

# WROCKWARDINE PARISH COUNCIL

Admaston House, Wellington Road, Admaston, Telford, TF5 0BN

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## PLEASE NOTE THE FOLLOWING MEETING OF THE PARISH COUNCIL

### THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

The next meeting of **Wrockwardine Parish Council** is at **Admaston House** on **Wednesday 8<sup>th</sup> May 2024** at **7.30 p.m.** The business to be transacted at this Council meeting will be as set out on the agenda below:

Dated this: **1<sup>st</sup> May 2024**

Signed: **Julia Hancox**  
(Clerk to the Council)

### AGENDA

1. **Welcome (Outgoing Chairman)**
2. **Election of Chairman**
3. **Chairman's Declaration of Acceptance of Office** – to note signing
4. **Election of Vice-Chairman**
5. **Apologies for absence**
6. **Declaration of Interests: a) Pecuniary b) Personal**
7. **Public Session (15 mins)** - the Meeting will be adjourned for 15 minutes to allow presentations to the Chairman and Council from members of the public
8. **Police & PCSO** – to receive any updates & discuss any issues within the Parish
9. **Minutes** - to confirm the minutes of the Council Meeting held on Wednesday 10<sup>th</sup> April 2024
10. **Borough Councillors Report** – to receive verbal reports
11. **Planning** (*details to date attached*)
  - 1) **Permissions & Refusals** – for information
  - 2) **New applications** – to consider comments to be submitted
  - 3) **New applications received after the agenda was circulated** – to consider any other applications received for consultation since Tuesday

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12. **Finance**
  - a) **Final Accounts Paid and Bank Reconciliation for April 2024** – to confirm
  - b) **Accounts to date for Payment May 2024** – to confirm
  - c) **Insurance** – to consider revised annual contract with Clear Councils Insurance (previously BHIB)
  
13. **Annual Governance & Accountability Review (AGAR) 2023/24**
  1. **To approve the Year End Accounts**
  2. **To review & confirm the Asset Register as at 31/3/24**
  3. **To receive the Internal Audit Report 2023/24**
  4. **To agree content & approve AGAR Section 1 “Governance Statement”**
  5. **To approve AGAR Section 2 “Accounting Statements”**
  6. **Notification of Public Rights** – to approve the dates for the public rights of inspection: 3/6/24 – 12/7/24 (being 30 working days including the first 10 working days of July)
  
14. **Appointment of Members to Committees**
  1. **Finance & General Purposes Committee**
    - a. **Election of Chairman for F&GP**
  2. **Human Resources Committee**
  
15. **Appointment of representatives to Working Groups & other meetings**
  1. **Traffic Working group**
  2. **Leaton Quarry Liaison Group**
  3. **Grounds Management & Maintenance Group**
  4. **Allscott Meads Stakeholder Group**
  5. **Haygate Road Liaison Group**
  6. **Wrekin Area Committee**
  7. **Admaston House**
  8. **Allotments Group**
  9. **Mental Health Liaison Group**
  10. **Rural Forum**
  11. **Bus User Group**
  12. **Armed Forces Covenant Representative**
  13. **White Ribbon Accreditation Representative**
  
16. **Meetings of the Council**
  - a. **To approve the dates, venues & frequency of Full Council meetings for the next 12 months**
  - b. **Proforma for proposed agenda items** - to consider implementation
  
17. **Review of Documents & Policies** – to consider any amendments and approve the documents
  1. **Standing Orders**
  2. **Financial Regulations**
  3. **Risk Management Document**
  4. **Policies**

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18. **Annual Subscriptions** – to consider membership & approve payment when due:
  1. **Membership of SALC** (Shropshire Association of Local Councils) which includes **Membership of NALC** (National Association of Local Councils)
  2. **Membership of SLCC** (Society of Local Council Clerks)
19. **Traffic Matters** – to receive a verbal update
20. **Wrockwardine Car Park** – to receive & consider the updated proposal to contribute to the cost of work required
21. **Bus Shelter's** – to consider the costs for shelters at Walcot, Admaston & Wrockwardine (subject to permissions)
22. **Clerks Update** – to receive a written update on various matters previously discussed and/or agreed or to advise
23. **SID Statistics** – to receive data
24. **Grant Applications**  
Clerk will give a verbal update on application considered in April from Fraser's Wood Community Interest Company
25. **Correspondence**  
None
26. **Date of the next meeting** - Members are asked to note that the next meeting is on a later date, due to the elections, and will be on **Wednesday 12<sup>th</sup> June 2024** at **Admaston House** at **7.30p.m**

## Item 11 Planning

Applications can be viewed on the Borough Council's Planning Portal by clicking on the link given or by accessing the portal directly at [Telford & Wrekin Council](#) .

### 1. Permissions & Refusals – For information

<b>TWC/2024/0118</b>	2 Walton Cottages, Bratton Rd, Admaston	Erection of a 1 <sup>st</sup> flr side extension & 1no. outbuilding *Amended Plans Received*	Full Granted
<b>TWC/2024/0195</b>	Site of Charlton Barns, Bluebell Lane, Charlton	Conversion of 1no. residential unit to 2no. dwellings (Retrospective)	Full Granted
<b>TWC/2024/0181</b>	Severn Trent Water Ltd, Rushmoor Sewage Works,	Installation of 1no. motor control centre kiosk	Full Granted

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	Rushmoor		
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## 2. New Applications – For Comments

<b>TWC/2024/0288</b>	Wrockwardine Village Hall, Station Rd, Wrockwardine	Felling of Hawthorn hedge	Comments by 10/5/24
<b>TWC/2024/0283</b>	Land south/west of Donnerville Drive, Admaston	Variation of condition 8 (Deposited Plans) on planning application TWC/2022/0571 (Variation of condition 21 on previously approved application TWC/2019/0503 (Erection of 5no. dwellings & garages with associated access, public open space and landscaping) to allow amendments to eaves & verge detailing, repositioning of chimney breast, internal alterations, the installation of rooflights & the inclusion of a SUDS basin) to allow additional windows to 2 <sup>nd</sup> flr gable ends to plots 1 & 3	Comments by 10/5/24
<b>TWC/2024/0297</b>	The Rectory, Wrockwardine	Felling of 1no. Rowan tree (T16a) & 1no. Apple tree (G1), 2m reduction of longest limb & pruning to 1no. Oak tree (T18), 20% crown reduction & pruning to 1no. Cherry tree (T20) & height reduction to 2m & width reduction of 1no. Hawthorn hedge (H1)	Comments by 15/5/24
<b>TWC/2024/0306</b>	12 Admaston Spa, Admaston	Erection of a single storey side extension	Comments by 15/5/24

- 3. Applications received after the agenda was circulated** – to consider any other applications received for consultation since 30<sup>th</sup> April 2024. See <https://secure.telford.gov.uk/planning/home.aspx> for details of recently submitted applications