



## **ALBRIGHTON PARISH COUNCIL**

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### **Minutes of meeting**

Minutes of the Albrighton Parish Council meeting held on Thursday 7<sup>th</sup> March 2019 at 7.15 pm in the Red House, Albrighton.

### **Present**

Cllrs. D Beechey, P Illes, M Medlyn, R Smith, P Woodman, S Pledger, R Rudman, M Pitchford, T Maguire, J Pledger, B Hickson

In attendance:

S Reynolds Clerk to Albrighton Parish Council.

#### **18172. Apologies**

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

Cllr Pate (another engagement), Cllr Straney (holiday), Cllr Kirkland (unwell)

#### **18173. 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

#### **18174. 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.

None

**18175. Report by the Shropshire Council member, Cllr. M Pate, with regard to items of business likely to affect the community.**

Cllr Pate was not in attendance.

**18176. Parish Councillors' reports with regard to any items of council business they have recently conducted likely to affect the community.**

Cllr Smith informed council that he had attended the Albrighton Fayre Committee and he had been asked if Albrighton Parish Council would like to display the Flyer in the parade, it was suggested by the Fayre Committee that this could be with the Chairman or other passengers in it. It was felt this was a really good advertising opportunity and it would also be helpful to put posters in the windows of the vehicle advertising the evening and weekend hire opportunities.

**It was then PROPOSED, SECONDED and AGREED unanimously that the Flyer should be included in the parade of the Albrighton Fayre.**

**Action – Cllr Smith**

**Minutes of previous meetings:**

To receive the minutes of the meeting held on 7<sup>th</sup> February 2019 (enclosed).

**It was PROPOSED, SECONDED and AGREED unanimously that the minutes of 7<sup>th</sup> February 2019 were true and accurate records.**

**It was then PROPOSED, SECONDED and AGREED unanimously that the confidential minute of 7<sup>th</sup> February 2019 was a true and accurate record.**

**18177. 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.

Cllr Maguire stated that whilst Abney Play Park was not the responsibility of the Parish Council, many residents think it is. Cllr Maguire asked that Shropshire Council be contacted asking for them to tidy up the play park area.

**Action –**

**Clerk**

**Cllr J Pledger arrived at the meeting 7.20pm**

**18178. Planning:**

**Planning applications:**

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

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

Proposal: Erection of basement building

Applicant: Mr Phil Broome

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

Reference: 19/00773/FUL (validated: 18/02/2019)

Address: 12 Bowling Green Lane, Albrighton, Shropshire, WV7 3HL

Proposal: Erection of single storey rear and side extensions following demolition of existing single storey rear extension and free-standing garage; Installation of decking area to rear (below the internal ground floor level).

Applicant: Mr And Mrs S Morley

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

Reference: 19/00763/TCA (validated: 21/02/2019)

Address: Verge Along High Street, Albrighton, Shropshire

Proposal: Works to 4no Lime (See Tree Officer Correspondence) within Albrighton Conservation Area

Applicant: Mr Peter Woodman (31 - 32 High Street, Albrighton, Wolverhampton, Shropshire, WV7 3JF) on behalf of Albrighton Parish Council

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

Reference: 19/00878/FUL

Address: 16 Brindley Close, Albrighton, Wolverhampton, Shropshire, WV7 3PP.

DEVELOPMENT PROPOSED: Erection of first floor extensions (to front and rear elevations) to include increase in roof height

Applicant: Mr & Mrs D Meyrick

**It was PROPOSED, SECONDED and AGREED (2 abstentions) that council recommend this application for approval.**

Reference: 19/00915/TPO

Address: Entrance Driveway Vicarage Fields, High Street, Albrighton, Shropshire, WV7 3BF.

