



## **ALBRIGHTON PARISH COUNCIL**

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### **Minutes of meeting**

Minutes of the Albrighton Parish Council AGM and business meeting held on Wednesday 3<sup>rd</sup> July 2019 at 7.15 pm in the Red House.

### **Present**

Cllrs. D Beechey, B Hickson, T Maguire, M Medlyn, M Pate, R Smith, A Straney, P Woodman, S Pledger, M Pitchford, P Harrison\* (in part)

In attendance:

S Reynolds Clerk to Albrighton Parish Council.

#### **19045. Apologies**

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

Cllrs S Kirkland (social engagement), R Rudman (illness), P Illes (holiday) J Pledger (work)

#### **19046. 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

#### **19047. 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 was only one member of the public present, she outlined her concerns regarding the lack of grass cutting in the village on areas which were the responsibility of Shropshire Council. She explained

that she had emailed SC on the 22/06/19 and had received a curtesy reply saying that SC would respond in detail within 10 days but nothing had been received. It was noted by both the resident and members that the area which was owned by Albrighton Parish Council, namely the village green was in good order and it was a shame that the areas owned by Shropshire Council were not of the same standard. Cllr Pate stated that he had also written to the Chief Executive of Shropshire Council and consequently a grass cutting team had appeared in the village the following day and some areas have now been mowed. It was agreed that the current service was not good enough and that the cycle of grass cutting for the village, together with details of which areas Shropshire Council are responsible for should be requested from Shropshire Council. The Clerk was asked to write to Shropshire Council and ask what areas are to be cut and how often this mowing is to be carried out.

**Action – Clerk**

**19048. Report by the Shropshire Council member, Cllr. M Pate, with regard to items of business likely to affect the community.**

Cllr Pate informed members that he had attended the Cabinet meeting which had discussed the strategic planning sites, and that Shropshire Council would support the sites at Cosford, Ironbridge and Ternhill. Cllr Pate explained that Shropshire Council had said that the Tong development needed more work and they required a good reason as to why it should be taken out of the green belt.

Members were informed that there was a meeting at Cosford Museum on the 10th July next week regarding the development Councillors could attend if they wished.

**19049. Parish Councillors' reports with regard to any items of council business they have recently conducted likely to affect the community.**

None

**19050. Minutes of previous meetings:**

To receive the minutes of the meeting held on 5<sup>th</sup> June 2019 (**enclosed**).

**It was PROPOSED, SECONDED and AGREED that the Albrighton Parish Council minutes of the 5<sup>th</sup> June 2019 were true and accurate records.**

**19051. 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 stated that she was awaiting the quotes for the work on trees in Loak Road, and felt that these may come in over the summer recess.

**It was PROPOSED, SECONDED and AGREED that the Clerk would be given delegated powers to approve the finance needed for work on the trees at Loak Road to be either pruned/cut down as necessary.**

The Clerk informed members that she had asked the Flyer driver if he would be available on the Albrighton Fayre day in order that the Flyer could be included in the parade. Unfortunately, the driver was not available on that day, Cllr Straney then offered to be available on Fayre day to drive the Flyer

if needed. Cllr Smith reminded council that they had asked the Fayre committee to accept the Flyer in the parade and now were seen to be changing their mind which was not a good PR.

**It was PROPOSED, SECONDED and AGREED that the Flyer would be decorated and parked outside the Red House on Fayre day so it could still be used to transport elderly residents in the village if required.**

Cllr S Pledger queried why three quotes were not obtained for item 19041 regarding the planters at the last meeting. The Chairman informed her that it was not a contract but a monthly agreement and therefore quotes were not needed. Cllr Pitchford also explained, as he had included in his report to council last month, that while he had spoken to several local garden contractors the nature of the task made it difficult to obtain several quotes for this work. It was noted that the minutes had already been approved and a resolution passed on this item last month therefore no further discussion was appropriate.

Cllr Harrison asked why the A boards and Banga buses were not on the agenda, the Clerk informed him that the A boards were on the agenda under correspondence and that it had been agreed that as Banga Buses were a private company the Council was not able to dictate their routes. It had been agreed at the last meeting that all Councillors would write in a private capacity to Banga Buses, Cllr Woodman informed members that he had done this, he was asked to share the email address with fellow councillors so they could do the same.

