

**MINUTES OF THE ANNUAL COUNCIL MEETING HELD IN THE VILLAGE HALL
ON MONDAY, 13th MAY 2013 AT 7.30 p.m.**

Present Councillors J.R. Caswell
 R.J. Cotham
 D.S. Cowie
 M.J. Edwards
 R.S. Parr

Also present: Councillor R.T. Wilkes as retiring Chairman (for first agenda item)
 Shropshire Councillor Mrs. Tina Woodward, Mr. S.J. Lawrence
 Mr. S. Brown, Shropshire Council

Apologies: Councillor D.A. Cook – work commitment
 Councillor Mrs. J.C. Marsh – personal reasons
 Councillor Mrs. V. Williams – unwell

62/13 ELECTION OF CHAIRMAN

Councillor Wilkes called for nominations for Chairman.

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

Councillor Cowie signed the Declaration of Acceptance of Office as Chairman

63/13 SPEAKER – Mr. Steven Brown, Shropshire Council – Environmental Maintenance

(Highways and Street Scene

The Chairman welcomed Mr. Brown.

Mr. Brown thanked the Council for inviting him to the meeting. He outlined his responsibilities with regard to highways and street scene. He explained that in April 2012 Ringway had been appointed as Shropshire Council's contractor on a six year contract. Work carried out to highways was either designated 'programmed' work or 'make safe' work. Having looked at local issues in connection with problems relating to the roads the capital budget for long term work had been increased but would still not cover everything. The budget for maintenance work had been decreased slightly.

Mr. Brown handed out copies of the provisional programme of works for the parish for the current financial year together with the reserve works programme. Mr. Brown asked the Parish Council to consider if any item on the reserve works programme should be on the provisional works programme and requested the Parish Council's comments as soon as possible. It might be possible to make an alteration by swapping items provided the estimated costs were similar. Mr. Brown anticipated that work to Cotton's Holloway would be undertaken in September when the road would have to be closed for 2-3 weeks.

Councillor Cotham asked for a weight restriction at Hopstone. Mr. Brown said that engineering assessments were being carried out and the situation would be reviewed when the assessments had been completed.

Mr. Brown was questioned about repairs to potholes. He explained that the width, depth, location and traffic flow determined whether a pothole was repaired in 1, 5 or 20 days. Councillor Caswell expressed the opinion the repair work was not done properly resulting in further repairs having to be carried out soon after the original repair was done. Mr. Brown responded saying permanent repairs are carried out preferably during the summer as the machine used dries out a hole before it is filled.

Councillor Parr asked how Shropshire Council monitored the repairs carried out by Ringway. Mr. Brown replied that a 10% sample was checked. If remedial notices are issued Ringway have to redo the work at no cost to Shropshire Council. From April 2013 Ringway have to meet key performance indicators. Mr. Brown concluded by saying he agreed the contractor needs to improve.

The Chairman thanked Mr. Brown who then left the meeting together with Councillor Wilkes.

64/13 **ELECTION OF OFFICERS**

Vice-Chairman	Councillor Edwards was proposed by Councillor Parr, seconded by Councillor Caswell and there being no further nominations was elected.
Joint Use	Councillor Cook was proposed by Councillor Parr, seconded by Councillor Edwards and there being no further nominations was elected.
Rights of Way	Councillor Cotham was proposed by Councillor Edwards, seconded by Councillor Caswell and there being no further nominations was elected.
Wolverhampton Airport Consultative Committee	No representative appointed at present. The Secretary of Wolverhampton Airport Consultative Committee to continue sending all correspondence to the Clerk.
Chairman – Parish Plan Committee	Deferred
Emergency Planning & Flood Monitor	Councillor Caswell was proposed by Councillor Edwards, seconded by Councillor Parr 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

Local Joint Committee Councillor Cotham was proposed by Councillor Edwards, seconded by Councillor Parr and there being no further nominations was elected.

Village Hall Representative Councillor Mrs. Williams was proposed by Councillor Edwards, seconded by Councillor Caswell and there being no further nominations was elected.

Bridgnorth Area Committee of ALC Councillors would attend in rotation.

DECLARATION OF ACCEPTANCE OF OFFICE

All Councillors present signed their Declaration of Acceptance of Office

A new Bank Mandate will be required. It was agreed the signatories will be the Chairman, Vice-Chairman, Councillor Cook, Councillor Cotham, Councillor Parr and Councillor Mrs. Williams.

DECLARATION OF INTERESTS

No disclosable pecuniary interests were declared

MINUTES of the meeting held on 8th April 2013, having been distributed to all Councillors, were confirmed and signed.

MATTERS ARISING FROM THE MINUTES

65/13 Claverley in Bloom

Councillor Parr reported the School litter pick held on 26th April and the village spring clean held on 27th April had been successful. A large skip had been filled with green waste, much of which came from the Aston Lane bank.

A flyer had been distributed to each household in Clover Heath giving information about the proposed planting project.

