

ALVELEY AND ROMSLEY PARISH COUNCIL

Minutes of the monthly meeting of the Parish Council held on Tuesday 3rd November 2020, including an Open Forum, commencing at 7.30pm. This was a remote meeting using 'Zoom' software in accordance with the Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panel Meetings)(England and Wales) Regulations 2020.

065. PRESENT

Cllr. Ms. P. M. Barker (Chairman), Cllr. Mr. K. R. Stanton (Vice-chairman), Cllr. Mrs. J. M. Hall, Cllr. Mr. R. J. Narburgh, Cllr. Mrs. S. L. Potter, Cllr. Mr. J. R. Taylor and Cllr. Mr. F. D. Voysey

066. IN ATTENDANCE

Mr. D. H. Rawlinson (Clerk), Cllr. Mrs. T. Woodward (Shropshire Councillor) and one member of the public.

067. OPEN FORUM

The Clerk reported that the annual general meeting of Shropshire Association of Local Councils (SALC) will take place on 20th November at 6pm using Zoom technology. He advised that any Councillor wishing to attend should contact him.

The Clerk also reported that he has been contacted by the Safer Neighbourhood Team with an offer to attend future meetings to discuss any local issues.

068. APOLOGIES FOR ABSENCE

It **was resolved** to accept an apology for absence from Cllr. Mr. B. A. Punchard (work).

069. DECLARATIONS OF PECUNIARY/PREJUDICIAL INTEREST

None.

070. MINUTES -

- (i) MONTHLY MEETING HELD ON TUESDAY 13TH OCTOBER 2020.
- (ii) SPECIAL MEETING OF THE PLANNING COMMITTEE ON TUESDAY 22ND SEPTEMBER 2020.

Both sets of minutes were **agreed** as true and accurate records.

071. URGENT PARISH MATTERS

The Clerk referred to recent discussions with Shropshire Council regarding the Alveley Industrial Estate. He confirmed that he was seeking to arrange a meeting in the near future with Shropshire Council Officers, which all Parish Councillors would be invited to attend.

072. VACANCIES FOR PARISH COUNCILLORS

The Clerk referred to his report and requested a formal proposal to co-opt Ms. Alexa Buffey. It was pointed out that the procedure should include a period where Ms. Buffey is excluded from the meeting to give Parish Councillors an opportunity to discuss her application 'in private'. The co-option was then formally proposed by Cllr. Voysey and seconded by Cllr. Mrs. Potter.

Ms. Buffey then spoke in support of her application. She gave details of her previous work experience which covers heritage, museums and volunteer management. She has been involved in partnership working, including voluntary work with Quatt Malvern Parish Council. She has frequent contact with local voluntary organisations and community groups, and has significant experience in writing strategic plans. Her voluntary activities also include working with the Severn Valley Country Park to establish and manage ParkRun. During 'lockdown' she has worked with Bridgnorth Mutual Aid to combat rural isolation, and is keen to develop this role.

In response to questions, Ms. Buffey confirmed that she is not a member of Quatt Malvern Parish Council and that she has lived in the local area, based at Dudmaston, for three and a half years. She also suggested that an important asset for a Parish Councillor is to recognise and fairly represent different points of view.

Ms. Buffey was then excluded from the meeting.

After a brief discussion, the motion to co-opt Ms. Buffey **was carried unanimously**.

Ms. Buffey then returned to the meeting and was notified of her co-option. In response to a question, the Clerk advised that the application for co-option from Mr. B. Richards could not be progressed at this time because Mr. Richards does not have the equipment or expertise to communicate on-line or to attend Zoom meetings.

073. PARISH COUNCIL CODE OF CONDUCT

The Clerk referred to his report which set out the position following the discussion at the previous monthly meeting (minute 058 refers). Cllr. Voysey suggested that the alternative form of words he had provided was preferable, especially as it recognised that a Councillor could not be held accountable for the views of his/her partner. The possibility of removing the words 'or your partner' from the original version was briefly considered but, after further discussion, the alternative form of words **was approved**.

074. CLOSED CHURCHYARD

The Clerk explained that there was nothing to add to his report as he had not yet had a reply from Lewis Arborcare to his request for an on-site meeting. In response to a question, he advised that the cost of an annual tree survey would be between £150 and £300, depending on the surveyor and the scope of the survey. There was support for his view that an annual tree survey was now appropriate given the impact of climate change and the Parish Council's health and safety responsibilities.

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075. ALVELEY RECREATION ASSOCIATION (ARA)

The Chairman provided an update on the limited activities that have taken place recently. She advised that a face-to-face meeting had been held and that there were plans for an annual general meeting, which might now have to be postponed. She confirmed that the ARA's financial position is healthy. She noted that various COVID-secure measures had been implemented at the Pavilion to enable its use once restrictions are eased. In relation to the Recreation Ground, she reported that the cricket nets have now been removed, and that the area would either be put to another use or grassed over. It was reported by another Councillor that this had created an issue with regard to the fencing of the Boules area, which would be addressed in due course.

076. TO RECEIVE DETAILS OF PLANNING APPLICATIONS AND DECISIONS.

1. Planning Applications received from Shropshire Council –

20/04149/FUL Erection of a wooden garage, The Bungalow adjacent Lyndon, Kidderminster Road, Alveley, WV15 6LN.

After discussion, it was **agreed** to recommend approval.

20/04164/FUL Erection of first floor extension over existing ground floor rear extension, together with internal modifications to ground floor layout, Woodlands, The Woodlands, Alveley, WV15 6LQ.

After discussion, it was **agreed** to recommend approval.

