



## **Albrighton Parish Council**

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## **Minutes of meeting**

20<sup>th</sup> April 2017

Minutes of the Albrighton Parish Council business meeting held on Thursday 20<sup>th</sup> April 2017 at 7.15 pm in the Council meeting room.

### **Presentation by representatives of the Sports and Social Club regarding future developments.**

Mr G Connolly and Mr Paul Cottle reported that approximately halfway through their club's 39 year lease they had been informed that the owners of the site wished to sell the land which the Sports and Social Club were now trying to buy. They hoped to complete the sale by the end of May 2017 at a cost of £88,000. The Club have a deposit of approximately £14,000 and they intended to borrow the remainder and hoped to receive grants from a number of organisations to help reduce the financial burden. Once the freehold has been purchased they can apply to Sports England for grants, along with other organisations, and hope to establish a number of artificial multi-sports pitches.

The club is flourishing and has approximately 100 members of the bowls section with 7 teams and have several football teams for boys and girls involving 148 players. The club has decided not to use the Clockmills pitch because of mole damage which renders it unsafe for the players.

The Chairman thanked Mr Connolly and Mr Cottle for their time and for informing members of Council about their future plans. Cllr. Illes congratulated them on the club's success and wished them well.

### **Present**

Cllrs. P Harrison (Chairman), S Kirkland (Vice Chair), D Beechey, P Griffin, C Hassall, P Illes. M Pate, S Pledger, A Robinson, A Straney, P Woodman.

In attendance: M Ward, Clerk to Albrighton Parish Council.

## **1. Apologies**

To receive and approve apologies for absence. Members are asked to give their apologies direct to the Clerk.

There were no apologies for absence.

Not in attendance: Cllrs. L Howat, M Medlyn, K Pledger, C Roseby.

## **2. Declarations of Interest**

To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

Members must fill out the declarations of Interests Forms for submission.

Where a member indicates that they have a prejudicial interest, but wish to make representation regarding the item before leaving the meeting, they must do so under item 4(D) of Public Participation.

There were no declarations of interest.

## **3. Public Participation**

**A) Members of the public** are invited to ask questions, make representations or submit comments on any item on the agenda. This is **LIMITED TO THREE MINUTES PER PERSON** – at the sole discretion of the Chairman.

No members of the public were present.

**B) The Shropshire Council Member, Cllr. M Pate**, is invited to inform members with regard to relevant items of business likely to affect the community.

Cllr Pate stated that he had nothing to report as members prepared for the election on 4<sup>th</sup> May 2017.

**C) The RAF Cosford representative, Sqn Ldr C Wilson**, is invited to inform members with regard to items of business likely to affect the community.

Sqn Ldr Wilson was on leave and there were no matters to report.

**D) Parish Councillors** are invited to inform members with regard to any items of council business they have recently conducted likely to affect the community.

There were no further items of business to report from members.

## **4. Minutes of previous meetings**

**4.1** To receive the minutes of the meeting held on 16<sup>th</sup> March 2017 (enclosure)

**Cllr. Pledger proposed that the minutes were a true and accurate record which was seconded by Cllr. Illes and unanimously agreed by Council.**

**4.2** To receive the minutes of the meeting held on 6<sup>th</sup> April 2017 (enclosure)

**Cllr. Pledger proposed that the minutes were a true and accurate record which was seconded by Cllr. Illes and agreed by Council 9 – 0 with 2 abstentions.**

## **5. Matters arising**

To consider any issues arising from the minutes that are not included on the agenda.

There were no matters arising.

## **6. To review action points arising from recent council meetings**

**6.1** Albrighton Parish Council business meeting held on 16<sup>th</sup> March 2017 (enclosure)

There were no queries arising from the action points.

**6.2** Albrighton Parish Council planning meeting held on 6<sup>th</sup> April 2017 (enclosure)

There were no queries arising from the action points.

Cllr. Pledger said that the inclusion of an end date for ongoing matters was very helpful.

## **7. Committee reports**

**7.1** Transport committee

Cllr. Pledger said that there had been some confusion with regard to the booking of the Flyer out of hours by the Melville Club but discussions between the Chairman and the Clerk had resolved the issue and he now had a number of booking forms for future use.

**Cllr. Pledger, on behalf of the Transport Committee, proposed that Mr K West be given 4 additional day's holiday during 2017/18, to be used before the end of June 2017, arising from the period when he was the sole driver which made taking leave difficult. The motion was seconded by Cllr. Illes and agreed by Council 10 – 0 with 1 abstention.**

Members discussed the number of passengers the Flyer was carrying and problems with overnight parking and Cllr. Straney stated that parking the vehicle in Church Road was causing problems for local residents.