Councillor Parr had provided details of design and prices of various benches. After discussion it was felt this project should be postponed until Claverley in Bloom had sufficient funds to purchase a good quality bench.

Claverley in Bloom will shortly start refurbishment of The Pound. Claverley Memories had been asked to carry out some research for the information plaque.

Brian Ruston and Peter Jeffries had strimmed the grass at Winchester crossroads.

Councillor Parr informed the Council that 4 to 6 road traffic warning signs were required at a cost of approximately £30. As the signs will also be used by the Council, it was proposed by Councillor Edwards, seconded by Councillor Caswell and agreed that the Parish Council will pay for the signs.

Mr. Reade had informed the Clerk there was a leak in the automatic watering system in the Bull Ring. The Vicar was aware of the leak.

66/13 QEII Jubilee Field

In Councillor Cook's absence, the Clerk reported that as the Parish Council did not own the field, the application to obtain funding to renovate the surface of the field will now be submitted to Awards for All by the School .

Concern was expressed about the possibility of getting splinters from the new gate to the field which the School had installed.

Action: Clerk to inform the School.

67/13 Claverley Website

Councillor Mrs. Williams reported that a sub-committee meeting had been held on 1st May when the content of the website had been discussed. The sub-committee members had been designated to approach local organisation to find out what they wanted to see on the website and to ask them to start thinking about the content of their entry.

68/13 Parish Plan

The Clerk reported the working group had met on 24th April when analysis of the post-it notes had been completed. The next meeting of the Parish Plan working group will be held on 15th May. Work on the questionnaire will be the next task.

69/13 Replacement of Street Light

In Councillor Mrs. Marsh's absence the Clerk reported an email had just been received from E.ON with alternative quotes for the replacement of the street light outside No. 4 Lodge Park using a Cosmo lantern. The quote using a 45w Cosmo Philips Iridium lantern was £1388.90 + VAT and using a 45w Cosmo Urbis Evolo lantern was £1484.26 + VAT compared with the original quote using an LED lantern at £1303.29 + VAT. Mr. Johnson had commented the LED option provided the better option from a maintenance and energy reduction point of view. The Clerk had been unable to contact Shropshire Council's street lighting department to discuss the quotes.

Action: Councillor Edwards undertook to make further investigations to enable a decision to be made at the next meeting.

E.ON had advised that the lantern on the street light outside 10 Clover Heath was in poor condition and letting in water. Likewise, the street light outside No. 5 High Street was in poor condition and letting in water. The wall bracket was broken and requires replacement. To replace the lantern the electrical supply would need to be isolated in the adjacent green wall box. As this box contains an asbestos seal E.ON would be unable to open the box and isolate the electrical supply to the lantern. A small feeder pillar would have to be installed and connected at ground level and this will house the points of electrical isolation and will do away with the need for a box at high level.

70/13 Aston Lane Bank

South Shropshire Housing Association's contractors had made good the infill of the hole. The trees which had died had not been replaced.

Action: Clerk to remind South Shropshire Housing Association the replacement trees had not been planted.

71/13 Shropshire Rural Community Council

Shropshire Rural Community Council, a registered charity, had made an appeal for parish councils to support their work in rural communities by either becoming a member of RCC at a cost of £26.00 per annum or by making a donation. After discussion it was proposed by Councillor Edwards, seconded by Councillor Parr and agreed that the Parish Council will join RCC.

72/13 Dog Fouling

Councillor Mrs. Woodward had raised concerns about dog fouling in Alveley and Claverley with Shropshire Council who was now proposing to erect 'No Dog Fouling' signs for a six week period in Alveley and Claverley. A request had been made for suggested locations for the signs. Clover Heath, Danford Heath, Aston Lane, High Street, the footpath running from Aston Lane parallel with the school field and the footpath from the village hall across to The Wold had been suggested. Subsequently, Shropshire Council had decided to install the 15 signs in Alveley first and then move them to Claverley after about 6 weeks.

73/13 Offer to underwrite a fund-raising event for the Church

The Vicar had contacted the Clerk and informed her that a fund-raising jazz night in the church had been arranged for 10th May and would like to take up the Parish Council's offer to underwrite the event by paying the jazz band's charge of £400. He hoped to organise another event later in the year when the remainder of the pledge would be used.

74/13 **UNITARY REPORT**

Councillor Mrs. Woodward was congratulated on her success in the Election. She did not have anything to report at present.

75/13 **PLANNING**

Permission

13/01133/TCA Branches to be trimmed away from church building 1 no. Yew Tree within Claverley Conservation Area, All Saints' Church, Church Street, Claverley for Rev. Garry Ward

New Application

13/01269/FUL Creation of environmental pool, The Croft, Pear Tree Lane, Heathton for Mr. P.J. Beswick

The Parish Council did not have any objections

13/01288/FUL Erection of single storey extension to garage, The Bungalow, The Old Gate House, Heathton for Mr. and Mrs. Round

Provided the extension did not exceed the area permitted, the Parish Council did not have any objections.

