



## Albrighton Parish Council

Station Road

Albrighton

Wolverhampton

WV7 3QH

Email: [clerk@albrightonparishcouncil.gov.uk](mailto:clerk@albrightonparishcouncil.gov.uk)

[www.albrightonparishcouncil.gov.uk](http://www.albrightonparishcouncil.gov.uk)

### Minutes of meeting

7<sup>th</sup> September 2017

Minutes of the Albrighton Parish Council meeting held on Thursday 7<sup>th</sup> September 2017 at 7.15 pm in the Council meeting room.

#### Present:

Cllrs. P Woodman (Chairman), D Beechey, P Harrison, B Hickson, P Illes, S Kirkland, T Maguire, M Medlyn, M Pate, J Pledger, S Pledger, R Rudman, A Straney.

In attendance: M Ward, Clerk to Albrighton Parish Council.

#### 1. Apologies:

Cllrs M Pitchford (holiday), R Smith (injury).

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.

The clerk declared an interest in agenda item 17.

#### 3. 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.

Two members of the public were present but neither wished to make any comment or ask a question.

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

Cllr. Pate said that there had been discussion regarding the proposed charging for car parking around the county including the Crown car park. He was very opposed to the suggestion that charges should be levied on the Crown car park and so was the Marstons brewery who owned the site.

He had also been considering the planning application 17/03774/FUL from Jessups for residential development east of Shaw Lane and he was of the opinion that this was an item that needed to be referred to the planning committee.

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

There were no council reports.

**6. Minutes of previous meetings**

It was **PROPOSED, SECONDED and AGREED** that the minutes of 3<sup>rd</sup> August 2017 were a true and accurate record.

**7. Matters arising**

To consider any issues arising from the minutes that are not included on the agenda

There were no matters arising from the minutes.

**8. To review action points arising from recent council meetings**

Albrighton Parish Council meeting held on 3<sup>rd</sup> August 2017 (enclosure)

The action points for the meeting on 3<sup>rd</sup> August 2017 were accepted without comment.

**9. Planning**

**Planning applications:**

Reference: 17/03774/FUL (validated: 15/08/2017)

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.

Applicant: Jessup (Jessup House, Station Court, Girton Road, Cannock, Staffs, WS11 0EJ)

Cllr. Woodman in introducing the application said that he could foresee problems with drainage and access and the current application meant that car parking for the station would be lost and the

provision of open space was threatened. Members felt that any extra houses should be conditional on the provision of parking in line with the Neighbourhood Plan and the SAMDev proposals. Cllr. Pate would arrange for the application to be brought before the planning committee.

**It was PROPOSED, SECONDED and AGREED that planning application 17/03774/FUL should be recommended for refusal.**

Reference: 15/02448/FUL (validated: 09/07/2015)

Address: Development land east of Shaw Lane off Kingswood Road, Albrighton, Shropshire.

Proposal: Residential Development of 65 dwellings with access and associated works (Amended Description)

Applicant: Boningale Homes

Cllr. Woodman reported that he had discussed this proposal with Mr Thompson who thought he had an arrangement with National Grid which failed to materialise. As a consequence, there had been a reduction in the number of houses but it was now unclear where the 65 houses fitted into the SAMDev proposals.

**It was PROPOSED, SECONDED and AGREED that planning application 15/02448/FUL should be recommended for refusal.**

Reference: 17/03977/FUL (validated: 14/08/2017)

Address: 2 Lea Farm Barns, Patshull Road, Albrighton WV7 3FB

Proposal: Erection of 2 bay detached garage

Applicant: Mr A Kyriakou

**It was PROPOSED, SECONDED and AGREED that planning application 17/03977/FUL should be supported.**

Reference: 17/04062/FUL (validated 18/08/2017)

Address: 10 Loak Road, Albrighton, Wolverhampton, Shropshire WV7 3HT

Proposal: Two storey side extension and single storey rear extension

Applicant: Mr & Mrs Laffoley

**It was PROPOSED, SECONDED and AGREED that planning application 17/04062/FUL should be supported.**

**Grant permission:**

Reference: 17/03017/COU (validated: 28/06/2017)

Address: Cosford Grange Farm Storage, Storage Unit, Cosford Grange Farm, Cosford, Albrighton, Shifnal, Shropshire, TF11 9JB

Proposal: Application under Section 73A of the Town and Country Planning Act 1990 for change of use of existing agricultural building to B8 use self-storage facility

Decision: Grant Permission

Received and noted.

