**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON MONDAY, 13th SEPTEMBER 2021 AT 7.30 p.m.**

Present: Councillor Mrs. S.A. Beaman

 R.J. Cotham (Chairman)

 M.J. Edwards

 Mrs. C.G. Dungar

 Ms C.A. Holland

 D. Hyde

 R.S. Parr

 B. Walker-Drew

Also present: Shropshire Councillor Elliott Lynch (for part of meeting), 1 member of the public

Apologies: Councillor D.A. Cook – personal reasons, Councillor D.S. Cowie - person reasons,

 Councillor Mrs. J.C. Marsh – personal reasons, Councillor Ms L. Patel – personal reasons

 **DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS**

 There were no declarations of disclosable pecuniary interests.

MINUTES of the meeting held on 9th August 2021, having been distributed to all

 councillors, were confirmed and signed.

 **MATTERS ARISING FROM THE MINUTES**

117/21 Shipley Quarry

Councillor Cotham reported he had attended a site meeting at Shipley Quarry on 19th August along with County Councillors, various Crestwood representatives, Steven Birch, Adam Collinge, Grahame French and Mr. Clarke. Councillor Elaine Aldridge represented Worfield Parish Council.

 Shropshire Councillor Richard Marshall will be chairing the Shipley Quarry Liaison

 Committee and Connor Furnival will be responsible for taking the minutes which will be

 published on both Claverley and Worfield websites.

Any alterations to the approved road scheme would have to be signed off by Shropshire Highways and hydrology has to be signed off by the Environment Agency before quarrying can commence

The Environment Agency was still objecting as insufficient monitoring had taken place. Graham French was considering whether the Environment Agency’s position could be considered as non-determination and may seek to employ the council’s own hydrologist as he considered the Environment Agency had been unduly influenced and not deemed to be independent.

Three local residents (two from Claverley and one from Worfield) will be appointed to the Liaison Committee and it was planned to hold a meeting of the Liaison Committee in September.

 The Parish Council considered any change to the approved highway/site entrance alterations

 should only be for reasons of public safety and should be a planning sub-committee decision

 as it was too big a change for officer delegated powers. Shropshire Councillor Elliott Lynch to

 follow this up.

118/21 **UNITARY REPORT**

Shropshire Councillor Elliott Lynch reported the advertising sign had been removed from the grass verge at the junction with the A458.

He had been in contact with Andy Wilde regarding progress of the Parish Council’s request to extend the 30mph speed limit at the bottom of Pound Street. Mr. Wilde was going to look into this.

Councillor Lynch was going to invite the Portfolio Holder for Highways to visit the parish to look at the speed issues and potholes. Councillor Holland expressed a wish to be involved.

Councillor Lynch left the meeting as he had another engagement.

119/21 Claverley in Bloom

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

The footpath and community orchard areas had been cleared of undergrowth. The fruit trees, which CIB had planted in 2010, had cropped quite well. CIB will be carrying out pruning and shaping of these trees during the winter. The overhanging trees on the “Kings Arms” side of the footpath needed trimming as they are shading the orchard area but this may be beyond the capability and resources of CIB.

The summer planting scheme, which had been very successful, will be removed during the week prior to Saturday, 16th October when the winter planting scheme will be installed in the village planters. There may be a delay planting the troughs at Digbeth Lane and Winchester crossroads has they have to be repaired before the plants can be installed.

CIB are planning to plant 4,000 Marie Curie daffodil bulbs on Sunday, 7th November. The purchase of these bulbs had been funded by an anonymous donation for which CIB was very grateful. Additional help with the planting would be welcome.

Councillor Parr reported there was no evidence that the planting trough at Heathton had been regularly watered and there had been two occasions when the plants had nearly died.

Ann Jones, secretary of the Village Hall Committee, had been helpful with regard to watering the flower beds at the village hall and will raise this at the next committee meeting.

120/21 QEII Jubilee Field

As Councillor Cook had been unable to attend the meeting, he had prepared a report which had been sent to councillors.

In his report Councillor Cook confirmed the new fencing had been installed on the pub side of the field. The access gate, which is wide enough for a wheelchair, had been installed a little further down than anticipated. The slope on the field side of the gate is of a lesser gradient.

