

Albrighton Parish Council



Albrighton Parish Council
Council Office
Station Road
Albrighton
Wolverhampton
WV7 3QH
Tel: 01902 375455

Email: Clerk@albrightonparishcouncil.gov.uk
admin@albrightonparishcouncil.gov.uk
www.albrightonparishcouncil.gov.uk

**Minutes of the Full Council Meeting of
Albrighton Parish Council held on
1st July 2021 at 7.30pm
at The Red House,
High Street, Albrighton, Nr. Wolverhampton. WV7 3LU**

Present:

Councillors: Beechey, Chatburn, French, Illes, Medlyn, Noakes, Pledger, Robinson, Straney, B Watson, F Watson, Webster and Wilmot

Staff: C Turner (Locum Clerk)

There were no members of the public present at the meeting.

A quorum was present when decisions were made. Names present must be recorded.

FC21 / 015	Chairs Welcome The Chairman welcomed all those Councillors present to the meeting and thanked them for their attendance.
FAC21 / 016	Apologies for Absence Proposed by Councillor Medlyn, Seconded by Councillor Robinson Unanimously agreed by all Councillors RESOLVED that the Council accept the apologies and reasons for absence from Councillors: <i>Lumby</i>
FC21 / 017	Code of Conduct <u>Disclosable Pecuniary and other interests.</u> Councillors were reminded that they should declare any pecuniary interest in matters to be discussed at the meeting, which is not included in the register of interests.
FC21 / 018	Public Participation The public session was opened. There were no members of the public present at the meeting. Meeting was reconvened
FC21 / 019	Shropshire Councillor The Shropshire Councillor, Councillor Lumby, was not present at the meeting and had provided his apologies and reason. There was no update from the Shropshire Councillor.
FC21 / 020	Minutes of Previous Meetings The Chairman of the Council asked the Council to review and agree the minutes from the Annual Parish Meeting held on the 21 st April 2021.

	<p>Proposed by Councillor Beechey, Seconded by Councillor Illes Abstained by Councillors Chatburn, French, Noakes, Robinson, B Watson, F Watson, Webster and Wilmot – who were not present at the meeting. RESOLVED that the Council agree the minutes of the meeting on the 21st April 2021 as a true record of the business conducted.</p>
FC21 / 021	<p>The Chairman of the Council asked the Council to review and agree the minutes from the Extra-Ordinary Council Meeting held on the 10th June 2021.</p> <p>Proposed by Councillor Straney, Seconded by Councillor Robinson Abstained by Councillors Chatburn, French, Noakes, B Watson, F Watson, Webster and Wilmot – who were not present at the meeting. RESOLVED that the Council agree the minutes of the meeting on the 10th June 2021 as a true record of the business conducted.</p>
FC21 / 022	<p>The Chairman of the Council asked the Council to review and agree the minutes from the Extra-Ordinary Council Meeting held on the 24th June 2021.</p> <p>Councillor Pledger asked for an amendment to EOCM21 / 015 – Chairman’s Welcome, to be changed in the last sentence in the paragraph to read;</p> <p><i>The result was very positive and the decision was 8 to 4 for the objection and now this planning application will be reviewed and may go back to Shropshire Council for agreement at a future meeting.</i></p> <p>Proposed by Councillor Illes, Seconded by Councillor Wilmot Unanimously agreed by all Councillors RESOLVED that the Council agree for the draft minutes to be amended at reference EOCM21 / 015 – Chairman’s Welcome to be changed in the last sentence in the paragraph to read; The result was very positive and the decision was 8 to 4 for the objection and now this planning application will be reviewed and may go back to Shropshire Council for agreement at a future meeting and once this change has been made the Council agree the minutes of the meeting on the 24th June 2021 as a true record of the business conducted.</p>
FC21 / 023	<p>The Chairman of the Council asked the Council to review and agree the minutes from the Full Council Meeting held on the 2nd June 2021.</p> <p>Councillor Illes asked for the work queries to be inserted on page 2, paragraph 6 to read;</p> <p><i>Councillor Illes raised a comment that the response from officers’ queries had been missing, the Red House had received a Queens Award for volunteering with the support of Shropshire Council and would like a thank you sent back to Shropshire for this help and support.</i></p> <p>Proposed by Councillor Illes, Seconded by Councillor Staney Abstained by Councillors Chatburn, French, Noakes, B Watson, F Watson, Webster and Wilmot – who were not present at the meeting. RESOLVED that the Council agree that the draft minutes to be amended at reference FC21 / 005 – Shropshire Councillor to be changed on the second page, paragraph 6 to read; Councillor Illes raised a comment that the response from officers’ queries had been missing, the Red House had received a Queens Award for volunteering with the support of Shropshire Council and would like a thank you sent back to Shropshire for this help and support and once this change has been made the Council agree the minutes of the meeting on the 2nd June 2021 as a true record of the business conducted.</p>
FC21 / 024	<p>Update on the Planning Application The Chairman of the Council provided a detailed update following the attendance of the Southern Planning Committee by Councillors Lumby and Noakes who provided a detailed objection on behalf of Albrighton Parish on the Land to the East of Garridge Close. There were also 4 residents from Garridge Close at the meeting.</p>

