

**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL  
ON MONDAY, 12<sup>th</sup> OCTOBER 2015 AT 7.30 p.m.**

Present: Councillors J.R. Caswell  
Ms J.L. Clements  
D.A. Cook  
R.J. Cotham  
M.J. Edwards (Chairman)  
D. Harris  
S.J. Lawrence (for part of meeting)  
R.S. Parr  
D.A. Whitmore

Also present: Shropshire Councillor Mrs. Tina Woodward

Apologies: Councillor Mrs. S.A. Beaman, Councillor D.S. Cowie, Councillor Mrs. J.C. Marsh,  
Councillor Mrs. V. Williams – all for personal reasons

In the Chairman's absence, Councillor Edwards, the Vice Chairman, took the chair.

**DECLARATION OF INTERESTS**

No pecuniary interests were declared.

MINUTES of the meeting held on 14<sup>th</sup> September 2015, having been distributed to all Councillors, were confirmed and signed.

**MATTERS ARISING FROM THE MINUTES**

138/15 Claverley in Bloom

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

The Britain in Bloom results will be announced at the awards ceremony being held in Sunderland on Friday, 16<sup>th</sup> October.

The winter planting scheme had been installed in all the planting troughs. Small shrubs, some of which had been saved from last year, were used to maintain seasonal colour and interest. It had been necessary to purchase some additional plants which can be saved and re-used in future schemes.

Volunteers were needed to help plant the daffodil bulbs on Saturday, 7<sup>th</sup> November starting at 9.30 a.m. The majority of bulbs will be planted in the churchyard alongside Church Street but some will be used at the village entrance points and on the Aston Lane bank.

The CIB quiz held been held on 23<sup>rd</sup> September and had raised £233 for CIB funds. It was hoped to hold another quiz in the New Year.

139/15 QEII Jubilee Field

Councillor Cook reported that the use of the small goal posts was working well.

#### 140/15 Parish Plan

Councillor Harris reported that the first two sections of the Parish Plan had been drafted. The working group will be looking at the draft of the third section on 14<sup>th</sup> October and it was hoped the draft of the fourth section will be completed by the end of the month. Editing will follow and the aim was to finalise the document by the end of the year.

#### 141/15 Defibrillator

Neither Councillor Beaman nor Councillor Marsh had submitted an update. Councillor Whitmore was trying to obtain a contact name.

#### 142/15 Bonfire/Fireworks Event

Councillor Cook reported he had managed to source a third tent. He would need to amend the wording on the signs as the event was being held in October rather than in November and extra electric cabling was required by Mick Thorrington. Anyone able to help with the setting up should meet at the field at 12 noon on 31<sup>st</sup> October.

The Clerk reported that the Temporary Events Notice application had been approved by Shropshire Council. Came and Company had been informed of the event and did not require a risk assessment for 2015 as the arrangements and venue were the same as in 2014. Jubilee Fireworks had informed the Clerk that Malcolm Gwinnett will be operating the fireworks display. Dr. Ryan had agreed to act as the first aider. The Police and Fire Service had been informed about the event. Gordon Drury had agreed to provide P.A. equipment and music.

**Action: Clerk to order a box of Literopes from Jubilee Fireworks**

Councillor Lawrence joined the meeting

#### 143/15 Youth Club

Councillor and Mrs. Lawrence will be receiving a Shropshire Youth Association award for their work at the Youth Club. The presentation will take place on 16<sup>th</sup> October when they will also receive their Youth Worker qualification.

As Chairman of the Bridgnorth Youth Partnership, Councillor Lawrence had spoken about the work of the Youth Partnership at the Local Joint Committee meeting on 6<sup>th</sup> October.

A winter planting session on the Clover Heath planting bed was being organised for Youth Club members.