**10. Feedback from the meeting with Mr Thompson regarding the housing development at Kingswood Road.**

The feedback had been covered under agenda item 9.

**11. To consider accounts and payments made to the following in August 2017:**

Date	Cheque	To whom payable	Reason	Amount
03.08.17	4370	M Nicholls	Window cleaning	50.00
21.08.17	4371	Premier Tail Lifts	Flyer tail lift repair	1071.24
21.08.17	4372	Water Plus Ltd	Library/ council office water charge	224.88
21.08.17	4373	Mazars LLP	External audit fee	480.00
21.08.17	4374	Keith Gibson Cars	Flyer service/repairs	352.99
21.08.17	4375	BG Grounds Maint.	Mowing Patshull Green/Clockmills	204.00
24.08.17	4376	Alb. Sports Complex	Council grant	1000.00
24.08.17	4377	Alb. Football Club	Council grant	1000.00
24.08.17	4378	Community Responders	Council grant	200.00
24.08.17	4379	Live at Home	Council grant	500.00
24.08.17	4380	Printerland	Printer toner and cartridges	470.69
30.08.17	4381	Rialtas	Software maintenance	139.20
30.08.17	4382	St. Mary's Church	Churchyard maintenance	1500.00
31.08.17	4383	Viking	A3 copy paper and envelopes	53.94

Members noted that Water Plus Ltd was a new organisation that handled the accounts for Severn Trent Water.

There were no other queries regarding payments made during August 2017

**Income received:**

Date	Payment type	Payer	Reason	Amount
01.08.17	Bank transfer	Nationwide B.S.	Gross interest	19.32
03.08.17	Cash	Albrighton Flyer	Weekly cash	137.00
03.08.17	Cash	Albrighton library	Weekly cash	37.24
21.08.17	Cash	Albrighton Flyer	Weekly cash	99.00
24.08.17	Cash	Albrighton Flyer	Two weeks cash	218.00
24.08.17	Cash	Albrighton library	Three weeks cash	130.91
30.08.17	Cash	Albrighton library	Weekly cash	60.40
31.08.17	Cash	Albrighton Flyer	Weekly cash	104.00

Income for August 2017 was received and noted.

**12. To consider a draft paper produced by Cllr. Hickson regarding individual councillor monitoring of an area of Albrighton.**

Cllr. Hickson explained the new model for individual councillor monitoring of the street-scene which was based on the previous example. Councillors would either report directly any item requiring remedial measures or bring it to the attention of the clerk. After discussion, it was agreed that the

area of the village allotted to Cllr. Pitchford would be exchanged for the designated area allocated to Cllr. Straney.

**13. Proposal by Cllr. Pitchford that Albrighton Parish Council formally supports the ‘Adopt a Station’ scheme as outlined in the accompanying enclosure.**

After a brief explanation of the scheme and the meeting held in the Red House:

**It was PROPOSED, SECONDED and AGREED that the council should give its support to the ‘Adopt a Station’ scheme as it applied to Albrighton railway station.**

**14. Report by Cllr. Harrison regarding the meeting on 23<sup>rd</sup> August relating to the proposed Civic Service.**

Cllr. Harrison reported on his meeting with the vicar of St. Mary’s Church called to discuss possible arrangements for the council Civic Service. He said that three options were debated as follows:

- for the council to support the annual church carol service and take part as required;
- to agree that there was no need for two carol services;
- to have a community recognition service in the spring involving the council, local charities and voluntary groups.

**It was PROPOSED, SECONDED and AGREED that the council would offer to support and take part in the church carol service as required.**

**15. To consider the formation of a working group to review the Shropshire Library Services Strategy 2018/23 and respond by 17<sup>th</sup> October.**

Cllr. Pledger gave some background information with regard to the Shropshire library service strategy which had been discussed at library meetings such as the network forum meeting recently held in Ellesmere. Cllrs. Kirkland, Pledger and Woodman all volunteered to meet and produce a council response to the strategy.

