**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON MONDAY, 11th MARCH 2019 AT 7.30 p.m**.

Present: Councillor Mrs. S.A. Beaman

 R.J. Cotham (Chairman)

 D.S. Cowie

 M.P. Hill

 Ms C.A. Holland

 D. Hyde

 Mrs. J.C. Marsh

 R.S. Parr

 P.J. Wade

Apologies: Councillor D.A. Cook – work reasons, Councillor M.J. Edwards – work reasons,

 Councillor Ms L. Patel – personal reasons, Shropshire Councillor Mrs. Tina Woodward

 **DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS**

 There were no declarations declared.

MINUTES of the meeting held on 11th February 2019, having been distributed to all

 councillors, were confirmed and signed.

 **MATTERS ARISING FROM THE MINUTES**

36/19 Shropshire Housing Needs Survey

The response from Tim Shrosbree to the Parish Council’s expression of dissatisfaction about the assumptions which had been made when the results of the survey had been interpreted had be forwarded to the councillors.

37/19 Claverley in Bloom

 Councillor Parr’s report had been forwarded to councillors in which he had reported that the third meeting of the churchyard gardening group had taken place on 23rd February. Overgrown shrubs had been pruned and routine maintenance carried out.

 On 24th February CIB committee members had pruned some of the more overgrown shrubs which had been planted in 2013/14 in the Boundary Close section of the Aston Lane Bank.

 No further shrub planting is planned for the immediate future. The small contingency retained from the original fund-raising exercise will be used for tree planting in various areas of the Aston Lane bank.

 CIB members plan to carry out remedial resurfacing work to the Plough end of the school field footpath as it has become dangerously uneven. This work will take place on 7th April and volunteers will be welcome.

 The winter quiz had been well attended and had raised just under £264.00. Keith Horton was thanked for hosting the event and sharing the proceeds from ticket sales with CIB. CIB supporters were also thanked for donating prizes for the raffle.

 Councillor Parr reported the event which CIB had organised in the church on 10th March had been reasonably well attended. A decision as to whether to enter this year’s Heart of England in Bloom competition will be made at the CIB committee meeting on 2nd April.

38/19 QEII Jubilee Field

The Headteacher had informed the Clerk that she will be arranging for the moles to be dealt with. CCTV had shown someone had been seen walking their dog on the field at weekends. Councillors were asked to check the field if they were passing.

**Action: Clerk to put a reminder in the April issue of ‘Halo’ that dogs are not allowed on the field.**

39/19 Website

Councillor Parr reported that Linxdesign Internet Ltd., who are based at Halfpenny Green Airport, had been contacted. They do not use a bespoke word design system and a meeting had been arranged for 19th March when a demonstration will be given. The working group will be meeting on 20th March. No councillors had volunteered to join the working group so the group will comprise Councillor Dungar, Councillor Parr and Jonathan Round.

40/19 Proceeds from 2017 Bonfire and Fireworks Event

Councillor Cotham reported that the churchyard handrail will be installed shortly.

41/19 Street Lights

The Clerk reported that when Southern Electricity applied to take over the supply from Npower they had made a mistake and their application had been rejected. The Parish had not been informed and the mistake had come to light when the Clerk had queried why invoices from SSE had not been received. SSE had reapplied to take over the supply.

A quotation had been received from E.ON for the removal of column 1, The Paddock which amounted to £480.37 (excluding VAT) as Councillor Cook thought this street light was not required due to the close proximity of column 5, High Street. After discussion it was decided not to accept the quotation and to request that E.ON does not repair this street light in future.

42/19 Code of Conduct

Councillor Hyde reported the Code of Conduct had been reviewed and reissued to councillors. The draft on ‘The Roles and Responsibilities of a Chairman’ had been circulated to councillors. The intention of this document was to ensure councillors attending meetings understood the framework within which the Chairman will operate. In no way was it an indication that previous meetings had been run incorrectly. It was proposed by Councillor Parr, seconded by Councillor Holland and agreed by the Council to adopt this document.

The Chairman reminded councillors the Code of Conduct applied to other bodies and it was important to be careful what was said.

43/19 Bridgnorth Area Place Plan meeting

The Parish Council will be receiving an invitation for 2/3 councillors and the Clerk to attend the Place Plan Review meeting for the Bridgnorth area on Wednesday, 27th March at 7.00pm in the Town Hall, Bridgnorth. This will not be a public meeting. The Chairman and

Councillor Beaman hoped to attend.

44/19 Safer Community/Crime issues

West Mercia Police was unable to supply a speaker for the Annual Parish Meeting. However,

PC Matt Picken and PCSO Emma Smeilus from West Mercia’s Bridgnorth Safer

Neighbourhood team hoped to attend the Parish Council meeting on 8th April. There will be an extended public session commencing at 7.00 p.m. to allow discussion on CCTV and the use in public and private sites.

