

**MINUTES OF THE ANNUAL COUNCIL MEETING HELD IN THE VILLAGE HALL
ON MONDAY, 9th MAY 2016 AT 7.30 p.m.**

Present: Councillors Mrs. S.A. Beaman
D.A. Cook
R.J. Cotham
D. S. Cowie (Chairman)
Mrs. J.C. Marsh
R.S. Parr

Also present: Shropshire Councillor Mrs. Tina Woodward, Mr. J. Beaman (for part of meeting)

Apologies: Councillor J.R. Caswell – business reasons, Councillor M.J. Edwards – business reasons,
Councillor D. Harris – business reasons, Councillor S.J. Lawrence – business reasons

77/16 **ELECTION OF CHAIRMAN**

Councillor Cowie called for nominations for Chairman.

Councillor Cowie was proposed by Councillor Cook, seconded by Councillor Parr and there being no further nominations, was elected.

78/16 **PRE-APPLICATION DOCUMENTS FOR THE PROPOSED KINGS ARMS
DEVELOPMENT**

Councillor Mrs. Beaman declared a disclosable pecuniary interest and left the meeting.

The revised pre-application plans had been distributed to all the councillors prior to the meeting. The revised plans had sought to address the adequacy of car parking spaces, the need for a footpath from the main public car park and measures to improve splay visibility at the access road junction. Mr. Beaman recognised that some changes will be necessary as the consultation/planning process continues but he was seeking the support of the Parish Council in principle at this stage.

Some councillors felt it was a pity the village would be losing a public house and one councillor thought the Kings Arms should be retained as commercial premises. Two councillors who had been unable to attend the meeting had registered concerns about the proposals in respect of the access, visibility splay and traffic issues. The majority of councillors present thought Mr. Beaman was working to achieve a plan for the benefit of the village. Four councillors voted in favour of expressing the support of the Parish Council in principle and one councillor voted against.

Mr. Beaman left the meeting. Councillor Mrs. Beaman re-joined the meeting.

79/16 **ELECTION OF OFFICERS**

Vice-Chairman As Councillor Edwards was not present and as it was not known if he wished to stand again, it was agreed to defer to the June meeting.

QEII Jubilee Field Councillor Cook was proposed by Councillor Parr, seconded by Councillor Cotham and there being no further nominations was elected.

Rights of Way	Councillor Cotham was proposed by Councillor Parr, seconded by Councillor Cowie and there being no further nominations was elected.
Wolverhampton Airport Consultative Committee	Councillor Parr was proposed by Councillor Cook, seconded by Councillor Cotham and there being no further nominations was elected.
Emergency Planning & Flood Monitor	Councillor Beaman was proposed by Councillor Cook, seconded by Councillor Marsh and there being no further nominations was elected.
Local Joint Committee	Councillor Cotham was proposed by Councillor Cowie, seconded by Councillor Parr and there being no further nominations was elected.
Village Hall Representative	Councillor Caswell was proposed by Councillor Cook, seconded by Councillor Marsh and there being no further nominations was elected.
Tree Warden	Paul Pickerill had agreed to continue as Tree Warden through his membership of Claverley in Bloom
Bridgnorth Area Committee of ALC	Councillors would attend in rotation.

DECLARATION OF INTERESTS

No pecuniary interests were declared.

MINUTES of the meeting held on 11th April 2016, having been distributed to all Councillors, were confirmed and signed.

MATTERS ARISING FROM THE MINUTES

80/16 Claverley in Bloom

Councillor Parr's report had been forwarded to all the councillors.

Prior to installing the summer planting scheme in all the planting troughs on Saturday, 5th June the old winter planting scheme will be removed and plants worth saving will be potted on for re-use. New compost will be required for the summer planting scheme at a cost of £242.40 and it was agreed the Parish Council would pay the invoice. The old compost will be used for future shrub planting.

CIB will be supplying a wide range of plants for the four school planting beds which will provide a resource for insect studies. CIB will also share the cost of a visit by a wildlife

expert from the Shropshire Wildlife Trust who will spend a day at the school to lead fieldwork classes.

