

ALVELEY AND ROMSLEY PARISH COUNCIL

Minutes of the monthly meeting of the Parish Council held on Tuesday 1st October 2019 in the Arden Centre Alveley, including an Open Forum, commencing at 7.30pm

075. 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. A. Preece, Cllr. Mr. C. D. Noble, Cllr. Mrs. S. L. Potter and Cllr. Mr. P. D. Thompson.

076. IN ATTENDANCE

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

077. OPEN FORUM

1. CCTV - PC Matthew Picken and PCSO Amanda Leek from the Bridgnorth Safer Neighbourhoods Team were in attendance to discuss the possible introduction of CCTV in Alveley. They advised that the current incidence of reported crime and anti-social behaviour in the Village was relatively low, compared with larger villages and towns such as Highley and Bridgnorth. West Mercia Police did not therefore see Alveley as a priority for round-the-clock surveillance but they agreed that CCTV could be an effective deterrent going forward. They referred to security marking (Smartwater) as an alternative and confirmed that funding is available until March 2020 under the PCC's 'We Don't Buy Crime' initiative. PC Picken noted that the Council's focus is on the Cook's Cross area but suggested that Alveley Industrial Estate might also be a suitable target area. He advised that, if the Parish Council wished to pursue the installation of CCTV, the next point of contact should be Graham Oliver the PCC's Community Ambassador for Shropshire

The Officers were thanked for their attendance and advice, which would be considered formally at a future meeting.

2. Royal Oak Glamping, Caravan and Camping Site – Two residents spoke about anti-social behaviour they have witnessed in and around the site, and the nuisance this is causing to nearby residents. They noted that planning applications for this site have been rejected on two occasions and they expressed frustration because it appears that nobody seems to be able to do anything about the nuisance being caused. They criticised the apparent reluctance of the relevant authorities to take decisive action and also referred to the unhelpful attitude of the proprietors of the Royal Oak.

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078. APOLOGIES FOR ABSENCE

It **was resolved** to accept apologies for absence from Cllr. Miss I. D. Jakeman (personal), Cllr. Mr. B. A. Punchard (personal) and Cllr. Mr. F. D. Voysey (personal).

079. DECLARATIONS OF PECUNIARY INTEREST

None.

080. MINUTES OF THE MONTHLY MEETING HELD ON TUESDAY 3RD SEPTEMBER 2019

Subject to one drafting amendment, it was **resolved** that the minutes of the monthly meeting held on 3rd September 2019 were a true and accurate record.

081. PARISH MATTERS

1. Environmental matters – the Vice-chairman reported that the new planters at Cook's Cross are now in place.
2. Romsley Matters – Cllr. Narburgh reported that a hedge near the T- junction at the bottom (north end) of Romsley Lane is growing out into the road. He agreed to approach the residents direct, but also, if necessary, to supply the Clerk with the property address so that a letter could be sent.

082. RURAL CRIME – SMARTWATER AND CCTV – it was agreed to defer further consideration to the next meeting.

083. BRITISH LEGION POPPY APPEAL – a motion to make a donation of £200 to the 2019 Poppy Appeal under Section 137 of the Local Government Act 1972 was proposed by the Vice-chairman, seconded by Cllr. Mrs. Potter and carried unanimously.

084. REMEMBRANCE SERVICE AT ST. MARY'S CHURCH, ALVELEY, SUNDAY 10TH NOVEMBER 2019 – it was noted that the Vice-chairman would lay a wreath on behalf of the Parish Council.

085. PARISH COUNCIL CODE OF CONDUCT – the Clerk introduced the revised draft which had been drawn up in accordance with minute 066 of 3rd September 2019. A motion to adopt the revised Code was proposed by Cllr. Thompson, seconded by Cllr. Mrs. Preece and carried unanimously.

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086. TO RECEIVE DETAILS OF PLANNING APPLICATIONS AND DECISIONS.

The Clerk advised that, as there was only a single application to consider, he had decided not to use a projector to display relevant planning documents, as agreed at minute 068 of 3rd September 2019.

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

19/04051/FUL Conversion of existing outbuilding to form self-contained ancillary accommodation and erection of single-storey rear extension, Paper Mill, 121 Alveley, WV15 6HE.

Paper copies of the site plan and proposed elevations were circulated. A range of views was expressed, but there was general concern about the large scale of the proposed extension. After discussion, it was **agreed** to oppose the application on the grounds that it would be a disproportionate extension to a building separate from the main dwelling at a location in the Green Belt and that there are no special circumstances to warrant an exception to national and local planning rules in this case.

2. Planning Applications received since the Agenda closed – the Clerk referred to application reference 19/03869/DIS relating to 73 Dye Lane, Fenn Green, WV15 6HY. He advised that this concerned the discharge of planning conditions relating to an earlier planning approval and was for information only.

3. Planning Decisions received from Shropshire Council

19/03419/FUL Alterations to include insertion of dormer windows and replacement windows in connection with conversion of loft into additional living accommodation, Green Acres, Tuckhill, Six Ashes.