45/19 **PLANNING**

 New Applications

19/00288/FUL Erection of single storey side/rear extension and erection of garage/games

 room following demolition of existing garage, 5 Aston, Claverley for

 Mr. and Mrs. D. Sahota

 The Parish Council objected to the application as it considered the proposed extensions

 were not sympathetic to the original dwelling.

19/01033/TCA To fell 2no Ash trees within Claverley Conservation Area, Crown Inn, High

 Street, Claverley for Mr. Richard Bartram

 The Parish Council did not wish to request a TPO for either of the two Ash trees. It did

 not have any objections to felling tree no. 2 which is damaging the roof. However, the

 Parish Council queried if it was necessary to fell tree no. 1 or whether the removal of the

 limb in close proximity to the building would suffice.

19/01093/FUL Alterations in connection with conversion of barn into 4 bedroomed dwelling,

 proposed barn conversion to the east of Duken Lane, Wooton, Six Ashes for

 Mr. Gordon Bennett

 The Parish Council did not have any objections.

Reconsultation

18/04311/FUL Conversion of storage building to residential dwelling for keyworker (in

 connection with equestrian and kennel business) and stable building to form boarding

 kennel business, White Cross Farmhouse, Broughton, Claverley for Ms N. Greensil

 The Parish Council continued to object to the application for the reasons already given.

 The Parish Council had concerns the Noise Management Plan would not fully address

 noise disturbance to local households and concurred with CPRE’s objections.

Withdrawn

19/00014/FUL Change of use of area of open woodland to allow for the siting of 11no. log

 cabins for holiday let use; formation of vehicular access; car parking area and pathways

 and installation of septic tank, proposed development of holiday cabins south of Ludstone

 Hall, Ludstone for Mr. Keith Smith

17/05303/MAW Phased extraction of sand and gravel, land North of Naboth’s Vineyard,

 Shipley for JPE Holdings

 Ms Garrad had acknowledged receipt of the Parish Council’s letter sent in support of the

 letter sent to her by the Shipley Residents Action Group.

The Chairman had been to the Wolverhampton Airport public consultation regarding MCR Property Group’s proposals for the future of the airport. He had asked about water run off and sewage but no provision had been made.

45/19 **UNITARY REPORT**

Councillor Woodward had not submitted a report.

46/19 **REVIEW OF ADEQUACY AND EFFECTIVENESS OF SYSTEM OF INTERNAL CONTROL AND RISK ASSESSMENTS**

Councillors reviewed the adequacy and effectiveness of the system of internal control. In the Internal Auditor’s report Mrs. Walker Drew had stated the adequacy of the systems of internal controls and procedures had been tested and all records were well maintained. Risk assessments would continue to be undertaken when required. Councillors resolved not to make any alterations to the system of internal control.

47/19 **PARISH MATTERS**

Councillor Marsh expressed concern that a security light at 2 Swan Cottages was on

 permanently at night which might cause problems for drivers which could result in an

 accident.

 **Action: Clerk to write to householder**

Councillor Marsh also expressed concern about vehicles parking in the road when the car park

 was full at the Lion o’ Morfe.

 Councillor Cowie reported a pothole on the corner at Tinker’s Castle and Councillor Hyde

 added the dip in this road had not been repaired. The white lines on the Ludstone bypass

 required attention as the turning by The Boycott was dangerous. Councillor Parr reported the

 road surface had not been repaired by Unitts Cottage and road was flooding near Three

 Dwellings as the ditch was full of water. Councillor Beaman reported a pothole on the

 Hopstone to Wall Hill road and Councillor Wade said the pothole on Bulls Bank had not been

 repaired.

 **Action: Clerk to inform Shropshire Highways**

There was an accumulation of leaves outside the school.

48/19 **CORRESPONDENCE**

 Bridgnorth & District Crime Prevention Panel/Crucial Crew

A request had been received from the above organisation for a donation from the Parish Council to match fund the fee paid by Claverley School for the 17 pupils attending this year’s Crucial Crew event. It was proposed by Councillor Cowie, seconded by Councillor Wade and agreed by the Council to donate £170.00 which would match fund the fee paid by Claverley School.

49/19 **REPRESENTATIVES’ REPORTS**

 Village Hall

Councillor Wade had attended the meeting on 7th March and had explained the difficulties of moving the monthly Parish Council meeting to a Thursday night. The Village Hall committee was investigating as to whether ‘Flicks in the Sticks’ and the Village Hall committee meeting could move to a Monday night which would free up Thursday nights for a regular weekly booking.

Rights of Way

Councillor Cotham reported that the stile on FP86 (Dallicote Farm to Chyknell) had been repaired by Chyknell personnel.

50/19 **CHEQUES**

 Chq. no. 001502 Npower Ltd. – energy for street lights……………………… £1103.80

 001503 Claverley Parochial Church Council……………………… £1500.00

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

**ADJOURNMENT**

 There being no further business, the Chairman closed the meeting at 9.10 p.m.

 Date of next meeting: Monday, 8th April at 7.30 p.m. in the Village Hall

 Date of Annual Parish meeting: Monday, 29th April at 7.30 p.m. in the Village Hall