Councillors Cook and Cotham had walked the field on 9th September and had a discussion with the Head, Jo Derrer regarding planned work and as to whether the new gate becomes the public access to the field.

The Parish Council supported the programme of work listed in Councillor Cook’s report.

Councillor Parr stated that Claverley in Bloom might be able to trim the trees on the left hand side of the field.

121/21 Damage to pump trough and bench

The insurers had been in contact and had asked for the original receipt for the trough. The Clerk had informed them a receipt was not available as the trough was at least 100 years old. Claverley Memories had a photograph dated 1908 showing the pump and trough.

122/21 Woundale FTTP Project

Councillor Parr reported that Openreach had given approval to the project. It was anticipated the network should be completed by August 2022.

123/21 Bonfire and Fireworks Event 2021

Severn Valley Roast had quoted £700.00 to provide the food as supplied previously. It was proposed by Councillor Walker-Drew, seconded by Councillor Edwards and agreed by the

Council to accept the quote.

Space Mobiles had quoted £67.00 plus VAT for each of the two basic toilets. It was proposed by Councillor Beaman, seconded by Councillor Edwards and agreed by the Council to accept the quote.

Dr. Ryan had agreed to be the first aider. The Clerk was awaiting a response from Gordon Drury with regard to providing the PA system.

Mike Tait did not think the Tuck Hill village hall tents were in a good enough condition to hire out. Councillor Parr had spoken to Mr. Tait about their condition and would be going to have a look at them with Councillor Cook.

The price of the tickets was discussed and it was proposed by Councillor Walker-Drew, seconded by Councillor Pearson and agreed by the Council that Family tickets bought in advance would cost £13 and on the night £15, Adult tickets £4 in advance and £5 on the night and Children’s tickets £2 in advance and £2.50 on the night.

Councillor Edwards offered to supply the grid reference for the Temporary Events application form.

124/21 Post Office Service

The Clerk had informed the Post Office that Ken and Mary Lavender and Keith and Karen Horton would like to meet Matthew Wilkes, Network Operations Manager for the Post Office to discuss the proposed outreach service and was awaiting a date for the meeting.

125/21 Christmas Lights

Councillor Parr informed the Council that he proposed to take the Christmas lights out of storage so that he and Ken Jones could carry out the maintenance check and to see what spare bulbs would need to be ordered. Ken Jones had offered to get what spares were required. Councillor Hyde offered to store the lights until they were erected.

Councillor Parr and Ken Jones were happy to help with the Christmas lights this year but probably not in 2022. Ken Jones’ public liability insurance expires in November and he will be extending it for three months.

The Clerk was trying to find a company to load test the eye bolts which hold the Christmas lights. Councillor Beaman offered to find out the cost of hiring or purchasing the equipment to enable the Parish Council to carry out the testing.

126/21 Police Community Charter

The Bridgnorth Safe Neighbourhood Team were unable to send a representative to the September meeting to discuss the Police Community Charter but hoped to be able to attend the October meeting.

127/21 Measures to reduce speed of traffic

Councillor Lynch had raised the Parish Council’s concerns about the speed of traffic in Claverley with officers and was awaiting a reply.

128/21 **PLANNING**

Permissions

21/02413/TCA Fell 1no Acacia within Claverley Conservation Area, Spicers Lea, Spicers

 Close, Claverley for Mr. Mandip Khaira

21/03339/FUL Erection of single storey rear extensions, mono pitch roof over front of garage

 and adjoining front projections, 22 The Wold, Claverley for Mr. A. Bailey

Refusa**l**

21/02816/FUL Conversion of and extension to outbuilding and domestic store to form one

 open market dwelling, The Glass House, Spring Cottage, Sytch House Green, Claverley

 for Mrs. Claudette Inglis

New Applications

21/04149/FUL Erection of new entrance gates and decorative walling to driveway, Deerhurst,

 Lodge Park, Claverley for Mr. I. Bonser

The Parish Council did not have any objections.

