**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON MONDAY, 11th SEPTEMBER 2023 AT 7.30 p.m.**

Present: Councillor Mrs. S.A. Beaman

 R.J. Cotham (Chairman)

 Ms. C.A. Holland

 D. Hyde

 K. Moseley

 Ms L. Patel

 P.J. Wade

Apologies: Councillor Mrs. H.M. Cains – personal reasons, Councillor D.A. Cook – work reasons,

 Councillor Mrs. E.M. Holding – personal reasons,

 Councillor M.J. Plumb – personal reasons, Councillor B. Walker-Drew – work reasons

 **DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS**

 Councillor Patel declared a disclosable pecuniary interest in planning application 23/03499/FUL

 Councillor Cotham declared a disclosable pecuniary interest in planning applications 23/02646/FUL and 23/02647/FUL

MINUTES of the meeting held on 14th August 2023, having been distributed to all

 councillors, were confirmed and signed.

 **MATTERS ARISING FROM THE MINUTES**

114/23 Claverley in Bloom

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

The Pound and orchard area had been tidied up. The certificates for the Sunshine in a Bag special School Assembly had been produced and prizes purchased for the children.

An autumn plant sale will be held on 7th October. Tickets for the quiz on 25th October will be on sale from 15th September.

The winter planting scheme will be finalised by the end of September when Nick Bromley will know what stock will be available to purchase. CIB intend to plant the winter planting display on 14th October.

 115/23 QEII Jubilee Field

Councillor Cook did not have anything to report.

 116/23 Shipley Quarry

Councillor Cotham reported signage on the A454, which should be installed by October, had not yet been erected.

 117/23 Street Lights

The quotation for installing a new street light in Aston Lane had not been received from E.ON. The Clerk was experiencing difficulties trying to contact MSD Lighting regarding the outstanding order.

**Action: Councillor Hyde offered to try and make contact with MSD Lighting.**

118/23 Bonfire and Fireworks Event

The Clerk reported that an order for the hire of two toilets had been placed with Space Mobiles. These will be delivered on 10th November. A delivery charge of £52.00 plus VAT will be made.

Malcolm Gwinnett had been in touch to see if he could provide the hot drinks etc. as he had done in previous years.

**Action: Councillor Walker-Drew will speak to him.**

Sponsorship would be sought for this year’s event. An appeal to be put in the October issue of ‘Halo’.

**Action: Clerk to apply for an Events Licence**

119/23 Defibrillators

Councillor Beaman confirmed the British Heart Foundation had supplied the defibrillator.

Councillor Plumb had informed the Clerk he had approached Keith Horton with a view to siting the defibrillator at The Plough. He was waiting to hear if this would be possible.

Councillor Beaman informed the meeting that funding for the Heathton/Draycott defibrillator could be available from October onwards. She would proceed to make an application.

 120/23 Memorial to the late Councillor Parr

 Discussion on this matter was deferred.

 121/23 Raising profile of the Parish Council

 As Councillor Cains was unable to be present, discussion on this matter was deferred.

 122/23 Request for dog waste bin

Jane Salisbury, Shropshire Council’s Dog Warden and Street Scene had made contact with the Clerk. She would be visiting Claverley to view the possible site for a bin.

 123/23 Access to churchyard

 Councillor Cotham suggested it might be possible to access the churchyard via the Scout Hut.

 He would look into this possibility.

 124/23 **PLANNING**

Permissions

22/05600/FUL Application under section 73a of Town and Country Planning Act 1990 for the

 installation of a septic tank and soakaways (retrospective) Ludstone Hall, Ludstone,

 Claverley for Mrs. Maureen Smith.

23/02450/FUL Erection of single storey front extension, The Blacksmiths, Newin House

 Farm, Upper Aston, Claverley for Mrs. Julie Wilkes.

23/02937/FUL Erection of detached garage, Milkin Barn, Upper Aston, Claverley for

 Mr. R. Brasenell.

23/03128/FUL Renovation of existing development, two storey side and single storey rear

 extension, Cross Cottage, Hillend, Claverley for Mr. N. Grainger.

23/03137/VAR Variation of Condition No. 2 attached to planning permission 21/01584/FUL

 dated 2 July 2021, 4A High Street, Claverley for Mr. and Mrs. Degg.

23/03215/FUL Erection of front and rear single storey extensions and detached single garage,

 Tanglewood, 12 The Wold, Claverley for Ms Laura Anson.

**New Applications**

Councillor Cotham left the meeting and Councillor Hyde took the chair.

