



Albrighton Parish Council

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Minutes of meeting

16th March 2017

Minutes of the Albrighton Parish Council business meeting held on Thursday 16th March 2017 at 7.15 pm in the Council meeting room.

Present

Cllrs. P Harrison (Chairman), S Kirkland (Vice Chair), D Beechey, P Griffin, C Hassall, L Howat, P Illes, M Pate, S Pledger, 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

Cllr. C Roseby (work commitments).

Not in attendance: Cllrs. M Medlyn, K Pledger, A Robinson.

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.

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 reported that the recent budget had meant that Shropshire Council were £12m better off over the next three years. The money would be used to support the better care fund but it still left a £40m deficit in the budget which would reduce to £28m by 2020. Cllr. Pate said that there was still a problem with regard to funding distribution between urban and rural areas.

- 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 not in attendance at the meeting.

- 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.

Cllr. Pledger reported on the Albrighton/Shifnal team meeting which had been dealing with parking problems caused by school buses outside Idsall School. The police had become involved and they were also involved with unlicensed scrap metal dealers who had become a problem in the Shifnal area.

4. Minutes of previous meetings

- 4.1** To receive the minutes of the meeting held on 16th February 2017 (enclosure)

Cllr Straney asked that his apologies for the meeting be recorded.

With this one amendment Cllr. Beechey proposed that the minutes were a true and accurate record which was seconded by Cllr. Pledger and agreed by Council 9 – 0 with 2 abstentions.

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

- 4.2** To receive the minutes of the meeting held on 2nd March 2017 (enclosure)

Cllr. Illes proposed that the minutes were a true and accurate record which was seconded by Cllr. Woodman and agreed by Council 10 – 1 with 1 abstention.

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 16th February 2017 (enclosure)

The Clerk informed members about the latest position regarding the insurance for the station ramp which had been quoted at £1,000 p.a. for a separate policy. The insurance company were going to produce a new quote with the ramp added to the Council's existing policy within a few days.

Cllr. Griffin said that the new forms were excellent and suggested that the 'ongoing' column should contain an end date for members' information.

The Clerk informed members of the complexities of trying to pass a bye-law and advised that unless there was no other way possible a problem should be solved by other means.

6.2 Albrighton Parish Council planning meeting held on 2nd March 2017 (enclosure)

There were no matters arising from the action points of 2nd March 2017.

7. Committee reports

7.1 Personnel committee

Cllr. Pledger reported that the Personnel Committee had discussed the proposed handbook for the Flyer drivers and an amended version had been produced that would be made available to members when it had been processed by Cllr. Kirkland. The committee had also discussed the vacancy that would arise when the branch librarian stopped working on Saturday mornings and the suggestion that it be filled by one of the candidates recently interviewed when the suggestion was put in writing. Members were of the view that this proposal would not infringe any employment procedures but were checking to ensure that no error would be made.

Cllr. Pledger proposed that the report be accepted by members which was seconded by Cllr. Kirkland and unanimously accepted by Council.

8. Clerk's Financial Report and accounts

8.1 To receive a verbal update on the internal auditor's visit on 15th March 2017

The Clerk went through the internal auditor's report which had been circulated to all Council members. The contents were received and noted.

8.2 To approve the purchase of a cash register for the library as recommended in the internal auditor's interim reports (enclosure)

The auditor's proposal that the library should purchase a cash register was considered and Cllr. Pledger proposed that the purchase of the recommended Casio model should be made but there was no seconder for the proposal. Cllr. Illes felt that the suggestion was unnecessary and should only be initiated if library revenues increased.

Cllr. Illes proposed that a review of revenue should periodically be undertaken and a cash till purchase should only be considered if revenues showed a significant increase. The motion was seconded by Cllr. Pate and agreed by Council 7 – 2 with 2 abstentions.

8.3 To approve direct debit payments for the period 2017-2019 (enclosure)

Cllr. Illes proposed that the list of direct debits related to the Council’s current account should be approved for a further two years which was seconded by Cllr. Griffin and unanimously agreed by Council.

