Wrockwardine Parish Council

Minutes of the Annual Parish Council Meeting held on Wednesday 12th June 2024 at Admaston House, Admaston at 7.30p.m

Present:

Cllr P Cooper (Chairman)

Cllr E Ballantyne

Cllr K Ballantyne

Cllr P Bevis

Cllr S Parr

Cllr J Savage

Cllr K Tonks

Cllr G Thomas

In Attendance:

PC Simon Webb

Maria Cotton (Leaton Quarry)

2 Members of the Public

J Hancox (Clerk)

24/91 Welcome

The Chairman welcomed everyone to the meeting.

24/92 Apologies for absence

Cllr Eade - Work commitments

24/93 Declaration of Interests & Dispensations

- a) Pecuniary None declared
- b) Personal None declared

24/94 Public Session

There were questions about the traffic issues at Long Lane and the speed controls at Admaston. The Chairman gave some information from Item 24/103 in response.

24/95 Police & PCSO

PC Webb updated on various issues and answered some questions from Members.

PC Webb left the meeting at 7.47p.m

24/96 Leaton Quarry

In light of planning permission being granted for the expansion of the quarry and on the recommendation of The Department of Transport, Maria Cotton spoke directly to Council regarding their objection to the closure of Leaton Lane. The Parish Council had previously objected to this and, if it is not withdrawn the case would have to go to a public enquiry. Cllr Mr Ballantyne pointed out that this would come at a huge cost to the Parish Council, likely running into thousands of pounds. The Council agreed it would continue to try to protect the interests of those involved and Maria confirmed a commitment from the Quarry to continue to be involved with the Parish Council and the community to work together to ensure better traffic management through the village. It was therefore **RESOLVED** to withdraw the objection to the closure of Leaton Lane.

[Proposer: Cllr Mr Ballantyne; Seconder: Cllr Bevis; Vote: All]

Maria Cotton left the meeting at 8.07p.m

24/97 To confirm and agree the Minutes of the Previous Meeting

It was **RESOLVED** to confirm and sign the Minutes of the Council Meeting held on Wednesday 8 May 2024. [Proposer: Cllr Tonks; Seconder: Cllr Bevis; Vote: all in attendance on 8/5/24]

24/98 Borough Councillor's Report

Borough Cllr Tonks reported that work had been done on the Silkin Way to alleviate the flooding, but this had not been tested yet and, that the hedges along Wellington Road causing issues on the footpath, had been reported to T&W. The Clerk also confirmed the Parish Council's contractor had been instructed to cut back Admaston Green roadside hedge on health & safety grounds.

Borough Cllr Thomas reported on the concealed bend along Allscott Road, reporting of noise from motorcross at Withington but reaching Walcot, and that the potholes on the road surface at Walcot due to be repaired.

24/99 Planning

1. Permissions & Refusals

Council noted the following permissions and refusals:

TWC/2024/0161	· ·	Erection of 2 storey front, side & rear extensions, 1no. detached pool house, 1no. detached triple garage/annexe following demolition of existing garage & associated landscaping *Amended Red Line Boundary*	Full Granted
TWC/2024/0230	Land adjacent Homecroft, Cheshire Coppice Lane, Bratton	Outline application for erection of 1no. detached dwelling including access with all other matters reserved	Withdrawn
TWC/2024/0244	6 West Viwe, Bratton Rd, Bratton	Erection of single storey detached annexe for ancillary use	Full Granted
TWC/2024/0283	Land south/west of Donnerville Dr, 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 & landscaping) to allow amendments to the eaves & verge detailing, repositioning chimney breast, internal alterations, installation of rooflights & the inclusion of a SUDS basin) to allow additional windows to 2 nd flr gable ends to plot 3 *Amended Description*	Full Granted
TWC/2024/0288	Wrockwardine Village Hall, Station Rd, Wrockwardine	Felling of Hawthorn hedge	Trees in Conservation Area Granted
TWC/2024/0297	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) &	Trees in Conservation Area Granted

height reduction to 2m & width	
reduction of 1no. Hawthorn hedge	
(H1)	

