

**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL
ON MONDAY, 10th FEBRUARY 2014 AT 7.30 p.m.**

Present Councillors J.R. Caswell
 Ms J.L. Clements
 R.J. Cotham
 M.J. Edwards (Chairman)
 D. Harris
 Mrs. J.C. Marsh
 D.A. Whitmore
 Mrs. V. Williams (for part of meeting)

Also present: Shropshire Councillor Mrs. Tina Woodward

Apologies: Councillor D.S. Cowie - personal reasons, Councillor D.A. Cook – business reasons,
Councillor S.J. Lawrence - personal reasons, Councillor R.S. Parr – personal reasons

In the absence of Councillor Cowie, the Vice Chairman, Councillor Edwards, took the chair

19/14 **CO-OPTION AND SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE**

Mr. Whitmore had confirmed his interest in becoming a Councillor. The Parish Council resolved to co-opt Mr. Whitmore who signed the Declaration of Acceptance of Office.

Action: Clerk to inform Shropshire Council and submit Councillor Whitmore's Disclosable Pecuniary Interests form

DECLARATION OF INTERESTS

No disclosable pecuniary interests were declared

MINUTES of the meeting held on 13th January 2014, having been distributed to all Councillors, were confirmed and signed.

MATTERS ARISING FROM THE MINUTES

20/14 **Claverley in Bloom**

Councillor Parr had submitted a report which had been forwarded to all members of the Council.

The quiz had been a success and £359 had been raised, which was a little more than last year although there were fewer participants. Keith and Karen Horton had kindly donated part of the ticket money and the raffle had been well supported.

17 large shrubs had been planted on the Aston Lane bank as the final phase of the Jubilee shrub planting project. Claverley in Bloom was grateful to Mrs. Nock and Mrs. Rowney for initiating the project and to the parishioners who had funded it through their donations. Volunteers will be sought to help with watering the trees and shrubs which have been planted on the bank.

Claverley in Bloom was continuing to work closely with Claverley Primary School regarding environmental and horticultural projects. A meeting had been held with the Headteacher to discuss the programme for 2014. Tree planting will take place on 3rd March and a litter pick will

be held on 1st April. Claverley in Bloom will continue to work with the School to help maintain and develop the school planting beds and outdoor classroom.

The two stone troughs near 4A High Street will possibly have to be re-sited if a planning application is approved. Claverley in Bloom was proposing to reposition them either side of the bench in Aston Lane but had asked for the views of the Parish Council.

Councillor Marsh thought the troughs should be located elsewhere as she and other members of the public felt that Claverley in Bloom had centred their efforts on Aston Lane. She made the suggestion the troughs could be sunk into the grass border outside the Surgery or placed by the Heathton sign on the approach to Heathton from Halfpenny Green. Councillor Williams suggested The Pound as an alternative site and Councillor Edwards suggested the beds outside The Crown.

Action: Clerk to inform Councillor Parr

21/14 QEII Jubilee Field

In Councillor Cook's absence, the Clerk reported that Councillor Cook had been approached by a parent, whose son was a member of Bridgnorth Spartans Junior Football Club, to see if the QEII Jubilee field could be used for matches on a Sunday afternoon as their pitch was waterlogged.

The Clerk had informed Councillor Cook that in the past the Parish Council had not agreed to letting the pitch on Sunday afternoons because of disturbance to neighbouring properties. The pitch had been used for junior football on Sunday mornings some years' ago.

22/14 Claverley Website

Councillor Williams reported that the training session arranged with Kensa for Councillors Clements, Lawrence, Marsh, Parr and Williams had to be postponed but she hoped it would be held before the end of February. She hoped to get a link so Councillors could have a look at the website prior to publicising when it was up and running.

23/14 Parish Plan

Councillor Harris reported the next meeting of the working group will be held on 12th February when comments on the main questionnaire received from Sally Beaman's group will be considered. The Young People's questionnaire had been completed. Both questionnaires will be forwarded to Councillors prior to the March meeting of the Parish Council.

24/14 Street Lights 5 High Street

Councillor Edwards and the Clerk had met Mr. Johnson from E.ON on 5th February to discuss the feasibility of installing a free standing street light near No. 5 High Street instead of a light fixed on the wall. It was agreed that the most suitable location would be outside All Saints Cottage as the column would be sited near to the steps. The approximate cost of excavating the pavement from the electrical services outside No. 5 to the proposed site would be £500.

