

ALVELEY AND ROMSLEY PARISH COUNCIL

Minutes of the Annual meeting of the Parish Council held on Tuesday 8th May 2018 in the Arden Centre Alveley, including an Open Forum, commencing at 7.30pm

001. PRESENT

Cllr. Mr. K. R. Stanton, Cllr. Ms. P. M. Barker, Cllr. Miss I. D. Jakeman, Cllr. Mr. R. J. Narburgh, Cllr. Mr. C. D. Noble, Cllr. Mrs. S. L. Potter, Cllr. Mrs. A. Preece, Cllr. Mr. D. J. Preece and Cllr. Mr. B. A. Punchard

002. IN ATTENDANCE

Mr. D. H. Rawlinson(Clerk), Cllr. Mrs. T. Woodward (Shropshire Council)

003. ELECTION OF THE CHAIRMAN OF THE COUNCIL

Cllr. Mr. K. R. Stanton was **unanimously elected** Chairman of the Council for 2018/19.

004. CHAIRMAN'S DECLARATION OF OFFICE

The Chairman's declaration of office was duly received, signed by the Chairman and endorsed by the Clerk.

005. ELECTION OF THE VICE-CHAIRMAN OF THE COUNCIL

Cllr. Ms. P. M. Barker was **unanimously elected** Vice-Chairman of the Council for 2018/19.

006. APOLOGIES FOR ABSENCE

It **was resolved** to accept apologies for absence from Cllr. Mrs. J. M. Hall (personal) and Cllr. Mr. F. D. Voysey (personal).

007. DECLARATIONS OF PECUNIARY INTEREST

None.

008. AMOUNT OF THE CHAIRMAN'S ALLOWANCE

It was **resolved** unanimously that no Chairman's allowance would be paid.

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009. OPEN FORUM

There were no members of the public present. The Chairman suspended Standing Orders to allow Cllr. Mrs. T. Woodward to speak.

1. Travellers' Site, Fenn Green – a Member expressed concern about the further activity on this site, and the continuing delay in determining the original planning application. It was suggested that the Parish Council should write to the local MP about the situation and the Chairman and Clerk agreed to compile a letter.
2. "Smartwater" Security System – a Member suggested that the Parish Council should consider extending the coverage of this scheme, which costs the Council £4.20 per household, and it was agreed to include this on the agenda for a meeting in the Autumn.
3. Speed limit on the A442 – a Romsley resident has requested that the speed limit through the village be reduced from 40mph to 30mph. The issues and options were discussed at some length. Cllr. Mrs. Woodward advised that accident data was the most important factor. She suggested that this was unlikely to justify a reduction in the speed limit, but agreed to consult Shropshire Council officers.
4. It was noted that the outreach Post Office service has resumed.

010. MINUTES OF THE MEETING HELD ON TUESDAY 10TH APRIL 2018

It was **resolved** that the minutes of the meeting held on 10th April 2018 were a true and accurate record.

011. DELEGATIONS TO COMMITTEES

It was **agreed** that existing delegations should continue unchanged.

012.. APPOINTMENT OF MEMBERS TO COMMITTEES OF THE COUNCIL AND OTHER BODIES

It was **agreed** to confirm the current list of appointments which was circulated with the agenda.

013. REVIEW OF PARISH COUNCIL POLICIES

The Clerk put forward two policies for urgent review:

1. Data Protection
2. Standing Orders (NALC has issued new model Standing Orders).

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The proposed list was agreed and it was **resolved** to appoint a Task and Finish Group comprising Cllrs. Ms. Barker, Mrs. Hall, Mrs. Preece and Mr. Noble to carry out both reviews.

014. DATES FOR COUNCIL MEETINGS (JUNE 2018 – MAY 2019)

It was **resolved** to adopt the proposed calendar of meetings which was circulated with the agenda.

015. TO CONSIDER PARISH MATTERS

The Chairman suspended Standing Orders to allow Cllr. Mrs. Woodward to contribute,

1. Highways

1.1 It was noted that there will be a road closure at Vicarage Bank, Alveley on 2nd/3rd June 2018 for the connection of a gas supply.

1.2 The Clerk reported that an elderly resident has registered concern about the lighting in Arden Way. The resident is suggesting that, since the lamps have been changed, the lighting has deteriorated. The Chairman undertook to contact the resident.

2. Public rights of way – there were no written reports. Cllr. Mrs. Woodward advised that the proposed work to replace three stiles by Lake House had not been done, as another scheme was being considered. She also reported that work had been done to clear a public right-of-way at Romsley and that she, with her husband, had brush-cut the public right-of-way by Adam's Close

3. Romsley Matters – none were reported.

4. Matters brought to the attention of the Council not requiring a decision - none

016. TO RECEIVE DETAILS OF PLANNING APPLICATIONS AND DECISIONS

1. Planning Application received – to make recommendations to Shropshire Council

18/01927/FUL Erection of two detached dwellings, Plot 1 west of Brookfield, Daddlebrook Road, Alveley.

