

## WROCKWARDINE PARISH COUNCIL

### **Minutes of the Parish Council Meeting held on Wednesday 13<sup>th</sup> September 2017 at Wrockwardine Parish Hall at 7.30 p.m.**

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#### **Present:**

Chairman: Cllr. S. Rawlings.

Cllrs: P. Bevis, Ms. Nadine Evans, I. Farrington and Mrs. Jo Savage.

Mr. M. Goldstraw – Clerk

Also in attendance: Borough Councillor Miss Jacqui Seymour

Two Members of the Public.

#### **17/47 Chairman's Opening Remarks**

The Chair welcomed everyone to the Meeting of the Council and thanked Cllr. Ms. Nadine Evans for Chairing the previous meeting. Thanks were extended to Cllrs. Bevis and Farrington for their sterling work in completing the car park area at Wrockwardine Playing Field.

#### **17/48 Apologies for Absence**

Apologies were received and accepted from Cllrs. Mrs. Elaine Ballantyne, K. Ballantyne and Ms Elaine Anderson.

#### **17/49 Declarations of Interest and Dispensation Requests**

There were no declarations of dispensation requests.

#### **17/50 Public Session**

Concerns were Raised over traffic speed and volume in Wrockwardine Village and Drummery Lane along with foliage covering traffic signs. Residents had tried the police and the Borough Council to no avail and felt that something had to be done.

The Chairman responded stating that the Parish Council were fully aware of the concerns and had discussed possible solutions with the Borough Council and representatives of the developers of Allscott Heath; details of the initiatives discussed at traffic Liaison group meetings were provided but the Chairman reminded all present that residents of Wrockwardine had previously been asked if they wanted traffic calming measures in the Village but had objected stating that they did not want "urbanisation". Details of the Parish Council's initiative to provide boundary entry features and signs were provided.

Borough Councillor Miss Seymour stated that speeding was entirely a matter for the police and was not something the Borough Council would undertake.

Concern was raised over the safety of traffic emerging from the lane adjacent to Church Farm (blind spot) and a mirror was asked for. Members believed that such a

mirror would have to be obtained privately however, the Clerk was asked to write to the Borough Council to find out what the protocol was for erecting such mirrors.

Cllr. Ms. Evans spoke of Traffic Liaison meetings with the Borough Council and gave details of achievements and speed counts. It was felt that the issue of mirrors might be raised at the next liaison meeting.

Cllr. Bevis asked if the Borough Council could be asked to re-paint the white lines in the village which had become almost invisible.

#### **17/51 Minutes**

**The Minutes of the Meeting held on 12<sup>th</sup> July 2017 were confirmed and signed, by the Chairman, as a true record.**

#### **17/52 Planning Matters**

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

**The following applications were considered:**

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.

Members were concerned at the inappropriate location of the recreational facilities; it was felt that they were sited too close to the adjacent cricket pitch and were therefore vulnerable to flying cricket balls. It was also felt that the location of the social housing was tucked away at the back of the site and less accessible to public transport.

TWC/2016/1185 Site of Silverdale, 49 Station Road, Admaston. Erection of 1 dwelling and creation of a new access and erection of new garage for Silverdale. There were no comments.

TWC/2017/0708 9 Rushmoor. Erection of shed to the front of property (Retrospective). There were no comments.

TWC/2017/0734 Gorsey Bank Farm, Davids Bank, Wrockwardine. Erection of single storey rear extension with balcony. There were no comments.

##### **Permissions:**

**The following permissions were noted:**

TWC/2017/0491 32 Bratton Road, Bratton. Erection of a replacement double garage.

TWC/2017/0566	64 Dulwich Grange, Bratton. Installation of dormer windows to front elevation.
TWC/2017/0541	Buckatree Farm Cottage, Ercall Lane, Wellington. Creation of a horse menage.
TWC/2017/0552	Gorsey Bank Farm, Davids Bank, Wrockwardine. Erection of single storey rear extension with balcony.
TWC/2017/0484	Land to the North of Haygate Road, Wellington. Installation of a surface water drainage outfall.
TWC/2016/0594	Land adjacent & south of Breezes 8 & 11, Allscott. Erection of two bungalows and associated parking.

**Appeal:**

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.
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**b) The following matters were approved (retrospectively) having being dealt with under delegated powers during August:**

**Applications:**

TWC/2017/0601	Land adjacent The Elms, Walcot. Erection of 4 detached dwellings with detached garages and creation of new access.
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**Permissions:**

TWC/2017/0491	32 Bratton Road, Bratton. Erection of a replacement double garage.
TWC/2017/0566	64 Dulwich Grange, Bratton. Installation of dormer windows to front elevation.
TWC/2017/0541	Buckatree Farm Cottage, Ercall Lane, Wellington. Creation of a horse menage.

**17/53 Parish Matters**

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

The Clerk reported that all permissions had been received and a planning application had been prepared; the application would be submitted once the cheque for the required fee had been signed at the meeting.

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

It was agreed that the Clerk and Chairman should meet on site with the contractor to discuss matters arising from the report.

## 17/54 Accounts for Payment

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

**Statements 40 to 47 Unity Trust** were tabled along with the reconciliations and were approved.

**External Audit – To note the completion of the Audit and receive the report.**

The Clerk reported that Council had received the return from our External Auditors and Notice of the Completed Audit had been published on-line along with a link to the Audit Report. The External Audit concluded that **“the information in the annual return is in accordance with proper practices and no other matters have come to our attention giving cause for concern that relevant legislative and regulatory requirements have not been met.”**

There are two (very minor) matters noted in the section headed “other matters not affecting our opinion” one of which was particularly irritating to the Clerk!

1) Comments noting incorrectly valued assets from a previous year which caused an error when evaluating the differences between assets and acquisitions.

