



## **ALBRIGHTON PARISH COUNCIL**

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### **Minutes of meeting**

Minutes of the Albrighton Parish Council meeting held on Wednesday 4<sup>th</sup> December at 7.15 pm in the Red House.

### **Present**

Cllrs. D Beechey, B Hickson, T Maguire, M Medlyn, A Straney, P Woodman, P Harrison, R Rudman, P Illes, M Pitchford, S Pledger

In attendance:

S Reynolds Clerk to Albrighton Parish Council.

#### **19092 Apologies**

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

Cllr Collins – Holiday, Cllr M Pate – Holiday, Cllr J Pledger (work) and Cllr Smith – work commitment.

#### **19093. 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.

None disclosed.

#### **19094. 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.

There were no members of the public present.

#### **19095. Report by the Shropshire Council member, Cllr. M Pate, with regard to items of business likely to affect the community.**

None received Cllr Pate on holiday

**19096. Parish Councillors' reports with regard to any items of council business they have recently conducted likely to affect the community.**

Cllr P Illes informed members that he had received confirmation that the Footpaths group CCIP application was now through to the second stage. he was hopeful this would provide funds for 'walking for health' rail ramblers activities. He informed members he had now completed the next stage of the application form. If monies were received it would be used for leaflets and the creation of a webpage for the railway ramblers.

It was noted that the Christmas lights opposite the Red House on the lamppost on the corner of Cross Road were not working, the Clerk was asked to report this to Turnock. Several councillors were also worried that the light connection outside the Pizza Palace had been moved, this had not been done by the contractor and concern was raised regarding any responsibility if there were any subsequent issues. Councillors unanimously agreed that the Clerk should contact Turnock and ask that these lights be disconnected and made safe.

**It was PROPOSED, SECONDED and AGREED that the Clerk contact Turnock and ask that the lights outside the Pizza Palace be disconnected.** **Action - Clerk**

Cllr Beechey informed members that he had attended a SALC AGM on behalf of APC. He said he had discussed our current situation and he expressed doubt on the validity of the banning orders imposed on two Councillors. The Clerk expressed concern and said that if there were any problems, she would report any harassment or bullying. Cllr Maguire agreed that the council had a duty to protect the Clerk this was further endorsed by Cllr Harrison who also said that the Clerk needed to be protected and that the Council should act accordingly. The Chairman agreed to look into the matter and seek advice and report back when he had the appropriate information, in the meantime this is sub-judice.

**Action – Cllr Woodman**

**19097. Minutes of previous meetings:**

To receive the minutes of the meeting held on 6<sup>th</sup> November 2019

Cllr Illes asked for an additional word to be included on item 19080, all members were in agreement with this.

**It was PROPOSED, SECONDED and AGREED that the Albrighton Parish Council minutes of the 6<sup>th</sup> November 2019 were true and accurate records.**

**19098. Matters arising**

To consider any issues arising from the minutes that are not included on the agenda. Meeting actions points to be noted where appropriate.

The Clerk informed members that she had arranged a meeting with an auctioneer next Wednesday morning at the church in order to progress the insurance valuation of the Albrighton Mace. The Clerk further informed members that subsequent to the library strategy submission to Shropshire Council she had now been invited to join a focus group by Shropshire Council in the new year.

**19099. Planning:**

**Planning applications:**

Reference: 19/04972/FUL

Proposal: Erection of oak framed 3 bay car port to include change of use of land to domestic

Address: Beamish House, Beamish Lane, Albrighton, Wolverhampton, Shropshire.

Applicant: Mr. Tony Jones

**It was PROPOSED, SECONDED and AGREED that council recommend this application for approval. Action – Clerk**

Reference: 19/05204/TCA (validated: 28/11/2019)

Address: The Old Barn, Shaw Lane, Albrighton, WV7 3DS

Proposal: Crown reduce from 50ft to 35ft in height 1no Conifer within Albrighton Conservation Area

Applicant: Mr. Geoffrey Catling (The Old Barn, Shaw Lane, Albrighton, WV7 3DS)

**It was PROPOSED, SECONDED and AGREED that council recommend this application for approval. Action – Clerk**

Reference: 19/05191/CPL

Address: Albrighton Railway Station, Station Road, Albrighton, Shropshire, WV7 3DR.