Proposal: To crown raise lower limbs and deadwood 2No Oak trees, remove 2 low branches overhanging neighbouring property 1No Ash tree and removal of low epicormic growth obstructing footpath 1No Lime tree protected by Shropshire Council (Land to the North of the High Street, Albrighton) TPO 2010

**It was PROPOSED, SECONDED and AGREED (1 abstention) that council recommend this application for approval.**

Reference: 19/00935/TCA

Address: Greensleeves, High Street, Albrighton, WV7 3JF.

Proposal: Remove 1no Conifer hedge within Albrighton Conservation Area

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

Reference: 19/01052/HHE (validated: 05/03/2019)

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

Proposal: Erection of a single storey rear extension to detached dwelling, dimensions 5.3 - 8 metres beyond rear wall, 3 metres maximum height of flat roof

Applicant: Mr Phil Broome

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

Reference: 19/04071/NEWDEV

Proposed Street Name: 1 - 13 Austin Drive

Location: Proposed Residential Development Land to The South Of, Bowling Green Lane, Albrighton, Shropshire

The Street Naming and Numbering Department would like to put forward the following suggestion for the new street name at the development site location shown above. 1 - 13 Austin Drive, Albrighton.

Cllr Beechey expressed concern that the Parish Council had not been asked for suggestions for street names as is the usual practice but members all felt that in this incidence it was appropriate to name a street in the village after David Austin.

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

#### **Planning Decisions:**

Reference: 19/00077/TPO (validated: 08/01/2019)

Address: 4 Manor Gardens, Albrighton, Wolverhampton, Shropshire, WV7 3RD

Proposal: To prune back to previous pruning points and deadwood 1No Lime tree protected by Shropshire Council (Land at Cross Road, Albrighton) TPO 2010

Decision: Grant Permission

Reference: 18/05485/FUL (validated: 03/12/2018)

Address: 87 High Street, Albrighton, Shropshire, WV7 3JT

Proposal: Erection of 3No studio apartments together with 3No parking spaces following demolition of a section of an existing A3 building

Decision: Grant Permission

Reference: 18/05038/FUL (validated: 19/11/2018)

Address: 2 Patshull Road, Albrighton, Wolverhampton, Shropshire, WV7 3BH

Proposal: Erection of two storey side and single storey rear pitched roof extensions to include a balcony

Decision: Grant Permission

#### **18180. Finance & Personnel:**

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

Councillors were given the opportunity to ask questions on the financial reports, none were received. Cllr Maguire updated members on costs he had identified with the Clerks help regarding the Plantscape invoices, explaining that the invoicing procedures of the company had led to some confusion with overlapping invoices being received from them at various times. Cllr Maguire gave a verbal report on costs between 2016-2018. Cllr S Pledger thanked him for his time in clarifying the situation, the planters were within budget.

Cllr Maguire reported back on the meeting of the F&P committee and the Training Policy which had been circulated to members. It was suggested that members training be recorded, and any training needs identified for relevant roles within the council, Cllr Maguire explained that we needed to be mindful of the costs of training and remain in budget. The Clerk was asked to contact Councillors to ascertain what training had already been undertaken.

**Action - Clerk**

It was **PROPOSED, SECONDED and AGREED (8 for 1 abstention)** that council adopt the **Training Policy**

**b) To consider asset register up to February, 2019, (enclosed)**

The Clerk circulated the asset register she had inherited and asked members to check this and let her know if there were any items that needed to be amended. A discussion took place regarding the location of some items, Cllr Medlyn was asked if she could confirm the location of the Bell of HMS Albrighton which was in the Red House. The main item of value is the silver mace and salver which had been handed to St Marys Church for safe keeping, the Clerk was asked to write to the church to confirm that these items were still there. Members were asked to let the Clerk know of any other amendments and the report would be brought before council at a later meeting for approval.

