

# 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)

## Minutes of the **Full Council Meeting of** Albrighton Parish Council, held on **Thursday 1<sup>st</sup> February 2024 at 7.00pm** The Red House, Albrighton, Nr Wolverhampton WV7 3QH

### **Present:**

**Councillors:** Beechey, Benson, Gold, Illes, Lumby, Medlyn, Meyrick, Pledger, Straney, Webster, Wilmot, Wild.

**Clerk:** Joanne Oliver

**Public:** There were three (3) members of the public present.

### **FCM24/18 Chairman's Welcome**

The Chairman and Vice-Chairman had both sent apologies, therefore it was agreed by all those councillors present that Cllr Pledger takes responsibility for the Chair of the meeting.

**Proposed MM    Seconded PI    Agreed All**

Cllr Pledger thanked everyone for attending the meeting.

### **FCM24/19 Apologies for Absence**

To receive, consider and accept, as appropriate, any apologies for absence in accordance with the terms of Section 85(1) of the Local Government Act 1972.

Councillors who cannot attend the meeting are requested to tender their apologies to the Parish Clerk prior to the meeting.

Apologies were received from the following councillors: Harrison, Robinson and Noakes.

### **FCM24/20 Code of Conduct**

#### Disclosable Pecuniary and other Interests.

Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting, and which is not included in the register of interests. Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest.

A handwritten signature in blue ink, appearing to be 'AJ' or similar, located in the bottom right corner of the page.

None disclosed.

**Dispensations.**

To consider and approve any requests for dispensations.

None received.

**FCM24/21 Public Participation**

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

If any member of the press or public wish to raise any issues, queries or questions at the meeting please contact the Parish Clerk by 12noon on Wednesday 31<sup>st</sup> January 2024 where you request will be noted, tabled at the meeting and you will be asked to provide your comments by the Chairman.

Public session proposed to be opened.

**Agreed All**

Three (3) members of the public attended the meeting.

The SNT provided a full report of crime within the village and surrounding area. Report will be circulated to all members. Questions were posed to the SNT from Councillors.

Proposed to close the public session.

**Agreed All**

**FCM24/22 Minutes of Previous Meeting.**

Minutes received and reviewed. These had previously been circulated to all members and agreed by the Chairman in principle. Two amendments to action. Agreed in principle.

**Proposed MM Seconded PI Agreed 7 Abstain 5**

**FCM24/ 23 Shropshire Councillor**

Shropshire Councillor, Nigel Lumby gave an overview of information regarding Shropshire Council (SC).

Cllr Lumby gave an in-depth overview of new grit lorries purchased by SC. He also advised on the gritting within the County.

The Local Plan inspectors had sent to the Council a list of terms and conditions which gave clarification around development at Tong. It seems this is not likely to go ahead.

**FCM24/24 Boundary review update - Cllr Lumby**

A Working Group took place formed of Councillors for both Albrighton Parish and Donington Parish council. Views were listened to from all parties. It was then agreed that the information to be submitted to SC Boundary review commission were options listed below.

Option A: One combined Council named Albrighton and Donington Parish Council.

Eight (8) members voted for this option.

Option B: One combined Council named Albrighton and Donington Parish Council with two (2) wards.

Four (4) members voted for this option.

Solely that Windsor Road amalgamated with Albrighton Parish Council, unanimously agreed this should not happen. This area represented 40% of their electors and most of their precept would be allocated to the Nature Reserve.

It was discussed that currently there were 24 councillors over both Parishes this would obviously need to be reduced significantly.

The closing date for the first submissions was that of the 26<sup>th</sup> January 2024.

#### **FCM24/25 Millfield's/Boningale Homes Update**

The Council received information from Boningale Homes relating to the proposed Carpark of 20 spaces; Council had previously agreed this in January. The current position was discussed due to correspondence from Boningale Homes stating that they would be expecting the whole of the Public Open Space to be adopted by the Parish Council, before they would agree to the proposal of a carpark for Phase 4.

Q&A to Cllr Lumby to see if any further information could be shared.

