

## WROCKWARDINE PARISH COUNCIL

### **Minutes of the Parish Council Meeting held on Wednesday 13<sup>th</sup> December 2017 at Admaston House at 7.30 p.m.**

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#### **Present:**

Chairman: Cllr. S. Rawlings.

Cllrs: Ms. Elaine Anderson, Mrs. Elaine Ballantyne, K. Ballantyne, P. Bevis, Ms. Nadine Evans, I. Farrington, Mrs. Jo Savage and Mrs. Sheila Turner.

Mr. M. Goldstraw – Clerk

#### **17/89 Chairman's Opening Remarks**

The Chair welcomed everyone to the Meeting of the Council and thanked all for turning out on such a snowy evening.

*7:31 p.m. Cllr. Mrs. Turner was excused attendance for the rest of the meeting as there was a danger of her route home becoming closed to traffic due to snow.*

#### **17/90 Apologies for Absence**

Apologies were received and accepted from Cllr. T. Kiernan.

Courtesy apologies were received from Cllr. Miss J. Seymour.

#### **17/91 Declarations of Interest and Dispensation Requests**

There were no declarations of dispensation requests.

#### **17/92 Public Session**

No matters were raised.

#### **17/93 Minutes**

**The Minutes of the Meeting held on 8<sup>th</sup> November 2017 were confirmed and signed, by the Chairman, as a true record.**

#### **17/94 Planning Matters**

##### **a) Applications:**

##### **The following applications were considered:**

TWC/2017/0969      29 Dulwich Grange, Bratton. Creation of a vehicular access, installation of hardstanding on part of the public highway and creation of a driveway. There were no comments.

TWC/2017/0966      Overley Hall School, Leaton Grange, Overley. Erection of onsite residential staff/student living space. There were no comments.

- TWC/2017/0643 Land to the North of Haygate Road, Wellington. Reserved matters application for the erection of 289 dwelling including details for appearance, landscaping, layout and scale pursuant to outline application TWC/2013/1033 **\*\*REVISED LAYOUT PLAN RECEIVED\*\***. There were no comments.
- TWC/2017/0904 32 Bratton Road, Bratton. Erection double garage with attic storage. There were no comments.

**Permissions:**

**The following permissions were noted:**

- TWC/2017/0838 Orchard House, Wrockwardine. Pollarding to 1 Pear tree and thinning and general crown reduction of 1 Pear Tree.
- TWC/2017/0822 Land adjacent Admaston House, Wellington Road, Admaston. Installation of outdoor gym equipment.
- TWC/2017/0550 Burcot Manor, Wrockwardine, Telford. Erection of Orangery.
- TWC/2017/0872 23 Sutton Road, Admaston. Erection of single storey, front, side and rear extension.

**Appeal Allowed:**

- TWC/2016/1180 Unit 2, Sutton Road, Admaston. Change of use from Post Office (Class A1) to Fish and Chip Shop (Class A5) with installation of 1 flue.

**17/95 Parish Matters**

**a) Provision of Outdoor Gym at Admaston Green**

It was noted that the application had been granted. The Clerk informed the Meeting that he had instructed the contractors to commence work as soon as possible on the project.

**b) RoSPA Report - Wrockwardine Playing Fields**

It was noted that Council were still awaiting the quote.

**c) Ward Funding Project**

The Clerk reported that the application for Ward Funding in the sum of £500.00 had been submitted and approved and Council were awaiting receipt of the funds. The Chairman provided details of the proposed scheme along with estimates from contractors. It was RESOLVED to approve the scheme submitted by Mr. Paul Kingston at an estimated cost of £440 for labour and £460 for materials.

**b) Street Naming**

**SNN/2017/0024 - Land to the North of, Haygate Road, Wellington**

The Clerk reported that the Borough Council had acknowledged receipt of the suggestions that the streets be named after the flora and fauna which may be lost or

displaced by the development and had replied by stating that the ecology report had not noted any loss of flora or fauna; the Parish Council were asked if they had any specific losses in mind. Following discussion, it was RESOLVED to suggest the following names (provided by Cllr. Mrs Savage):

Town Meadow, Hall Meadow (as it is adjacent to Orleton Hall), Pearce's Patch (The Pearce's had a saw mill and hardware store in Wellington at the bottom of Haygate road for many years), Bebbs (Close/Lane/Road, whatever might be deemed suitable). (The Bebbs family were the tenant farmers and this was part of their farm) and Beddows (Close/Lane/Road) (The Beddows family were, for many generations, farm labourers to the Bebbs farmers).