**16. To consider a policy of approval for councillor visits and attendance at meetings and training venues in order to control expenditure.**

Members discussed the need to regulate training requests and attendance at conferences and other events in order to ensure that they were relevant to the council’s needs and not wasteful of council resources.

**It was PROPOSED, SECONDED and AGREED that councillors appointed to a particular role should be automatically approved for related training and involvement in related functions and other requests would need to be approved by the Chair and Clerk.**

- 17. To consider a paper by the clerk regarding the future staffing of the council office as agreed at the council meeting in May 2017.**

**It was PROPOSED, SECONDED and AGREED that this agenda item should be held in confidential session at the end of the meeting.**

- 18. To review, amend and revise a draft Social Media Policy prior to the establishment of a new council Facebook page.**

**It was PROPOSED, SECONDED and AGREED that the council should approve the policy and all Facebook entries should be approved by the Chair and /or the Clerk. Any objectionable items would be removed as described in the policy.**

- 19. Arrangements for the 2017 Christmas lights and possible grant application to RAF Cosford– Cllrs. Illes and Kirkland.**

Cllr. Illes reported that the bill for electricity usage in 2016 had been reduced after the Clerk intervened and the tree that was thought to be diseased was a healthy specimen. The annual Extravaganza was scheduled for 30<sup>th</sup> November and the lights would be switched on a few days before the event until early January 2018. Cllr. Illes agreed to investigate a formal switch on of the Christmas lights but for technical reasons previous attempts had not been successful.

**It was PROPOSED, SECONDED and AGREED that the council should apply for £500 from RAF Cosford to add to the current resources and investigate a possible bid to the Star Housing community chest.**

- 20. To discuss the suggestion to have Christian prayers at the council meeting.**

Members discussed whether to begin the council meeting with Christian prayers which had been the tradition for a number of years. The advantages and disadvantages were debated and what arrangements would be needed for those who did not wish to take part in prayers.

**It was PROPOSED, SECONDED and AGREED that council meetings should not begin with Christian prayers.**

- 21. To consider a service level agreement for premises services for Albrighton Library/Council Office via Shropshire Council.**

Members agreed to refer this item to the library group for further investigation.

- 22. Issues regarding the Albrighton Flyer:**

- **Responses to the drivers' handbook;**

**It was PROPOSED, SECONDED and AGREED that this item should be discussed in confidential session.**

- **Publicity for the Flyer service;**

The document produced by Cllr. Kirkland was welcomed by members with the suggestion that there should be a reference to the community car scheme and how the two services might be combined. It was agreed that this item should be further discussed at the October meeting.

- **Future strategy – Cllr. Illes;**

There was no further discussion on future strategy.

### **23. Items for the Albrighton Parish Council meeting to be held on Thursday 5<sup>th</sup> October 2017 at 7.15 pm.**

Members requested that the following items be included on the agenda for the meeting on 5<sup>th</sup> October in addition to those already agreed:

- Dog fouling in the village;
- Melville Club business;
- Report on the conference reference 20 mph limits in certain urban areas.

### **24. Correspondence**

#### **For action:**

- Email from Cllr. Woodman with suggested wording for the plaque on a council bench to honour Mr Bill Bray;

Members agreed that the wording suggested by the Chairman was suitable and the plaque would be ordered and fixed to a council bench as soon as possible.

- Mark Blount, Country Parks & Heritage Sites Manager, request for financial support from April 2018.

Members agreed to wait for the clarification regarding funding asked for by the Clerk before reaching a decision on this request.

#### **For information:**

- Albrighton library report, September 2017:

Members agreed that school work placements should continue in the library and candidates should be interviewed before a placement was offered.

### **25. Dates of next meetings**

- Albrighton and Donington councils – 26<sup>th</sup> September at 7.00 pm in the council meeting room.
- Albrighton Parish Council meeting – Thursday 5<sup>th</sup> October 2017 at 7.15 pm in the council meeting room.

There being no further business the meeting closed at 9.32 p.m.

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