**Action – Cllr Woodman**

#### **19052. Planning:**

##### **Planning applications:**

Reference: 19/02587/COU (validated: 10/06/2019)

Address: First Floor Flat, 79 - 81 High Street, Albrighton, Wolverhampton, Shropshire, WV7 3JA

Proposal: Change of use of first floor from residential (C3) to Pilates Studio (D2)

Applicant: Mrs L Davidson (36 Shaw Lane, Albrighton, West Midlands, WV7 3DY)

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

**Action - Clerk**

Reference: 19/02692/FUL (validated: 19/06/2019)

Address: Development Land East to The of Shaw Lane Off, Kingswood Road, Albrighton, Shropshire

Proposal: Erection of 1no dwelling (modification of previously approved house type BR/APP/08/0907)

Applicant: Mr Mark Yeomans (Bonigale Homes Ltd, C/o Agent)

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

**Action - Clerk**

Reference: 19/02756/FUL (validated: 19/06/2019)

Address: 5 Cross Road, Albrighton, Wolverhampton, Shropshire, WV7 3RA

Proposal: Erection of a single storey rear extension following removal of existing outbuilding

Applicant: Mr Tim Lewis

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

**Action - Clerk**

Reference: 19/02785/REM (validated: 21/06/2019)

Address: Land to The East Of, Garridge Close, Albrighton, Shropshire

Proposal: Approval of reserved matters (appearance, landscaping, layout, scale) pursuant to 14/03657/OUT for the erection of three residential properties

Applicant: Shropshire Council (Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND, Shropshire)

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

**Action - Clerk**

Reference: 19/02638/FUL DEVELOPMENT

Address: Cloverleigh, Shaw Lane, Albrighton, Wolverhampton, Shropshire.

Proposal: Erection of a single storey front extension and widening of existing access

Applicant: Mr & Mrs Perry

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

**Action - Clerk**

Reference: 19/02884/FUL (validated: 02/07/2019)

Address: 29 Bushfield Road, Albrighton, WV7 3PL

Proposal: Erection of single storey extensions to the front, side and rear elevations following demolition of the existing garage, front porch and flat roof side extensions

Applicant: Mr Niel Howells

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

**Action - Clerk**

**Planning decisions to be noted:**

Reference: 19/00684/FUL (validated: 18/02/2019)

Address: The Birches, Cross Road, Albrighton, Shropshire, WV7 3BJ

Proposal: Erection of basement building

Decision: Refuse

**Planning enforcement:**

**Planning appeal:**

Reference: Planning or Enforcement ref: 17/03774/FUL Planning Inspector ref: APP/L3245/W/18/3217667

Planning Inspector: B Bowker Appeal reference: 19/02731/REF

Address: Proposed Residential Development Land East Of, Shaw Lane, Albrighton, Shropshire.

Proposal: Residential development of 74 Extra Care apartments and associated facilities, 6 bungalows and 58 houses; improved access

The Clerk noted that there was to be no meeting of the Parish Council during August and asked Council to ensure that planning applications could be dealt with during this period.

**It was PROPOSED, SECONDED and AGREED that applications received during the summer recess would be delegated to Cllrs P Harrison, Cllr D Beechey and the Clerk for their review, decision and to send a response to Shropshire Council on behalf of Albrighton Parish Council. Cllrs Harrison and Beechey may call a special meeting of the council for any large developments or ones which they feel may be controversial**

**19053. Finance & Personnel:**

**a) To receive a report by the Chairman of Finance & Personnel Committee to also include receipts and payments up to 30<sup>th</sup> May 2019, (enclosed) – Cllr. Maguire.**

Cllr Maguire Chairman of Finance & Personnel reported that the Receipts & Payments statement was in balance and asked members if they had any queries regarding the accounts. None received. It was noted that the budget monitoring reports were now much clearer, Cllr Smith stated that the new budget format produced by the Clerk now ensures that each expenditure heading and its costings such as the Flyer or Library, is now more detailed and the information presented in a more financially informative way.

