



Albrighton Parish Council

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Minutes of meeting

7th December 2017

Minutes of the Albrighton Parish Council meeting held on Thursday 7th December 2017 at 7.15 pm in the Council meeting room.

Present:

Cllrs. P Woodman (Chairman), R Smith (Vice Chairman), D Beechey, P Harrison, P Illes, S Kirkland, M Medlyn, M Pate, T Maguire, M Pitchford, S Pledger, A Straney.

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

1. Apologies:

Cllrs. B Hickson (another engagement), J Pledger (work commitments), R Rudman (illness).

Each apology was accepted by council.

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.

Cllr. Medlyn declared an interest in agenda item 17.

Cllr. Kirkland declared an interest in agenda item 22, RAF funding request.

Cllr. Pledger declared an interest in agenda item 18.

3. Public Participation

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.

Two members of the public were present at the meeting but did not wish to comment.
A third member of the public attended part of the way through the agenda.

4. Report by the Shropshire Council member, Cllr. M Pate, with regard to items of business likely to affect the community.

Cllr. Pate reported that Shropshire Council were currently dealing with budget problems which were proving difficult. It was likely that there would be further budget cuts to follow over a variety of services.

5. Parish Councillors reports with regard to any items of council business they have recently conducted likely to affect the community.

Cllr. Woodman reported that a resident of Shaw Lane, Albrighton had requested a meeting with the Wrekin Housing Trust who were anxious to build a facility consisting of extra care apartments in the Albrighton area. Cllr. Woodman had been told that the trust was not bonded to the current application by Jessups east of Shaw Lane.

6. Minutes of previous meetings

To receive the minutes of the meeting held on 2nd November 2017.

It was PROPOSED, SECONDED and AGREED that the minutes of 2nd November 2017 were a true and accurate record.

Confidential minute:

It was PROPOSED, SECONDED and AGREED that the confidential minute of 2nd November 2017 was a true and accurate record.

7. Matters arising

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

Cllr. Pledger asked that the Flyer accounts for Tuesdays – Fridays should be made available for comparison purposes.

8. To review action points arising from recent council meetings

Albrighton Parish Council meeting held on 2nd November 2017.

The action points arising from the Council meeting held on 2nd November 2017 were received and noted without further comment.

9. Committee reports

Cllr. Maguire, the Chairman of the Finance Committee went through the draft budget which had been circulated to Councillors. The budget proposed a 2.61% increase in the 2018/19 precept and any overspends on particular budgets would be met from reserves. He did not support the payment of accounts which covered more than one financial year to be paid in total in one year and Cllr.

Straney said that the figures presented still made it difficult to calculate the total cost of a service such as the library or the Flyer.

It was PROPOSED, SECONDED and AGREED that the draft budget should be presented for final consideration on the agenda of the January 2018 meeting to include a decision on the 2018/19 precept.

Cllr. Illes' paper which proposed an annual grant for the Melville Club in the order of £200 was also considered together with a suggestion that in return for the Village Warden cutting the grass at the club the annual rental for the storage of Council equipment would be reduced by £100.

It was PROPOSED, SECONDED and AGREED that an annual grant to the Melville Club should be added to the draft budget for 2018/19 and that the budget for equipment storage should be reduced by £100 in return for the Village Warden cutting the grass at the club.

10. Planning

General planning issues:

- Planning pre-application, engagement with applicants at an early stage – Cllr. Beechey.

Cllr. Beechey stated that engagement with the planning authority prior to the submission of an application, particularly if it was in any way controversial, was recommended although any such consultations now came with a charge.

- Notification that Kier have now obtained the contract for Shropshire Council highways and environmental work – Cllr. Beechey.

Cllr. Beechey provided the details of a new contract for Shropshire Council highways and environmental work with Kier for information purposes.

Planning applications:

Reference: 17/05061/FUL (validated: 13/11/2017)

Address: 23 Meadow Road, Albrighton, Wolverhampton, Shropshire, WV7 3DZ

Proposal: Erection of a single storey side extension

Applicant: Mr And Mrs Stabler

It was PROPOSED, SECONDED and AGREED that planning application 17/05061/FUL should be supported by the Council.

