

## WROCKWARDINE PARISH COUNCIL

### **Minutes of the Parish Council Meeting held on Wednesday 13<sup>th</sup> June 2018 at Admaston House at 7.30 p.m.**

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#### **Present:**

Chair: Ms. Nadine Evans.

Cllrs: Mrs. Elaine Ballantyne, K. Ballantyne, P. Bevis, I. Farrington, S. Rawlings, Mrs. Jo Savage and Mrs. Sheila Turner.

Mr. M. Goldstraw – Clerk

Mr. Barry Tillotson, Chairman, Admaston House Trust

#### **18/22 Chair's Opening Remarks**

The Chair welcomed everyone to the Meeting.

#### **18/23 Apologies for Absence**

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

Courtesy apologies were received from Cllr. Jacqui Seymour (Borough Councillor – Wrockwardine Ward).

#### **18/24 Declarations of Interest and Dispensation Requests**

There were no declarations or dispensation requests.

#### **18/25 Public Session**

No matters were raised.

#### **18/26 Minutes**

**The Minutes of the Annual Meeting held on 9<sup>th</sup> May 2018 were confirmed and signed, by the Chair, as a true record.**

#### **18/27 Admaston House Grant Application**

Mr. Tillotson responded to questions raised at the May Parish Council meeting in relation to the grant application submitted by the Trust and answered questions put to him by members.

Mr. Tillotson provided information on when the Trust met so that the Chair might attend.

#### ***20:06 Mr. Tillotson left the meeting after being thanked by the Chair.***

It was agreed that the matter should be placed on the agenda for the July meeting of Council for a decision to be made. The Clerk was asked to check exactly how much funding the Trust had received in the past from the Parish Council.

## **18/28 Planning Matters**

### **a) Applications:**

#### **The following application was considered:**

TWC/2018/0406      The Gate Inn, Bratton. Application under Section 191 for a Certificate of Lawfulness for the implementation of planning permission TWC/2013/0247 Erection of a two-storey side and rear extension to existing public house to provide a restaurant area with accommodation above and the erection of 6 new dwellings with associated access.

It was RESOLVED to support the application subject to the same concerns the Parish Council submitted with the original application of 2013 viz: Subject to concerns over access and egress in relation to the speeds of traffic; it was thought that a gateway feature into the parish (under a section 106 agreement) would assist and that the Borough Council could be requested to consider extending the 30-mph speed limit to the vicinity of the Gate Inn. Concern was expressed over the likely increase of pedestrian traffic having to cross a road with an existing speed of 40 mph. It was also suggested that appropriate lighting could be provided to tie in with a gateway feature.

### **Permissions:**

#### **The following permissions were received:**

TWC/2018/0284      The Dingle, Blacksmiths Lane, Wrockwardine. Tree works to one Scots Pine (T1) including the removal of dead wood, thinning of up to 15% and the reduction of side branches by up to 2m to lessen trunk weight.

TWC/2018/0353      29 Woodford Green, Shawbirch. Erection of a single storey rear extension and veranda.

## **18/29 Parish Matters**

### **a) Tree at Admaston Green (including application for part Ward Funding)**

The Clerk reported that although he had requested an application for Ward Funding from Cllr. Kiernan (Borough Ward member for Admaston & Bratton) he had received no response and it now appeared that Cllr. Kiernan had promised his Ward funding to Admaston House so it was unlikely that any contribution would be received from Cllr. Kiernan.

The Clerk tabled two quotes from tree surgeons addressing the required work, one included preparing the necessary planning application (the cost of the application not included in the quote as this would be paid directly by the Parish Council) and one not including the preparation of the planning application. Following discussion, it was RESOLVED to appoint Tree Man Tree Specialists Ltd to undertake the planning application on behalf of the Parish Council (including the required arboreal report) and to complete the work once permission has been obtained.

It was noted that Council still awaited responses from two contractors who had been asked to quote for the re-building of the tree plinth. It was RESOLVED to delegate authority, to act on the quotes once received to get the project underway without delay, to the Clerk, in consultation with the Chair.

**b) Playground at Walcot**

The Clerk provided a report on matters relating to the boundary at the playground at Walcot; the Borough Council, as landlords, were dealing with the matter.

**c) RoSPA inspections – provision for all playgrounds**

The Chair asked members to consider the need for regular and routine (fortnightly) RoSPA inspections of the Council's playgrounds (in addition to the professional annual inspections). Cllr. Farrington agreed to volunteer to provide the necessary inspections and it was RESOLVED to pay for Cllr. Farrington to attend the required course. Clerk to investigate the provision of local courses. The meeting thanked Cllr. Farrington for volunteering.

**d) Hedge Cutting Provision in the Parish**

The Chair asked members to consider the adoption of a formal and separate hedge cutting contract to provide for all the hedges in the Council's responsibility. Cllr. Ballantyne asked members to consider, at some point in the future, the possibility of hedge laying. Following discussion, it was RESOLVED to defer the matter until the general grounds maintenance contract was considered in September.

**e) Parish Newsletter**

The Chair tabled a draft newsletter and it was RESOLVED that Council should accept the draft and obtain quotes for printing and distribution. It was RESOLVED to delegate authority, to act on the quotes to get the project underway without delay, to the Clerk, in consultation with the Chair.

The Chair was thanked for getting the newsletter up and running again.

**f) Adoption of Street Lighting etc (new developments in the Parish)**

The Chair gave a report on the progress of talks with Bovis Homes (Haygate Road development).