2. New Applications

The following applications were considered:

TWC/2024/0392	Aldermead Close, Admaston	Variation of condition 6 (deposited plans) of previously approved application TWC/2022/0223 (erection of 8no. dwellings with detached garages) to allow amendments to previously approved plans including the erection of fencing to plots 1 & 8 & timber cladding to bay windows & gables	No Comment
TWC/2024/0397	Mill, Walcot	Erection of an agricultural storage building to include potato storage & all associated works	No Comment
TWC/2024/0367	3 South View, Wrockwardine	Erection of a single storey extension	No Comment

3. Applications received after the agenda was circulated

None

24/100 Finance

a) Final Accounts Paid & Bank Reconciliation for May 2024

The details were noted and **RESOLVED**.

b) Accounts to date for Payment May 2024

The accounts were **RESOLVED** for payment.

(Proposer: Cllr Mrs Ballantyne; Seconder: Cllr Parr; Vote: All]

c) Appointment of Internal Auditor for 2024/25

It was **RESOLVED** to retain SDH Accounting as the Internal Auditor for 2024/25 at a cost of approximately £275.

[Proposer: Cllr Parr; Seconder: Cllr Thomas; Vote: All]

24/101 Play Area Resistance Reports

The contents of the report were noted and Council agreed the recommendation (Appendix 1)

24/102 HR Committee

It was confirmed that Committee Members were Cllr Cooper, Cllr Mr Ballantyne and Cllr Parr.

24/103 Traffic Matters

1. Meeting with Highways 24/5/24

The details of the meeting, attended by Cllr Cooper, Cllr Tonks and Cllr Mr Ballantyne, was circulated prior to the meeting (Appendix 2). Members discussed the actions moving forward.

2. Bratton Gateway Signs

T&W Highways Department presented 2 options to the Parish Council (Appendix 3). These were considered and following a discussion it was **RESOLVED** to accept the white on yellow sign and to remove the coat of

arms suggested and have "Wrockwardine Parish Council" in its place (this matches the previous gateways installed in the Parish).

[Proposer: Cllr Parr; Seconder: Cllr Tonks; Abstain: 3; Vote: 4)

24/104 Wrockwardine Car Park

The details of a report, circulated prior to the meeting (Appendix 4), were considered and discussed and it was **RESOLVED** to adopt Option 3.0 - to carry out as much works as identified on the plan as possible, including the car park extension within the finances available with the possibility of leaving the entrance as it is but still providing the designated car parking spaces.

[Proposer: Cllr Cooper; Seconder: Cllr Parr; Vote: All]

1 member of the public left the meeting at 8.42p.m

24/105 Bus Shelters

It was agreed to defer the item until July's meeting to give Cllr Cooper the opportunity to source additional quotes.

1 member of the public left the meeting at 8.47p.m

24/106 Proforma for Agenda Items

It was **RESOLVED** to adopt the proforma presented for agenda items requested by Members.

[Proposer: Cllr Cooper; Seconder: Cllr Parr; Vote: All]

24/107 Other Meetings

- 1. Allscott Meads Stakeholder Group 9/5/24 Cllr Cooper gave a verbal update of the meeting
- 2. Leaton Quarry 14/5/24 The minutes received were noted and there were no comments

24/108 Clerk's Update

Members noted the Clerk's update on various matters (Appendix 5).

24/109 SID Statistics

Members noted the data (Appendix 6) and there were no comments.

24/110 Grant Applications

None received

24/111 Correspondence

None to discuss or note.