For information only

21/04102/CPL Application for a Lawful Development Certificate for the proposed erection

 of single storey side extension, Building known as Kissing Gate Cottage, Gatacre for

 Mr. M. Ryan

21/0410/CPL Application for a Lawful Development Certificate for the proposed erection of

 single storey side and rear extension, Building known as Friday Cottage, Gatacre for

 Mr. M. Ryan

The member of the public left the meeting.

Discussion of some current enforcement cases took place.

129/21 **AUDIT OF ACCOUNTS FOR 2020/2021**

PKF Littlejohn LLP, the external auditors, had concluded their limited assurance review

of the Annual Governance and Accountability Return for the year ended 31st March 2021 and no matters had come to their attention to give cause for concern that relevant legislation and regulatory requirements had not been met and they did not raise any other matters to be drawn to the attention of the Parish Council. The Notice of Conclusion of the Audit and the right to inspect sections 1, 2 and 3 of the Annual Governance and Accountability Return for the year ended 31st March 2021 had been displayed on the notice board and on the Parish Council’s website.

 130/21 **PARISH MATTERS**

 Councillor Edwards reported some repair work had taken place on the road from Winchester

 Farm to Broughton.

 The mirror at Aston crossroads was missing and the ‘A’ board advertising The Tea Cosy was

 obscuring vision.

 **Action: Clerk to inform Shropshire Council**

The hedge and ivy outside Churchill House, Saffron and Spicers Lea required cutting back.

 **Action: Clerk to write to the householders**

Shropshire Council had installed the litter bin in Pound Street which can also be used by dog owners for disposing bags of dog faeces.

 131/21 **CORRESPONDENCE**

Email from Mr. J. Young

 An email had been received from Mr. Young with a request that the flyer he had attached be

 submitted for publication in ‘Halo’. The flyer outlined his proposal to use the land he had

 purchased in Heathton to provide a “not for profit” charity providing “Animals for /Therapy”

 for individuals living with mental health issues. Councillors considered that it was

 Mr. Young’s responsibility to submit his flyer for publication in ‘Halo’.

 Email from Mr. A. Reade

 Mr. Reade was concerned that inappropriate alterations had been carried out to non-listed

 buildings in the Conservation Area over which Shropshire Council’s Conservation team had

 no control. He asked the Parish Council to consider requesting Shropshire Council to include

 Claverley Conservation Area for an Article 4 designation in the next Conservation Area

 Appraisal process.

 Mr. Reade’s proposal was discussed but councillors did not want to impose additional

 restrictions on local parishioners’ properties.

 SALC – “Climate Change: Taking Action” workshops

 Information had been received from SALC about two workshops on climate change to be

 held on 6th and 13th October between 10am and 12.15pm.

 **Action: Clerk to see if Councillor Marsh would be interested in attending**

Notification of road closure

 Notification had been received that work will be undertaken to install new pipework to

 improve drainage between Lower Beobridge and Sytch House Green between 20th to 24th

 September.

Renewal of Insurance

Notification had been received that the Parish Council’s insurance policy expires on 30th September. Came and Company had supplied various quotations. After discussion it was proposed by Councillor Edwards, seconded by Councillor Dungar and agreed by the Council to accept the quotation of £1239.12 from Hiscox and to enter into a three year Long Term Agreement.

132**/**21 **REPRESENTATIVES’ REPORTS**

 Wolverhampton Airport

Councillor Parr reported the steering committee of the Wolverhampton Airport Action Group (WAAG) was proposing to wind up WAAG so an EGM had been called for Thursday, 14th October at Tuck Hill Village Hall commencing at 7.30pm. WAAG had been formed in 2003 to fight expansion of the airport.

133/21 **CHEQUES**

Chq. no. 001665 E.ON Energy Solutions Ltd. – replacement of 5 street

 light columns and LED lanterns………………………….. £5276.15

 001666 SSE - energy for street lights 03/08/21 to 01/09/21……….. £132.40

 001667 PKF Littlejohn LLP – fee for limited assurance review

 of Annual Governance and Accountability Return

 for year ended 31st March 2021………….……………… £240.00

 001668 Jubilee Fireworks Ltd. – balance of deposit for fireworks

 display…………………………………………………… £12.00

 001669 Came and Company – insurance renewal………………….. £1239.12

 It was proposed by Councillor Dungar, 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 9.15 p.m.

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