2. Planning Applications received since the Agenda closed –

20/04411/TPO Removal of 1 No Ash Tree protected by Bridgnorth District Council (Church Road, Alveley) TPO 1996, West Winds, Alveley, WV15 6NG. The Clerk confirmed that there was no evidence from the planning application that the ash tree was diseased. There were a number of suggestions that alternatives, such as pollarding or diverting the electricity supply cables away from the tree might be more appropriate. After further discussion, the Vice-chairman proposed that the Parish Council should recommend rejection. This was seconded by Cllr. Noble and carried with four votes in favour and none against.

20/04334/FUL Erection of one residential dwelling for ancillary accommodation (following demolition of garage building), Paper Mill, 121 Alveley, WV15 6HE. The Clerk advised that this application has only just been published. He noted that the Parish Council had been consulted about two previous applications in respect of this property, and had recommended refusal in both cases. He advised that the first application had been withdrawn, but the second had been approved by Shropshire Council. This application sought to further extend the ancillary accommodation on site. There was a suggestion that the Parish Council should propose that any approval should include a condition that Papermill Cottage should not be sold separately from the rest of the property. After further discussion, a suggestion by one Councillor, namely to defer further

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consideration to the next monthly meeting to give all Councillors the opportunity to reach an informed view of the application, was **agreed**.

3. Planning Decisions received from Shropshire Council – to note

20/02669/FUL Retrospective Application under Section 73A of the Town and Country Planning Act 1990 for use of land as a travellers' caravan site comprising 3 in number caravans, land adjacent to the Round House, Fenn Green, Alveley.

Parish Council recommendations – Approve, Decision – Approve (with conditions still to be specified).

4. Planning Decisions received from Shropshire Council since the Agenda closed
None.

5. Other planning matters.

The Clerk was requested to indicate which Councillors had volunteered to join the Planning Committee, along with Cllrs. Noble and Voysey. He was able to report that Cllr. Mrs. Potter has volunteered. Cllr. Taylor then indicated that he also wishes to volunteer.

077. REPORT FROM SHROPSHIRE COUNCILLOR

The Chairman suspended Standing Orders to allow Cllr. Mrs. Woodward to speak.

Cllr. Mrs. Woodward reported that she had recently toured Alveley village with the Shropshire Council Portfolio Holder with a focus on highways issues, especially the access to the Severn Valley Country Park and the Butts Caravan Site along Chapel Lane. She confirmed her previous advice that there are no cheap or speedy solutions to the substantial traffic flow issues that now exist.

She was pleased to report that the local recycling and waste centres will remain open during the forthcoming lockdown, subject to any staffing problems that might emerge, and that kerb-side collections will continue with the same caveat. She expressed her gratitude to the relevant Shropshire Council staff and, on behalf of the whole Parish Council, Cllr. Mrs. Hall echoed her remarks.

Cllr. Mrs. Woodward referred to the Shropshire Council Coronavirus helpline that is available for those in need or difficulty during the next lockdown period. She advised that the contact number, along with other relevant information, is available on the Shropshire Council website.

In relation to the Fenn Green Travellers' site, Cllr. Mrs. Woodward confirmed that the planning application had been approved by the Southern Planning Committee, but that officers had been delegated to set out the specific conditions to be attached to the approval. These were likely to include provisions regarding contamination and public protection. In response to a question from the Chairman about possible construction activity on the site, she agreed to look into the matter.

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Finally, Cllr. Mrs. Woodward advised that she has submitted an application to crown reduce an ash tree in the garden at her home.

078. PARISH COUNCIL NEWSLETTER

The Clerk reported that he had followed-up Cllr. Noble's research into the possibility of using Royal Mail to deliver the next Parish Council newsletter. He had now ascertained that the Royal Mail's Door-to-Door service could deliver newsletters to all properties in the WV15 6 postal area for £103 plus VAT. Royal Mail would require at least 4 weeks' notice and the newsletters would have to be sent to the Warrington Receiving Centre prior to despatch. He estimated that, taking account of printing/paper costs, the overall cost of publishing the newsletter in this way would be between £250 and £300.

There was then further discussion regarding the timing and subject matter of the next newsletter, after which it was **agreed** to review the situation at the next monthly meeting on 1st December. In the meantime, Cllr. Noble was thanked for continuing in his role as editor-in-chief and Councillors were invited to submit subject material to him.

079. FINANCIAL REPORT

The Clerk's report was received and:

1. The information regarding deposits/receipts to 31st October 2020 and the bank reconciliation at 31st October 2020 was **noted**.
2. The increase in the Clerk's leave entitlement from 21 to 22 days with effect from April 2020 as part of the 2020/21 National salary award was **noted**.
3. The notification that, from 1st April 2021, the fee for payroll services from the current provider will increase from £81 to £120 per year was considered. Councillors supported the Clerk's view that this service should continue to be provided externally and it was suggested that a cost of £10 per month for the service was reasonable, especially given the length of time since the previous increase. The Clerk was **instructed** to investigate alternative arrangements and to report back at the Annual Finance meeting.
4. The Council **approved** the schedule of invoices/direct payments and **noted** that the Chairman and Vice-chairman had undertaken to sign the cheques to be paid.
5. The budget monitoring report at 31st October 2020 was **noted**.

080. ITEMS FOR FUTURE MEETINGS

Parish Council newsletter

Footpaths and Rights of Way Officer

Closed churchyard

Climate emergency – presentation by Cllr. Alan Wilson, Vice-chairman of SALC on Shropshire Carbon Action Partnership as part of Open Forum.

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Website accessibility regulations

081. FUTURE MEETINGS.

It was **confirmed** that the next meeting of Alveley and Romsley Parish Council will be the monthly Parish Council meeting on Tuesday 1st December 2020. This will be a 'Zoom' meeting in accordance with the Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panel Meetings)(England and Wales) Regulations 2020.

The meeting closed at 20.51.

The Chairman thanked everyone for their attendance.