Grant permission:

Reference: 17/04624/FUL (validated: 06/10/2017)

Address: 6 Bushfield Road, Albrighton, Shropshire, WV7 3PD

Proposal: Erection of single storey extension to front elevation; internal alterations and insertion of rooflight

Decision: Grant Permission

Received and noted.

Reference: 17/04719/FUL (validated: 27/09/2017)

Address: Mapperley House, Cross Road, Albrighton, Wolverhampton, Shropshire, WV7 3BJ

Proposal: Erection of extensions and alterations to existing dwelling

Decision: Grant Permission

Received and noted.

Reference: 17/04812/FUL (validated: 03/10/2017)

Address: 18 Church Road, Albrighton, Shropshire, WV7 3LB

Proposal: Erection of conservatory to the rear elevation

Decision: Grant Permission

Received and noted.

Reference: 17/04932/TPO (validated: 10/10/2017)

Address: Trees At, The Limes, Albrighton, Shropshire

Proposal: Group of 6 Lime Trees and 1 stump - Re-Pollard back to previous points, including removal of all epicormic growth protected by Bridgnorth District Council (Cross Road, Albrighton) TPO 1996

Decision: Grant Permission

Received and noted.

Reference: 17/04834/LBC (validated: 20/10/2017)

Address: Beamish Farm, Beamish Lane, Albrighton, Wolverhampton, Shropshire, WV7 3AG

Proposal: Works to the farmhouse comprising; window replacements, brickwork repairs, rainwater goods replacement, ventilation terminal covers, alterations to second floor landing, re-painting, landscape works adjacent to main entrance

Decision: Grant Permission

Received and noted.

Refuse Permission:

Reference: 17/04667/TPO (validated: 11/10/2017)

Address: 28 Grange Park, Albrighton, Wolverhampton, Shropshire, WV7 3EN

Proposal: Removal of 1no Yew Tree (See letter) protected by Shropshire Council (Land at and to the West of Church Lane, Albrighton) TPO 2010

Decision: Refuse

Received and noted.

Planning enforcement:

Date Received: 21/11/2017

Reference: 17/05669/ENF

Status: Pending Consideration

Address: Land North Of Millfield Farm, High House Lane, Albrighton, Shropshire

Description of Issue: Alleged breach of Planning Control in relation to the siting of semi-permanent buildings, vehicles and sheds

Case Officer: Julian Beeston

Area Office: South – Bridgnorth

Contact Details: 0345 6789004

Email: planningenforcement@shropshire.gov.uk

Received and noted.

11. To consider accounts and payments made to the following in November 2017:

| Date | Cheque | To whom payable | Reason | Amount |
|----------|--------|---------------------------|---------------------------------------|---------|
| 02.11.17 | 4416 | E.ON | Street light repairs | 116.99 |
| 02.11.17 | 4417 | E.ON | Street light repairs | 106.40 |
| 02.11.17 | 4418 | BG Grounds Maint. | Mow Patshull Green/Clockmills | 260.00 |
| 02.11.17 | 4419 | Printerland | Printer cartridges/toner | 409.32 |
| 02.11.17 | 4420 | TFM | Mower repairs & parts | 137.54 |
| 09.11.17 | 4421 | Keith Gibson Cars | Flyer repairs/mower fuel | 292.28 |
| 09.11.17 | 4422 | Viking | 10 reams of copy paper | 40.66 |
| | 4423 | | Destroyed | |
| 09.11.17 | 4424 | S Kirkland | Travel expenses | 20.03 |
| 09.11.17 | 4425 | M Ward | Travel expenses | 11.25 |
| 13.11.17 | 4426 | British Legion | Poppy wreath | 25.00 |
| 13.11.17 | 4427 | Water Plus Ltd | Water bill for library/council office | 112.66 |
| 16.11.17 | 4428 | Viking | Copy paper/files | 82.88 |
| 20.11.17 | 4429 | Information Commissioner | Registration for 2018 | 35.00 |
| 20.11.17 | 4430 | Turnock | Erection/removal Xmas lights | 4160.40 |
| 27.11.17 | 4431 | R Collier | MIDAS training for Flyer drivers | 300.00 |
| 27.11.17 | 4432 | Water Plus Ltd | Allotments water bill | 386.66 |
| 29.11.17 | 4433 | Midland News Association | Clerk vacancy advertising | 357.00 |
| 29.11.17 | 4434 | BG Grounds Maint | Mowing Patshull Green | 70.00 |
| 30.11.17 | 4435 | Albrighton Parish Council | Cash for petty cash | 100.00 |
| 30.11.17 | 4436 | Shropshire Council | Winterisation of swimming pool | 294.96 |

There were no questions or comments on the accounts and payments for November 2017.