Proposal: Application for lawful development certificate for the proposed erection of 2No 4m columns with 3no CCTV cameras on each column

Applicant: West Midlands Trains **FOR INFORMATION ONLY**

**Planning decisions:**

Reference: 19/04136/VAR (validated: 17/09/2019)

Address: 4 Holyhead Road, Albrighton, WV7 3BX

Proposal: Removal of Condition No. 7 attached to planning permission 19/02055/FUL dated 10 July 2019

Decision: Refuse

Reference: 19/04661/FUL (validated: 21/10/2019)

Address: 4 Mayfield Road, Albrighton, WV7 3JY

Proposal: Erection of single storey extensions

Decision: Grant Permission

**Planning enforcement:**

None

**19100. Finance & Personnel:**

- a) To receive a report by the Chairman of Finance & Personnel Committee to also include receipts and payments up to 31<sup>st</sup> October 2019, (enclosed) – Cllr. Maguire.**

Cllr Maguire informed members that again that he had carried out a number of spot checks and reconciliations were carried out to ensure the accurate and comprehensive recording of all financial transactions. Cllr Maguire then asked members if there were any questions on the month end figures, none were asked.

- b) To consider income & expenditure in November 2019 details below:**

Date	Cheque	To Whom Payable	Reason	Amount
04/11/19	004545	Keith Gibson Cars Ltd	Fuel for mower - October	14.00
04/11/19	004546	Royal British Legion	Poppy wreath for Chairman	25.00
04/11/19	004547	TFM	Refuse sacks, Jeyes fluid, gloves, litter picks	65.60
04/11/19	004548	Viking	Soap, toilet rolls, postage & stationery	41.29
6/11/19	004549	BG Ground Maintenance	2*Patshull mow 9&30/10/19	140.00
8/11/19	004550	Hommers & Sons Ltd	Various plants for village planters	365.04
12/11/19	004551	AVHT	Grant towards OAP Christmas Party	500.00
15/11/19	004552	T Ewins	Works Mileage 1/5/19 to 31/10/19	54.45
15/11/19	004553	E-on Solutions Ltd	Repair to light o/s 1 The Glebe	173.38
26/11/19	004554	Albrighton Parish Council	Petty cash reimbursement	100.00

27/11/19	004555	Premier Tail Lifts Ltd	6 mthly Service & repair of Flyer tailgate lift	118.80
27/11/19	004556	UK Safety Management Ltd	PAT testing of all equipment at APC & Library	294.23
27/11/19	004557	From the Ground Up	Planting out bulbs/plants across all village planters	240.00

**Income Received:**

Date	Payment Type	Payer	Reason	Amount
05/11/19	Cash	Albrighton Parish Council	Flyer booking 25/10/19	78.00
05/11/19	Cash	Albrighton Parish Council	Flyer cash 29/10/19-1 Nov	183.00
05/11/19	Cash	Albrighton Parish Council	Library cash 28/10/19- 2 Nov	51.67
12/11/19	Cash	Albrighton Parish Council	Flyer cash 5-8 Nov	201.00
12/11/19	Cash	Albrighton Parish Council	Flyer booking 30/11/19 P Wassell	58.00
12/11/19	Cash	Albrighton Parish Council	Library cash 4-9 Nov	42.67
12/11/19	Cheque	Albrighton Parish Council	LAH/7	380.00
12/11/19	Cheque	Albrighton Parish Council	LAH/8	380.00
22/11/19	Cash	Albrighton Parish Council	Flyer cash 12-14 Nov	154.00
22/11/19	Cash	Albrighton Parish Council	Library cash 11-16 Nov	54.15
26/11/19	Cash	Albrighton Parish Council	Flyer cash 19-22 Nov	169.50
26/11/19	Cash	Albrighton Parish Council	Library cash 18-23 Nov	58.320
26/11/19	Cheque	Albrighton Parish Council	LAH trips October	232.00

The Clerk invited questions on the income and expenditure figures, no questions were received regarding the payments.