#### **17/96 Accounts for Payment**

**Receipts & Payments - It was RESOLVED - that these be approved and paid as tabled.**

It was noted that cheque 300459 had not been received by eon who had requested that a replacement cheque should be issued. The Clerk had received an undertaking from them that if the missing cheque should be received later, it would not be cashed but would be returned to the Council (thus saving the council the bank cost of bank charges for cancelling the cheque. Members authorised the issue of a new cheque (300474) in the sum of £87.80 and the previous cheque was added back into the accounts.

**Statements 44 to 51 Unity Trust** were tabled along with the reconciliations and were approved.

#### **Bank Accounts**

It was noted that Council had not yet made progress on finding an alternative and additional bank account to provide a cushion against the limits in the bank's deposit protection scheme of £85'000.00.

#### **17/97 Precept**

The Clerk asked the Meeting to reopen the discussion on the precept for the forthcoming year on the basis that the previous decision had been made based on old and outdated information. Members were asked to reopen the debate, set aside the decision made in relation to the precept under minute 17/83 (Precept) and then reconsider setting a new and revised precept for the year 2018/9. It was RESOLVED to reopen the debate, set aside the decision made in relation to the precept under minute 17/83 (Precept) and then set a new and revised precept for the year 2018/9.

#### **Precept**

Following discussion, it was proposed by Cllr. Ms. Evans that a precept of £66'396 be set; seconded by Cllr. Ballantyne, it was RESOLVED that a precept of £66'396 should be set for the forthcoming year. (Annex A). The Amended Precept Warrant in the sum of £66'396 was signed.

#### **17/98 Traffic Matters**

##### **Traffic Calming Admaston**

The Clerk reported that he had received the following a response from Mr. Scanlon, Borough Principal Traffic Engineer, firstly apologising for the delay in responding to emails and stating that the consultation summary was complete and that he hoped to

issue the results on Monday 4 December. The Clerk informed the Meeting that despite a reminder, no details had been received by the date of the Parish Council Meeting however, in the initial correspondence, Mr. Scanlon had stated that he could confirm that, based on the consultation responses, he would be recommending 3 of the 4 proposals outlined in Option 3 however if the Parish Council wished to progress other suggested elements we will have discuss funding with you.

Mr. Scanlon had asked what funding the Parish had available, but the Clerk had responded by stating that the funding available would very much depend on the options and since the Parish Council had not had details of which options were acceptable nor any details of their costs, no decision as to funding would or could be made by the Parish until it had full information. The Clerk had suggested to Mr. Scanlon that a Traffic Liaison meeting held early in January, where the details of the acceptable schemes could be tabled, would be beneficial.

Members hoped that some progress could be made early in the new year.

### **Community Speed Watch**

The Clerk gave details of the response to the complaint. Apparently, the matter could not be progressed because there was a possibility that the proposed traffic calming measures for Admaston may resolve any speeding issues and thus make the formation of a CSW scheme redundant It had therefore been decided, by the members of the Safer Roads Partnership to place the request in abeyance pending any feedback after the completion of any traffic calming measures; this decision by the Safer Roads Partnership had not been conveyed properly to the Parish Council.

### **Portable Road Speed Signs**

Cllr. Ms Evans, noting that Council had agreed to a £3k budget for this expenditure in the forthcoming year, asked members to consider allowing the equipment to be purchased as soon as possible and set against this budgeted expenditure; Cllr. Miss Evans also asked members to consider the purchase of additional fixing brackets/clamps at a cost of £50 per set. It was RESOLVED to bring the expenditure forward (expenditure to be set against the 2018/19 Budget) and to purchase the required number of extra brackets (to be ascertained) in order to ensure that the equipment is able to be used throughout the Parish.

### **Rushmoor Community Group**

Cllr. Ms Evans informed the Meeting that there was to a Community Group meeting in January.

## **17/99 Correspondence**

Wrockwardine Over 60s

Request for grant funding for Wrockwardine Senior Citizens Christmas Party. Following discussion, it was proposed by Cllr. Mrs. Ballantyne that a grant of £500 be awarded to Wrockwardine Over 60s Club to support

their Senior Citizens Christmas Party; seconded by Cllr. Ferrington, it was RESOLVED that a grant of £500 be awarded to Wrockwardine Over 60s Club to support their Senior Citizens Christmas Party.