Income received:

| Date | Payment type | Payer | Reason | Amount |
|----------|---------------|--------------------|-------------------------------------|---------|
| 01.11.17 | Bank transfer | Nationwide B S | Gross interest | 11.89 |
| 03.11.17 | Bank transfer | Shropshire Council | Library subsidy | 1458.33 |
| 08.11.17 | Bank transfer | Shropshire Council | First 7 months Customer Service | 1750.00 |
| 13.11.17 | Cash | Albrighton library | Library 3 weeks cash | 173.87 |
| 13.11.17 | Cash | Albrighton Flyer | Flyer 2 weeks cash | 270.00 |
| 13.11.17 | Cheques | Councillors/staff | Christmas dinner payments | 87.80 |
| 13.11.17 | Cheque | Dept. of Transport | Flyer fuel VAT return | 123.75 |
| 16.11.17 | Cash | Albrighton Flyer | Flyer weekly cash | 119.00 |
| 16.11.17 | Cheques | Councillors/staff | Christmas dinner payments | 92.80 |
| 21.11.17 | Cash | Albrighton library | Library 2 weeks cash | 88.35 |
| 22.11.17 | Cash | Albrighton Flyer | Flyer weekly cash | 132.00 |
| 29.11.17 | Cash | Albrighton library | Library weekly cash | 50.96 |
| 29.11.17 | Cheque | Melville Club | Flyer Melville Club lunch transport | 66.00 |
| 29.11.17 | Cheques | Councillors/staff | Christmas dinner payments | 131.70 |
| 29.11.17 | Cheque | Councillors/staff | Christmas dinner payments | 43.90 |

| | | | | |
|----------|---------|-------------------|---------------------------|--------|
| 29.11.17 | Cash | Councillors/staff | Christmas dinner payments | 48.90 |
| 30.11.17 | Cheques | Councillors/Staff | Christmas dinner payments | 92.80 |
| 30.11.17 | Cheque | Writers' group | Room hire | 120.00 |
| 30.11.17 | Cash | Albrighton Flyer | Flyer weekly cash | 101.00 |
| 30.11.17 | Cash | Councillors/Staff | Christmas dinner payments | 22.00 |

There were no questions or comments on any received during November 2017.

12. To consider and amend a draft budget prepared by the Finance Committee for 2018/19 including an indicated precept. Additional paper re The Melville Club supplied by Cllr. Illes. Item presented by Cllr. Maguire with enclosure

Councillors agreed that this item had been adequately covered under agenda item 9.

13. To review the contracts and expenditure with Plantscape and to consider the order for the summer of 2018 - Cllr. Pledger with enclosure

Councillors discussed the choice of plants for display during 2018 and following discussion on Cllr. Pledger's paper detailing the contracts and expenditure with Plantscape it was agreed that more details were required, particularly with regard to the contract.

It was PROPOSED, SECONDED and AGREED that red, white and blue plants should be requested during 2018 and the Clerk should investigate previous minutes of Council meetings to provide further details of the arrangements and payments to Plantscape with particular reference to the contract.

14. To consider the Albrighton Place Plan 2017 review and agree any comments for consideration by Shropshire Council, with enclosure

Cllr Pate went through previous agreements that had been the subject of extensive consultation including public meeting and which resulted in Neighbourhood Plan Light proposals of 2013. The suggestion that Albrighton should have an additional 500 houses ran counter to the recommendations of the report and should be resisted. Discussion also made reference to the M54 'corridor' which could have significant implications for Albrighton and it was important not to confuse Albrighton Place Plan discussions with the Shropshire Local Plan Review.

Members agreed that the main priorities for Albrighton were an improved medical practice, Car parking facilities, leisure facilities, and housing with particular reference to affordable housing with appropriate infrastructure development to cope with an increased population.

