

ALVELEY AND ROMSLEY PARISH COUNCIL

Minutes of the meeting of the Parish Council held on Tuesday 3rd July 2018 in the Arden Centre Alveley commencing at 7.45pm, preceded by an Open Forum at 7.30pm.

042. PRESENT

Cllr. Mr. K. R. Stanton, Cllr. Ms. P. M. Barker, Cllr. Mrs. J.M. Hall, Cllr. Mr. R. J. Narburgh, Cllr. Mr. C. D. Noble, Cllr. Mrs. A. Preece, Cllr. Mr. D. J. Preece, Cllr. Mr. B. A. Punchard and Cllr. Mr F.D. Voysey

043. IN ATTENDANCE

Mr. D. H. Rawlinson (Clerk), Cllr. Mrs. T. Woodward (Shropshire Councillor)

044. OPEN FORUM

1. Mrs. Maureen Norgrove raised three issues:-

- (a) Environmental Maintenance Grant – she asked whether the Parish Council still receives this grant. She was advised that Shropshire Council are currently consulting on the overall level of grant for 2018/19 and how it should be distributed.
- (b) Romsley Notice Board – she reported that the perspex is no longer transparent and needs replacing. She was advised to notify Cllr. Mr. Preece and the Clerk of the dimensions of the perspex so that a new sheet could be procured. The Clerk also advised that the wooden posts and frames of the noticeboards needed treatment with preservative
- (c) Junction of Sham Lane with A442 – she registered concern about the poor visibility for those crossing the road, partly due to insufficient cutting back of the hedges and verges. This was a road safety issue. Cllr. Mrs. Woodward confirmed that more work needed to be done and that she had notified Shropshire Council of the problem.

2. Doug Portsmouth spoke as the outgoing Chairman of the Neighbourhood Plan Group. He was pleased that the results of the Housing Needs Survey would be presented formally to this meeting but advised that the Neighbourhood Planning Group was now resigning. He urged the Parish Council to convene a follow-up meeting and, if possible, form another Neighbourhood Plan Group. The Chairman emphasised how much the Parish Council appreciated the work that had been done. It was a great credit to those concerned that so much has been achieved, and it was essential now to build on this progress.

045. APOLOGIES FOR ABSENCE

It **was resolved** to accept apologies for absence from Cllr. Miss I.D. Jakeman (personal) and Cllr. Mrs. S.L. Potter (personal).

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046. DECLARATIONS OF PECUNIARY INTEREST

Cllr. Mr. F.D. Voysey declared an interest in agenda item 13 (Financial Report).

047. MINUTES OF THE MEETING HELD ON TUESDAY 5TH JUNE 2018

It was **resolved** that the minutes of the meeting held on 5th June 2018 were a true and accurate record.

048. TO CONSIDER PARISH MATTERS

To discuss and make decisions as required

1. Highways - condition of road surfaces – there were no written reports. It was noted that the potholes at Brick Hill Lane and Allum Bridge have been repaired. Cllr. Mrs. Woodward advised that Hollow Ash Lane is in the highway maintenance programme but not until 2020, that she has been assured that the running water in Daddlebrook Road will be dealt with, and that weed spraying is underway.
2. Public rights of way – Cllr. Voysey referred to the presentation by Paul Thompson at the previous meeting and paid tribute to his knowledge and enthusiasm. Other Members agreed.
3. Environmental matters – none.
4. Romsley Matters – none.
5. Matters brought to the attention of the Council not requiring a decision – none.

049. TO RECEIVE DETAILS OF PLANNING APPLICATIONS AND DECISIONS

1. Planning Applications received from Shropshire Council – to make recommendations

18/02615/FUL Erection of a single storey front extension, Wayside Acres, The Woodlands, Alveley, WV15 6LQ.

It was **resolved** to support this application.

2. Planning Applications received since the Agenda closed – none.

3. Planning Decisions received from Shropshire Council

To note

18/00168/FUL Amendment to previously approved planning permission 16/05523/FUL for the erection of one dwelling. Proposed dwelling is east of Brookfield, Daddlebrook Road, Alveley. The proposal is to add an attached garage.

Parish Council recommendation: To note. Decision: Grant Permission

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4. Planning Decisions received from Shropshire Council since the Agenda closed 18/01927/FUL Erection of two detached dwellings on land to the west of Brookfield, Daddlebrook Road, Alveley.

Parish Council decision: to note. Decision: Refuse Permission.

5. Other planning matters - none

050. TO RECEIVE A REPORT FROM SHROPSHIRE COUNCILLOR

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

Cllr. Mrs. Woodward referred to the Community Infrastructure Levy (CIL). She noted that, as a result of the Partial Place Plan Review, there was every likelihood that Alveley would become a hub. This would increase the likelihood of open market housing in the local area, and provide more CIL Local money. However, she also advised that there was a current review of CIL which was looking inter alia at the 90/10 split between Local and Strategic. She suggested that, in future, it would be harder to access CIL for local projects.

Cllr. Mrs. Woodward also reminded Members of a 'Future Fit' drop-in session on 25th July 2018 between 3.30pm and 7pm at Bridgnorth Leisure Centre.

051. SILENT SOLDIER

The Clerk reported that the Silent Soldier had been delivered and requested the Council to consider its location and when it should be put in place. After discussion it was agreed that the Memorial Garden opposite the old Post Office was the appropriate location, but that the Silent Soldier should not be installed until October.

