

## Albrighton Parish Council



### Albrighton Parish Council

Station Road

Albrighton

Wolverhampton

WV7 3QH

Tel: 01902 375455

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

[admin@albrightonparishcouncil.gov.uk](mailto:admin@albrightonparishcouncil.gov.uk)

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

### **DRAFT**

### Minutes of the **Full Council Meeting** of

Albrighton Parish Council, held on

**Thursday 2<sup>nd</sup> December 2021, at 7.00pm at**

The Red House, High Street, Albrighton, Nr. Wolverhampton. WV7 3LU.

#### **Present:**

**Councillors:** Beechey, Chatburn, Illes, Lumby, Medlyn, Noakes, Pledger (Chairman), Robinson (Vice Chairman), Straney, B Watson, F Watson, and Webster.

**Staff:** C Turner (Clerk)

There were no (0) members of the public present at the meeting.

A quorum was present for all decisions made. Names present were recorded

#### **FC21 / 085 Chairman's Welcome**

The Chairman welcomed everyone to the meeting and thanked them for their attendance to the last meeting in 2021.

#### **FC21 / 086 Apologies for Absence**

Proposed by Councillor Illes, Seconded by Councillor B Watson

Unanimously agreed by all Councillors

**RESOLVED** that the Council accept the apologies and reasons for absence from Councillors

French and Wilmot

## **FC21 / 087 Code of Conduct**

### **Disclosable Pecuniary and other Interests.**

Councillors were reminded that they should declare any pecuniary interest in matters to be discussed at the meeting, which was not included in the register of interest within the Parish Office.

Councillor Medlyn declared an interest in the agenda item under Grants and Correspondence due to being the Manager of The Red House. The Clerk noted and informed that this had already been declared.

## **FC21 / 088 Public Participation**

The Chair to adjourn the meeting for 15 minutes, as per Standing Order 3.d., 3.e., 3.f., and 3.h.

There were no (0) members of the public in attendance at the meeting.

The meeting was reconvened.

## **FC21 / 089 Shropshire Councillor**

Opportunity for the Councillor for Shropshire Council to report to the Parish Council and for Parish Councillors to raise questions with the Councillor for Shropshire Council.

Councillor Lumby provided a verbal update which included:

- Training attended
- The authorisation of 50 new electric vehicle charging points in the County Towns planned for January 2022
- Recycling update and commitment to be self-energy efficient by 2030
- The additional recycling bin to be introduced in March April 2022

## **FC21 / 090 Minutes of Previous Meetings**

The Chairman of the Council asked the Council to review and agree the previously circulated minutes from the Full Council meeting held on the 7th October 2021.

Proposed by Councillor Beechey, Seconded by Councillor Noakes

Abstained by Councillor Staney who was not in attendance at the meeting

**RESOLVED** that the Council agree the minutes of the meeting held on the 7th October 2021 to be a true and accurate record of the meeting.

**FC21 / 091** The Chairman of the Council asked the Council to review and agree the previously circulated minutes from the Full Council meeting held on the 4th November 2021.

Proposed by Councillor B Watson, Seconded by Councillor Lumby

Abstained by Councillors Staney, Illes and Medlyn

**RESOLVED** that the Council agree the minutes of the meeting held on the 4th November 2021 to be a true and accurate record of the meeting.

### **FC21 / 092 Representation on outside Bodies and Committees**

The Council is to receive a verbal update from the Chairman of the Council or other Councillors regarding meetings of outside bodies and committees;

- Law & Order Working Group - Councillor Chatburn reported that the group had been working with some companies to provide information and pricing for the CCTV project. There had been an internal CCTV camera sent for trial at the library building and was going to be installed as a trial on how these new cameras work, etc. There had been no date confirmed for the relocation of the CCTV system to the library building.
- Albrighton Relief Charity - Councillor Beechey asked Council to review the representative for the Albrighton Relief Charity for the Parish Council.

Proposed by Councillor Beechey, Seconded by Councillor Robinson

Abstained by Councillor Medlyn

**RESOLVED** that the Council agree for Councillor Medlyn to be the representative on the Albrighton Relief Charity for the Parish Council.

Councillor Medlyn accepted the position.