13/01677/FUL Erection of a two storey side extension and single storey rear extension, 9 Clifton Cottages, Hill End for Mr. and Mrs. Willis

The Parish Council objected to the application as the scale of the extensions was disproportionately large to the size of the original dwelling.

13/01722/FUL Erection of a two storey rear extension, single storey front extension and replacement garage, 4 Wall Hill for Mr. and Mrs. R. Burt.

The Parish Council objected to the application as the scale of the extensions was disproportionately large to the size of the original dwelling.

Revised Application

13/01231/FUL Erection of two bay detached garage and extensions to dwelling including raising the ridge height, Marlen, High Street, Claverley for Mr. G. Morgan (repositioning of the proposed garage)

The Parish Council did not have any objections

76/13 **PARISH COUNCIL VACANCIES**

As there were only 8 nominations for the Parish Council Election, those nominated were returned unopposed. The Parish Council had 5 vacancies to fill by co-option by 21st June. If the Parish Council was unsuccessful, the Clerk would have to inform the Returning Officer. The vacancies had been advertised in the parish newsletter and Mr. Scott Lawrence from Clover Heath had expressed an interest in joining the Parish Council. The Parish Council agreed to co-opt Mr. Lawrence, who signed the Declaration of Acceptance of Office.

77/13 **PARISH MATTERS**

Dissatisfaction was expressed about the quality of repairs to the roads. Councillors were asked to monitor repairs carried out. Further discussion will take place at the June meeting.

Councillor Cotham asked that a pothole outside Sandford Lodge be reported to Shropshire Council.

Councillor Edwards reported that the wheelie bin on Mr. Blower's property near Powk Hall was overflowing with rubbish.

78/13 **CORRESPONDENCE**

E.ON – Street Lighting Maintenance Contract 2013/2014

The Street Lighting Maintenance Contract for 2013/2014 had been received. The charge for routine maintenance for 2013/2014 will be £1598.10. A third of the total number of lamps will be replaced within each of the 3 years of the contract. The invoice for routine maintenance will now be issued once a year. It was proposed by Councillor Edwards, seconded by Councillor Caswell and agreed by the Council to sign the contract.

Shropshire Council Road Safety Policy

Councillors had received details of the new Road Safety Policy. Town and parish councils will be able to submit road safety concerns to Shropshire Council three times a year (end of February, May and September) to allow officers to undertake discussion with Shropshire Council local members and the police. Schemes will only be recommended for inclusion in forthcoming programmes of work where there is clear support from the Shropshire Council local member, town or parish council, West Mercia Police and Shropshire Council's local traffic engineer.

Town and parish councils can continue to raise issues directly with West Mercia Police and the Safer Roads Partnership where enforcement is required.

Events planned at Grange Farm, Hilton

Worfield Parish Council had sent information about a series of events which Bridgnorth Promotions planned to hold at Grange Farm, Hilton. Shropshire Council had issued a temporary events notice for the music festival being held in August and this contained various restrictions. Shropshire Council was addressing concerns raised by Worfield Parish Council and the Hilton Residents Association.

Connecting Shropshire

An invitation had been received to attend the Connecting Shropshire launch on Friday, 31st May at Greenhous Meadow Stadium.

Action: Clerk to decline invitation as nobody was free to attend

Notification of road closure

Shropshire Council had sent notification that the road between Digbeth Lane and the Dallicott junction will be closed on Wednesday, 7th August between 8.00 a.m. and 5.00 p.m. to enable arboricultural work to be undertaken.

79/13 REPRESENTATIVES' REPORTS

Rights of Way

Councillor Cotham reported that Shropshire Council had provided stone for the western end of Digbeth Lane and the byway at High Grosvenor. The stone had been levelled by a farmer and a local resident.

80/13 CHEQUES

Chq. No. 001092	E.ON Sustainable Energy – repairs to 4 street lights.....	£481.04
001093	Shropshire Association of Local Councils – membership fee....	£530.87
001094	Kensa Creative Ltd. – deposit for building website.....	£259.20
001095	D.J. Price reimbursement for Clerk's telephone calls	
	1 st April 2012-31 st March 2013.....	£171.39
001096	Npower Ltd –	
	energy for street lights 01/01-31/03/13	£769.32
	energy for Christmas lights	<u>£69.77</u>
		£839.09
001097	Mrs. G.M. Price – reimbursement for petty cash	
	expenditure 1 st April 2012-31 st March 2013.....	£111.09

001098 Claverley Parochial Church Council – payment for jazz band
as part of the Parish Council’s offer to underwrite a
fund-raising event..... £400.00

It was proposed by Councillor Parr, seconded by Councillor Edwards and agreed by
the Council to pass the cheque for payment.

ADJOURNMENT

There being no further business, the Chairman closed the meeting at 9.58 p.m.

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