The Clerk had responded to the Auditors as follows:

*In regard to the asset register of Wrockwardine, I have printed off the asset registers for the years 2015, 2016 and for 2017. I find that the asset register for the current year is accurate and reflects exactly the increase in equipment as outlined in the variance report i.e. play equipment as £10,650 and street signs as £670. There is no error in this year's figures or explanations.*

*I then checked the adding up for the asset register for 2016 and found that it is inaccurate (understated) by £270 however, the error did not occur in that year as the asset register for 2015 was the same as 2016 so, this appears to be an historic error carried over from 2015 to 2016 understating the assets by £270. So if an adjustment is made to the figures for 2015 (and therefore 2016) the box nine figure for 2016 should be £146420 thus making the variance against a figure for 2017 of £157740 of £11320 which is explained in the variance report.*

It was accepted that this was a very minor matter hence it was recorded in the section “other matters not affecting our opinion”

2) The date in section two being approved was incorrectly recorded on the annual return as the annual return was initially recorded in April but was then reapproved at the full meeting in June, once the internal audit had been received. The Council should ensure that the approval dates are the dates the full annual return is approved in future.

The Clerk reminded Members that Council approved the annual return correctly in April and dated it as such (as it should have done) but were then (incorrectly) informed by the Internal Auditor that Council should have approved the return and dated it after her report. This Council then did and therefore it was her misinformation which lead to the comment from the External Auditor. Fortunately, the Clerk was able to satisfy the auditor (by way of the minutes for April) that Council had done it correctly in the first place but were misled by its internal auditor.

This again was also a very minor matter hence it was recorded in the section “other matters not affecting our opinion”. The Clerk stated that he had already taken it up with the internal auditor.

**17/55 F&GP Committee**

It was noted that the F&GP Committee meeting would be held at Wrockwardine Parish Hall on Thursday 28<sup>th</sup> September at 7:30 p.m.

**17/56 Traffic Matters**

**Traffic Calming Admaston**

The Clerk gave a report on the Traffic Consultation held at Admaston House on August 21<sup>st</sup> stating that it had been well attended throughout the day. It was too early to receive any information from the Borough Council.

**Community Speed Watch**

The Clerk reported that he had yet again received an apology from the Community Speed watch Co-ordinator for a lack of action and a promise that something would happen shortly; members were less than impressed by the lack of action from the co-ordinator.

**17/57 Correspondence**

T&WC	Removal of payphones. It was confirmed that the payphone in Wrockwardine would be removed.
AON	Notification that AON were to cease its involvement with the insuring of Local Councils. This would not affect the present policy. The Clerk stated that he would obtain suitable quotes from alternatives at the time of renewal.
NALC	Reform of data protection legislation. Clerk to attend training.
T&WC	Temporary Road Closure Charlton Junction to Wrockwardine 11 <sup>th</sup> September for three days. Noted.

The Clerk informed the meeting that he had received notification that play equipment At Pemberton Road had been vandalised and he had instructed contractors to effect repairs.

**17/58 Chairman's Closing Remarks**

The Chairman thanked all for attending the meeting.

Cllr. Miss Seymour gave a report on the Local Plan Consultation, Future Fit and Selective Housing.

**8.48 Cllr. Miss Seymour left the meeting.**

**17/59 Next Meeting** – Next meeting to be Wednesday 11<sup>th</sup> October 2017 at Admaston House at 7.30 p.m.

**17/60 Schedule 12A Local Government Act 1972:** RESOLVED that the press and public be excluded from the meeting for the remaining items of business which is confidential and may disclose exempt information.

There being no further business the meeting closed at 9:04 p.m.

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

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

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

**PAYMENTS TO BE MADE – SEPTEMBER**

	<b>Amount</b>	<b>Chq. No.</b>	<b>VAT</b>	<b>TOTAL</b>
Playsafety Ltd – RoSPA	105.00	300433	21.00	126.00
P&R Jones – Tree Services	650.00	300434	130.00	780.00
P. Kingston – Finger Posts	547.71	300435	----	547.71
Mazars LLP – Audit	325.00	300436	65.00	390.00
Eon Energy – Light Maint	73.17	300437	14.63	87.80
Eon Energy – Light Maint	73.17	300438	14.63	87.80
T&WC – Planning Fee	97.50	300439	----	97.50
CANCELLED CHEQUE	0.00	300440	----	0.00
Broxap Ltd – Playground Repairs	1782.50	300441	356.50	2139.00
M.G. – Domain Name	6.99	300442	1.40	8.39
S.C. Rawlings – Fencing	87.46	300443	17.50	104.96
Ditton Services – Gds Maint	983.33	300444	----	983.33
Mark Brazier – Bus shelter clean	40.00	300445	----	40.00
M.G. – Office Exp	125.00	300446	----	125.00
M.G. – Travel	50.93	300447	1.74	52.67
M.G. – P&PC	29.51	300448	3.32	32.83
	}	300449	----	900.49
Staff Costs	}	300450	----	103.80
	}	300451	----	353.08
	<u>6334.64</u>		<u>625.72</u>	<u>6960.36</u>

**RECEIPTS**

Brought forward	£114'794.74
Precept	£32'943.50
Bank Interest	£13.81
Customs VAT	£4'866.97
Misc.	<u>£0.00</u>
	<u>£152'619.02</u>

Bank Balance Unity Trust	£131'458.44	Receipts	£152'619.02
Less u/p cheques	£660.00	less p'mts	£21'820.58
Less a/c to be paid	<u>£6'960.36</u>		<u>£6'960.36</u>
	<u>£123'838.08</u>		<u>£123'838.08</u>

**Signed**

Responsible Financial Officer

**Signed**

Chairman