**Action – Clerk**

**c) To consider income & expenditure in Feb 2019 details below:**

Date	Cheque	To Whom Payable	Reason	Amount
4/2/19	000210	TFM	Stihl auto cut, sadolin, tools	93.18
4/2/19	000211	e-on	Repairs to Col 4 Beamish Lane	90.26
4/2/19	000212	Viking	Printer paper, files, A5 envelopes	109.07
8/2/19	000213	Printerland	5*printer cartridges	401.58
8/2/19	000214	e-on	Repairs col o/s 7 Fairlawn Court	87.80
8/2/19	000215	e-on	Annual street lighting contract	569.15
8/2/19	000216	Rialtas	Moving software to Clerks PC	30.00
	000217	Cancelled		
9/2/19	000218	Reimbursement T Ewins	Fire Boards, mastic, screws etc	118.20
18/2/19	000219	Reimbursement P Woodman	Parish Map for TPO on Village green	25.20
25/2/19	000220	Keith Porter (Plumber)	Repairs to public toilet in library	35.00
25/2/19	000221	Viking	Toilet paper, air freshener and keyboard	49.44

**Income Received:**

Date	Payment Type	Payer	Reason	Amount
4/2/19	Cash	Albrighton Flyer	Flyer Booking 7 Feb	88.00
4/2/19	Cash	Albrighton Library	Library weekly cash 28 Jan -2 Feb	57.06
12/2/19	Cash	Albrighton Flyer	Flyer weekly cash 29 Jan – 1 Feb	119.00
12/2/19	Cash	Albrighton Flyer	Flyer booking 9 Feb	66.00
12/2/19	Cash	Albrighton Library	Library weekly cash 4-9 Feb	59.89
18/2/19	Cash	Albrighton Flyer	Flyer weekly cash	£127.00
18/2/19	Cash	Albrighton Flyer	Flyer weekly cash	£121.50
18/2/19	Cash	Albrighton Library	Library weekly cash 11-16 Feb	£44.53
25/2/19	Cash	Albrighton Flyer	Flyer weekly cash	
25/2/19	Cash	Albrighton Library	Library weekly cash 18-23 Feb	

The Clerk invited questions on the income and expenditure figures, Cllr J Pledger asked for further information regarding the payment to Printerland, the Clerk explained that the Parish Council has a variety of old printing equipment for which unfortunately the printer cartridges are very costly this is compounded by the fact that if a cartridge is low on ink the printer stops functioning until they are all replaced. Members felt that maybe it would be appropriate to consider the costs of replacing the printers in the office. Cllr S Pledger suggested that the Council should look at modernising the office and replacing the current equipment.

**It was PROPOSED, SECONDED and AGREED that the Clerk should investigate the costs involved in modernising the printing equipment in the office.**  
**Action - Clerk**

**18181 To consider the instruction of a legal firm for the ramp. (enclosure - Cllr Woodman)**

The Chairman explained the issues around the station ramp and the need for a good legal firm to work on behalf of the Parish Council. The Chairman had provided members with a quote from a legal firm the Parish Council had previously used when taking over the responsibility for Albrighton Library. It was felt by members that the company had done a good job for us on the lease and other legal issues and the council had a good working relationship with the solicitor which would be helpful in future. The Clerk explained that council should go out to tender for works of a substantial cost and obtain 3 quotes. The Chairman said he was happy to do this but it needed to be understood that it was not possible to get a fixed quote from any firm as the legal costs involved could not be gauged. It was agreed by members that as this firm had been tried and test and a good working relationship established council was happy to use their services again.

**It was PROPOSED, SECONDED and AGREED unanimously that the Chairman had the authority to continue with the transfer of land and other issues involved with the ramp project and that he would report back to council in order to keep members informed of progress.**