During the site meeting Mr. Johnson asked the Clerk to contact English Lamp Posts and request the specification of their column and the installation specification for the concrete plinth as he wanted to make sure it would be feasible to put the column in the proposed site. English Lamp Posts had not supplied this information and Mr Johnson had not received a reply from them requesting additional technical information. The British Standard code for street lighting is BS EN 40 and he could not find reference on their information that the columns met this requirement. He also wanted to know if they met other criteria. If the columns did not meet BS EN 40 another supplier would need to be found. Councillors Edwards, Cotham and Williams offered to be part of a Street Lights sub-committee.

Councillor Marsh asked what guarantee English Lamp Posts gave on the columns.

Action: Clerk to contact English Lamp Posts again to ask for the information as a matter of urgency.

Councillor Edwards offered to obtain the contact details of the owner of All Saints Cottage.

Mr. Johnson had advised that street light columns should be structurally tested every 6 years. The price per column was £10.50 plus VAT. It was proposed by Councillor Cotham, seconded by Councillor Williams and agreed by the Council to request structural testing of the cast iron columns.

Some residents of Clover Heath had expressed dissatisfaction at the delay in getting the street light outside No. 8 replaced. There had been incidents of burglary which they blamed on the lack of a working street light. It was proposed by Councillor Marsh seconded by Councillor Caswell and agreed by the Council to ask E.ON to fit a second-hand lantern.

25/14 Proposed Claverley Youth Club

Councillor Williams reported that the proposed Youth Club had been discussed at the Village Hall Committee meeting on 6th February. The Committee had agreed to give Councillor Lawrence a trial period until the Committee's AGM in June. No ball games will be allowed and no broadband will be provided. The Committee was not prepared to offer any concessions with regard to the charge for the use of the hall. The Committee had also tried to impose a condition that a Youth Club representative should be on the Committee.

26/14 Digbeth Lane

Councillor Woodward reiterated that as the chalet site had no Site Licence, which controls occupancy and other site matters, it is a private matter between chalet owners and the landowner as to occupancy. Waste collection has to be provided as chalet owners pay Council Tax.

Councillor Woodward had sought the opinion of a Planning Officer on further development of the chalets. There would be permitted development rights to extend the chalets if there is no restriction placed on them through a condition on the planning permission for the individual unit. Planning permission would be needed to replace an existing chalet.

27/14 Shropshire and Marches Campaign for Better Broadband in Rural Areas

Patrick Cosgrove of the Shropshire and Marches Campaign for Better Broadband in Rural Areas

was seeking support for the campaign to extend faster broadband to those parts of Shropshire that are unlikely to see improvements beyond the minimum guarantee of 2Mb. After discussion it was agreed that the Parish Council should offer support in principle but not commit to making a financial contribution until more information was available.

28/14 **UNITARY REPORT**

Shropshire Councillor Mrs. Woodward reported that the B4176 from Upper Aston to the County Boundary will be closed for 3 weeks to allow carriageway resurfacing works. This work was included in Shropshire Council's Highway Capital Maintenance programme. A change in the gritting route had been made to include Upper Aston to Halfpenny Green for the duration of the closure.

The Clerk reported she had already received numerous telephone calls regarding the amount of heavy traffic using Claverley as a 'cut through' due to the road closure. There had been several problems with large lorries experiencing difficulty getting through the village causing congestion. She had reported these problems to Shropshire Highways and Mouchel, the contractors. Improved signage would be supplied.

29/14 **PLANNING**

New Applications

14/00030/OUT Outline application for erection of 16 dwellings and garages, installation of bio-disc treatment plant following demolition of existing buildings, Davro Iron & Steel Co. Ltd., Ridgewell Works, Stourbridge Road, Wootton for Davro Iron & Steel Co. Ltd.

The Parish Council did not have any objections.

14/00035/FUL Construction of a 2 bed dwelling for holiday letting, 4a High Street, Claverley for Mrs. L. Sage

The Parish Council did not have any objections in principle but expressed concern about the appearance of the living room window as it was out of keeping with other properties in the Conservation Area.

14/00036/FUL Erection of a gazebo, 1 Upper Ludstone, Claverley for Mr. C. Ropos

The Parish Council did not believe there were planning grounds on which to object but thought it was rather a large structure.

14/00141/FUL Erection of 3 bay detached garage block, The Coach House, Heathton for Mr. R. Beavon

The Parish Council did not have any objections.