8.4 To consider the accounts and approve urgent payments made to the following:

Date	Cheque	To whom payable	Reason	Amount
15.02.17	4268	Severn Trent Water	Allotments water bill	142.17
15.02.17	4269	St. Mary’s School	Crucial Crew grant	270.00
15.02.17	4270	Crucial Crew	Grant for 2017 Crucial Crew	330.00
15.02.17	4271	Premier Tail Lift	Flyer tail lift repair	56.99
15.02.17	4272	Shropshire Tourism	Website listing fee	252.00
20.02.17	4273	Severn Trent Water	Library/council office water	260.28
27.02.17	4274	PHS Group	Sanitary disposal	14.98
27.02.17	4275	E.ON	Street light repair	90.26
01.03.17	4276	Npower	Street lighting electricity	753.30
01.03.17	4277	Mh-p Internet	Website extra entries	18.00
01.03.17	4278	Clerk	Travel expenses	22.50
02.03.17	4279	Capita	Annual rent for Clockmills	472.76
06.03.17	4280	CommuniCorp	Magazine annual subscription	72.00
06.03.17	4281	PHS	Sanitary care	14.98
06.03.17	4282	TFM	Mower engine oil	4.78
06.03.17	4283	Shropshire Council	New swimming pool gate	1345.75
08.03.17	4284	Mh-p Internet	Annual website fee 2017/18	1044.00
08.03.17	4285	S Pledger	Travel expenses	4.86
08.03.17	4286	M Leach	Travel expenses	41.40
08.03.17	4287	Clerk	Travel expenses	52.65
08.03.17	4288	E.ON	Highway lighting	182.46
07.02.17	DD	Shropshire Council	Garage rental	38.74
09.02.17	DD	West Mercia En.	Gas/electricity for library/office	117.75
14.02.17	DD	Mainstream Digital	Telephone charges	43.83
14.02.17	DD	Fuel Genie	Flyer fuel	260.00
22.02.17	DD	BT	Telephone line rental	55.08
22.02.17	DD	Shropshire Council	Library rates	312.00
23.02.17	DD	BT	Internet provision Council office	45.48
24.02.17	DD	Shropshire Council	Monthly payroll costs	6283.94

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

8.5 Income received

Date	Payment type	Payer	Reason	Amount
09.02.17	Cash	Writers group	Room hire	117.00
09.02.17	Cash	Albrighton Flyer	Weekly cash	112.00
14.02.17	Cash	Albrighton Flyer	One day’s cash	20.00
14.02.17	Cash	Library	Weekly cash	72.55
14.02.17	Cash	Library	Weekly cash	43.50
15.02.17	BACS	Shropshire Council	Solicitor’s fees contribution	2500.00
16.02.17	Cash	Albrighton Flyer	Weekly cash	86.00

21.02.17	BACS	Shropshire Council	Water supply repairs	812.40
23.02.17	Cash	Albrighton Flyer	Weekly cash	127.00
28.02.17	Cash	Library	Weekly cash	47.71
28.02.17	Cash	Library	Weekly cash	43.10
02.03.17	Cash	Albrighton Flyer	Weekly cash	84.00
07.03.17	Cash	Library	Weekly cash	47.51

Cllr. Pledger proposed that the income listed should be noted and approved which was seconded by Cllr. Illes and unanimously agreed by Council.

9. Developments concerning the Albrighton Flyer

An update by Cllr. Illes on his meeting with a representative of Furrows and the agreed replacement of the Albrighton Flyer and the production of a drivers' handbook.

Cllr. Illes reported on the visit of a representative of Furrows regarding the acquisition of a new leased vehicle to replace the current Flyer. He was waiting to hear about delivery dates but there would be a wait of several weeks before a new vehicle could be made available. He suggested that the council should proceed with a basic model although Cllr. Pledger disagreed and suggested that a vehicle with some optional extras mentioned in discussions would mean that delivery would be earlier at a minimum extra cost.

10. Update with regard to the proposed village planters

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

Cllr Pledger informed members that the agreed planters had been ordered and the Clerk would pay the invoices shortly. Mr Davies of Shropshire Council would review the sites to assess their suitability and Cllr. Woodman asked if a licence was required.

In response to a request from Cllr. Straney the Clerk agreed to circulate a copy of the invoices to all Councillors.

11. Election news and arrangements

Nomination papers and submissions, deadlines and any other arrangements or queries with regard to the forthcoming election in May, 2017.