24/112 Date of the next meeting

It was confirmed that the next meeting would be held on **Wednesday 10th July 2024** at **7.30p.m** at **Admaston House, Admaston.**

The meeting closed at 9.00p.m

Signed	_P Cooper	Date	_10/7/24
(Chairman)			

Wrockwardine Parish Council Item 24/100 **Finance**

Finance

a) Accounts paid in May 2024

Payee	Description	Net	VAT	Cost
Nobridge Ltd	Grass Cutting	776.16	155.24	931.40
C Hughes Groundcare	Grass Cutting	850.00	170.00	1,020.00
B Cartwright	SID Management	300.00	00.00	300.00
Hugo Fox	Website Provision	9.99	2.00	11.99
Cllr E Ballantyne	Councillor Expenses	15.48	0.52	16.00
IdVerde	Bin Emptying	183.41	36.68	220.09
Clear Councils	Annual Insurance	1,419.25	164.91	1,584.16
Frasers Wood CIC	Grant Awarded	200.00	00.00	200.00
SDH Accounting	Internal Audit Fees	260.85	00.00	260.85
Bees & Trees Ltd	Community Orchard Pruning	290.00	00.00	290.00
SALC	Annual Fee	1,936.05	00.00	1,936.05
Various	Office Management	56.61	3.12	59.73
Various	Staffing Costs	2,840.09	00.00	2,840.09
	Total	9,137.49	532.47	9,669.96

b) Bank Reconciliation May 2024

Unity Current Account

Current A/C Balance 1/05/24	121,790.55
Minus payments made May	9,669.96
Add Receipts May	
VAT return HMRC	8,462.07
Balance 31/5/24	120,582.66
Unity Bank Statement 151	<mark>120,582.66</mark>

Other Banks

Unity Instant Access A/C Statement	58,754.19
Natwest Business A/C Balance	75,005.98

Total Balance all banks	254,342.83
Minus Earmarked Reserves as shown	87,105.00
Total Spend Amount as at 31/5/24 (includes budget spend circa £94k gross for 2024/25)	167,237.83

Earmarked Reserves

Traffic Calming Admaston	40,000
Street Light Replacement	24,000
Admaston	
Playing Fields	6,000
Maintenance	
Grant Additional NAL	3,400
Sockets	
Bus Shelter Walcot	3,303
Football Pitch	3,000
Wrockwardine	
Ward Fund Grant Bus	1,500
Shelter Walcot	
Grant towards PCSO	2,000
Vehicle	
B5063 Contribution	1,000
Grounds Maintenance	1,000
Urgent Work Fund	
Outdoor Gyms	660
(Commuted Sum)	
Feasibility Study	550
Admaston Traffic Calming	
Free Little Library	500
Grant for Bird & Bat Boxes	192
Total	87,105

c) Accounts for payment in June 2024

Payee	Description	Net	VAT	Cost
Nobridge Ltd	Grass Cutting	776.16	155.24	931.40
RoSPA Play Safety	RoSPA Wood Inspectionp	495.00	99.00	594.00
C Hughes Groundcare	Grass Cutting	870.00	174.00	1,044.00
E-On	Street Lighting Maintenance	107.83	21.57	129.40
B Cartwright	SID Management	300.00	00.00	300.00
Morrisons	Refreshments for Parish Meeting	39.05	00.00	39.05
Hugo Fox	Website Provision	9.99	2.00	11.99
Admaston House Trust	Room Hire	250.00	00.00	250.00
Cllr EB	Cllr Travel/Expenses	13.97	0.65	14.62
Parish On-Line	Annual Subscription	161.00	32.20	193.20
Various	Office Management	78.83	5.32	84.15
Various	Staffing Costs	2,798.43	00.00	2,798.43
	Total payments	5,900.26	489.98	6,390.24

Signed:J Hancox	(Clerk & RFO)	Date:10/7/24	
Signed:P Cooper	(Chairman)	Date:10/7/24	

Appendix 1 Item 24/101 Play Area Resistance Reports

Background

Council resolved to have RoSPA carry out resistance penetration of timber this year (Sept 2023, Item 23/139). This was arranged and an inspection took place on 31st May 2024 at Wrockwardine Playing Fields and Walcot Play Area.

Summary of Results

Wrockwardine Playing Fields

- 9 items were tested
- 2 items require the affected timber to be replaced as soon as practicable & before inspection in 2025:
 Wooden shelter Decay evident below ground level in all four posts
 Kick Wall All three support posts show decay
- 7 other items require regular monitoring

Walcot Play Area

- 1 item was tested
- 1 item requires the affected timber to be replaced as soon as practicable & before inspection in 2025: Multi-play – Decay evident on one leg

Recommendation

To start sourcing quotes for repairs/replacement posts and bring these back to Full Council, together with the results and necessary recommendations of the normal annual RoSPA report which is being completed in June.