#### 144/15 Christmas Lights

The Clerk had spoken to the Vicar about the switching on of the Christmas lights. The ceremony will take the same format as last year and will take place following the Advent Service on Sunday, 29<sup>th</sup> November. Councillor Lawrence expressed concern about the safety of pedestrians if traffic was coming through the centre of the village whilst the ceremony was taking place. It was agreed that marshals in high visibility jackets will be positioned in Church Street, Pound Street and High Street.

The Christmas lights will be erected on Sunday, 22<sup>nd</sup> November commencing at 8.00 a.m. Councillors Parr and Cotham were trying to source a suitable Christmas tree. The Clerk was waiting for a date from Arbil Ltd. as to when they will be load testing the anchor points for the lights.

145/15 Community Infrastructure Levy

Councillor Whitmore reported that Shropshire Council had approved the application for payment of the Community Infrastructure Levy. He thanked Councillor Woodward, Tracy Johnson and Adrian Cooper for all their help.

It was proposed by Councillor Whitmore, seconded by Councillor Lawrence and agreed by the Council that an order be placed with Mike Smith Designs Ltd. for 5 street lights as detailed in their quotation no. 6801 amounting to £3890.00 plus £165.00 carriage (VAT extra).

146/15 Dog Bin

The Clerk reported an order for a dog bin had been placed with Glasdon. She was awaiting a quotation from Marvin Harris for the cost of installation.

147/15 **UNITARY REPORT**

Councillor Woodward informed the meeting about highways issues and actions Highways intended to take. To repair defects in the road by the Farmcote triangle a road closure will be required. Councillors expressed concern as this was the school bus route so Councillor Woodward said she would see if the road closure could take place during a school holiday.

She had taken photographs of Admoor Lane. The Highways Technician considered it was in a satisfactory condition but will continue to monitor it. Hopefully it will be patched in 2016 and surface dressed in 2017. The poor state of the Woundale roads had been highlighted and she hoped Highways would carry out repairs.

She had noticed there were exposed tree roots in the lane by the Cricket Club and had asked if a check could be made to see if any of the trees required felling.

Councillor Caswell asked if the hedge could be cut to improve the visibility to the right at the junction of the road from Draycott with the B4176. Councillor Cotham raised again the very poor state of repair of Chapel Lane.

Councillor Woodward would be asking Highways to produce a list of proposed roadworks in the parish.

With regard to SAMDev no changes had been flagged up by the Inspector. There will be a review of the Bridgnorth Area Plan next year.

## 148/15 **PLANNING**

### Permission

15/02372/FUL Erection of detached garage and alterations to driveway, 1 Spicers Close, Claverley for Mrs. C. Jones

15/03335/LBC Refurbishment and alterations to existing dwelling affecting a Grade II Listed Building, Tudor Cottager, 16 High Street, Claverley for Mr. and Mrs. Timmins.

### Withdrawn

15/02942/FUL Erection of detached garage and perimeter fence and gated access, 6 Aston, Claverley for Mr. Beere

### New Applications

15/03487/FUL Erection of replacement double garage, Franks Cottage, Upper Ludstone for Mr. and Mrs. P.A. O'Connor.  
The Parish Council did not have any objections.

15/03686/FUL Change of use from agricultural cattle barn to caravan storage, Woodspring Farm, Beobridge for Miss S.M. Riley.  
The Parish Council did not have any objections.

15/03836/FUL) Erection of link from dwelling to existing annex; formation of driveway to  
15/03837/LBC) an existing access, Aston House, Aston for Mr. and Mrs. C. Carver  
The Parish Council did not have any objections regarding the erection of link from dwelling to existing annex but objected to the (retrospective) formation of the driveway as it exited on to a bridleway.

15/04011/FUL Change of use from Cattery to two Holiday lets, 3 Rudge Heath, Pattingham for Mr. Peter Edwards.  
The Parish Council felt unable to comment as insufficient information had been provided about foul sewage

## 149/15 **DIGBETH LANE WASTE BINS**

Councillor Harris expressed concern about the continuing problems relating to these waste bins. When locks had been provided for the bins there had not been problems relating to their use. However, the locks had been broken on several occasions so Veolia had decided not to replace them. This had resulted in large amounts of building waste being deposited in the bins when the bins had been provided for household waste.