**Action - Cllr Woodman**

**18182 To receive report from grants committee**

Cllr Smith reported the decisions of the Grants Working Party and drew members attention to the report that had been circulated. Cllr Smith informed members that the Albrighton Trust grant of £250 had been approved by the committee but another application had not as it did not benefit local residents. The Grants Working Party had put forward a recommendation to council that the grant for Albrighton Table Tennis Club be approved in full for £1140 for new electrics and repairs to the roof, Cllr Smith informed members that this application had been well presented and all information we needed had been supplied. The club had already spent their own £1500 on internal refurbishment and also a lot of work had been done by their own volunteers and if they wanted to see further details the Clerk had pictures provided with the application. A further grant application had been received from the CAB and while the Grants Working Party supported the service the application did not meet the Grants criteria and so a meeting had been arranged with Dr Bird as the CAB service in Albrighton last year continued because funds provided by the council and premises provided by the surgery and so any decision should be made only after discussion with the surgery. Cllr S Pledger asked if details regarding grant opportunities from SALC Information Bulletin No2 - February could be passed on to the community groups for information.

**It was PROPOSED, SECONDED and AGREED that the Albrighton Table Tennis grant application be paid in full**  
**Action – Clerk**

**18183 To receive an update from the Playscheme working group.**

The Chairman informed members that this report will come to the next council meeting.

**18184 To consider solar power panels. (Cllr S Pledger)**

Cllr S Pledger said that funding opportunities were available via the SALC publication and wanted the Parish Council to pursue them. Cllr Smith explained that he had also seen this and had researched the grant for solar power but unfortunately it was only a grant for the feasibility study and then it was a loan for any scheme that was undertaken. He went on further to say that schemes would only be considered for multiple buildings in a community not single buildings like the library. The Clerk then informed council that she had also looked for solar power funding opportunities nationally and the clear guidance given is that the payback scheme for electricity generated would stop from 31<sup>st</sup> March 2019 and that new schemes would potentially take 70 years to claw back the cost of installation, it was felt that this was not worth pursuing.

**18185 To consider purchase of speed visors (Cllr Beechey)**

Cllr Beechey was concerned about speeding in the village and asked about the speed safety visors that had been in the village some years ago and removed by Shropshire Council and not returned. It was felt by all members that speeding was an issue. Cllr Smith stated that he had written several times, as the chairman of the Cross Road Traffic Group, to Graham Downs Shropshire Council for the visor which was a key part of the traffic calming scheme in Cross Road to be brought back into use but had not received any news. The Clerk had also written to Shropshire Council about the visor but had not received any response. Members discussed various methods of reducing speed and the cost implications involved. There appears to be a new generation of speed visors which now include a camera to identify the vehicle which may be used to allow the police to issue written warnings and:

**It was PROPOSED, SECONDED and AGREED that the Clerk investigate various SIDs (speed indicator devices) and report back to a future meeting her findings.**

**Action – Clerk**

**18186 To receive update on Melville Club (Cllr Pitchford)**

Cllr Pitchford updated members on the EGM that had been held recently and had circulated a report for Councillors prior to the meeting. He explained the financial situation of the club and that there were no current plans to sell the building. Members of the Melville club had decided they wanted to return to having all their meetings at the Melville and Mandy Medlyn had offered to return to cook their meals which members were pleased about. Cllr Pitchford also informed Councillors of the proposed changes to the committee at the AGM.

Councillors discussed the grant that had been given to the Melville Club from the Parish Council and asked if this was still being given. The Clerk informed Councillors that she had recently paid a grant of £491 to the club having discovered that this had not been paid for the last two years. Councillors agreed that they would continue to support the Melville with a grant next year. Councillors were also informed that the Melville Club had just been successful in being awarded a grant from STAR housing of £750.

**18187 To consider feasibility study for the swimming pool (enclosed - Cllr Woodman)**

The Chairman updated councillors on the current position regarding the swimming pool and the success of the lottery, which was an idea initiated by Cllr Rudman at a Civic Society public meeting. The lottery was now successfully covering most of the pool running costs and it was hopeful that a

Charitable Trust would be formed so that the responsibility and control of the pool was moved from Shropshire Council to the Local Trust (probably comprising the school, both parish councils (APC and DBPC), swimming club, Shropshire Council) and would enable the group to apply for Sports Charity funding, and be able to upgrade and modernise the pool with consideration being given to covering the pool over. Shropshire Council have agreed to give the group a long lease if a feasibility study was undertaken regarding these proposals. The undertaking of a feasibility study had been put out to tender with only one serious quote being obtained. Councillors had received a copy of the quote of £3,000 from ACP Architects. Members were informed that Donington with Boscobel Parish Council had agreed to pay their 28% contribution towards the feasibility study and the Clerk explained that there were monies available in the budget to cover these costs and that agreement was being sought to instruct ACP Architects to carry out the feasibility study.