Councillor Webster raised the question regarding the Benches within the parish area and it was confirmed that this would need to be raised with the Environmental Working Group as part of their responsibilities.

### **FC21 / 093 Update from the Planning Committee**

The Council received a verbal update from the Chairman of the Planning Committee. The Council discussed changing the Planning Committee from a Working Group, for all Councillors to be part of the Committee and the delegated authority for this Committee to be agreed to allow the Planning Committee to make the decision at the Planning Committee meetings on behalf of the Council.

A discussion was held with regard to the proposed change and it was explained that one of the main reasons for the proposed change was due to deadline timings with Shropshire Council Planning and the recommendations from the Planning Working Group to Full Council did not always meet the deadline timings and the Parish Council comments may not always be taken into account due to missing the deadline timings.

Proposed by Councillor Noakes, Seconded by Councillor Chatburn

Against Councillor Medlyn

**RESOLVED** that the Council agreed to the changes of the Planning Working Group to a Planning Committee, where all Councillors' will be part of the committee and for the Planning Committee to have delegated powers to make the comments on behalf of Albrighton Parish Council at the Planning Committee meeting and provide an update to Full Council only.

The Chairman of the Planning Committee provided a verbal update which included;

- Garridge Close - 18 properties by Shropshire Homes refusal in June 2021. For the new planning application to be discussed at the next Planning Committee where residents from Garridge Close would be invited and Shropshire Homes would be invited to provide a presentation on the proposal and answer questions.
- Sports & Social Club Site - 5 bungalows - Refusal due to the buildings not being specified
- Brockley Cottage - plans had been reduced.
- Old TSB Building, High Street - very little information had been provided so far but would be discussed at the next Planning Committee meeting.

Councillor Chatburn asked if all the planning information would be provided prior to the meeting, it was confirmed that the Shropshire Planning application reference was provided on the agenda for Councillors to review prior to the meeting.

Councillor Lumby informed that a pre meeting at Shropshire Council had taken place that included the Garridge Close application and the new proposal may be considered as an improvement from the previous application.

Councillor Illes informed that the land in front of the old TSB Building on High Street was Parish Council village green.

The Council noted the minutes of the Grants Committee meeting held on the 23rd November 2021.

## **FC21 / 094 Update from the Grants Committee**

The Council received a verbal update from the Chairman of the Grants Committee regarding grants received and provided recommendations from the Grants Committee for the following applications;

- Proposed by Councillor Webster, Seconded by Councillor B Watson

Abstained by Councillor Medlyn

RESOLVED that the Council agree for a £500.00 grant to the Red House as a contribution towards the Victorian Fayre.

- Proposed by Councillor Webster, Seconded by Councillor Robinson

Unanimously agreed by all Councillors

RESOLVED that the Council agree a £1,500.00 grant to the 1st Albrighton Scouts Group as a contribution towards improvements to the ceiling at the Scout Building.

- The DALNR grant application was discussed and it was informed that the Council had now received the required financial information and this grant would be discussed at the next Grant Committee meeting.

Proposed by Councillor Webster, Seconded by Councillor Medlyn

Abstained by Councillor Beechey

RESOLVED that the Council agree a £500.00 grant to the DALNR on the condition that the Clerk and the Chairman of the Grants Committee are in receipt of the financial information, for replacement species and information board.

The Council noted the minutes of the Grants Committee meeting held on the 23rd November 2021.

Councillor Straney raised a question with regard to the charging of Santa at the Red House Victorian Fayre. Councillor Medlyn informed that the grant was to subsidise the Grotto and gifts provided and the cost of £1 per child was discussed as well as the contribution made by the Red House towards this.

Councillor Beechey raised that the DALNR maintenance and up keep was shared by the two councils, Albrighton Parish Council and Donington with Boscobel Parish Council.

### **FC21 / 095 Precept Initial Discussion**

The Council were informed by the Clerk that work had started to provide a draft budget and precept for 2022/23. Councillors were asked to email the Clerk with any items to be considered for inclusion in the draft budget and precept for 2022/23.