	<p>The Chairman of the Council on behalf of Albrighton Parish Council wanted to formally thank both Councillors Lumby and Noakes for their work and contribution in obtaining the objection to the planning application. Very well done.</p> <p>The Chairman of the Council informed that she proposed to put an update article for this in the Parish Magazine including the work completed by Councillors Lumby and Noakes.</p> <p>The Councillors had a detailed discussion on the planning application including that the application had been a contentious one but was important to demonstrate that the Council was doing something to issues raised by the community and important to inform on successes.</p> <p>Proposed by Councillor Beechey, Seconded by Councillor French Against by Councillor F Watson and Medlyn RESOLVED that the Council agreed for the Chairman of the Council to put an update article in the Parish Newsletter providing information on the planning application on the land to the East of Garridge Close and thank you to Councillors Lumby and Noakes for all their assistance at the Southern Planning Committee.</p>
<p>FC21 / 025</p>	<p>Boundary Proposals</p> <p>The Locum Clerk provided the Council with an update on the letter received from the Rt Hon Mark Pritchard MP detailed the changes proposed to The Wrekin parliamentary constituency boundaries published on 8th June 2021 by the Boundary Commission for England.</p> <p>The Councillors had a detailed discussion on the proposed changes and were against the proposed changes. A number of suggested alternatives were discussed. It was felt that the proposed name change would lose local identity, lower the profile of Albrighton and other Town & Parish Councils not listed in the proposed name change and did not recognise the Shropshire Town & Parish Councils within the Parliamentary constituency only ones from Telford & Wrekin.</p> <p>Proposed by Councillor Medlyn, Seconded by Councillor Noakes Against by Councillor Illes and Beechey RESOLVED that the Council agreed for the Locum Clerk to draft a letter on behalf of the Parish Council, to be signed by the Chairman of the Council, in support of the Rt Hon Mark Pritchard MP against the proposed changes to the name of the Wrekin Parliamentary constituency and suggest that it either (a) remains The Wrekin and (b) suggest an alternative name be considered of East Shropshire Constituency. The letter to be agreed and signed off by the Chairman of the Council prior to being sent. To submit the views and concerns of Albrighton Parish Council to the Boundary Commission for England.</p>
<p>FC21 / 026</p>	<p>Proposed Project for CCTV</p> <p>The Council received a verbal updated from Councillor Robinson regarding the monies available from the Police Crime Commission for funding in areas where there is crime and for rural areas.</p> <p>Councillor Robinson updated on a proposal for the Parish Council to apply for grant funding to upgrade the current CCTV in the village and add in some additional cameras around the skate park and asked all Councillors if they had any ideas for additional cameras to let him know and he would add to the project for potential upgrade / additional cameras.</p> <p>Councillor Robinson informed that the CCTV Working Group would be completing a review of the current system, location of cameras, location of main system and maintenance. A tender process would be completed for the upgrade work and any associated charges for CCTV would be part of the review.</p> <p>Councillor Robinson informed he would like to thank Dave Williams for all the continued work he completes on the CCTV for Albrighton Parish Council and the Albrighton Crime Prevention Panel.</p>

