

64**/**23 **REPRESENTATIVES’ REPORTS**

 Claverley Village Hall Committee

Councillor Wade had attended the May meeting. Refurbishment of the kitchen was under review. Bollards to prevent unauthorised parking on the Village Hall’s car park were to be installed. Work was required to the emergency exit which had been identified as a health and safety hazard. It was anticipated that Flicks in the Sticks would recommence in September.

 Wolverhampton Airport Consultative Committee

The next meeting of the Consultative Committee will be held on Wednesday, 24th May. The Clerk had submitted Councillor Parr’s apologies.

 Rights of Way

 Councillor Cotham reported that kissing gates on FP69 (Pipers Lane to Orchard Close) had been installed and a replacement way marker. A kissing gate had been installed on FP63 by

 the entrance to Sutton Farm. A request for the wicket gate at Ludstone to be replaced by a

 kissing gate had been made.

65/23 **CHEQUES**

Chq. no. 001794 A. Seedhouse & Son – Blanking inserts for goal post

 sockets………………………………………………………. £48.00

 001795 SALC - annual renewal of membership of SALC and

 NALC for 2023-2024……………………………………... £796.54

 001796 SSE - energy for street lights 04/04/23 to 02/05/23…………..£184.26

 001797 D.J. Price – reimbursement for cost of telephone calls

 made by the Clerk on behalf of the Parish Council

 1st April 2022 to 31st March 2023………………………….£91.12

 001798 Mrs. G.M. Price - reimbursement of petty cash

 expenditure 1st April 2022 to 31st March 2023…£75.77

 Ink cartridges and paper……………………….£108.96 £184.73

It was proposed by Councillor Patel, 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 9.05 p.m.

 Date of next meeting: Monday, 12th June 2023 at 7.30 p.m. in the Village Hall.