**19101 To consider financial budget 2020/21 and parish precept**

Cllr Maguire, Chairman of the Finance & Personnel Committee presented members with the budget projection for next year and council discussed further the likely funding to be provided by Shropshire Council as their direction of travel seems to be to close down services and to encourage parish councils to take them over. This is usually done with some funding provided by Shropshire council for the first five years after the takeover but without any guarantee of a continuation of funding. Shropshire Council has now advised Albrighton Parish Council that funding for the Library will be cut over the next few years from the £23,500 received in 2018 to £20,500 in 2018, £17,500 in 2019 £14,000 in 2020, £10,500 in 2021 £7,000 in 2022 with last payment of £3,500 in 2023. We had been fortunate to receive the extra couple of years funding but it was now certain that we are only going to receive a reduced subsidy for the next couple of years then the parish council would have to fund the library completely.

Shropshire Council currently provides an annual grant of £9,600 as a contribution to run the Albrighton Flyer bus service. This does not cover the whole cost which is more than £30,000. A subsidised fare is charged for the day service up to 4.30pm. The service is only possible by the deficit being made up from funding provided by the Albrighton Parish Council (72%) and Donington-with-Boscobel Parish Council (28%). Shropshire Council have provided the grant this year but even after enquiries of them they will not confirm that this will continue which make planning and particularly budgeting difficult

In order to try and make the service more financially viable the Council had initiated the evening/weekend service charging a slightly higher fare (covering only direct costs plus a small revenue contribution) but which also represents value for money for the larger groups who make these bookings. (Bookings for groups of from 3 to 12 people may be made through the Clerk 01902 375455).

Cllr Maguire explained that the council had to have 6 months running costs in its reserves and these could not be used towards day to day running costs, this was a legal requirement.

In view of the ending of the Library subsidy and the uncertain future of the Flyer subsidy and a likely future 3% government cap, the Parish Council agreed that the parish needed to ensure that it had the funds to protect future services.

Cllr Harrison informed members that the Finance & Personnel Committee had gone through the budget carefully and tried to reduce costs where appropriate, he also added that he couldn't see how much further the council could go without reducing services. Cllr Straney expressed concern that it was difficult to understand costings and Cllr Maguire agreed; he explained that there are now more costs being incurred for NI, PAYE and Pensions, the council was legally bound by those, all employees legally have to be right to be in a pension scheme. Cllr S Pledger asked if the police had been invoiced for their use of the facilities, the Clerk informed members that she had invoiced them but had received a visit from police staff last week checking the facilities at the library and there was a reluctance to pay. Cllr S Pledger stated that if they wouldn't pay then the services should be taken away, it was felt by other members that this wouldn't be fair on the policing staff or residents who had expressed that the community outreach service was beneficial.

Cllr Maguire offered to provide further financial details for both the library and the Flyer, members felt this would be helpful and following further discussion it was agreed to increase the parish precept this year by about 20% which will cover anticipated increases in all the other services and responsibilities of the parish and go some way to deal with the expected loss of subsidy of the Library and Flyer. Overall the proposed increase could result in a rise of £17.05 pa in a Band D property which works out at about 32p per week, or 4p per day. Cllr Maguire felt that this is the price to pay to secure the continuity of the services now provided by the Parish Council, these services having been passed down by Shropshire Council.

Cllr Straney asked for thanks to be recorded for the hard work of both the Chair of Finance & Personnel Cllr T Maguire and the Clerk during the budget process. It was suggested that the Chairman prepare an article for the parish magazine to explain the services the parish council are providing via the precept, the Chairman agreed this was a good idea.