**b) To adopt training policy (enclosure)**

Cllr Maguire Chairman of Finance & Personnel informed members that the training policy was considered at the Finance & Personnel meeting of 7th March and the Finance & Personnel Committee recommend it for approval. At the meeting it had been agreed that the policy would serve as a good guide for both Councillors and the Chairman/Clerk in the decision-making process. Cllr Maguire asked Council to approve the adoption of this training policy. It was agreed that it would be better financially for a group training session to be organised, this would reduce costs incurred by the council and would be more effective.

**It was PROPOSED, SECONDED and AGREED that council adopt this training policy**

**c) To adopt Financial Regulations (enclosure)**

The Clerk informed members that the Financial Regulations need to be reviewed and adopted annually and that it was good practice to also approve the continued use of appropriate variable Direct Debit payments, an updated copy of the financial regulations had previously been circulated to all Councillors.

**It was PROPOSED, SECONDED and AGREED that council adopt the financial regulations.**

**d) To consider income & expenditure in June 2019 details below:**

Date	Cheque	To Whom Payable	Reason	Amount
03/06/19	000277	St Marys Church	Maintenance Grant for churchyard 19/20	1500.00
31/05/19	000278	Amazon Payments	Weatherproof A Board & waste container	167.65
14/06/19	000279	e-on	Annual street lighting contract	569.15
14/06/19	000280	Amazon Payments	Hand soap	5.92
17/06/19	000281	Premier Tail Lifts Ltd	Service of tail gate lift for Flyer	118.80
24/06/19	000282	Viking	12*reams of paper	39.91
24/06/19	000283	Clegg Gifford	Insurance for Flyer	3815.36

**Income Received:**

Date	Payment Type	Payer	Reason	Amount
05/06/19	Cash	Albrighton Parish Council	Flyer cash 28 May –& 1 <sup>st</sup> June	34.27
05/06/19	Cash	Albrighton Parish Council	Flyer cash 29 May	36.50

05/06/19	Cash	Albrighton Parish Council	Flyer cash 27, 30 & 31 <sup>st</sup> May	75.50
10/06/19	Cash	Albrighton Parish Council	Flyer cash 4 – 6 June	103.00
10/06/19	Cheque	LAH	Invoice - April	115.50
10/06/19	Cash	Albrighton Parish Council	Flyer cash 7 June	22.50
10/06/19	Cash	Albrighton Parish Council	Library cash 3 – 8 June	49.84
17/06/19	Cash	Albrighton Parish Council	Flyer cash 11-14 June	149.00
17/06/19	Cash	Albrighton Parish Council	Library cash 10-15 June	39.77
24/06/19	Cash	Albrighton Parish Council	Meeting room booking 17 June	13.00
24/06/19	Cash	Albrighton Parish Council	Flyer cash 18-21 June	172.00
24/06/19	Cash	Albrighton Parish Council	Library cash 17-22 June	37.47

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

It was noted by Cllr S Pledger that the income for the Flyer appeared to be reducing over time, she felt that the Flyer three or four years ago produced a lot more income each week. Cllr Medlyn then declared an interest in this item and she would therefore not take part in any debate. Cllr Smith said that the deficit he forecast in his report, which was produced for Council a few months ago, was still holding, and that the bus pass reduction for fares should be reconsidered by council. It was agreed that this needs to be reviewed by the Flyer Working Party.

**It was PROPOSED, SECONDED and AGREED that the income and expenditure accounts be approved**

**19054 To Review of Annual Parish Meeting. (Cllr Woodman)**

The Chairman thanked Councillors for their attendance with 13 out of 15 councillors present, he noted also that 100 residents had attended. Cllr Pate said he felt it was a very successful meeting and Cllr Beechey agreed, he also felt that the size of attendance was remarkable as Donington with Boscobel Parish Council were lucky to get a handful of people at their Annual Parish Meetings and this year no residents had attended at all. Cllr Beechey said some Donington with Boscobel Parish Council residents attend Albrighton Parish Council Annual Meetings and wondered if the two Councils could run their future Annual Meetings jointly (official business to be separate). Cllr Pate wanted thanks to the Chairman recorded in the minutes. The Chairman said the success of the meeting was not due just to himself but also to several Councillors who had helped to organise the event and had provided good publicity.