**Cllr. Pledger proposed that in future the Flyer should be parked overnight in the disabled bay in front of the Council office which was seconded by Cllr. Straney and agreed by Council 10 – 1.**

Cllr. Illes said that the Clerk should write a letter of thanks to Keith Gibson thanking him for his work in maintaining the Flyer over a number of years.

**Cllr. Illes also proposed that expenditure on the current vehicle should be kept to minimum in advance of taking delivery of the new Flyer in the summer which was seconded by Cllr. Robinson and agreed by Council 10 – 0 with 1 abstention.**

## 8. Clerk’s Financial Report and accounts

### 8.1 End of year balances

The Clerk went through his budget statement for the end of year 2016/17 which showed a total balance of £126,365.29 comprised as follows:

- TSB Current account - £11,124.94
- Nationwide Business Saver – £24,175.00
- Petty cash - £65.38
- Cambridge Building Society - £75,000.00
- Beverley Building Society – £16,000.00

One cheque was outstanding on the current account to the value of £56.99.

The balance for 2016/17 represented an increase on the balance at the end of the 2015/15 financial year which was £113,776.24.

Members agreed that the decision to lease a replacement Flyer meant it was no longer necessary to ring fence £25,000 for a new vehicle and that this money could be used to fund sport facilities or for investment in the library. Further discussion will take place when the new Council is elected.

**Cllr. Beechey proposed that the end of year budget statement should be accepted by Council which was seconded by Cllr Pate and unanimously agreed by Council.**

### 8.2 Accounts for the end of year 2016/17

The Clerk presented the end of year accounts to Council for approval. Members discussed the need for careful funding of the library after 2019 when Shropshire Council subsidies will either be reduced or abolished. Cllr. Pate suggested that the Council contact Shropshire Council to ask for details of any post 2019 funding in support of the library so that appropriate budgeting can be initiated.

**Cllr. Pledger proposed that the accounts for the year 2016/17 should be accepted by Council which was seconded by Cllr. Pate and agreed by Council 10 – 0 with 1 abstention.**

### 8.3 To consider accounts and urgent payments made to the following:

Date	Cheque	To whom payable	Reason	Amount
06.04.17	4296	A Dawson	Mole catching at Clockmills	200.00
06.04.17	4297	SALC	207/18 subscription	1387.56
06.04.17	4298	Keith Gibson	Flyer service, repairs	447.60
06.04.17	4299	S Pledger	Travel expenses	9.72
07.04.17	4300	Salop Medical Services	First aid training	180.00
07.07.17	4301	Npower	Street lighting	738.85
07.07.17	4302	M Nicholls	Library building window cleaning	50.00
07.04.17	4303	Premier Tail Lifts	Repairs to Flyer tail lift	199.09
10.04.17	4304	D Clark	New Flyer phone (second hand)	27.90
10.04.17	4305	Plantscape	2017/18 planters/maintenance	1408.00
10.04.17	4306	M Ward	Travel expenses	32.40
10.04.17	4307	B G Grounds Maint.	Mowing Patshull Green	84.00

**Cllr. Pledger proposed that the urgent payments listed should be noted and approved which was seconded by Cllr. Robinson and unanimously agreed by Council**

#### **8.4 Income received**

<b>Date</b>	<b>Payment type</b>	<b>Payer</b>	<b>Reason</b>	<b>Amount</b>
04.04.17	Cash	Albrighton Flyer	Weekly cash	39.00
04.04.17	Cash	Library	Weekly cash	61.11
07.04.17	Cash	Albrighton Flyer	Weekly cash	128.00
13.04.17	Cash	Albrighton Flyer	Weekly cash	127.00
13.04.17	Cash	Library	Weekly cash	59.63

**Cllr. Pledger proposed that the income should be noted and approved which was seconded by Cllr. Kirkland and agreed by Council 10 – 0 with 1 abstention.**

### **9. Developments concerning the Albrighton Flyer**

An update on Albrighton Flyer service and the agreed replacement of the vehicle and the production of a drivers' handbook.

Cllr. Illes informed members that Furrows hoped to deliver the new Albrighton Flyer in July/August 2017. Cllr Pate said that he thought the draft drivers' handbook was still too complicated despite further alterations made by Cllr. Kirkland and that the drivers need to be consulted as part of the revision process. Cllr. Griffin said a balance between simplicity and the need to be comprehensive had to be struck and Cllr. Illes said it was important that the Transport Committee revisit this matter and attempt to further improve the current draft.

**Cllr. Pate proposed that the current draft should be simplified, the drivers consulted on the model and given a chance to make further suggestions and the final version then brought to Council for approval. The motion was seconded by Cllr. Griffin but it was defeated by Council 4 – 7.**

Cllr. Pledger suggested that the section on schools' transport should be removed in its entirety from the draft and then issue the document to the drivers for their comments. Cllr. Pate was asked to clarify the procedures he was asking for and there was discussion on the details.

