

## WROCKWARDINE PARISH COUNCIL

### **Minutes of the Parish Council Meeting held on Wednesday 14<sup>th</sup> February 2018 at Admaston House at 7.30 p.m.**

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#### **Present:**

Meeting Chair: Ms. Nadine Evans.

Cllrs: Ms. Elaine Anderson, Mrs. Elaine Ballantyne, K. Ballantyne, P. Bevis, I. Farrington, T. Kiernan and Mrs. Sheila Turner.

Mr. M. Goldstraw – Clerk

#### **17/115 Chairman's Opening Remarks**

The Chair welcomed everyone to the Meeting on the evening of St. Valentine's Day.

#### **17/116 Apologies for Absence**

Apologies were received and accepted from Cllrs. S. Rawlings and Mrs. Jo Savage.

Courtesy apologies were received from Cllr. Miss J. Seymour who, because of a prior engagement, would be attending the meeting late.

#### **17/117 Declarations of Interest and Dispensation Requests**

There were no declarations of dispensation requests.

#### **17/118 Public Session**

Cllr. Kiernan reported on a planning matter (to be raised later in the meeting) and informed the meeting that he had spoken to Borough officers about grit bins stating that he had been informed that there was no need for a grit bin on Rushmoor Lane as it was on the route for the gritting lorries. Borough officers were looking into the possibility of providing a grit bin at Aston Lane.

Cllr. Ms Evans stated that Rushmoor Lane was not on the route for gritting lorries (the route being up to Back Lane but no further) and asked Cllr. Kiernan to take the request back to the Borough for clarification.

Cllr. Farrington asked if Cllr. Kiernan had mentioned, to the Borough Council, the need for a grit bin at Charlton; Charlton had not been mentioned. It was agreed to place the topic of grit bins on the next agenda.

Cllr. Kiernan, referring to the previous month's report on the possibility of the adoption of infrastructure at Haygate Road, stated that he had been informed that it may go out to private companies. The Clerk informed the meeting that he had in fact received a reply from the managing agents to the Parish Council's request for talks on the matter (which would have been reported under correspondence) and the response had been positive. The agents had stated that although at present the development was

still going through various planning stages, the developers would be willing to talk to the Parish Council once the planning stages had been completed.

Cllr. Kiernan provided an outline of future plans for the renovation and modernisation of Admaston House.

**7:34 p.m. Borough Cllr Miss Seymour entered the room.**

#### **17/119 Minutes**

**The Minutes of the Meeting held on 10<sup>th</sup> January 2018 were confirmed and signed, by the Chairman, as a true record.**

#### **17/120 Planning Matters**

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

**The following applications were considered:**

TWC/2018/0079      The Old Vicarage, Wrockwardine. Felling of 1 Scots Pine tree (T1) and crown lift to 3m on 2 Yew trees (T2 and T3). There were no comments.

TWC/2018/0069      Primrose House, 11 Rushmoor Lane, Rushmoor. Felling of 1 Alder tree (T1) and removal of lowest branch to 1 Alder tree (T2). There was a concern that work had already commenced on the site; the Borough Council's enforcement officer had been on site and work had stopped. The Clerk was asked to correspond with the enforcement officer to ensure that appropriate and swift action is taken in the event of a breach of planning regulations.

TWC/2018/0005      1 Davenport Drive, Admaston. Conversion of existing garage to domestic room, change of use of open land to private garden land and erection of a 2.15m high feather edge fence. There was no comment.

TWC/2018/0119      Ashcroft, 12 Charlton. Raising of roof height to accommodate loft conversion and the erection of a single storey front extension. There was no comment.

TWC/2017/0643      Land to the North of Haygate Road, Wellington. Reserved matters application for the erection of 289no. dwelling including details for appearance, landscaping, layout and scale pursuant to outline application TWC/2013/1033 **\*\*AMENDED PLANS RECEIVED\*\*** It was agreed that members would look at the application and if there were any concerns they should be reported to the Clerk within seven days for a response to be considered.

**Permissions:**

**The following permissions were noted:**

- 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.
- TWC/2017/0966      Overley Hall School, Leaton Grange, Overley. Erection of onsite residential staff/student living space.