Thanks were expressed to Keith and Karen Horton who had run a cake sale in aid of CIB funds on 6th and 7th May and to those who had supported the event.

81/16 QEII Jubilee Field

Councillor Cook reported the Head Teacher, Jo Derrer, had raised concerns about the small logs in the natural play area as some were split. He had inspected the area and had also found some of the larger stumps appeared rotten at the base. Due to the deterioration in the equipment he had asked the Clerk to contact Shropshire Council's Inspector and Maintenance Officer, Maelor Owen, and who visited the play area accompanied by Jo Derrer and the Clerk. In Mr. Owen's opinion it was not necessary to declare the area out of bounds but he would consult Paul Butter, Area Officer – Rights of Way (South West). Mr. Butter had visited the play area and had sent a quotation for removing the stepping posts and reinstating the ground £450.00 + VAT; remove and replace posts £1237.50 + VAT; remove large softwood steps and reinstate ground £235.00 + VAT; remove and replace with similar sized hardwood timber steps £420.00 + VAT. Mr. Butter advised using hardwood instead of untreated soft wood as it will last a lot longer and be far more cost effective.

Action: As it was believed Shropshire Council was responsible for major capital expenditure on the QEII field, Clerk to check the Minutes

Discussion took place about the drainage at the bottom of the field but as it had been a particularly wet winter it was agreed to continue monitoring for a further twelve months.

82/16 Street Lights

The Clerk reported the street light near the village hall had been replaced by E.ON with a Victorian style column and lantern with minimal disruption to local residents.

The Street Lighting Maintenance Contract for 2016/2017 had been received from E.ON. The charge had fallen from £1617.28 to £1326.90 per annum. The invoice for the routine maintenance will be issued once a year. It was proposed by Councillor Parr, seconded by Councillor Beaman and agreed by the Council to renew the contract.

83/16 Defibrillator

Councillor Beaman reported she was waiting for the email alert from the British Heart Foundation as to when she could submit the application for a defibrillator. If the application was successful the Parish Council would be asked to pay a contribution of £400.00

84/16 Christmas Lights

Councillor Parr did not have anything to report.

85/16 VAT

Councillor Whitmore had not been in touch with the Clerk regarding the outcome of his visit to the office of HM Revenue & Customs on 12th April.

86/16 Telford Auto Club Car Rally

The Clerk did not have anything to report.

87/16 Casual Vacancies

The vacancies had been advertised but to date no one had expressed an interest in becoming a councillor.

88/16 **PLANNING**

Permission

16/00932/FUL Erection of single storey side extension affecting a Grade II Listed Building,
16/01028/LBC The White Cottage, 17 High Street, Claverley for Mr. M. Lewis

16/01073/FUL Erection of two storey side extension, Newlands, Heathton for Ms G. Marsh

New Applications

16/01332/FUL Erection of two storey and single storey rear extensions, Sunny Bank,
8 Hill End, Claverley for Mr. and Mrs. Dan Whitehouse
The Parish Council did not have any objections.

16/01528/FUL Erection of a replacement building for existing retail unit with associated
storage facilities following demolition of existing, Rudge Heath General
Store, 3 Rudge Heath for Eldon Foster
The Parish Council did not have any objections but requested improved
signage indicating 'entrance' and 'exit'.

16/01566/PMBPA Application for prior approval under Part 3, Class Q of the Town &
Country Planning (General Permitted Development) (England) Order 2015
for the change of use from agricultural use to residential dwelling, Farm
House, Morfe Farm, Upper Farmcote for Mr. and Mrs. Barrie Langford

16/01792/TPO Prune back branches to Horse Chestnut away from power line and building
protected by the Salop County Council (The Lodge, Claverley) TPO 1969,
Lawnswood, Lodge Park, Claverley for Mr. S. Richards
The Parish Council did not object in principle to the pruning back of branches
if it was considered essential. However, the Parish Council understands the
power line is a private insulated power cable which only requires 1.0 metres
clearance from the tree

16/01798/FUL Formation of a fenced 40m x 20m menage to include change of use of land
Bulwardine Cottage, Buwardine for Mr. R. Turner
The Parish Council did not have any objections.