Some Members were uneasy about the piecemeal approach to the developments at this site, and concerns were raised about parking and traffic flow along Daddlebrook Road. However, it was accepted that these were not valid grounds for opposing this application.

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After further discussion, it was **resolved** to note the application.

2. Planning Applications received since the Agenda closed Council to make recommendations to Shropshire Council

18/001995/DIS Brookfields, Plot 3, Daddlebrook Road
Discharge of eight conditions relating to Planning Permission 16/05523/FUL, superseded by Application 18/00168/FUL – addition of garage.

It was **resolved** to note the application.

3. Planning Decisions received from Shropshire Council

18/00291/FUL Application under Section 73A of the Town and Country Planning Act 1990 for the change of use of former Post Office (Use Class A!) to residential (Use Class C3), Post Office and Stores, 60-61 Alveley, Bridgnorth, WV15 6NG.

Parish Council recommendation – grant permission; Decision – grant permission

017. TO RECEIVE A REPORT FROM SHROPSHIRE COUNCILLOR

The Chairman suspended Standing Orders to allow Cllr. Mrs. Woodward to speak.

1. Fly Tipping – Cllr. Mrs. Woodward clarified the position following a request at the Parish Council meeting on 10th April 2018 (minute 220.4). If a landowner chooses to place or accept hazardous material on their land, it would be a matter for the Environment Agency. If the material is fly-tipped by an unknown person, it would be the responsibility of the landowner to dispose of it.
2. Shropshire Council – Local Plan Review – Cllr. Mrs. Woodward circulated a note (attached), which explained the current position in detail. A key future stage would be consultation on the preferred scale of growth, development boundaries and site allocations for Community Hubs. This should be in October 2018.
3. Community Infrastructure Levy (CIL) – Cllr. Mrs. Woodward advised that Shropshire Council has established a Task and Finish Group to make recommendations regarding the use of CIL money to fund local infrastructure projects.

018. ENVIRONMENTAL MAINTENANCE GRANT

The Council received feedback from the Task and Finish Group established at the Parish Council meeting on 10th April 2018 (minute 224). After a brief discussion, it was concluded that the maximum grant potentially available to the Parish Council in the current financial year would be £750 to £1,000, for which matched funding could

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readily be found. It was therefore **resolved** to authorise the Task and Finish Group to submit a claim to Shropshire Council, which, if successful, could fund a flexible contract to complement existing arrangements.

019. GRANT APPLICATION FROM ALVELEY RECREATION ASSOCIATION

The Clerk circulated the letter he had sent to the Chairman of the Association following the Parish Council meeting on 10th April 2018 (minute 221 refers). Further information had now been received but the Clerk (as Responsible Financial Officer) was not satisfied that it provided a sound basis for the award of a grant. This view was supported by the Vice-chairman, who had examined in more detail all the financial information provided by the Association. She considered that the figures raised questions about the financial viability of the Association in the medium term. After further discussion, it was **resolved unanimously** to:

- (a) Refuse the grant application from Alveley Recreation Association; and
- (b) Authorise the Chairman, Vice-chairman and Cllr. Punchard to seek a meeting with the Association's Trustees to discuss the financial situation and how the Council can best work with the Association going forward.

020. TO RECEIVE A FINANCIAL REPORT

1. Deposits and Bank Balances 31st March 2018
It was **agreed** to note the deposits and balances at the bank.
2. Invoices for Approval and Cheques for Signature
The schedule of payments and invoices for payment was **approved** and Cllr. Mrs. Potter and Cllr. Narburgh were instructed to sign the invoices, cheques and schedule.
3. Examination of Quarterly Accounts to March 2018
Cllr. Miss Jakeman and Cllr. Noble were appointed to examine the quarterly accounts and report back to the meeting on 5th June 2018.
4. Annual Contracts
A review of the Parish Council's service contracts within the next six months was agreed.
5. Annual Risk Assessment
A draft document was circulated and Members were requested to provide feedback to the Clerk before the meeting on 5th June 2018.

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021. ITEMS FOR NEXT MEETING

Annual Return and Governance Statement for 2017/18 (this must be submitted to the External Auditor by 11th June 2018)

Parish Council Newsletter

Street lighting

Appointment of Clerk

022. TO CONFIRM THE DATE OF THE NEXT MEETING

The next meeting of Alveley the Parish Council will be held on Tuesday 5th June 2018 in the Arden Centre, Alveley, commencing at 7.45pm preceded by an Open Forum at 7.30pm.

The meeting closed at 21.10.

The Chairman thanked everyone for their attendance.