Members reviewed the procedures for the forthcoming parish elections in May 2017 issued by Shropshire Council. Cllr., Beechey stressed the importance of having a 60% elected members in order to protect the current Council's status.

12. Proposed plaques of the history of Albrighton

An update by Cllr. Pledger on the suggested display of plaques giving the history and background to Albrighton to be displayed on the side of the Spar shop or elsewhere.

Cllr. Pledger reported that she is working with Mr John Stretton of the local Historical Society on producing plaques giving the history and background to the community and perhaps obtaining a Heritage Grant to assist with the funding of the project. If all goes well she hoped to be able to produce the plaques for display next year.

13. London Midland/Network Rail station adoption scheme

Cllr. Woodman will outline a station adoption scheme backed by Government funding which could be of interest to the Parish Council (enclosure)

Cllr Woodman outlined a new scheme which allowed a station to be adopted by a local group backed by Government funding which could be done without cost to the Council. Cllr. Illes said that the scheme would need volunteers in order to make it successful and Cllr. Griffin said that the station approach is in a poor state and in need of improvement.

Cllr. Woodman proposed that Ms Faye Lambert of Network Rail should be invited to speak to the Council about the scheme in May prior to a Council decision which was seconded by Cllr. Pledger and unanimously agreed by Council.

Cllr. Kirkland suggested placing an article in the Parish Magazine advertising the presentation and it could also be featured in the Annual Parish Meeting. Cllr. Beechey also stated that Donington with Boscobel Parish Council should be invited to any presentation made on the scheme.

14. The suggested refurbishment of the War Memorial

An update on the suggested refurbishment of the War Memorial following representations by the Historical Society (enclosure)

The Clerk outlined his discussions with Mr John Stretton of the Historical Society about improvements to the War Memorial particularly with regard to the painting of the ironwork which was in need of repair. Mr Stretton suggested an application to the War Memorials Trust for a grant to fund any work and he would report back to the Council once his researches had been completed.

15. Proposal for quotes to cover library premises services

An update on progress with regard to the securing of a SLA or commercial equivalent for the maintenance of the library building.

The Clerk reported that he had written to two further organisations concerned with property maintenance with regard to the maintenance of library services in addition to the enquiry from Shropshire Council. So far, he had not received a reply but he would report back to Council at the next meeting in April.

16. Dog fouling problem in Albrighton

To review arrangements to combat the problem of dog fouling in the village and any other suggestions related to this problem (enclosure)

Cllr. Pledger reported on discussions regarding dog fouling problems at the Albrighton/Shifnal joint meeting. A number of initiatives had been taken in Shifnal including the provision of bags, leaflets and the production of a banner. A banner was being made available for Albrighton which could be moved around the village targeting problem areas and the A5 flyers had already been displayed locally.

17. Items for the agenda of the next business meeting

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

The Sports and Social Clun would be making a presentation as agenda item 1 at the next business meeting.

18. Correspondence

- 18.1** E.ON Street lighting maintenance contract for renewal 2017/2020 Ref: 7419
(enclosure)

Agreed.

- 18.2** Shropshire Council – CIL payments to local councils allocated in April 2017
(enclosure)

Received and noted.

- 18.3** Draft response to the Shropshire Council partial review of the Shropshire Local Plan
(enclosure)

Members reported that the questionnaire associated with the review of the Shropshire Council Local Plan was not satisfactory. Cllr. Pate reminded Council that it already had a Neighbourhood Plan Light which was still in force until 2026 and any alteration would need to go into a further plan with all of the attendant consultations. Cllr. Hassall reminded members of the interest already displayed by Bovis in the land alongside Newport Road and there were comments from several members about the strain on the existing infrastructure that any extra housing would bring.

Cllr. Woodman proposed that the existing Plan should remain in force until 2026 and the extra 10 years proposed by Shropshire Council would require an additional plan and further consideration. Cllr. Griffin seconded the proposal which was unanimously agreed by Council.

The Clerk was asked to make the Council's views known to Shropshire Council as part of its review.

19. Date of future meetings

- 19.1** Council planning meeting 6th April 2017 at 7.15 pm in the Council meeting room
19.2 Council business meeting 20th April 2017 at 7.15 pm in the Council meeting room

There being no further business the meeting closed at 8.55 pm.

Signed.....Date.....
Chair of Council

