

**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL  
ON MONDAY, 8<sup>th</sup> SEPTEMBER 2014 AT 7.30 p.m.**

Present                    Councillors Mrs. S.A. Beaman  
                                 Ms J.L. Clements  
                                 R.J. Cotham  
                                 D. Cowie            (Chairman)  
                                 M.J. Edwards  
                                 S. Lawrence  
                                 Mrs. J. Marsh  
                                 R.S. Parr  
                                 D.A. Whitmore  
                                 Mrs. V. Williams (for part of meeting)

Also present: Shropshire Councillor Mrs. Tina Woodward

Apologies: Councillor J. Caswell – personal reasons, Councillor D. Cook - work commitment,  
Councillor D. Harris – work commitment

The Chairman welcomed Sgt. Richard Bailey and PC Stuart Lippitt who had come to the meeting at short notice. Sgt. Bailey and PC Lippitt thanked the Parish Council for the invitation to enable members of the Parish Council to meet them. They explained the Safer Neighbourhood Team for the Bridgnorth area comprised themselves and PCSO Mandy Leek and PCSO Helen Oakley. The Safer Neighbourhood Team dealt with routine matters and can supply help to victims of crime. The Team worked with the Safer Roads Partnership regarding speed watches and issues. Following a question from Councillor Williams, they confirmed there was at present no legislation regarding private CCTV.

**DECLARATION OF INTERESTS**

No disclosable pecuniary interests were declared

MINUTES of the meeting held on 11<sup>th</sup> August 2014, having been distributed to all Councillors, were confirmed and signed.

**MATTERS ARISING FROM THE MINUTES**

131/14 B4176 – speed of traffic and noise of motorcyclists

Councillor Woodward informed the meeting she was still awaiting the data from the speed tests.

132/14 Claverley in Bloom

Councillor Parr's report had been forwarded to all members of the Council.

The Heart of England in Bloom awards ceremony will be held at Shrewsbury on 11<sup>th</sup> September. Councillor Parr thanked the Parish Council and the community for the support given to CIB.

There had been fewer participants in the summer quiz held on 20<sup>th</sup> August but £254 had been raised. CIB would be running both winter and summer quizzes in future.

The winter planting scheme will be installed in early October when Pavilion Garden Store's offer of £100 worth of plants will be used along with shrubs saved from previous winter schemes. The planting of daffodil bulbs will mainly take place in the area of the churchyard adjacent to Church Street.

**Action: Clerk to ask Marvin Harris to strim the Aston Lane bank during the first week of October.**

#### 133/14 QEII Jubilee Field

In Councillor Cook's absence the Clerk reported the Football Club had agreed to the hire fee of £15.00 for the use of the pitch for each home match.

#### 134/14 Parish Plan

In Councillor Harris's absence, the Clerk reported she had delivered to the Shropshire Rural Community Council 507 Community Surveys and 45 Young People's questionnaires for analysis. Renee Wallace hoped the analysis would be completed by the beginning of October.

626 Community Surveys had been delivered in the parish. 119 had not been returned. Most of the distributors had not stated the number of Young People's questionnaires delivered.

#### 135/14 Street Lights

The Clerk informed the meeting that a misleading article had appeared in the press which implied that the street lights in Claverley would be switched off from midnight to 5.00 a.m. This would apply to only two street lights owned by Shropshire Council sited in The Paddock as the remainder of the street lights in the parish were owned by the Parish Council.

**Action: Clerk to check that the Parish Council was not paying for the electricity for the two lights owned by Shropshire Council.**

The Clerk reported that the street light outside 16 Clover Heath had been badly damaged by an unknown vehicle on 13<sup>th</sup> August which necessitated its removal by E.ON as it was unsafe. Came and Company had been informed. E.ON had supplied a quotation to replace the street light which amounted to £900.29.

**Action: Clerk to submit E.ON's quotation and the invoice to remove the damaged street light to Came & Company.**

The order for five columns and LED lanterns had been placed with Mike Smith Designs Ltd. Payment of £4668.00 was required prior to manufacture. The company had confirmed they were manufactured in the United Kingdom.