**Action – Chairman**

**It was PROPOSED, SECONDED and AGREED by a majority (1 objection) that the proposed budget be approved and the precept be set at £156,000 for next year.**

#### **19102 To consider fly tipping in the village**

The Clerk informed members that since Shropshire Council had removed the collection bins in the Crown car park by the old toilet building there have been many issues with rubbish being left there. The Clerk informed members that the rubbish was being left there by a business so she had written to several businesses in the area and that further efforts by both Albrighton and Donington Cllrs and use of CCTV had identified the culprits who had agreed not to repeat this activity. It was agreed to monitor the situation which now appears to have been resolved.

#### **19103 To consider old flyers/posters, for sale signs and other obsolete notices, and pedestrian hazards around the village**

Cllr Maguire informed members that a resident had complained that some old posters had remained long after the events advertised. Cllrs were keen that all the voluntary organisations should be able to advertise their events and the vast majority did remove them promptly. Some commercial events such as the Wrestling Nights at the Social Club used posters glued to street furniture and these had not been removed. The Clerk had contacted the organisers who had responded positively and immediately removed them. It was felt that residents should remove the posters promptly after any event they have advertised. Several other issues were also discussed including overhanging brambles, invasive hedging and uneven footpaths, the Clerk asked that these be reported to herself and she would then log these as jobs with Shropshire Council. Cllr Illes informed members that the reporting mechanism on Shropshire Councils website was very easy to use and that any councillor or resident could report issues themselves as soon as they were spotted to reduce the number being reported through the parish office.

**19104 Correspondence**

**For action:**

**a) To consider letter received from St Mary's CE Primary School regarding traffic**

The Clerk had previously circulated a letter which had been received from the school regarding traffic issues in Shaw Lane. Members agreed that this issues regarding traffic in Shaw Lane was a very serious and problematical one which had been highlighted in the recent planning appeal for the Shaw lane Development. The Clerk had replied that the Chairman and Vice Chairman, both of whom had worked hard as Cllrs and in the Civic Society/Action Group and were successful in bringing this issue to Jessup's Appeal Hearing, would meet her to see how the Council and School could work together on this.

Cllr Harrison suggested that the school should be encouraged to include road safety as part of the children's education, that there were many aspects that could be included in the curriculum. He also suggested that a 5-minute walking zone could be introduced around the school this would be part of the health agenda, he felt this could be considered at both schools in Albrighton but this is a decision the schools would need to take. The use of highways education initiatives would be a good project for year 6 pupils. The Chairman Cllr Woodman said that he and the Vice Chairman Cllr Smith would include any ideas in the discussions with the Head, road safety remained a big issue around local schools.

It was agreed that the Chair and Vice Chairman with the Head of the school to progress this item.

**Action – Cllr Woodman/Vice Chairman**

**b) To consider email from RAF Cosford**

The Clerk informed members she had received an email from RAF Cosford requesting details of any dates RAF Cosford is required to attend events in the village next year. She asked for clarification regarding the request for the remembrance service and the VE day events and was informed that the Royal British Legion always put this request in and therefore Albrighton Parish Council would not need to request any representation for these events next year.

The Council also discussed the Approbation ceremony and Cllr Straney asked whether council wanted an Approbation ceremony as this was expensive, he said that in Wolverhampton and other towns these were held less often than in Albrighton. It was felt that in light of budget constraints, as a cost saving to the parish Albrighton should adopt that model and it was agreed that in future it would be held every 3 or 4 years. It was agreed that the council would consider next year whether to hold the Approbation ceremony in 2021 or 2022. It was agreed that no requests should be made to RAF Cosford for next year.

**It was PROPOSED, SECONDED and AGREED by a majority (1 objection) that the holding of an Approbation ceremony be review in 12 months and that there would not be one held in 2020.**

**To note:**

**None**

**19105 Date of next meeting:**

a) Albrighton Parish Council meeting – Wednesday 8<sup>th</sup> January 2020 at 7.15 pm in The Red House.