J Hancox Clerk & RFO June 2024

Appendix 2 Item 24/103 (1) Meeting with Highways 24/5/24 Summary Report

Cllr Cooper, Cllr K Ballantyne and Cllr Tonks met with Chris Pearson and Phil Lorenz from T & W Highways to raise and discuss various issues. The outcomes were as follows:

- 1. Following discussions about the traffic calming scheme consultation, it was agreed that Wrockwardine Parish Council will receive costs for the proposed updated traffic calming scheme, including 3 raised table ramps and a mini roundabout at the crossroads. The PC is are currently awaiting the quote for these to identify if any extra funds will be required from the original proposals.
- 2. The B5063 signage will be updated following a decision from the Parish Council on type of signage and will include small white fencing (see Item 13 (2). It will take approximately 12 weeks for the signage to be ordered and installed.
- 3. The white lining in Wrockwardine will be going ahead soon.
- 4. The Avenue at Wrockwardine to be added to traffic counts.
- 5. The replacement of the 30mph sign at Charlton will be on the next programme of work.
- 6. Allscott Meads changes will be considered following completion of development with some potential reconsideration of speed limits. The PC is currently asking permission to install a NAL socket for temporary use as the development may not be completed until 2026/27.
- 7. Long Lane more data collection will be completed, more signage to be added and a potential change of speed limit to 50mph in places. They are also looking at a possible ghost island by the Ugly Duckling.
- 8. The zebra crossing lights by the new GP surgery will be lowered.
- 9. The zebra crossing lights will be replaced on Station Road and the white lining will be repainted.
- 10. Time limit signs will be placed in the lay-by and car park by the shops on Sutton/Station Road following complaints about residents parking in the layby overnight.
- 11. Pavement parking areas to be identified and shared with T & W Council to consider possible TRO areas.
- 12. Station Road, Admaston bridge will have white lining to be done to indicate pedestrian usage.
- 13. Elmsdale Crescent one-way signage to be further improved due to drivers still travelling the wrong way.

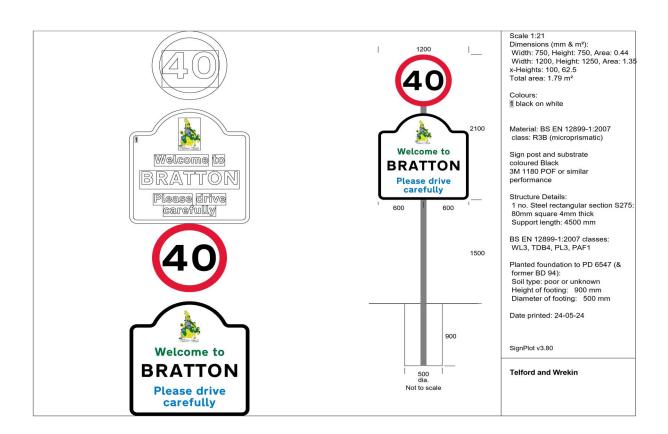
Prepared by Cllr K Tonks
June 2024

Appendix 3 Item 24/103(2) Bratton Gateway Signs









Appendix 4 Item 24/104 Wrockwardine Car Park

1.0 Introduction/Background

Councillors P Bevis and G Thomas consulted with residents of Wrockwardine about extending the existing car park to the play area. The Council was advised that in general residents where in favour.

SJ Roberts of Allscott Meads development agreed to consider a financial contribution as part of their community initiatives programme.

A sketch proposal was produced which included a modified entrance, 18 no. car parking spaces plus 2no. designated disabled spaces and a pathway linked to the main path on the playing field.

SJ Roberts produced a detailed drawing and completed the relevant forms and submitted a planning application [TWC/2023/0665].