E.ON had supplied a quotation for the installation of a new column and lantern, including painting the column and the embellishment kit, which amounted to £773.01 excluding VAT. This was accepted by the Parish Council.

Discussion took place as to where the new columns and lanterns will be used. In E.ON's Schedule of Maintenance Defects six columns had been identified as requiring replacement. In addition, the street light fitted to the wall of No. 5 High Street required removal and a

replacement street light installed in the pavement near All Saints Cottage. A new lantern was required for the street light outside Dormers, High Street. In addition, a new street light was now required to replace the damaged street light outside 16 Clover Heath. As £8000 had been allocated in the budget for 2014/15 to replace street lights there would be an overspend of £4408 if all the above were replaced. It was therefore resolved to transfer £1500 which had been included in the budget for a storage container which was no longer required and the remaining balance from the amount allocated for work to the QEII Jubilee field. It was proposed by Councillor Whitmore, seconded by Councillor Parr and agreed by the Council to place an order with Mike Smith Designs Ltd. for an additional 3 street light columns and 4 lanterns.

**Action: Clerk to place order with Mike Smith Designs and ask E.ON to supply an updated list of maintenance defects.**

Councillor Williams left the meeting.

#### 136/14 Aston Lane

The Clerk had contacted Tim Dack of Total Response Ltd. as she had not received a reply from him. He had informed her that Total Response Ltd was the appointed contractor for South Shropshire Housing Group but had not received an official order to carry out the works agreed at the site meeting. They could not proceed with the work until an official instruction or order had been received from the Shropshire Housing Group.

Graham Downes was investigating who was responsible for keeping the overgrown vegetation cut back and would report back in due course.

#### 137/14 Bonfire and Fireworks Event

Councillor Cotham confirmed that the bonfire and fireworks event could be held in his field behind Powk Hall Cottages.

The Clerk reported that Severn Valley Roasts were able to provide the pig roast and an order had been placed with Space Mobiles for two portable toilets. Tuck Hill Village Hall will provide the two tents as in previous years. The Temporary Events Notice application had been prepared.

After discussion, it was agreed to keep the ticket prices the same as last year. Councillor Lawrence said his wife would be prepared to act as the first aider but she did not have any equipment.

**Action: Clerk to contact Jane Barnett to see if she was able to be the first aider. If she was not able to help, Clerk to ask her for a list of suggested equipment for Mrs. Lawrence.**

#### 138/14 NHS Future Fit

Councillor Marsh had attended the NHS Future Fit workshop on Saturday, 16<sup>th</sup> August. She had prepared a report which had been circulated to all the Councillors.

139/14 **UNITARY REPORT**

Councillor Woodward reported that an order had been raised with Ringway for work to Admoor Lane. Potholes will be repaired in the Woundale to Chyknell road. The Broughton road will be closed on 18<sup>th</sup> September. Councillor Cowie commented that the diversion signs for the road closure to enable work to be carried out to the bridge near Brook House were confusing. Councillor Woodward would inform Shropshire Highways about Councillor Cowie's concerns.

140/14 **PLANNING**

**Permissions**

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

14/03060/FUL Erection of two storey extension to side/rear elevation and single storey extension to rear elevation, 3 Gatacre Common, Six Ashes for Mr. P. Bradley

**New Application**

14/03924/TCA Notification of works to include the felling of one Douglas Pine tree within Claverley Conservation Area, The Old Vicarage, Bull Ring, Claverley for Mr. Anthony Fenwick-Wilson  
The Parish Council was unable to form an opinion as insufficient information had been provided.

**Withdrawn**

14/02283/FUL Erection of single storey rear extension; alterations to existing roof to include dormer windows and roof lights, Castle Coombe, Draycott, Claverley for Mr. M. Anslow

141/14 **AUDIT OF ACCOUNTS FOR YEAR ENDED 31<sup>st</sup> MARCH 2014**

Mazars, the external auditors, had concluded their audit of the accounts for the year ended 31<sup>st</sup> March 2014. Their report stated that on the basis of their review, the information contained in the annual return was in accordance with proper practices and no matters had come to their attention to give cause for concern that relevant legislation and regulatory requirements had not been met. Mazars did not bring any matters to the attention of the Council.