052. COMMUNITY BETTERMENT GRANT

The Vice-chairman confirmed that there had been one suitable applicant. This was to provide electricity to the phone box in Romsley, and envisaged solar power for the lighting and mains electricity to protect the defibrillator. She envisaged another bidding round in September.

Cllr. Mrs. Woodward indicated that she would visit Alveley Primary School with a Shropshire Council Officer to explore how the School might access this funding. The Vice-chairman reminded the meeting that Alveley Cricket Club had been awarded £4,000 in the last financial year which needed to be spent by September 2019, and that, if the money was not spent, it would revert to the Parish Council. She advised that it might be necessary to confirm in due course that the Cricket Club project did meet the criteria for grant aid. She confirmed that any unspent monies, after the September bidding round, could be used to support the street lighting replacement programme.

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053. PARISH COUNCIL NEWSLETTER

The Clerk sought approval for a report which had been circulated prior to the meeting. This suggested that existing distribution arrangements should be retained for the next newsletter, primarily to promote the new website, but that subsequent newsletters should be published on the website with paper copies being provided at suitable locations around the area, and with residents having the option to request a copy by email or hand delivery. One Councillor had reservations about offering the third alternative but, after discussion, the reports recommendations were **approved**.

Topics for the next newsletter were identified as follows:

- Housing Needs Survey/Neighbourhood Plan Group.
- New Council website.
- Broadband connectivity.
- Data protection/privacy
- Future Fit
- Defibrillators.
- Silent Soldier.
- Alveley Primary School involvement in Crucial Crew
- Obstruction of street lights by trees etc.

It was also **agreed** that articles should be with Cllr. Noble by 31st August 2018.

054. HOUSING NEEDS SURVEY

Further to minute 044.2, it was **resolved** to adopt the Housing Needs Survey report as part of the Parish council's Neighbourhood Plan submission, and to **instruct** the Clerk to forward the report to the Planning Policy and Strategy Manager at Shropshire Council, with a formal covering letter.

055. ENVIRONMENTAL MAINTENANCE GRANT

The Vice-chairman reported that the application process has been delayed and that no further action can be taken at this time.

056. STREET LIGHTING

1. The Chairman reviewed the progress of the capital programme to replace lamps and concrete columns. He noted that, once the current order for the replacement of concrete columns had been completed, there would be only half a dozen or so concrete columns to be dealt with. He wished to avoid the problems that had arisen in the previous financial year as a result of delays in submitting orders to Eon and sought approval to instruct the Clerk to raise an order to replace the remaining concrete columns as soon as possible, noting

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that the 2018/19 budget included £15,000 for street lighting capital works. He suggested that the Street Lighting Committee should be convened after the Summer break to prioritise the work that is still to be done e.g. Top Road and some footpaths.

This proposed course of action was **approved** unanimously.

2. The Chairman also referred to the problem of overhanging branches which obscured street lights and confirmed that he would produce an article for the Parish Magazine and Parish Council newsletter. He reminded Members that only Shropshire Council, as the Highway Authority, had the legal power to approach owners/occupiers and that this should only be used as a last resort. It was also noted that the light on the footpath from the Recreation Ground to Bridge Road was obscured by the hedge around the Electricity Sub-station

057. TO RECEIVE A FINANCIAL REPORT

1. Invoices for approval and cheques for signature (Cllr. Voysey took no part in the discussion or decision for this item).
The Council **approved** the invoices for payment and instructed Councillor Mrs. Hall and Cllr. Narburgh to sign the invoices, cheques and schedule.
2. Annual Contracts
The Clerk sought guidance in respect of the Council's Minor Highways Contract. He reported that a contract had been let in 2014 and there is a signed agreement dated 22/23 August 2014, covering the period 1st April 2014 to 31st March 2017. However, the former Clerk had submitted a written briefing to the Parish Council in July 2015, registering concerns about the performance of the Contractor, and no payment has been made to the Contractor since October 2015. After discussion, it was **agreed** that the Clerk should take no immediate action pending further discussions with Shropshire Council officers and future developments regarding Environmental Maintenance Grant.
3. Insurance Renewal
The Clerk tabled an addendum report. He advised that he had only just received details of the annual insurance premium from 1st August 2018, and that he required more time to study the detail. He requested authority for the Chairman and Vice-chairman, or any two Councillors nominated by them, to approve the renewal quote and sign the relevant cheque. The Chairman advised that this delegated authority should be extended to include any invoices that required payment before the next monthly meeting on 4th September, and this was **approved**.

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058. GENERAL DATA PROTECTION REGULATION (GDPR)

The Clerk tabled a form for Members to sign to confirm that they had received and read the Data Privacy Statement for Councillors and Staff, which is on the Council website. The Chairman and other Members were keen to move to a position as quickly as possible where the Parish Council had a full set of Policies, Procedures and Statements required by GDPR, and considered that this should be a first step in an urgent review of all Parish Council policies.

059. SUGGESTIONS FOR NEXT AGENDA

GDPR Policies and Procedures
Grant Aid – review policy
Newsletter
Local Plan Review

060. TO CONFIRM THE DATES OF THE NEXT MEETING

The next meeting of Alveley and Romsley Parish Council will be the monthly Parish Council Meeting on Tuesday 4th September 2018 commencing at 7.45pm preceded by an Open Forum at 7.30pm in the Arden Centre Alveley.

The meeting closed at 9.47pm.

The Chairman thanked everyone for their attendance.