2.0 Current Position

The existing car park has continued to be available for use during the process with Councillor P Bevis opening and closing the entrance gate at the designated times. The Parish Council will need to consider how they will deal with this in the event Councillor Bevis is unable to do so.

During the planning process amendments had to be made and the application was granted in full November 2023. With Leaton Quarry offering to donate a significant amount of stone and SJ Roberts having costed the full proposal at circa £40k, a potential short fall of up to £10k has been identified which the Parish Council has been asked to underwrite.

3.0 Options

Option 1.0 – Do nothing. This not really an option as the current car park is deteriorating and requires attention.

Option 2.0 – Resurface the existing car park including all necessary preparation leaving the entrance to the site and access for grounds maintenance vehicles as it is. Guesstimate £5k -£8k.

Option 3.0 — Carry out as much works as identified on the plan as possible, including the car park extension within the finances available with the possibility of leaving the entrance as it is but still providing the designated car parking spaces. Funding circa £30k.

Option 4.0 — Carry out the implementation of the full scheme as per the granted planning approval [granted Nov 23] complete with the extension to the car park creating 18 no. spaces , 2no. disabled spaces, relocation of the existing access, replacement fencing and amended pedestrian and disabled access. The scheme has been costed by SJ Roberts at circa £40k which would require a contribution from the Parish Council to cover the shortfall. A potential £10k contribution would significantly eat into our General Reserves and could leave us below the top level (equivalent to the annual precept) the PC should maintain. Funding circa £40k with a maximum contribution by the Parish Council of up to £10k.

4.0 Recommendation

1.0 The Council resolves to adopt option 3.

2.0 Representatives from the Council enter detailed discussions with SJ Roberts to agree the works that can be carried out within the level of funding and materials contribution available.

Report by Cllr P J Cooper June 2024

Appendix 5 Item 24/108 Clerk's Update June

Parish Meeting

The Parish Meeting, although poorly attended by members of the public, was quite well attended by organisations and, everyone that was present seemed to enjoy it and appreciate the effort. Mickey Bushall was particularly popular. The minutes are available on the website.

Community Orchard Bench

Still waiting for contractor, C Hughes, to give quote for removal of old and installation of new. New bench is stored with Chairman.

Police Vehicle for Rural Areas

The vehicle is now deployed, but not yet got the logo on. Plan to do some publicity once the logo is there and, PC will be invoiced once this has taken place. It was delayed due to the PCC election and now due to the MP elections. Money for payment is in era marked reserves.

NAL Sockets - Charlton/Burcot/Allscott Meads

Following the traffic meeting, the possibility of installing a temporary one at Allscott Meads (has to be temporary because permanent will not be considered until the completion of the development which could be 2026/27) is being considered. Once this has hopefully been confirmed, the 3 sockets can be ordered.

Allscott Meads Allotments

SJ Roberts have advised that there is a delay at their end and so not likely to be transferred to the PC as quickly as they thought. SJ Roberts will meet with the Grounds Maintenance Group when timescale becomes clearer.

Admaston House Sleepers

Contractor, C Hughes, was advised to carry out the work. Cost quoted was £65.

Trees at Orchard

Contractor, C Hughes, was asked to look at these. No update as yet.

Free Little Library

SJ Roberts are painting it grey and hopefully it will be installed shortly.

Finials

No update as yet, still awaiting costs from the company at Hortonwood.

J Hancox Clerk & RFO June 2024

Appendix 6 Item 24/109 SID Statistics June 2024

Xxxx indicates most recent data

Shawbirch Road, Admaston, South

Date	Days	No vehicles	Daily	Additional Comments
	there	exceeding	average	
Dec 22/Jan 23	13	11,580	890	
Feb/March 2023	13	13,253	1,019	
April 2023	13	15,065	1,154	
10/10/23-23/10/23	14	16,550	1,182	
19/12/23-31/12/23	13	11,408	878	42,800 vehicles
26/3/24-8/4/24	14	19,400	1,385	