**18/30 Accounts for Payment**

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

It was RESOLVED to approve the additional payment of £810 to Ditton Services cheque 300540 for the provision and laying of additional play bark at Walcot playground.

**Statements 51 to 58 Unity Trust** were tabled along with the reconciliations and were approved.

#### **Bank Accounts**

The Clerk reported that he had not felt able to progress the application for an additional bank account with the TSB Bank as they (the bank) were still experiencing “difficulties”.

#### **External Audit Report**

The Clerk confirmed that the Annual Return and all associated documents had been submitted to the External Auditor and Notice of Public Rights etc had been published on the website and placed on all Parish Notice Boards. The date of the announcement being 1<sup>st</sup> June and the period over which public inspection of the records may take place commencing on the 4<sup>th</sup> June 2018 and ending on 13<sup>th</sup> July 2018.

#### **18/31 Financial Risk Assessment**

The Clerk tabled the Council’s Financial Risk Assessment. It was RESOLVED to accept the Council’s Financial Risk Assessment.

#### **18/32 Traffic Matters Traffic Working Group**

The Chair reported that the TWG were awaiting a meeting with Borough Officers.

#### **Speed Indicator Equipment**

The Clerk confirmed that a possible contractor had been found. It was agreed that the preferred locations for the equipment should be ascertained as soon as possible; relevant members agreed to get together to decide upon suitable locations.

#### **Gateway Signs**

There was nothing to report.

#### **18/33 Employment Working Group**

The Chair gave a report on the meeting of the Working Group stating that the format of the advertisement had been decided, the advertisement had been placed with the Shropshire Star and the Clerk had created a web page to allow prospective applicants to access all the relevant information. The Clerk gave a brief report on the level of response received from the advertisement which was felt to be encouraging. It was agreed that once the closing date had been reached, the Clerk would forward all applications, on a confidential basis, to members of the Working Group prior to a formal meeting of the group being arranged.

#### **18/34 Correspondence**

T&WC

Rescheduling, due to bad weather, of work on gully replacement between Meadow Drive and Walcot Cross Roads to now commence week commencing 11<sup>th</sup> June.

Wellington TC

Civic Reception – noted.

T&WC	Temporary road closure 20 <sup>th</sup> June Wrockwardine Road Wellington; 1 day only.
NALC	Update on the new GDPR bill. It was noted that Parliament had now amended the GDPR Bill having decided that Parish Councils will NOT now have to appoint a Data Protection Officer. Fee structures for Parish Councils employing less than 10 members of staff will be £40. Noted.

**18/35 Chairman’s Closing Remarks**

The Chair tabled a request from Borough Councillor Miss Seymour for the Parish Council to host a meeting whereby the Future Fit panel could inform residents of Wrockwardine of the latest information. It was agreed to invite representatives to speak (for approx. 10 minutes) at the next Parish Council meeting to be held in Wrockwardine Parish Hall.

The Chair thanked all for attending the meeting.

**18/36 Next Meeting** – Next meeting to be Wednesday 11<sup>th</sup> July 2018 at Wrockwardine Parish Hall at 7.30 p.m.

There being no further business the meeting closed at 9:05 p.m.

*Signed* \_\_\_\_\_  
*Chair*

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

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

**PAYMENTS MADE – MAY**

	Amount	Chq. No.	VAT	TOTAL
	897.06	300520	----	897.06
Staff Costs }	158.66	300521	----	158.66
}	356.52	300522	----	356.52
Ditton Services – Gds Maint	983.33	300523	----	983.33
Westcotec – SID Equipment	3075.00	300524	615.00	3690.00
Broxap Ltd – RoSPA repairs	1610.00	300525	322.00	1932.00
Broxap Ltd – Springy Animals (2)	500.00	300526	100.00	600.00
SDH Accounting – Int Audit	235.00	300527	----	235.00
npower – Street Lighting	243.48	DD	48.70	292.18
M.G. – P&PC	8.21	300528	0.25	8.46
M.G. – Travel	95.34	300529	3.26	98.60
Zurich Insurance – Insurance	<u>1520.45</u>	<u>300530</u>	----	<u>1520.45</u>
	<u>9683.05</u>		<u>1089.21</u>	<u>10772.26</u>

**PAYMENTS TO BE MADE – JUNE**

	Amount	Chq. No.	VAT	TOTAL
Ditton Services – Gds Maint	983.33	300531	----	983.33
M.G. – Advertisement	390.00	300532	78.00	468.00
	883.81	300533	----	883.81
Staff Costs }	149.79	300534	----	149.79
}	349.69	300535	----	349.69
M.G. – Office Exp	125.00	300536	----	125.00
M.G. – P&PC	21.66	300537	1.41	23.07
M.G. – Travel	<u>45.12</u>	<u>300538</u>	<u>1.54</u>	<u>46.66</u>
	<u>2948.40</u>		<u>80.95</u>	<u>3029.35</u>

**RECEIPTS**

Brought forward	£123,766.35
Precept	£33,198.00
Bank Interest	£0.00
Customs VAT	£3,638.27
Misc.	<u>£0.00</u>
	<u>£160,602.62</u>

Bank Balance Unity Trust	£144,256.75	Receipts	£160,602.62
Less u/p cheques	£50.00	less p'mts	£16,395.87
Less a/c to be paid	<u>£3,029.35</u>		<u>£3,029.35</u>
	<u>£141,177.40</u>		<u>£141,177.40</u>

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

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