23/02646/FUL) Extensions to existing outbuildings to create a supported living annexe and

23/02647/LBC) motorcycle garaging/display, The Old House, Hopstone, Claverley, for

 Mr R Bate.

The Parish Council objected to the planning applications as the proposed extension was out of scale with the original building. The proposed extension would be very close to the boundary and would be over the existing septic tank.

Councillor Cotham returned to the meeting.

Councillor Patel left the meeting.

23/03499/FUL Proposed double storey side extension, rear extension and front porch,

 Orchard Cottage, High Street, Claverley for Mr Andrew Turner

The Parish Council did not have any objections.

Councillor Patel returned to the meeting.

23/03758/FUL Paving to existing external seating area to the front of the site complete with

 new pergola of part of the area, new festoon lighting and picket fencing Boycott Arms,

 Upper Ludstone, Claverley for Admiral Taverns.

The Parish Council did not have any objections.

**For information**

23/03848/CPL Application for a Lawful Development Certificate for the erection of a

 detached outbuilding on the side garden, the building will be connected to the existing

 drive by a new path in front of the building with steps down onto the driveway, Rockvale

 Cottage, Hopstone, Claverley for Mr. C. Holland.

125/23 **UNITARY REPORT**

 A report had not been submitted.

126/23 **AUDIT OF ACCOUNTS FOR 2022/2023**

 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 2023. No matters had come to their attention to give cause for concern that relevant legislation and regulatory requirements had not been met. PKF Littlejohn LLP drew the Parish Council’s attention to the fact it should ensure it has regard to the level of reserves held when considering future precept requests. 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 2023 had been displayed on the notice board and on the Parish Council’s website.

 127/23 **PARISH MATTERS**

Gullies were blocked along Aston Lane, the B4176 and the 8 gullies between the Lower Hopstone bridge to Rudge Heath. Shropshire Council to be informed the grids at Lower Hopstone were seized in.

**Action: The Clerk to inform Shropshire Highways.**

 128/23 **CORRESPONDENCE**

 Resignation of Shropshire Councillor Elliott Lynch

Notification had been received that Shropshire Councillor Elliott Lynch had submitted his resignation. Details regarding an election would be received in due course.

 Renewal of insurance

The Parish Council’s insurance premium for its policy with Hiscox Insurance Company Ltd. was due for renewal on 30/09/2023. The policy documents had been received.

**Action: Clerk to confirm renewal confirmation.**

 Notification of road closures

Upper Aston, Claverley - **Start date:**27th September **End date:**28th September from

9.30-16.00 for replacement of road markings by Shropshire Council

End of High Street to Winchester crossroads - Start date: 28th September End date: 29th September from 08:00-16:00 Road Closure for Severn Trent Water to install Bbox 25mm and meter.

129**/**23 **REPRESENTATIVES’ REPORTS**

 Village Hall Committee

Councillor Wade had attended the meeting on 7th September. He reported the work on the subsidence would be undertaken before the end of October. The work would be funded by the Village Hall as it was not covered by insurance. Work to the kitchen would commence early in 2024. The posts which had been installed to prevent unauthorised parking will be replaced and will be repositioned. “Flicks in the Sticks” would be recommencing in September.

 Rights of Way

Councillor Cotham reported that debris had been cleared from the old highway at Hopstone.

Boundary boxes had been installed in the sloping highway by Rockvale Cottage and concern was expressed about the surface. Councillor Cotham would be following this up.

130/23 **CHEQUES**

Chq. no. 001814 Winwood Contractors - cutting overgrown road junctions………..£189.00

 001815 Arthur J. Gallagher Insurance Brokers Ltd – insurance premium..£1356.91

 001816 PKF Littlejohn LLP - fee for limited assurance review of

 Annual Governance and Accountability Return for year ended

 31st March 2023………….………………………………………. £378.00

 001817 SSE - energy for street lights 02/08/23 to 01/09/23

 £196.43

 energy for Christmas lights £127.98 ………………….. £324.41

 001818 Mrs. G.M. Price – reimbursement for purchase of

 Ink cartridge - £29.99

 Envelopes £14.51 ………………………………..£44.50

 001819 Mrs. S.A. Beaman – reimbursement for purchase of

 defibrillator………………………………………………£1759.99

 001820 Shropshire Council – licensing fee for Bonfire and Fireworks

 event…………..…………………………………………...£21.00

It was proposed by Councillor Patel, seconded by Councillor Holland 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, 9th October 2023 at 7.30 p.m. in the Village Hall.