- T&WC Temporary road closure Charlton Junction to Wrockwardine 11<sup>th</sup> December for two days. Noted (already completed).
- T&WC Temporary Road Closure Allscott Loop Road (Back Lane) to Rushmoor Lane Allscott 11<sup>th</sup> December for two days. Noted (already completed).
- SAAA Notification of the appointment of PKF Littlejohn LLP as external auditor for the five-year period 2017-2022 at an estimated cost to the Parish Council of £300 (fee for limited assurance review). The Annual Return will now be known as the Annual Governance and Accountability Return.
- T&WC Allotments and T&WC Green Guarantee. Allotment sites to be included in the Borough Council's Green Guarantee. Noted.

**17/100 Chairman's Closing Remarks**

The Chairman thanked all for attending the meeting and wished all a Merry Christmas and a Happy New Year.

**17/101 Next Meeting** – Next meeting to be Wednesday 10<sup>th</sup> January 2018 at Wrockwardine Parish Hall at 7.30 p.m.

There being no further business the meeting closed at 8:22 p.m.

*Signed* \_\_\_\_\_  
*Chairman*

*Date* \_\_\_\_\_

## ANNEX A

### WROCKWARDINE PARISH COUNCIL

#### Council Tax Base

Tax base 2017-2018 (Band d Equivalent)	1424.9
Precept 2017-2018	£65'887
Average per household	£46.24

Tax base calculation for 2018-2019 based upon a Band D equivalent of 1435.9

Taking last year's tax base average per household and applying the principle of retaining the average per household figure and multiplying it by the number of households the precept could be  $£46.24 \times 1435.9 = £66'396$ .

So, Council could increase the precept by £509 without affecting the amount each household would pay.

To calculate Council Tax payable per property requires the tax base (the number of properties against which the tax can be collected) to be calculated. Every property has been valued by the Valuation Office. Once valued, properties are allocated one of the eight valuation bands (Bands A, B, C, D, E, F, G, H). Each band is multiplied by a given factor to bring it to the Band D equivalent. The total of the Band D equivalent is then multiplied by the declared collection rate to give a Council Tax Base.

**WROCKWARDINE PARISH COUNCIL**  
**PAYMENTS AND RECEIPTS FOR CONSIDERATION COUNCIL MEETING**  
**13<sup>th</sup> December 2017**

**PAYMENTS MADE – NOVEMBER**

	Amount	Chq. No.	VAT	TOTAL
Eon – Lighting Maint	73.17	300459	14.63	87.80
Poppy Appeal – Wreath	17.00	300460	----	17.00
Staff Costs }	809.69	300461	----	809.69
Staff Costs }	698.78	300462	----	698.78
Staff Costs }	342.84	300463	----	342.84
M.G. – Travel	45.37	300464	1.55	46.92
M.G. – P&PC	10.63	300465	0.78	11.41
Ditton Services – Gds maint	<u>983.33</u>	<u>300466</u>	----	<u>983.33</u>
	<u>2960.81</u>		<u>16.96</u>	<u>2997.77</u>

**PAYMENTS TO BE MADE – DECEMBER**

	Amount	Chq. No.	VAT	TOTAL
Ditton Services – Gds maint	983.33	300467	----	983.33
Staff Costs }	859.93	300468	----	859.93
Staff Costs }	154.60	300469	----	154.60
Staff Costs }	342.84	300470	----	342.84
M.G. – Travel	26.70	300471	0.91	27.61
M.G – Office Exp	125.00	300472	----	125.00
M.G. – P&PC	15.05	300473	1.66	16.71
Eon – Lighting Maint	<b>73.17</b>	<b>300459</b>	<b>14.63</b>	<b>87.80</b>
Eon – Lighting Maint	73.17	300474	14.63	87.80
SLCC – Membership	<u>147.00</u>	<u>300475</u>	----	<u>147.00</u>
	<u>2654.45</u>		<u>2.57</u>	<u>2657.02</u>

**RECEIPTS**

Brought forward	£114'794.74
Precept	£65'887.00
Bank Interest	£56.70
Customs VAT	£4'866.97
Misc.	<u>£434.04</u>
	<u>£186'039.45</u>

Bank Balance Unity Trust	£149'858.60	Receipts	£186'039.45
Less u/p cheques	£417.80	less p'mts	£36'598.65
Less a/c to be paid	<u>£2'657.02</u>		<u>£2'657.02</u>
	<u>£146'783.78</u>		<u>£146'783.78</u>

**Signed** \_\_\_\_\_  
Responsible Financial Officer

**Signed** \_\_\_\_\_  
Chairman