Parish Council recommendation – Approve; Decision – Approved

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

5. Other planning matters – none.

087. REPORT FROM SHROPSHIRE COUNCILLOR – the Chairman suspended Standing Orders to allow Cllr. Mrs. Woodward to speak.

1. Highways – Cllr. Mrs. Woodward advised that she had met with Shropshire Highways officers regarding her report on the poor condition of some local roads, but was awaiting detailed feedback.

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2. Romsley View – Shropshire Highways has agreed to fund an investigation into the surface water problems but have not confirmed the timing. In the meantime, a grit and salt bin will be provided.
3. Birch Grove - Cllr. Mrs. Hall thanked Cllr. Mrs. Woodward for arranging a replacement grit bin at the top of Birch Grove. She felt there was a need for another grit bin at the bottom, and she noted that there was some footpath repair work still to be done.
4. Village Boundary Gates – in response to a question from the Clerk, Cllr. Mrs. Woodward advised that a meeting was pending with Quatt Malvern Parish Council, and she agreed that this meeting could be extended to include Alveley.

088. CLOSED CHURCHYARD

The Clerk's report on the Closed Churchyard of St. Mary's Alveley was received. It was accepted that the Parish Council has responsibility for all aspects of health and safety in the Closed Churchyard, but not for the Church itself. Some Councillors were keen for the Parish Council to protect its own position in any negotiations with the Parochial Church Council (PCC) by securing independent expert advice where necessary. The Clerk confirmed that the tree inspections now underway have been commissioned by the Parish Council.

After further discussion, the Parish Council **resolved** that:

- (a) The Chairman, Vice-chairman and Clerk should meet with representatives of the PCC to agree a future programme of maintenance work which addresses the requirements that have been identified, but also enables the Parish Council, as far as possible, to meet the associated costs within its approved budget plan.
- (b) The proposed programme of work should be brought back for Parish Council approval.
- (c) The Clerk, in consultation with the Chairman and Vice-chairman of the Parish Council, be authorised to commission any work that is required urgently on health and safety grounds.
- (d) The necessary authorisations from Shropshire Council and the Diocesan Authorities to be sought for any work that is required.
- (e) The Clerk should develop, in conjunction with the PCC and other relevant authorities, a management plan for the Closed Churchyard which includes a regime of regular inspection and routine maintenance.

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- (f) A further report, to include detailed financial information, be submitted in advance of Parish Council's Annual Finance Meeting on Tuesday 21st January 2020.

089. TO RECEIVE A FINANCIAL REPORT.

1. Deposits and bank balances 2019/20 to 30th September 2019

The Parish Council **agreed** to note the information.

2. Bank reconciliation at 30th September 2019

The Parish Council **agreed** to note the information.

3. Invoices for Approval and Cheques for Signature

An updated schedule of invoices/direct payments was circulated. The Council **agreed** to approve the schedule and to instruct Cllr. Mrs. Potter and Cllr. Narburgh to endorse the invoices and sign the cheques to be paid.

4. Budget Monitoring 2019/20

(i) The Clerk presented a detailed statement of payments and receipts to 30th September 2019. He advised that overall spending for the first six months is within budget and that most major recurrent items, including salary, office expenses and street lighting electricity are on or within target. He referred to a number of changes to approved budgets that had already been agreed with respect to Street Lighting and the Recreation Ground/Play Area, and confirmed that these were reflected in the statement. In most cases, the major spending commitments to which they relate were still pending.

(ii) The Clerk also updated the meeting on the financial implications of the earlier report on the Closed Churchyard (minute 088). He confirmed that a tree safety inspection had already been carried out and a more detailed aerial survey of some trees was pending.

(iii) The Clerk advised that the approved budget of £735 for grass cutting at the Recreation Ground was based on the previous contract with IGM which related only to the Play Area. The new contract with Ditton Services covers the entire Recreation Ground and commits the Parish Council to annual spending of £2,900. It was therefore **proposed** to vire £1,500 from the budget for amenity land grass cutting and to apply £635 of the earmarked

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reserve for Neighbourhood Fund to cover the increased costs, and this course of action was **approved**.

090. PARISH COUNCIL WEBSITE – the Clerk confirmed that the redesigned website is now in place, and that the Autumn Parish Council newsletter was available for viewing or downloading. He advised that significant further work was now required to make the website more informative, accessible and popular. There was some concern that the old website is still accessible and the Clerk undertook to ensure that it was taken down by December at the latest.
091. ITEMS FOR NOVEMBER AGENDA.
Rural Crime – Smartwater and CCTV
Closed Churchyard
Proposed closure of public telephone kiosk in Daddlebrook Road
Training Policy and Plan for 2020/21
092. TO CONFIRM THE DATE OF THE NEXT MEETING.
The next monthly meeting of Alveley and Romsley Parish Council will be on Tuesday 5th November 2019 commencing at 7.45pm preceded by an Open Forum at 7.30pm in the Arden Centre Alveley.

The meeting closed at 21.45.

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The Chairman thanked everyone for their attendance.