### **PC21 / 096 Parish Matters – for discussion and agreement on next steps: i. Update on Vacancy for Councillor**

The Clerk provided a verbal update on the report provided regarding the Casual Vacancy

Proposed by Councillor Robinson, Seconded by Councillor Chatburn

Unanimously agreed by all Councillors

RESOLVED that the Council acknowledge the resignation of Mr Roseby as Councillor at Albrighton Parish Council, acknowledge the notice of casual vacancy and timeline and for the Clerk to provide a timeline to a future Council meeting once the outcome of the casual vacancy has been received from Shropshire Council.

### **PC21 / 097 ii. Update on Traders Night (Extravaganza)**

The Council received an update from the Chairman of the Council regarding the Traders Night (Extravaganza).

The Councillors held a detailed discussion with regard to the event and the responsibility of who should run the event. It was informed that the Red House was not happy with the change in the night the event was held but it had been considered a great event and night. It was discussed that it was a pity the Traders Committee had disbanded. It was confirmed that the Red House would be reviewing their part of the event at a meeting in January / February.

### **PC21 / 098 iii. Update on War Memorial improvements to slabbed area**

The Council received an update from the Clerk that the Locum Deputy Clerk was meeting with the representative from Shropshire Council on Friday to discuss the War Memorial and any restrictions that may be in place due to the War Memorial being a listed monument. It was confirmed that an update would be provided at a future Council meeting.

It was confirmed that Mr Stretton from the Historical Society had completed work previously on work required.

Councillor Watson informed that there had been a number of trees identified that required removal and/or to be dealt with by the Council.

Councillor Medlyn congratulated everyone on the Remembrance Sunday parade and event as it had gone very well.

Councillor Illes informed that the Historical Society were happy to raise funds but didn't have a mechanism to handle the funds.

Councillor Chatburn informed that the memorial was looking good and thanked those involved in the maintenance prior to Remembrance Sunday.

Proposed by Councillor Pledger, Seconded by Councillor Webster

Unanimously agreed by all Councillors

**RESOLVED** that the Council agree for a thank you letter to be sent to Mr Parry for the work undertaken at the memorial prior to Remembrance Sunday. For the Clerk to draft this letter and have it agreed by the Chairman of the Council.

**PC21 / 099 iv. Proposal for New Christmas Trees and decoration for the Parish Office and Library.**

Proposed by Councillor Pledger, Seconded by Councillor Medlyn

Unanimously agreed by all Councillors

RESOLVED that the Council agree for £150.00 in total to be spent on new Christmas Trees and decorations for the Parish Office and Library. £100.00 for the library and £50.00 for the Parish Office.

**PC21 / 100 v. Chains of Office**

The Council received an update from the Chairman of the Council who proposed that the Chains of Office were updated to remove the ribbon and include a chain, examples of the chain were provided.

The Councillors held a detailed discussion regarding this matter.

Proposed by Councillor Beechey, Seconded by Councillor Illes

RESOLVED that the Council have considered and do not approve the proposal to change the ribbon to a chain for the Chains of Office.

Councillor Illes left the meeting.

**PC21 / 101 vi. Donations Received for the Afghan Refugees**

The Council received a verbal update from the Clerk regarding the donations received for the Afghan Refugees and the confirmation from the charity that donations are not currently being accepted.

The Councillors held a detailed discussion regarding this matter.

Proposed by Councillor Robinson, Seconded by Councillor Straney

Abstained by Councillor Illes, who had left the meeting.

**RESOLVED** that any items received as donations for the Afghan Refugees would be given to other Charities locally until the donations are accepted again by the charity working with the Afghan Refugees.

Councillor Illes returned to the meeting.

#### **PC21 / 102 vii. Parish Council Christmas Meal**

The Council received a verbal update from the Chairman of the Council regarding the Parish Council Christmas Meal.

The Councillors held a discussion regarding formally inviting guests.

Proposed by Councillor Straney, Seconded by Councillor Medlyn

Against by Councillor Illes

Abstained by Councillor Pledger

**RESOLVED** that the Council agree to invite 2 VIP guests, who could bring a guest with them, to the Parish Council Christmas Meal at a cost of £50.00 per invited guest, and for the Clerk to arrange for payment of this to the Chairman of the Council to cover this hospitality.

#### **PC21 / 103 Parish Events for 2022**

The Council received a verbal update from the Chairman of the Council regarding the proposals for parish events for 2022.