16/01576/LBC) Erection of single storey rear extension; erection of greenhouse using
16/01878/FUL) existing wall, erection of porch to side elevation, The Old School House,
Bull Ring, Claverley for Mr. and Mrs. J. Dwane
The Parish Council did not have any objections.

Reconsultation due to amendment on application

16/00997/FUL Formation of new vehicular access (amended description) – 6 Aston for
Mr. Nick Beere
The Parish Council expressed disappointment that the garage was being

allowed under Permitted Development Rights in view of the comments already expressed.

The Parish Council did not have any objections to the proposed new vehicular access but queried the need for the second access to remain.

The Clerk had received a copy of a letter G.H. Lee Farms had sent to Mr. N. Corns, the tenant of storage units 1 and 2 at Small Heath Farm in which Mr. Corns had been informed that unless he vacated the premises, the units will be locked on 4th June and the land cleared. Councillor Woodward said that recently she had observed less activity on the site.

Councillor Beaman asked about Permitted Development Rights and whether any training could be given on this subject. Councillor Woodward offered to make enquiries.

89/16 **UNITARY REPORT**

Councillor Woodward reported that inappropriate waste was being deposited in the Digbeth Lane household waste bins. She was following this up with officers.

She had walked the Digbeth Lane BOAT. Councillor Cotham commented it would be beneficial if the suckers could be removed and the ruts filled in.

90/16 **ANNUAL REVIEW OF BANKING ARRANGEMENTS (Financial Regulation 5.1) BANK RECONCILIATION (Financial Regulation 2.2)**

As a Vice Chairman had not been elected, it was agreed to defer discussion of the annual review of banking arrangements until the June meeting.

Councillor Lawrence had carried out the quarterly bank reconciliation and the total net balances as at 31st March 2016 amounted to £57096.46.

91/16 **PARISH MATTERS**

Councillor Parr reported that pot holes at Woundale had been partly dealt with.

92/16 **CORRESPONDENCE**

Pensions Regulator – Auto Enrolment

The Clerk had received confirmation from the Pensions Regulator that the Parish Council's declaration of compliance had been received.

SALC Training

Notification had been received that SALC had arranged a training session on Chairmanship Skills, Part 1 which will be held on Tuesday, 28th June, 5.30 p.m. to 7.30 p.m. at the Shirehall.

Mrs. J. Bailey – resignation as internal auditor

A letter had been received from Mrs. Bailey informing the Parish Council that she would be unable to continue as internal auditor due to a change in her work commitments. The Clerk had contacted the previous internal auditor, Mrs. Dawn Horton, but she was also unable to accept the role due to her work commitments.

The Clerk explained the urgency of appointing a new internal auditor in order to meet the external auditor's deadlines. Discussion took place about people to approach.

Mr. R. Corke had offered to do the audit but it was possible that his busy workload might make this difficult for him. Mrs. Walker-Drew was suggested.

Action: Clerk to contact Mrs. Walker-Drew to see if she would be willing to undertake the role of internal auditor

93/16 **CHEQUES**

Chq. No. 001312	E.ON Energy Solutions Ltd – installation of five Victorian style columns and LED lanterns.....	£4638.00
001313	Npower Ltd. energy for street lights and Christmas lights.....	£1162.05
001314	D.J. Price - reimbursement for cost of telephone calls made by the Clerk on behalf of the Parish Council 1 st April 2015 to 31 st March 2016.....	£106.72
001315	Mrs. G.M. Price reimbursement of petty cash expenditure 1 st April 2015 to 31 st March 2016.....	£70.07

It was proposed by Councillor Cook, seconded by Councillor Cotham 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 the next Parish Council meeting: Monday, 13th June at 7.30 p.m. in the Village Hall