



## Albrighton Parish Council

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## Minutes of meeting 6<sup>th</sup> April 2017

Minutes of the Albrighton Parish Council planning meeting held on 6<sup>th</sup> April 2017 at 7.15 pm in the Council meeting room.

### Present

Cllrs. S Kirkland (Vice Chair), D Beechey, P Griffin, P Illes, M Pate, S Pledger, A Robinson, 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

Cllrs. P Harrison (Family commitments), C Hassall (house move), L Howat (holiday).

Not in attendance: Cllrs. M Medlyn, K Pledger, C Roseby.

### 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. Woodman declared an interest in the planning application 17/01101/lbc.

### 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.

One member of the public was present who did not wish to make a comment or ask a question.

#### **4. PLANNING:**

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

Reference: 17/01101/lbc (validated: 29<sup>th</sup> March 2017)

Address: 31-32 High Street, Albrighton, Wolverhampton, WV7 3JF

Proposal: External alterations in connection with the installation of 2No replacement windows affecting a Grade II listed building

Applicant: Mr Peter Woodman

**Cllr. Beechey proposed that the planning application 17/01101/lbc be approved which was seconded by Cllr. Pate and agreed by Council 8 – 0 with 1 abstention.**

Reference: 17/01478/TPO validated: 28/03/2017)

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

Proposal: Reduce 1no Oak by 25-30% and pollard 1no Lime back to trunk protected by Shropshire Council (Land at Cross Road, Albrighton) TPO 2010

Applicant: Mr Edward Shottan

**Cllr. Beechey proposed that the planning application 17/01478/TPO be approved which was seconded by Cllr. Pate and unanimously agreed by Council.**

##### **Grant Permission:**

Reference: 16/05722/FUL (validated: 19/12/2016)

Address: David Austin Roses, Bowling Green Lane, Albrighton, Wolverhampton, Shropshire, WV7 3HB

Proposal: Erection of kitchen extension and toilets

Decision: Grant Permission

Received and noted.

Reference: 16/04356/FUL (validated: 27/09/2016)

Address: Garage Court to The South Of, Ash Grove, Albrighton, Shropshire

Proposal: Demolition of existing garage court and erection of 3no. two bedroom affordable houses with associated parking and amenity space and 18no. additional parking spaces. (Amended plans received)

Decision: Grant Permission

Received and noted.

Reference: 16/04357/FUL (validated: 27/09/2016)

Address: Garage Court Off, Pitchford Road, Albrighton, Shropshire

Proposal: Demolition of existing garage court and erection of 2no. affordable two bedroom bungalows with associated parking and amenity space and 6no. additional parking spaces

Decision: Grant Permission

Received and noted.

## **5. Urgent item 1: to review list of risk assessments for verification**

To verify list of risk assessments.

The Clerk provided details of the methods used to formulate a risk assessment using a commercial software package agreed with the Internal Auditor. Cllr Griffin suggested that it would be helpful if members could be provided with a list of the high-risk items for each of the risk assessments so far completed and the response created to minimise the risk. Members agreed that this would be useful and that it was unnecessary to copy each of the assessments in full. Cllr. Straney pointed out that there were some items, such as the Albrighton Flyer and the skatepark, that were not on the list provided which would need addressing later. The list of completed assessments was noted by members and the Clerk agreed to provide a list of the high-risk items at the earliest opportunity.

## **6. Urgent item 2: Flyer Driver Handbook**

To consider Flyer Drivers' Code of Conduct – draft copies to be issued in due course.

Cllr. Kirkland introduced the draft drivers' handbook referred from the Transport Committee. Cllr. Pate stated that this item should not be considered as urgent and therefore should not have appeared on a planning meeting agenda. He felt that it should be deferred to a future meeting and Cllr. Beechey agreed that a deferral would give Councillors the opportunity to study the 15-page document in more detail.

**Cllr. Kirkland proposed that the handbook should be discussed immediately without a delay which was seconded by Cllr. Pledger but was defeated by 3 – 5 with 1 abstention.**

**Cllr. Illes proposed that the handbook should be deferred to the first meeting of the new Council in May which was seconded by Cllr. Illes but was defeated by 2 – 6.**

Given the outcome of the two votes members agreed that this item should be placed on the agenda of the next business meeting on 20<sup>th</sup> April 2017.

## **7. Items for the Albrighton Parish Council Business meeting to be held on Thursday 20<sup>th</sup> April at 7.15 PM.**

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

Members recommended that the following items should be placed on the agenda of the next business meeting to be held on 20<sup>th</sup> April 2017:

- The draft Flyer drivers' handbook for revision;
- The Albrighton Flyer;
- The new planters for the centre of the village;
- Review of the swimming pool situation prior to the 2017 season beginning.

## **8. Correspondence for information:**

There were no items of correspondence for information only.

**9. Correspondence for action:**

**9.1** Email from Squadron Leader C Wilson of RAF Cosford inviting members of Albrighton and Donington with Boscobel Parish Councils to pre-air Show Parish council meeting on 26<sup>th</sup> April, with a **new start time** of 10.45 am in RAF Cosford’s community centre adjacent to the church.

The new arrangements for the review of the Cosford air-show were noted by members.

**10. DATES AND TIMES OF FUTURE MEETINGS**

**10.1** Albrighton Parish Council business meeting – Thursday 20<sup>th</sup> April 2017 at 7.15 pm in the council meeting room.

**10.2** Annual Parish meeting – Thursday 27<sup>th</sup> April 2017 at 7.30pm in St Mary’s Church hall

**10.3** Albrighton Parish Council planning meeting – Thursday 4<sup>th</sup> May 2017 at 7.15 pm in the Council meeting room.

There being no further business the meeting closed at 7.40 pm.

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