Cllr Lumby stated that Boningale Homes had requested a letter to confirm the Parish Council's position on the carpark before proceeding with design and materials, however no mention of their terms being for the Parish Council to accept the Public Open Space before proposing to build the carpark.

**Action:** Letter to be sent from Office asking for clarification for what they refer to as Public Open Space stating exact parts, full clarification required.

**Add to FCM for March as follow up correspondence.**

#### **FCM24/26 Events Committee**

It was discussed that no Events Committee meeting had been held and some Councillors feel one should be put in place. Cllr Illes felt that should a Working Group replace this Committee, members of the public and staff could then join, and a more collaborative working approach would take place; which may eliminate the issues of Christmas celebrations of 2023.

Cllr Illes stated he feels there are too many Committee meetings and feels Working Groups are the way forward, feeding directly into Full Council, but with a firm recommendation to be accepted on a Working Party level and not to be debated at Council.

Both Cllr Illes and Benson suggested that this should go as an agenda item for March Full Council as an agenda item, to discuss more roundly the composition of Committees and Working Groups.

**Action:** Office add to FCM agenda March, send information out regarding current committees and working groups.

**Proposal 1:** Events Committee to hold a meeting and to remain at a Committee level.

**Proposed MM    Seconded DM    Agreed 8    Abstain 4**

**Proposal 2:** To disband the Events Committee and form a Working Group, which would then feed directly into Full Council.

**Proposed PI    Seconded DB    Agreed 7    Abstain 5**

**Resolution:** To agree a date of an Events meeting to decide how to take forward.

**Action:** add to FCM to confirm outcome.





Action: Coordinate date and send out to members of current Events Committee.

#### **FCM24/ 27    General update from Finance/Grants Committee**

The Vice Chairman of the Finance Committee shared and proposed items discussed at the Committee meeting on the 25<sup>th</sup> January 2024.

##### ***A) Application process for Grant applications:***

Proposal to move this to applications being accepted three (3) times per year. This being the 1<sup>st</sup> week of each of the following months: May, September, and January. This would enable better forecasting and budget management.

**Proposed PI    Seconded NL    Agreed 11    Abstain 1**

No grants had been received and the grants currently spent are £23,953.49.

##### ***B) Events planned to be run by staff and councillors for the Parish Council:***

- **Easter Competition** – Design a poster and find the letters in the windows of the shops.
- **D-DAY Celebrations** – with School children from all schools
- **World Book Day** - School children and the elderly to share a story together in the library.

Proposed to accept a request of £500 out of the Events budget marked within the precept monies.

**Proposed NL    Seconded DM    Agreed 10    Abstain 1    Against 1**

##### ***C) Fire Doors required due to H&S legislation:***

Three quotes had been received all within a similar costing however; one was registered for VAT, which would reduce the cost. The total cost would be £4,500.00 and is the same contractor who recently completed other work within the building.

Proposed to accept the recommendation from the Finance Committee.

**Proposed RW    Seconded JG    Agreed 10    Abstain 2**

##### ***D) Office blinds:***

Three quotes had been received all with varying costings. The cheapest quote totalled £850+VAT.

Proposed to accept the £850 quote.

**Proposed DB    Seconded PI    Agreed 6    Abstain 5    Against 1**

##### ***E) RiAltas:***

Proposal from Finance Committee to accept the cost of a 3-year contract for RiAltas, which incorporates the cost of support and end of year close down. This is budgeted within the Precept Budget for 2024/25.

##### ***F) Revised Library Opening times:***

Due to the library being much quieter within the last hour of the day, it had been suggested that staff reduce their lunch by half hour and close at 4.30pm from March 4<sup>th</sup> 2024.

Proposal to accept the above request.

**Proposed PI    Seconded DM    Agreed 10    Abstain 2**

**FCM24/28    Updated Policies**

The Lone working policy and Volunteer policy had been agreed at the Finance Committee meeting and it was proposed to FC that these be accepted.

**Proposed DB Seconded NL Agreed 11 Abstain 1**

#### **FCM24/29 Update from the Planning Committee**

The Chairman of Planning Committee stated it had been requested to name an unnamed road after Cllr Beechey however unfortunately you have to be deceased for this to be agreed. It was stated everyone in attendance would prefer Cllr Beechey alive.