**17/121 Parish Matters**

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

Cllr. Ms. Evans gave a report on the installation and of a few minor issues which, she was pleased to report, had been promptly remedied by the contractors.

Those members who had used the equipment were very impressed with its design; it was agreed that the gym had proved a popular installation.

The Clerk informed the meeting that after writing to the Council's insurers (Aon) to add the outdoor gym equipment to the Council's Insurance Policy it had been agreed that as the present policy currently provides a cover of £15000 for sports equipment, this was sufficient to cover the outdoor gym equipment.

**17/122 Accounts for Payment**

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

The following additional payment was approved:

Wrockwardine Parish Hall    cheque 300495      £84.00 Hall Rental

**Statements 47 to 53 Unity Trust** were tabled along with the reconciliations and were approved.

The Clerk asked members to note that the two payments to Admaston House (which in themselves were re-issued cheques following the originals being un-presented) had been written back into the accounts as they had not been presented for payment and the cheques were now time expired.

**Bank Accounts**

Following discussion, it was RESOLVED to open an interest-bearing account with the TSB in Wellington.

**17/123 General Data Protection Regulations**

The Clerk tabled alternative quotes for the appointment of Data Protection services to ensure that the Council complied with the provisions of the new General Data Protection Regulations. Following discussion, it was RESOLVED that having obtained quotes for the provision of DPO Services, Council would appoint D.M. Payroll Services Limited to act as its Data Protection Officer at a cost of £600 to include completion of Data Protection Audit and Impact Assessment, provision of templates for policies to

ensure compliance and provision of 4 hours additional support throughout the year for any advice or queries as required.

## **17/124 Traffic Matters**

### **Traffic Calming Admaston**

Cllr. Ms. Evans reported on a traffic meeting held with residents of Rushmoor and the traffic liaison meeting held with the Borough Council. It was noted that members had been circulated with the Borough Council's recommendations for traffic calming in Admaston and that the details had been placed on the Parish Council's website.

The Borough Council had recommended option three with the addition of the new zebra crossing on Wellington Road.

Cllr. Ms. Evans informed the meeting that the cost of the scheme including a crossing on Wellington Road had been estimated (by the Borough) at approximately £50k and this had suggested that the proposed crossing would be a substantial proportion of that cost. Members felt that the real issue was to reduce the speed through the village (Station Road/Shawbirch Road) and this could be addressed by the proposals in option three but without the crossing.

Option two includes the following measures:

- Install a raised table at the existing Zebra crossing on Station Road
- Provide a new Zebra crossing on Wellington Road including a raised junction table at the junction with Pemberton Road
- Upgrade existing speed limit terminal signs

Option three includes the following measures:

- Install improves speed limit terminal signing on all approaches
- Provide supplementary speed limit gateways on Station Road & Shawbirch Road including Speed Indicator Devices (SID's)
- Remove centre lining on Station Road & Shawbirch Road

Cllr. Kiernan spoke in favour of the provision of a crossing on Wellington Road, adjacent to Admaston House.

It was generally felt by members that although the Parish Council was not against the provision of a crossing on Wellington Road, given the limitations of the present budget, option three better addressed the purpose of the consultation, that of traffic calming through the village of Admaston. Members felt that there was nothing to stop the Borough Council providing a crossing out of their own budget if they wished to do so however, as the traffic calming was to be part funded by the limited budgets of the Parish Council, it had to concentrate on the traffic calming of the village and this would be better served by option three.

Cllr. Ballantyne noted that there was a dichotomy; residents demanded traffic calming but did not want the very thing that would slow and calm the traffic, those measures outlined in option one: the provision of rubber bolt down speed cushions on Station Road, Shawbirch Road & Wellington Road.

It was RESOLVED that the Council would support the measures outlined in option three but without the additional cost of the provision of a new zebra crossing on Wellington Road.

### **Community Speed Watch**

There was nothing to report. It was noted that the matter was entirely dependent upon the success or otherwise of any future traffic calming measures in Admaston.