	<p>The Councillors had a detailed discussion on the proposed project for CCTV. A number of Councillors made comments including the requirement to proportionate the CCTV to the level of crime, the storage of the main frame and monitors at the Red House, the last time the system was upgraded and location of cameras.</p> <p>Councillor Chatburn informed that the CCTV Working Group would be compiling a report and would present all findings to Council at a future Full Council meeting.</p> <p>Proposed by Councillor Robinson, Seconded by Councillor Medlyn Unanimously agreed by all Councillors RESOLVED that the Council agree for the CCTV Working Group to review the CCTV system and agree for the proposed project for upgrade to be presented at a future Full Council meeting including how much monies and costing would be applied for from the Police Crime Commissioner and any other recommendations.</p>
FC21 / 027	<p>Parish Council Benches The Council received an update from Councillor Pledger regarding the parish council's benches and proposal for some of these benches to be re-painted and moved to new locations within the village.</p> <p>The Councillors held a discussion regarding the benches.</p> <p>Proposed by Councillor Pledger, Seconded by Councillor F Waston Unanimously agreed by all Councillors RESOLVED that the Council agree for the Environmental Working Group to complete a piece of work regarding the Parish Council benches and to present a report at a future Full Council meeting with any recommendations.</p>
FC21 / 028	<p>Christmas Lights The Council received an update regarding the report provided by Councillor Illes detailing the Christmas Lights.</p> <p>Councillor Illes informed that the Christmas Lights Working Group would be making recommendations to Full Council, however, he was mindful that the deadline with the contractor was only 4 weeks away.</p> <p>The Clerk was asked to check if any response had been received from Shropshire Council regarding the communication sent by the previous Clerk.</p>
FC21 / 029	<p>Graffiti The Council received an update from Councillor Robinson regarding the graffiti that had recently appeared in the Village. Councillor Robinson made a suggestion that an area in the village could be identified and a professional graffiti artist could be sort to work with the young people from the village to discourage graffiti.</p> <p>It was confirmed that the Environmental Working Group could look into this as a potential project from Parish Council and present a report at a future Full Council meeting with any recommendations.</p>
FC21 / 030	<p>War Memorial The Council received an update from Councillor Illes with regard to the funds raised by the Historical Society for the War Memorial and discussed the Parish Council being the keeper for any funds raised.</p> <p>It was confirmed that the War Memorial Working Group could look into this as a potential piece of work and present a report at a future Full Council meeting with any recommendations.</p>
FC21 / 031	<p>Grant Application The Council received an update on the report provided from the Albrighton and District Swimming Club regarding the request for grant funding.</p>

	<p>The Councillors held a detailed discussion regarding the request. It was also discussed that any grant should be discussed and recommended at a Grants Committee with a recommendation made to Full Council it was noted that the Grants Committee had only just been created and had not yet met formally.</p> <p>The Locum Clerk was asked to contact the Albrighton and District Swimming Club inform them that the Parish Council wanted to support them but would need further information from and asked them to complete a grant application form.</p>
FC21 / 032	<p>Grant Application from Saint Mary Madgalene Church The Council received an update as requested at the meeting held on 1st June 2021 regarding the grant application from Saint Mary Madgalene Church from the Locum Clerk.</p> <p>The Locum Clerk confirmed that the church had been paid the grant funding for 2021/22.</p>
FC21 / 033	<p>Insurance The Council received an update from the Locum Clerk regarding the report provided for the renewal of the Flyer Insurance.</p> <p>The Councillors held a discussion with regard to the report and request by the Locum Clerk.</p> <p>Proposed by Councillor Pledger, Seconded by Councillor Robinson Unanimously agreed by all Councillors RESOLVED that the Council agree for the renewal of the Flyer Insurance and agree for the Clerk, in agreement with the Chairman of the Council, have delegated authority to renew the Flyer Insurance due to Covid-19.</p>
FC21 / 034	<p>Health & Safety The Council received an update from the Locum Clerk regarding the report provided for Health & Safety.</p> <p>The Councillors held a detailed discussion with regard to the items listed within the report and raised concerns with the Locum Clerk.</p> <p>Councillor Chatburn offered the Locum Clerk his help and assistance in completing some of the tasks required and also to complete a building health & safety walk around the building. Councillor Chatburn informed the Council of their legal requirement for health & safety and that some items would need to be completed as a matter of urgency.</p> <p>Proposed by Councillor Medlyn, Seconded by Councillor Robinson Unanimously agreed by all Councillors RESOLVED that the Council agree for the Locum Clerk to work with Councillor Chatburn on the items listed within the Health & Safety Report, complete a health & safety walk around the building to identify any other areas and for the Clerk, in agreement with Councillor Chatburn, to have delegated authority for spend up to £1,500.00 with a limit of £500.00 for a single item to improve the health and safety within the Council building and agreed spend for areas which are a matter of urgency.</p>
FC21 / 035	<p>Website The Council received an update from the Locum Clerk regarding the report provided on the Parish Councils Website.</p> <p>The Councillors had a detailed discussion with regard to the Website and when the current contract for website services finishes.</p> <p>Proposed by Councillor Robinson, Seconded by Councillor Chatburn Unanimously agreed by all Councillors RESOLVED that the Council agree for the Locum Clerk to work with the Finance Committee regarding the piece of work to review the Parish Councils website and make recommendations</p>