Councillor Woodward informed the meeting that Shropshire Council had written to everyone using the bins. Photographs had been taken of the rubbish and Veolia was monitoring the site and checking the waste.

## 150/15 **REVIEW OF SALARY BUDGET** (Financial Regulation 4.4)

Under Financial Regulation 4.4 the salary budget is to be reviewed annually in October for the following financial year. It was agreed a sub-committee comprising Councillors Cook, Edwards and Whitmore would review the Clerk's salary.

**Action: Clerk to keep a timesheet over the next three months**

151/15 **PARISH MATTERS**

Councillor Parr informed the meeting that the Lion o' Morfe will be re-opening in the near future. The layout will be the same and it will be run as a traditional country public house.

Councillor Cotham asked for the overgrown hedges be cut back either side of the road by Morfe Wood and between the Royal Oak and the turning to Claverley.

**Action: Clerk to speak to the landowners**

Councillor Cotham reported that the ditch between The Corner House, Upper Ludstone to Galatea Farm required attention.

**Action: Clerk to inform Shropshire Council**

152/15 **CORRESPONDENCE**

SALC AGM

SALC will be holding its AGM on Saturday, 31<sup>st</sup> October at The Shirehall, Shrewsbury.

Health and Wellbeing Strategy Consultation

Shropshire residents of all ages are being invited to share their views on priorities which have been set out to improve the health and wellbeing of the population of Shropshire. The consultation ends on 29<sup>th</sup> November.

153/15 **REPRESENTATIVES' REPORTS**

Wolverhampton Airport Consultative Committee

Councillor Parr reported that discussion was ongoing regarding Mr. Withers' complaints about the frequency of low flying aircraft over his property.

Village Hall Committee

Councillor Caswell had been unable to attend the September and October meetings but hoped to attend the November meeting.

SALC Area Committee

The Clerk had attended the meeting at Highley on 21<sup>st</sup> September when a briefing was given on dealing with complaints. It was stressed that any complaint should be dealt with as quickly as possible. Councillor Clements offered to look into a complaints policy and procedure.

SALC Training

The Clerk had attended training at Shrewsbury on 15<sup>th</sup> September on Pensions Awareness and Auto Enrolment. The Pensions Regulator had advised that the staging date for the Parish Council is 1<sup>st</sup> January 2016. Employers must register with the Pensions Regulator within five months of the staging date and information must be kept permanently on file to demonstrate compliance.

The Clerk had also attended VAT training at Shrewsbury on 5<sup>th</sup> October. Parish councils are liable to register for VAT if any VAT-able supplies are made. Unlike businesses, the

registration threshold is zero. If the Parish Council makes a VAT-able supply, written clarification should be sought from HM Revenue & Customs. If a council is required to register, it would be advisable to seek professional advice.

**Action: Clerk to contact DCK Beavers Ltd.**

154/15 **CHEQUES**

Chq. No. 001266	Arbil Ltd. – testing anchor points for Christmas lights.....	£276.00
001267	Glasdon U.K. Ltd. – dog bin.....	£242.84
001268	Mrs. G.M. Price – Clerk’s salary second quarter 2015/16.....	£686.27
001269	CPRE – renewal of subscription.....	£36.00
001270	Npower Ltd. – energy for street lights 01/07/15 to 30/09/2016.....	£1018.29
001271	Mrs. G.M. Price – Clerk’s travelling expenses attending two SALC training sessions and SALC Area Committee.....	£58.50
001272	Float for Bonfire/Fireworks event.....	£1000.00

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

**ADJOURNMENT**

There being no further business, the Chairman closed the meeting at 9.45 p.m.

Date of next meeting: Monday, 9<sup>th</sup> November at 7.30 p.m. in the Village Hall