Cllr Webster stated that if the opportunity came up again, either Dr Legge or Mr Ron Kitson, who was a previous councillor, might be appropriately honoured with a road name.

#### **FCM24/30 Update from the General Purpose Meeting**

The Chairman of the General Purpose Meeting gave an update of general things discussed. There was not much currently except agreeing to form a Working Group for Parking.

Cllr Medlyn left the room. Cllr Medlyn returned to the meeting.

Street Furniture was also discussed, and it was requested Shropshire Council were contacted.

#### **FCM24/31 Update from Working Groups**

**War Memorial** – Chairman of Working Group, Cllr Webster, gave a detailed update stating information had been received from Jubb Clews that they would not allow drawings to be used. Lupiea Architects were now working with Albrighton Parish Council. Following a meeting with Grosvenor, the Working Group are hopeful that they would continue to work with us, albeit communication was not great. If they decided not to work with the Council, a new tender would be required to be posted.

Confirmation had been received funds of up to £20,000.00 had been awarded from the War Memorials Trust.

National Lottery application is in the pre-stage of application.

A representative from the RBL had asked if they could attend with others for the D-Day celebration. This was confirmed.

**Action: Office – Contact insurance company- Hiscox, re new valuation for War Memorial estimated £80,000.00.**

#### **Coronation Gardens**

Cllr's Wilmot and Pledger gave an overview of the current position. It was noted that the Clerk had put in a request for 10 Fruit Trees from Shropshire Council, which had been agreed; these were scheduled to be collected on the 6<sup>th</sup> February by the Village Warden and Cllr Lumby. A request for volunteers to plant the trees was made. Names to either of the Cllrs coordinating.

#### **Car Parking – Cllr Meyrick**

Cllr Meyrick gave a detailed overview of the first Working Group meeting held on the 30<sup>th</sup> January 2024. The group consisted of Cllr's, residents and traders who were all keen to support with the problem of parking within the village. It was shared that a meeting was planned for the 13<sup>th</sup> February with the area manager of Marston's following a request.

A personal thank you from Cllr Meyrick went to Cllr Wild, Cllr Noakes and the Clerk.

Action – circulate Working Group minutes for parking. Office.

**FCM24/32 2<sup>nd</sup> Archaeological Dig on the Village Green**

A request had been made for a second dig on the Village green. The request was from the Chair of the Historical Society, due to information being found that further historic factors were there. This follows the first dig that was carried out. It was confirmed that all areas would be returned to how they were found. The proposed date was the 23<sup>rd</sup> July, unless this would be Fayre Day, and if that were the case, it would be the Sunday.

**Proposed RW          Seconded DB          Agreed All**

**FCM24/33 Correspondence.**

None received.

**FCM24/34 Agenda items for next meeting**

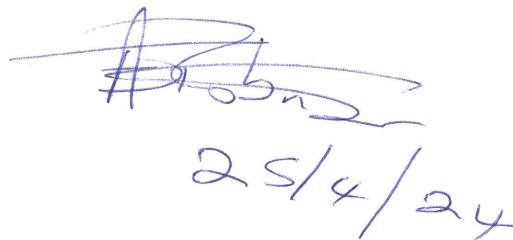
- Coronation Gardens
- Update from Events Meeting
- Millfield's/Boningale Homes update

**FCM24/35 Date of Next Meeting**

- Full Council Meeting – Thursday 7<sup>th</sup> March 2024 – 7.00 pm
- General Purpose – Thursday 15<sup>th</sup> February 2024 – 6.00pm
- Finance HR and Grants – Thursday 22<sup>nd</sup> February 2024 – 6.00pm

*Full Council Meetings are held at the Red House, High Street, Albrighton, Nr. Wolverhampton. WV7 3LU.  
Committee Meetings are held at the Albrighton Parish Council Library Meeting Room, Station Road, Albrighton, Nr. Wolverhampton. WV7 3QH.*

**Meeting closed at 8.55pm.**



A handwritten signature in blue ink, followed by the date 25/4/24 written in blue ink.