**Cllr. Straney proposed that the draft handbook should be revised by the Transport Committee with the removal of the school's section included, comments should be sought from all parties including the drivers and a final draft produced for consideration by full Council. Cllr. Pate seconded the proposal which was agreed by Council 9 – 2.**

### **10. Update with regard to the proposed village planters**

An update with regard to the provision and siting of the new planters in the village and the maintenance arrangements agreed with Plantscape.

Cllr. Pledger reported that Shropshire Council had been consulted about the siting of the new planters and given their permission for the suggested locations, details of the order had been passed to Plantscape and everything was ready for delivery later in the spring. During the visit by the Shropshire Council representative he identified a number of trees that had been planted without permission which would have to be removed.

### **11.Latest developments with the Albrighton Primary School swimming pool**

An update on the latest developments regarding the Albrighton Primary School swimming pool in preparation for the 2017 season.

Cllr. Pledger informed members that Albrighton Primary School had decided, with the support of the governing body, not to participate in further discussions about the future of the swimming pool but to proceed on the same basis with regard to community use of the pool as in previous years. Their relationship with the swimming pool committee, which was independent of the Council, had proved to be difficult. The next meeting of the committee was not until September but Cllr. Pate said that he would visit the Headteacher and the Chair of Governors in the near future to see if any of the difficulties could be resolved.

### **12.Request for an additional plastic notice board for the front of the Council office**

Request for an additional Perspex notice holder to go in the front window of the Council office so that the other notice holder can be used solely for library information.

The Clerk outlined the suggestion that an additional notice board should be purchased for installation in the parish office so that the one in the library foyer could be used for library purposes only. The model already provided cost £549.95 and Cllr. Pledger said that the costs were excessive. Cllr. Pate agreed and the suggestion failed to gain the approval of Council.

### **13.To decide on the feasibility of holding a planning meeting on 4<sup>th</sup> May.**

To decide on the suitability or otherwise of holding a Council meeting on the day of the Council elections.

**Cllr. Pate proposed that there should be no Council planning meeting on 4<sup>th</sup> May 2017 as it clashed with local and county elections which was seconded by Cllr. Pledger and agreed by Council 8 – 1 with 2 abstentions.**

### **14.Arrangements for the Annual Parish Meeting to be held on Thursday 27<sup>th</sup> April at 7.30 pm in the St. Mary's church hall.**

The Chairman reported that all of the arrangements were in place and minor amendments were made to the draft agenda prior to publication. The Clerk was asked to circulate the revised agenda to members before the meeting on 27<sup>th</sup> April.

### **15.Planning applications**

Reference: 17/01443/FUL (validated: 31/03/2017)

Address: Sheep Close Farm, Harriot's Hayes Lane, Albrighton, WV8 1RQ

Proposal: Erection of a two-storey side extension

Applicant: Mr J Parry (Sheep Close Farm, Harriot's Hayes Lane, ALBRIGHTON, WV8 1RQ)

**Cllr. Pate proposed that the application 17/01443/FUL should be approved which was seconded by Cllr. Illes and unanimously agreed by Council.**

Reference: 17/00644/FUL (validated: 15/02/2017)  
Address: 23 Windsor Road, Albrighton, Wolverhampton WV7 3PU  
Proposal: Erection of a first-floor front extension  
Applicant: Mr C Simpson (23 Windsor Road, Albrighton, Wolverhampton WV7 3PU)

**Cllr. Pate proposed that the application 17/00644/FUL should be approved which was seconded by Cllr. Beechey and unanimously agreed by Council.**

Reference: 17/01541/FUL (validated: 18/04/2017)  
Address: 2A High Street, Albrighton, Wolverhampton, Shropshire, WV7 3JX  
Proposal: Erection of a single storey rear extension, two storey corner extension, installation of an external dumb waiter and creation of ramped access to front  
Applicant: Carlini Ltd (92 High Street, Albrighton, Shropshire, WV7 3JT)

**Cllr. Beechey proposed that the application 17/01541/FUL should be approved which was seconded by Cllr. Griffin and approved by Council 8 – 3.**

The Clerk was asked to raise the question of access and right of way to the rear of the adjoining properties for further consideration by Shropshire Council.

### **16.To consider a proposal for the installation of video equipment in the library/parish council office.**

To consider a proposal for an independent video system of four cameras, two inside the building and two outside, not connected to the village CCTV system, to increase security and cover possible Flyer parking.

The Clerk outlined a local CCTV camera system costing nearly £500 for installation in the library and the parish office recommended by Mr David Williams of the Crime Prevention Panel. Currently there were no security systems in place anywhere in the building and he supported this suggested development and recommended it to the Council. Cllr. Pledger gave the proposal her full support and stated that it protected employees as well as property and possessions.