The Chairman as Sponsor of the lottery expressed thanks to his co-trustees Cllr Rudman Cllr Pitchford Mr David Brady Mr Ade Thomas and Mrs Cath Ratcliffe. The Chairman also wished to record his appreciation for Mr David Alcock's considerable work on the lottery's digital systems.

**It was PROPOSED, SECONDED and AGREED that we instruct ACP to carry out a feasibility study on the swimming pool on our behalf.**

**18188 Correspondence For action:**

- a) Email received from a resident regarding speeding in village and the station pedestrian ramp.

The Clerk informed members that an email had been received with several queries regarding both the ramp and speeding issues in the village. The Clerk suggested that it would be appropriate for the Chairman to respond to this email as he would be able to update the resident on the latest position regarding the station ramp, the Chairman agreed to do this. **Action – Cllr Woodman**

**b) Email received from Shropshire Council regarding the customer information point.**

The Clerk informed Council she had received this email today, she had been in negotiations with Shropshire Council over the Customer Services Point. Shropshire Council have now confirmed that all funding for this will cease 31<sup>st</sup> March 2019 and they will also be withdrawing all 'face to face' and telephone support for this service. The Clerk explained to members that she had managed to retain the services of the computer, direct phone line and internet connection to allow residents from Albrighton to access services at Shropshire. She had also managed to obtain funding for the phone line and internet connect for the time being and will continue to try and retain services for local residents as much as she was able. The Clerk was thanked for her work on this, and trying to retain services for residents.

**c) Email received from neighbourhood police team**

The Clerk informed Council that she had been discussing community outreach with the policing team in order to obtain a police presence in the village for residents. The Clerk had now received a request from the policing team to use the small meeting room in the library every month on a Monday morning between 10am – 12noon and she was seeking approval to put this in place.

**It was PROPOSED, SECONDED and AGREED that the Clerk make arrangements with the community police to provide a weekly outreach service in Albrighton.** **Action – Clerk**



**d) Notice Board issues**

The Clerk informed members that there was an on-going issue with the locks on the notice board despite them being replaced recently. The notice boards would be very expensive to replace so councillors were asked to consider ways to prevent further issues. It was felt that it would be helpful if all notices came through the parish office to prevent further damage to the locks and that a poster is displayed within the notice boards asking for all notices to be given to the parish office and these will then be displayed for residents.

**It was PROPOSED, SECONDED and AGREED that a poster be displayed in the notice boards and that all notices to be displayed therein are done via the parish office. Action – Clerk**

**e) Email from SALC regarding outstanding invoices**

The Clerk informed members that she had received an email today regarding outstanding invoices from 2016-2017 for SALC training. The Clerk was concerned as these invoices amounted to nearly £400 which would mean the parish council would be overspent on their training budget. She had sort clarification regarding the invoices and had been told by SALC that monies had been chased with the former Clerk but he had not paid them. Councillors expressed their disappointment that these invoices had not been paid but understood this was not the fault of the current Clerk, who was asked to rectify the situation.

**Action – Clerk**

**18189. Date of next meeting:**

- a) Albrighton Parish Council meeting – Wednesday 3<sup>rd</sup> April 2019 at 7.15 pm in The Red House.

Items for the next agenda:

Playscheme Report

(as C Jones and H Kirton are not available in April this will be brought to the May meeting)

The meeting closed at 9.30pm.

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