142/14 **PARISH MATTERS**

Councillor Parr commented on the rough repairs which had been made to the tarmac between Three Dwellings and Woundale. Potholes required attention between Woundale and Lawn Turns.

**Action: Clerk to inform Shropshire Highways**

Councillor Beaman had noticed a crack in the wall around the Cross.

**Action: Councillor Edwards offered to carry out a search to see if he could ascertain who owned the wall**

Councillor Clements had been informed that the school bus had been delayed one morning as it had been unable to get by the Tennis Club due to badly parked vehicles. As the Clerk did not think the school bus used Church Street, Councillor Woodward offered to check.

Councillor Cotham reported that School House bank verges had not been cut and he had cut them himself. He wanted to make sure the contractor was not paid for work which had not been undertaken. The verges of the lane from Shipley to Hill End had also not been cut and the road surface was in a bad condition.

**Action: Clerk to inform Shropshire Highways**

#### 143/14 CORRESPONDENCE

##### Request to restore finger posts

A letter had been received from Mr. A. Glass requesting that finger posts be installed at either end of the footpath from Orchard Close to Ashford Mill Lane and that the high hedge surrounding the stile at Orchard Close be trimmed back to improve access to the stile. Councillor Cotham informed the meeting he had previously trimmed the hedge and that it would be difficult to install a finger post in the tarmac. He would see what could be provided.

##### Insurance Renewal

The Clerk had obtained quotations for the insurance renewal from Avia, Zurich Town, Parish and Community Councils and Hiscox. If a three year Long Term Agreement was entered into the premiums would be Avia £1118.08, Zurich £684.66 plus £114.00 for risk management and Hiscox £782.66. After discussion, it was proposed by Councillor Whitmore, seconded by Councillor Edwards and agreed by the Council to accept the quotation from Hiscox.

##### SAMDev

Information had been forwarded to councillors regarding the submission to the Secretary of State of the Shropshire Council Site Allocations and Management of Development Plan. Also a summary of the 5 Year Housing land supply and information about the proposed Policy MD3 – Managing Housing Development.

##### Remembering those lost in WW1 from Claverley

The Parish Council had been informed by Shropshire's Sacrifice Project co-ordinator that a weekly remembrance service will be held in St. Chad's Church, Shrewsbury on Wednesdays until June 2019 to remember by name every man and woman listed on a Shropshire war memorial in the week of the 100<sup>th</sup> anniversary of their death. The services will commence at 5pm and will last approximately half an hour. All are welcome to attend.

On 15<sup>th</sup> October John Gatacre and on 22<sup>nd</sup> October Thomas Bright, both of Claverley, will be remembered. The names of those to be remembered each week will be shown on the website [www.stchadschurchshrewsbury.com/ww1-services](http://www.stchadschurchshrewsbury.com/ww1-services)

##### The Shropshire Housing Alliance

The Chairman had received an invitation to the Annual General Meeting of the Shropshire Housing Alliance to be held on Thursday, 23<sup>rd</sup> October 3.00-5.00 p.m. at Shrewsbury.

144/14 **CHEQUES**

Chq. No. 001197	Mike Smith Designs Ltd. – purchase of 5 street light columns and LED lanterns.....	£4668.00
001198	Councillor J.C. Marsh – travel expenses attending Future Fit workshop at Telford.....	£13.95
001199	Claverley Youth Club – 5 <sup>th</sup> instalment of start up costs.....	£76.00
001200	Mazars - Fee for auditing accounts for year ended 31/03/14	£240.00
001201	E.ON Energy Solutions	
	- repairs to street lights	£123.28
	- removal of damaged street light	<u>£415.20</u>
		£538.48
001202	Shropshire Council – Temporary Event Notice fee for bonfire and fireworks event.....	£21.00
001203	Mrs. G.M. Price – travel expenses incurred delivering Parish Plan questionnaires for analysis.....	£22.05
001204	Broker Network Ltd. - – insurance premium 01/10/2014 to 30/09/2015.....	£782.66

It was proposed by Councillor Parr, 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 9.34 p.m.

Date of next meeting: Monday, 13<sup>th</sup> October at 7.30 p.m. in the Village Hall