	<p>how to improve the information held on the website for the public. A report would be presented at a future Full Council meeting with any recommendations.</p>
<p>FC21 / 036</p>	<p>Correspondence The Council received an update from the Locum Clerk regarding the following items of correspondence;</p> <ul style="list-style-type: none"> - Red House Trustee, Jenny Wynn requesting grant funding to run some activities during the school holidays. <p>It was informed that this was not a formal item on the agenda however was being tabled as a request because it was felt that the activities during the school holidays would be beneficial to the community.</p> <p>Proposed by Councillor Robinson, Seconded by Councillor Straney Unanimously agreed by all Councillors RESOLVED that the Council agree in principle to allocating the grant funding of £1,200 to the Red House to deliver activities during the school holidays and for this to be retrospectively agreed at the next Full Council meeting. For the Clerk to inform the Red House that this funding has been agreed.</p>
<p>FC21 / 037</p>	<p>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 of the meeting for the following items of business on the grounds they involve the likely disclosure of exempt information as defined in the Acts.</p> <p>Proposed by Councillor Beechey, Seconded by Councillor Straney Unanimously agreed by all Councillors RESOLVED that the Council agree the exclusion of press and public on the ground that the following items of business involve the likely disclosure of exempt information as defined in the Act.</p> <p>The Chairman confirmed that Councillor Medlyn would leave the meeting for the next part of the agenda due to a pecuniary interest and would return once this item and been completed and the Staffing Update would move up the agenda to enable Councillor Medlyn to return to the meeting.</p> <p>Councillor Medlyn left the meeting and meeting room.</p>
<p>FC21 / 038</p>	<p>Confidential Minutes of Previous Meeting The Chairman of the Council asked the Council to review and agree the confidential minutes from the Full Council Meeting held on the 2nd June 2021.</p> <p>Proposed by Councillor Robinson, Seconded by Councillor Staney Abstained by Councillors Chatburn, French, Noakes, Robinson, B Watson, F Watson, Webster and Wilmot – who were not present at the meeting. RESOLVED that the Council agree the confidential minutes of the meeting on the 2nd June 2021 as a true record of the business conducted.</p>
<p>FC21 / 039</p>	<p>Staffing Update The Council received a verbal update from the Locum Clerk regarding staffing.</p> <p>Councillor Medlyn re-joined the meeting.</p>
<p>FC21 / 040</p>	<p>Training for Councillors The Council received a verbal update from the Chairman of the Council regarding training for Councillors.</p>

	<p>Councillors had a discussion with regard to training for councillors including asking Boningale Parish Council if they would like to join in any training and having specific on-site training for all Councillors.</p> <p>Proposed by Councillor Beechy, Seconded by Councillor Straney Unanimously agreed by all Councillors RESOLVED that the Council agree for a budget of £1,000.00 be allocated for Councillor Training, for the Locum Clerk to investigate with SALC a dedicated training session held on site at Albrighton, to invite Boningale Councillors to this training, and the costs for this training to be proportionate for the number of Councillors who attend.</p>
FC21 / 041	<p>Training for Parish Council Staff The Council received a verbal update from the Locum Clerk with regard to a piece to be completed for the Parish Council detailing a training matrix for all Parish Council staff. The Locum Clerk informed she would be working with the Personnel Committee and present a report at a future Full Council meeting with any recommendations.</p>
FC21 / 042	<p>Date of the Next Meeting</p> <ul style="list-style-type: none"> - Full Council Meeting - Thursday 2nd September 2021 - 7.00pm - Full Council Meeting - Thursday 7th October 2021 - 7.00pm <p><i>Meetings held at the Red House, High Street, Albrighton, Nr. Wolverhampton. WV7 3LU</i></p>

The meeting ended at 9.00pm

Signed: **Date:**
Chairman of the Committee