Cllr Smith informed members that he had received feedback from residents after the meeting and he reported that all had said they were pleased by the well organised meeting and for the Council providing information. They also said that having all Councillors at the front table meant that residents could see who the Councillors were. However, he said that some residents noted that Cllr S Pledger had not sat at the front table with all Councillors but in the audience and they felt that this showed disrespect for the Council. Some said it was rude. A Councillor had gone over and invited her to sit at the front table but she declined. Cllr S Pledger said that she sat there because it was not a Council Meeting. Cllr Beechey said that it was an official Council Meeting, specified to be in May, and that the Annual Meeting has to be run by the Clerk and the Chairman, who then presents his Annual Report. Cllr Smith said that while it may have not been the usual monthly meeting residents had expected that all Councillors would sit at the front table in front of the audience.

**19055 To consider replacement of office equipment (enclosure)**

The Clerk had previously circulated a report to Councillors which contained details regarding three quotes for both new and refurbished printing equipment as requested at the meeting in March. The Clerk confirmed that monies had been set aside in the budget for this expenditure and Councillors agreed that the company recommended by the Clerk provided ‘best value’

**It was PROPOSED, SECONDED and AGREED that council give delegated powers to the Clerk to purchase replacement equipment for the office.** **Action – Clerk**

**19056 To approve use of Albrighton Parish Council’s name on the joint leaflet for the summer club (enclosure)**

The Clerk explained she would appreciate if members would approve the use of the Council’s name on leaflets that were due to be printed, some Councillors stated that this was not really a matter which needed to come to full council, but the Clerk explained that due to the events last summer she felt this was a prudent thing to do.

**It was PROPOSED, SECONDED and AGREED that council give permission for their name to be used on all advertising connected with the Summer Club.**

**19057 Planning updates****a) Tong**

The Chairman informed members that he had met with Mark Pritchard MP and other interested parties last week. Following discussion by members, it was felt that it would be appropriate for council to form a corporate view on the application which would enable the Chairman to represent Albrighton Parish Council on such matters in the future.

**It was PROPOSED, SECONDED and AGREED that council did not support the development alongside the M54 J3 near Tong.**

**b) Jessups**

The Clerk had circulated details of the forthcoming hearing regarding the Jessup appeal. The hearing will take place on 18th September at Shirehall, the Chairman gave an update to council regarding the current situation on this appeal, he informed members that Albrighton Parish Council will be supported by Shropshire Council at this hearing together with several other groups in the area. He explained the importance of ensuring that technical details were brought to the fore and that there is not repetition amongst objectors’ submissions. Cllr Pate stated that it was important to be very structured and stick to the correct line in the hearing, Cllr Pate himself would attend and speak as the Shropshire Councillor and he had already sent in his submission objecting to the development. Following discussion,

**It was PROPOSED, SECONDED and AGREED that the Chairman would speak against this development, and delegated power was given to the Place Plan Working Party to submit the objection on behalf of Albrighton Parish Council based on planning grounds.**

**Action – Place Plan Working Party**

\*Cllr Harrison left the meeting

**19058 Correspondence**

**For action:**

- **To consider email received from Shropshire Council  
Review of A-boards Policy & Process**

The Clerk had again circulated the correspondence received from Shropshire Council regarding the second consultation on A boards. Albrighton parish Council has been asked to submit our thought into the consultation by the 15<sup>th</sup> August. It was felt that due to the short deadline involved that it would be appropriate for the Place Plan Working Party to consider this proposal and submit their thoughts to Shropshire Council on Albrighton parish Councils behalf.

**It was PROPOSED, SECONDED and AGREED that the Place Plan Working Party had delegated powers to submit the response to the consultation on Behalf of Albrighton Parish Council.**

**Action – Place Plan Working Party**

**The following correspondence was noted**

- a) **Thank you letter from Albrighton Flower Club**
- b) **Thank you letter from Albrighton Primary School**

**19059. Date of next meeting:**

- a) Albrighton Parish Council meeting – Wednesday 4<sup>th</sup> September 2019 at 7.15 pm in The Red House.

Signed..... Date.....

Chairman