### **Portable Road Speed Signs**

The Clerk reported that the order for a portable road speed sign had been placed with the supplier. It was noted that the fact that the sign was portable would involve the Council the cost of moving the sign on a regular basis. The Clerk was asked to explore the securing of handyman services to move the sign on a regular basis.

### **Gateway Features**

Cllr. Ms. Evans reported that she was talking to the Borough Council about the suitability, design and provision of gateway features.

## **17/125 Correspondence**

T&WC	Local Plan – notification of the adoption of the Telford & Wrekin Local Plan 2011 – 2031 along with web link.
T&WC	Temporary Road Closure Allscott Loop Road (Back Lane) B4394 to Rushmoor Lane, Allscott. 17 <sup>th</sup> February.
T&WC	Temporary Road Closure Charlton Junction to Wrockwardine. Tuesday 6 <sup>th</sup> March (already completed).
Parish Charter Group	Rights of Way in Telford & Wrekin. Meeting 8 <sup>th</sup> March from 2 p.m. until 4 p.m. at Randlay Community Centre. Noted.
Norris & Fisher	Contact to provide insurance quote as the present insurance company has decided to come out of the Parish Council market.
Eon Energy	Return of cheque 300459 (which was replaced as lost).
Resident of Station Road	Request for Parish Council to support option 3 of the traffic calming proposals.

**17/126 Chair's Closing Remarks**

Borough Cllr. Miss Seymour gave a report on Rushmoor Paddock. Cllr. Ms. Evans reported on a meeting with the Borough Planning Officer, the applicant and the applicant's architect.

Cllr. Ms. Evans thanked all for attending the meeting.

**17/127 Next Meeting** – Next meeting to be Wednesday 14<sup>th</sup> March 2018 at Wrockwardine Parish Hall at 7.30 p.m.

There being no further business the meeting closed at 8:52 p.m.

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

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

**WROCKWARDINE PARISH COUNCIL**  
**PAYMENTS AND RECEIPTS FOR CONSIDERATION COUNCIL MEETING**  
**14<sup>th</sup> February 2018**

**PAYMENTS MADE – JANUARY**

	Amount	Chq. No.	VAT	TOTAL
npower – Lighting account	1307.41	DD	261.49	1568.90
eon – Lighting contract	1113.82	300477	222.76	1336.58
Info Comm – DPA	35.00	300478	----	35.00
M.G. – Web hosting	26.68	300479	5.34	32.02
Staff Costs	860.13	300480	----	860.13
CANCELLED CHEQUE	0.00	300481	----	0.00
Staff Costs	342.84	300482	----	342.84
M.G. – P&PC	3.36	300483	----	3.36
M.G. – Travel	33.77	300484	1.15	34.92
Ditton Services – Gds maint	983.33	300485	----	983.33
Staff Costs	154.40	300486	----	154.40
	<u>4860.74</u>		<u>490.74</u>	<u>5351.48</u>

**PAYMENTS TO BE MADE – FEBRUARY**

	Amount	Chq. No.	VAT	TOTAL
Ditton Services – Gds maint	983.33	300487	----	983.33
M. Brazier – Bus Shelter Clean	40.00	300488	----	40.00
Broxap Ltd – Outdoor Gym	6500.00	300489	1300.00	7800.00
}	859.93	300490	----	859.93
Staff Costs	154.60	300491	----	154.60
}	342.84	300492	----	342.84
M.G. – Travel	35.78	300493	1.22	37.00
M.G. – P&PC	3.36	300494	----	3.36
	<u>8919.84</u>		<u>1301.22</u>	<u>10221.06</u>

**RECEIPTS**

Brought forward	£114'794.74
Precept	£65'887.00
Bank Interest	£106.55
Customs VAT	£4'866.97
Misc.	<u>£934.04</u>
	<u>£186'589.30</u>

Bank Balance Unity Trust	£142'748.55	Receipts	£186'589.30
Less u/p cheques	£983.33	less p'mts	£44'824.08
Less a/c to be paid	<u>£10'221.06</u>		<u>£10'221.06</u>
	<u>£131'544.16</u>		<u>£131'544.16</u>

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

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