**Cllr. Kirkland proposed that the system should be purchased and installed immediately which was seconded by Cllr. Griffin and unanimously agreed by Council.**

### **17.To report the decision by Albrighton Sports and Social Club to not use the Clockmills football pitch for any of their football matches**

To consider the decision by the Albrighton Sports and Social Club to discount the use of the Clockmills football pitch in their planning of future matches and to consider the implications for maintenance and future Council policy with this Severn Trent Water land.

Cllr. Harrison informed members that the Sports and Social Club had decided to abandon plans to use the playing field at Clockmills because of the moles and the danger to players caused by an uneven surface. A mole catcher had been employed by the Council but the infestation still remained a problem. Cllr. Beechey felt that the Council should return the land to Severn Trent Water at the earliest opportunity as it would be getting no benefit from it despite spending considerable sums of money on the lease and its maintenance.

**Cllr. Robinson proposed that the Council should review the situation next year when the renewal of the lease was imminent before deciding a future course of action. Cllr. Beechey seconded the proposal which was agreed by Council 10 – 1 with 1 abstention.**

**Cllr. Kirkland proposed that B G Grounds Maintenance be asked to take on the mowing and maintenance of the field during the current financial year which was seconded by Cllr. Robinson and agreed by Council 10 – 0 with 1 abstention.**

### **18. Items for the Albrighton Parish Council business meeting to be held on Thursday 18<sup>th</sup> May 2017 at 7.15 pm.**

Items are invited for inclusion in the next business meeting agenda.

No specific items were suggested.

### **19. Correspondence for information.**

**19.1** Email correspondence with Mr N Purcell regarding the Banga bus service.

Received and noted.

**19.2** Shropshire Council – update regarding the proposed removal of public payphones in Shropshire by BT.

Received and noted.

**19.3** Midland Air Ambulance – Bike4life charity event 30<sup>th</sup> April, 2017.

Received and noted.

**19.4** SALC – Information Bulletin, April 13<sup>th</sup> 2017.

Received and noted.

### **20. Correspondence for action.**

**20.1** Application for funding by Live at Home.

**Cllr. Robinson proposed that the application be referred to the new Grants Committee once the election was over which was seconded by Cllr. Kirkland and unanimously agreed by Council.**

**20.2** Mr Chris Cherrington, correspondence regarding a council grant of £1,000 for a new burial plot at St. Mary's Church.

Councillors confirmed the arrangement for the payment of the grant and asked the Clerk to check whether the building work had begun before the cheque was made available.

**20.3** Email from Shropshire Towns and Rural housing giving a termination notice on the the council garage at 20 Ashgrove.

Cllr Pledger told members of space available at H L Smith and at the back of the butchers identified by a member of the public. Cllr. Illes said that there was also a concrete garage at the back of the Melville Club that could be made available and preliminary discussions suggested that they would be



open to an arrangement whereby it was made available to the Council for the storage of mowers and other equipment.

**Cllr. Robinson proposed that Cllr. Illes should continue his discussions with the Melville Club and have the authority to offer terms similar to those related to the hire of the garage in Ashgrove. Cllr. Pate seconded the proposal which was agreed by Council 9 – 0 with 2 abstentions.**

- 20 .4** Request for £480 paid to Donington with Boscobel Parish Council as their 28% of the play scheme funding.

The Clerk outlined the request made by email from Donington with Boscobel Parish Council that 28% of the funding balance of the former play scheme should be returned to Donington. The sum involved amounted to £480.

**Cllr. Pledger proposed that the money should be returned as requested which was seconded by Cllr. Woodman and agreed by Council 10 – 0 with 1 abstention.**

## **21. Dates and times of future meeting**

- 21.1** Annual Parish Meeting, Thursday 27<sup>th</sup> April 2017 at 7.30 pm in St Mary's church hall.
- 21.2** Albrighton Parish Council planning meeting, Thursday 4<sup>th</sup> May 2017 at 7.15 pm in the Council meeting room (to be confirmed).
- 21.3** First meeting of the new Council, Thursday, 18<sup>th</sup> May 2017 at 7.15 pm in the Council meeting room.

The Chairman thanked all members of the Council for their hard work during the year of his Chairmanship and also thanked the Vice Chair and the Clerk for their help and support.

Cllr. Pate said that it was encouraging to see major interest in the parish council in Albrighton with 21 candidates putting their names forward and the election on 4<sup>th</sup> May 2017 was to be welcomed.

The Chairman also took the opportunity to thank Cllr. Hassall for all of her work and wished her well in her new move to Tettenhall, Wolverhampton.

There being no further business the meeting closed at 9.12 pm.

Signed..... Date.....  
Chairman