Shawbirch Road, Admaston, North

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
January 2023	14	17,917	1,280	
Feb 2023	13	12,946	996	
April 23/May 23	13	12,717	967	
4/7/23-16/7/23	13	18,082	1,383	
26/9/23-8/10/23	13	15,995	1,230	
3/1/24-14/1/24	12	9,898	825	44,600 vehicles
12/3/24 – 24/3/24	13	12,920	994	

Wellington Road, Admaston, North

Date	Days	No vehicles	Daily	Additional Comments
	there	exceeding	average	
January 2023	13	7,548	581	
April 23/May 23	13	11,325	871	Road works by Post Office
4/7/23 – 16/7/23	13	12,542	965	
24/10/23 – 4/11/23	13	12,474	959	
5/2/24 - 11/2/24	13	12,919	994	
9/4/24 - 21/4/24	13	12,534	964	

Wellington Road, Admaston, South

Date	Days	No vehicles	Daily	Additional Comments
	there	exceeding	average	
Jan 23/Feb 23	13	2,747	211	
April 2023	13	1,403	108	
16/1/24 - 28/1/24	13	2,934	226	
23/4/24 - 6/5/24	14	2,904	207	

Station Road, Admaston, North

Date	Days	No vehicles	Daily	Additional Comments
	there	exceeding	average	
January 2023	13	3,901	300	
March 2023	13	3,604	277	
July 2023	12	6,406	534	
24/10/23-4/11/23	13	12,474	959	
18/12/23-31/12/23	14	3,786	270	School holidays
26/3/24 - 7/4/24	14	4,551	325	26,250 vehicles

Station Road, Admaston, South

Date	Days	No vehicles	Daily	Additional Comments
	there	exceeding	average	
March/April 23	13	10,680	821	
June 2023	13	6,400	492	
August 2023	13	7,652	589	
26/9/23-8/10/23	13	4,989	384	Total vehicles approx. 32,650
3/1/24-14/1/24	12	4,147	346	
12/3/24 – 24/3/24	13	4,920	378	34,950 vehicles

Rushmore Lane, Allscott

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
May 2023	13	971	75	
May/June 2023	13	1,491	114	
20/8 – 9/9/23	21	1,663	79	
12/9/23 – 24/9/23	13	1,044	80	South
21/11/23-4/12/23	14	983	70	North
7/12/23-18/12/23	12	1,212	101	South
13/2/24 – 25/2/24	13	1,279	93	South
27/2/24 – 10/3/24	13	912	70	North
<mark>24/5/24 – 8/6/24</mark>	<mark>16</mark>	<mark>1,106</mark>	<mark>69</mark>	South

The Avenue, Wrockwardine, East

<u>Date</u>	Days there	No vehicles exceeding	Daily average	Additional Comments
Dec 22/Jan 23	13	4,503	346	
March 2023	13	5,041	388	
May 23/June 23	13	3,441	264	Includes school half-term week
21/8 – 9/9/23	20	6,792	340	
5/12/23-17/12/23	13	4080	312	Approx 7,350 vehicles total
13/2/24-25/2/24	13	3,724	286	Approx 7,064 vehicles total
<mark>24/5/24 – 9/6/24</mark>	<mark>17</mark>	<mark>3,741</mark>	<mark>220</mark>	Approx 7,130 vehicles total

The Avenue, Wrockwardine, West

<u>Date</u>	Days	No vehicles	<u>Daily</u>	Additional Comments
	<u>there</u>	exceeding	<u>average</u>	
Jan 2023	13	2,945	228	
March/April 23	13	3,476	277	
May 23	13	3,490	268	
12/9/23-24/9/23	13	3,354	258	Total vehicles approx. 7,150
21/11/23-3/12/23	13	3,171	226	Total vehicles approx. 7,510
27/2/24 - 10/3/24	13	3,187	245	Total vehicles approx. 6,850

High Ercall Road, Bratton, South (new location)

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
7/11/23-19/11/23	13	681	52	20,668 vehicles
16/1/24-28/1/24	13	683	52	24,200 vehicles
23/4/24 - 6/5/24	14	1,047	75	21,745

High Ercall Road, Bratton, North (new location)

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
24/10/23-5/11/23	13	2,855	220	27,640 vehicles