The Clerk was given a mandate to circulate a draft response to the Place Plan for comment and amendment prior to its submission in time for the deadline at the end of December.

15. To consider the forthcoming General Data Protection Regulations that will apply from May 2018 and the implication for the Council, with enclosure.

Cllr. Beechey referred to the enclosure that outlined changes to Data Protection law that come in into force in May 2018. One of the principle additions is the requirement that all councils appoint a Data Protection Officer who should not be the Clerk to the Council. Members were informed of the offer from Telford and Wrekin Council to act as the Data Protection Officer at an initial cost in the region of £3,000.

It was PROPOSED, SECONDED and AGREED that the market should be explored to establish a range of Data Protection Officer services at what cost and with what insurance cover and report back to Council at the earliest opportunity.

16. To consider the suggestion that two further benches are purchased by the Council – Cllr. Pledger

Cllr Pledger outlined the need for two benches, one to be positioned outside the Red House and one to replace the old bench at the junction of Bushfield Road and Station Road. A suitable dedication could be placed on both if Council thought it was necessary.

It was PROPOSED, SECONDED and AGREED that two new benches should be ordered to be positioned outside the Red House and in Station Road.

17. Update on the Parish Flyer service and further discussion on possible changes to current practice for consideration.

It was PROPOSED, SECONDED and AGREED that agenda item 17 should be discussed in confidential session.

18. Report on an incident on Saturday, 2nd December, of an incident at the skatepark requiring the ambulance service and the police – Cllr. Pledger.

Cllr. Medlyn asked why this item kept appearing on the Council's agenda when the facility was the responsibility of Shropshire Council. Cllr Pledger responded by stating that for Councillor information there had been a serious incident involving two females who had been drinking one Saturday evening which required the intervention of the ambulance service and the police. All members agreed that in order to provide better cover for this facility CCTV cameras needed to be erected and this was being investigated by Mr D Williams of the Crime Prevention Panel.

19. To consider the Shropshire Local Plan Review on the preferred scale and distribution of development as it applies to Albrighton and agree any comments for consideration by the county with enclosure.

The Chairman felt that this matter had been adequately discussed under agenda item 14 and a draft submission would follow with regard to the suggestion that Albrighton should accommodate an additional 500 dwellings and around 5 hectares of employment development between 2016 and 2036

20. Report on the Christmas dinner scheduled for 14th December at 7.00 for 7.30 pm at Carlini's, Albrighton – Cllr. Woodman.

The Chairman reported that 35 people were attending the Christmas dinner at Carlini's on 14th December and the menu choices had been passed over to the restaurant. A table plan was being prepared by the Vice Chairman.

21. Items for the Albrighton Parish Council meeting to be held on Thursday 4th January 2017 at 7.15 pm.

Members agreed that the following items should appear on the Albrighton Parish Council agenda for the meeting on 4th January 2018:

- Review of the Christmas lights
- Arrangements for the approbation ceremony;
- The 2018/19 draft budget;
- The appointment of a new Clerk.

22. Correspondence

For action:

- RAF Cosford – Funding request for RAF Cosford youth club, enclosure.

Many members felt that RAF Cosford had been generous to the people of Albrighton and this request should be looked on favourably. However, no accounts had been submitted with the application which was a requirement for all grants and the Clerk was asked to write and request a copy of the latest accounts and resubmit the proposal.

- SALC – To consider the signing of a draft protocol for Councillor/Clerk relations.

It was PROPOSED, SECONDED and AGREED that the Council should sign the draft protocol for Councillor/Clerk relations as soon as possible.

For information:

- 1st Albrighton Scouts – preliminary details of the St Georges Day parade on 23rd April 2018, enclosure.

Members were informed that the St Georges Day parade was a big event in the scouting calendar which would involve road closures, a march to the church and a meeting on the nature reserve in Newport Road.

23. Date of next meeting:

- Council Christmas dinner – Thursday 14th December 2017 at 7.00 for 7.30 pm in Carlini's restaurant, High Street, Albrighton.
- Albrighton Parish Council meeting – Thursday 4th January 2018 at 7.15 pm in the council meeting room.

There being no further business the meeting closed at 9.25 pm.

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