##### **i. Rose Garden – dedication for David Austin**

The Council held a discussion regarding the dedication to be part of the Jubilee celebrations when the roses are in full bloom. The Red House representative informed of their intention to have a street party and this could as a suggestion form part of this celebration.

The Chairman of the Council informed that a meeting with Donington with Boscobel Parish Council was taking place later on in December 2021 and the Approbation would form part of the discussions.

Proposed by Councillor Medlyn, Seconded by Councillor Robinson

Against Councillor Straney

**RESOLVED** that the Council agree for the Approbation and other Parish Events to be deferred to be discussed at the January 2022 meeting.

The Clerk confirmed that the grant of approbation had not been formally agreed, to date, for an approbation and that the Council had only agreed for the Clerk to collate costings.



### **FC21 / 104 Update on Councillor Training**

The Council received a verbal update on the training completed by Councillors from the Chairman of the Council.

Councillor Illes informed that the training had been very informative and was very good.

### **FC21 / 105 Correspondence**

The Council received the following items of correspondence;

The Clerk informed the Council of the time and the parish Council's standing order 3.x. stating a meeting shall not exceed a period of (2) hours.

Councillor Medlyn left the meeting.

Proposed by Councillor Straney, Seconded by Councillor

Abstained by Councillor Lumby

**RESOLVED** that the Council suspend Standing Order 3.x. to allow the remainder of the business to be transacted on the agenda.

- Email from the Chair of the Red House Improvement Committee asking for a grant of £500.00 towards the cost of presents for the children from Santa at the Christmas Fayre. The Clerk informed that the email had been received after the Grants Committee Meeting.

Proposed by Councillor Webster, Seconded by Councillor Chatburn

Against Councillor F Watson

**RESOLVED** that the Council agreed for the £350.00 to be awarded to The Red House as a contribution towards presents for the children from Santa at the Christmas Fayre.

Councillor Medlyn re-joined the meeting.

### **FC21 / 106 • Email from Hatton Traffic regarding the enquiry to close Station Road from 22:00 on 09/03/2022 until 06:00 on 10/03/2022.**

The Clerk asked Councillors to email if they had any objections to this road closure.

### **FC21 / 107 Parish Meeting 2022**

The Council were provided a verbal update from the Chairman of the Council regarding the Annual Parish Meeting and proposed Wednesday 20th April 2022, in the Main Hall at The Red House.

The Parish Meeting is a requirement and is part of the Local Government Act 1972 (LGA 1972) c.70 schedule 12, part III. The parish meeting of a parish shall assemble annually on some day between 1st March and 1st June, both inclusive, in every year.

Proposed by Councillor Medlyn, Seconded by Councillor Straney

Unanimously agreed by all Councillors

**RESOLVED** that the Council agree for the Parish Meeting to be held Wednesday 20th April 2022 in the Main Hall at The Red House, agenda to be agreed at a future Council Meeting.

#### **FC21 / 108 Date of Next Meeting**

- Full Council Meeting - Thursday 13th January 2022 - 7.00pm
- Full Council Meeting - Thursday 3rd February 2022 - 7.00pm
- Full Council Meeting - Thursday 3rd March 2022 – 7.00pm
- Meetings held at the Red House, High Street, Albrighton, Nr. Wolverhampton. WV7 3LU

#### **FC21 / 109 Exclusion of Press and Public**

To resolve: That under Section 100(A) Local Government Act 1972, the press and public to be excluded from the remainder for the meeting for the following items of business on the grounds they involve the likely disclosure of exempt information as defined in the Acts.

Proposed by Councillor Pledger, Seconded by Councillor Noakes

Unanimously agreed by all Councillors

**RESOLVED** to exclude the press and public from the remainder of the meeting and agenda items.

#### **FC21 / 110 Update from the Personnel Committee meeting 11th November 2021**

The Council received a verbal update from the Chairman of the Personnel Committee regarding the confidential report previously circulated.

#### **FC21 / 111 Chairman's Role of the Parish Council**

The Council received a verbal update from Councillor Beechey regarding the Chairman of the Council's role and confirmed the role from the Good Councillors Guide.

**The meeting closed at 9.37pm**