Permissions

13/03041/FUL Installation of one wind turbine with tower height of 18m, total height to tip 23.5m, Home Farm, Gatacre for Mr. E. Horgan

13/04777/FUL Erection of single storey and two storey extensions to side elevations, Arcot,

10 Rudge Heath Road, Rudge Heath for Mr. and Mrs. B. Lloyd.

13/04287/FUL Conversion of barn to dwelling; erection of replacement garage,
Chyknell Hall, Chyknell for Mr. and Mrs. R. Burt

30/14 **ANNUAL PARISH MEETING**

The Clerk confirmed the Village Hall had been booked for Monday, 28th April. The Annual Parish Meeting will commence at 7.30 p.m.

31/14 **PARISH COUNCIL VACANCIES**

The Clerk reported that she had not received any further expressions of interest in filling the remaining vacancy.

32/14 **PARISH MATTERS**

Councillor Clements had been asked to bring to the Council's attention that some householders were putting out rubbish bins several days before collection.

Action: Clerk to put a reminder in 'Halo' magazine that bins should only be put out in the evening before collection

Councillor Clements had found the Financial Regulations were out of date and suggested that closer financial monitoring was required whereby expenditure was compared against budget every quarter. Standing Orders should be put in place.

Action: Clerk to obtain model Financial Regulations and Standing Orders through NALC

Councillor Cotham reported that the ditch near Corner Cottage was full and the surface of Watery Lane was deteriorating. Councillor Caswell reported that Admoor Lane was in a bad condition and Councillor Marsh reported there were numerous potholes in Draycott.

Action: Clerk to inform Shropshire Highways

Councillor Marsh reported there had been incidents of crime in Heathon.

Councillor Edwards was concerned about the dip in the road outside No. 10 High Street. The Clerk had already reported this to Shropshire Highways. Councillor Woodward asked to be copied in.

The Clerk had been contacted by Mrs. Hyde as she wished to thank the Parish Council and the volunteers involved for providing the Christmas lights. She had expressed disappointment that the Vicar had not participated in the ceremony of switching on the lights and that a carol had not been sung as in previous years.

33/14 **CORRESPONDENCE**

Verges – Spicer's Close

Mrs. Connie Jones had contacted the Clerk to express concern about the state of the verges at the entrance to Spicer's Close. She was also concerned about vehicles parking either side of the

entrance making it dangerous for traffic and pedestrians. She had requested that double yellow lines be introduced to prevent parking there.

Action: Clerk to make inquiries as to whether Shropshire Council would allow planting on the verges at the entrance to Spicer's Close

Emergency Planning

Notification had been received that the annual Briefing will take place at the Shirehall, Shrewsbury on Thursday, 13th March 6.30-8.00 p.m. Councillor Caswell hoped to attend and would let the Clerk know so she could return the response form. Councillor Mrs. Williams offered to attend if Councillor Caswell was unable to go.

Street Lighting Maintenance Contract 2014/2015

The Street Lighting Maintenance Contract for 2014/2015 had been received. The charge for routine maintenance for 2014/2015 will again be £1598.10 as there was no increase. A third of the total number of lamps will be replaced on a rolling programme throughout the course of the 3 year contract. The invoice for routine maintenance will be issued once a year.

It was proposed by Councillor Caswell, seconded by Councillor Williams and agreed by the Council to sign the contract.

Bridgnorth & South Shropshire Crucial Crew

Bridgnorth & District Crime Prevention Panel will again be holding a Crucial Crew event at Oldbury Wells School over five days in June. 13 children from Claverley School will be attending and a contribution of £7 per child had been requested from the Parish Council to match the School's contribution to the costs.

It was proposed by Councillor Williams, seconded by Councillor Clements and agreed by the Council to make a donation of £91.00.

Community Infrastructure Levy – Project Management Training

Shropshire Council had invited the Parish Council to send two representatives to the training session on how CIL will be implemented. This will be held at Craven Arms on Thursday, 6th March, 2.00-5.00 p.m. Councillor Whitmore offered to accompany the Clerk.

34/14 **CHEQUES**

Chq. No. 001157 Cancelled

001158 E.ON Energy Solutions – repairs to street lights.....	£284.21
001159 Mrs. G.M. Price – purchase of black/colour ink cartridge.....	£31.99
001160 Councillor R.J Cotham – travel expenses.....	£47.43
001161 Shropshire Association of Local Councils – training fees.....	£20.00

It was proposed by Councillor Marsh, seconded by Councillor Clements and agreed by the Council to pass the cheques for payment.

ADJOURNMENT

There being no further business, the Chairman closed the meeting at 9.50 p.m.

Date of next meeting: Monday, 10th March at 7.30 p.m. in the Village Hall