

Wrockwardine Parish Council

Minutes of the Parish Council Meeting held on Wednesday 11th November 2020 via Zoom at 7.30p.m

Present: Cllr Mrs E Anderson (Chairwoman)
Cllr Mr P Cooper (Vice-Chairman)
Cllr Mr K Ballantyne
Cllr Mrs E Ballantyne
Cllr Mr P Bevis
Cllr Mrs J Savage
Cllr Mr G Thomas

In Attendance: Borough Cllr Miss J Seymour
Ms J Hancox (Clerk)

20/103 Welcome by the Chairwoman

The Chairwoman welcomed everyone to the Zoom meeting.

20/104 Apologies for absence

Cllr Mr G Baxter – health & personal reasons

It was **RESOLVED** to allow Cllr Mr Baxter a 6 month leave of absence.

[Proposer: Cllr Mrs Anderson (Chairwoman); Seconder: Cllr Mr Ballantyne; Vote: Unanimous]

20/105 Declaration of Interests & Dispensations

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

20/106 To confirm and agree the Minutes of the Previous Meeting

Typing error identified on page 2: “Proposer” instead of “Seconder”. Following this, it was **RESOLVED** to confirm and sign the Minutes of the Council Meeting held on 14th October 2020.

[Proposer: Cllr Mr Cooper; Seconder: Cllr Mrs Savage; Vote: Unanimous]

20/107 Public Session

No matters were raised.

20/108 Borough Councillor’s Report

Cllr Miss Seymour advised Members that the PC’s application for the Ward Fund was awaiting a decision from the Borough Council. Cllr Miss Seymour reported that she had attended a Health Scrutiny Meeting, the first in 12 months, which had entailed several small briefings from officers where the discharge system at the Princess Royal Hospital was of particular note.

20/109 Planning

1. Permissions & Refusals

TWC/2020/0617	Site of the Mill House, Walcot	Construction of a subterranean plant room & retaining wall	Full Granted
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2. New Applications

TWC/2020/0908	9 Aldermead Close, Admaston	Erection of a 2-storey rear extension, removal of existing conservatory & erection of a replacement single storey extension, side & 1 st flr extension to garage and erection of 3.04m high fence (Retrospective)	No comment
TWC/2020/0875	Site of Richmond House, Donnerville Gardens, Admaston	Outline application for 4no. detached houses, garages and access with all other matters reserved	No comment
TWC/2020/0926	24 Meadow Dale Drive, Admaston	Erection of a single storey rear extension, a single storey front extension and a 1 st flr extension above existing garage	No comment

Member's **RESOLVED** to make "no comment" on the above applications.
[Proposer: Cllr Mr Bevis; Seconder: Cllr Mr Cooper; Vote: Unanimous]

3. Applications received after the agenda was circulated

Permissions

None received

New Applications

TWC/2019/0628	Site of Former 31 Wrockwardine	Erection of 1no. temporary dwelling for the purposes of running a rural business for breeding racing pigeons *Amended plans & arboricultural report*	No comment
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Member's **RESOLVED** to make "no comment" on this application.
[Proposer: Cllr Mr Bevis; Seconder: Cllr Mr Cooper; Vote: Unanimous]

20/110 Finance

a) Accounts for payment list & cheques

It was **RESOLVED** that these be approved and paid as tabled.

[Proposer: Cllr Mr Bevis; Seconder: Cllr Mr Cooper; Vote: Unanimous]

b) Bank Reconciliations

It was **RESOLVED** to approve the accounts for October.

[Proposer: Cllr Mrs Savage; Seconder: Cllr Mr Thomas; Vote: Unanimous]

20/111 Draft Budget Proposals

Notes on the proposed budget were circulated prior to the meeting outlining areas for consideration and discussion. Member's discussed the items and agreed budget amounts and considered proposals and ideas for Parish Improvements (**Appendix 1 – includes notes and decisions from Member's**).

Following these discussions, Council discussed the following:

1. Finance Committee

The Chairwoman suggested that a Finance Committee be re-introduced (previously the Finance & General Purposes Committee) and could meet regularly to monitor and discuss budget spending. Member's agreed this should be re-instated. The Chairwoman agreed to organise this.

2. Parish Improvements (IMPs) Working Group

The Chairwoman suggested that as there was a lot of work to do in the Parish that a small working group be formed to look at ideas; options and implementation. Member's agreed that this was a good idea and, the Chairwoman agreed to organise this.

3. Handy Person Employment

Member's discussed the current difficulty in finding tradespeople to undertake work and improvements needed in the Parish and how much time is taken up trying to procure services. Cllr Mrs Ballantyne suggested approaching the Wrekin Housing Group, currently undertaking work on the play areas, to see if they could provide more targeted services and what the cost would be. The Chairwoman surmised that more investigation and discussion on costing was needed.

4. IT Equipment for Members

The Chairwoman suggested that a small working group be set up to look at the options available. Cllr Mr Ballantyne expressed unease at using public money on equipment and for Member's to take this into consideration. It was agreed that proposals, including costs and reasons be brought back to the next meeting in December for consideration.

5. Outdoor Gym – Wrockwardine Fields

A local resident had asked for this idea to be considered. Member's discussed the current provision of the outdoor gym at Admaston Green and determined that had been provided for residents of the whole Parish and was well situated next to a large car park. Member's views were split, some supporting the idea particularly with the national emphasis on people keeping fit and, others who felt the rural setting, lack of carparking and the impact it might have if more facilities were introduced. The Chairwoman suggested that the idea be revisited in the New Year and suggested that residents' of Wrockwardine be given an opportunity to give their views.

During discussions of this item, Cllr Mr Ballantyne & Cllr Mrs Ballantyne dropped from the meeting at 8.19p.m and re-joined at 8.21p.m and again at 9.11p.m, re-joining at 9.13p.m.

20/112 Social Media

The Chairwoman gave a verbal update, advising Member's that work was still being done on creating the Facebook page, but was hampered by Facebook's rules and nuances.

20/113 Admaston Green Grant Spend

Details were circulated prior to the meeting (**Appendix 2**). Cllr Mr Ballantyne raised some issues with the proposals outlined in the plan. Following discussion, the Chairwoman asked Cllr Mr Ballantyne to investigate other options and report back before a final decision was made. Cllr Mr Cooper offered to assist with this.

20/114 Gateway Design

The design of the proposed gateways included the consideration of the Parish Crest (Item 20/117) and the Chairwoman asked for this item to be considered at this point. Details were circulated relating to the crest prior to the meeting (**Appendix 3**). Member's discussed the use of the crest or, as it is known the Armorial Bearings and, that whilst it's use strengthened identity, it was not a logo for the Council as the logo was the church tower. Member's **RESOLVED** to adopt the crest on letter headings, the website and on Facebook when created. Its use on the gateways was not resolved and, it was agreed that suggested designs would need to come back to Council for approval.

[Proposer: Cllr Mr Cooper; Seconder: Cllr Mrs Ballantyne; Vote: Unanimous]

The Gateway Working Group had met and considered the designs for gateways and their decision was circulated prior to the meeting (**Appendix 4**). Following a discussion, it was **RESOLVED** to accept the design of the group: a white, 3-bared gate with a sign of green background and white lettering.

[Proposer: Cllr Mrs Anderson (Chairwoman); Seconder: Cllr Mr Cooper; Vote: Unanimous]

It was not resolved to include the crest at this time and that the cost of the gateway sign with and without the crest should be sought.

20/115 Meetings Update

1. Allscott Meads Stakeholder Group

An update was provided prior to the meeting (**Appendix 5**)

2. Rural Forum

The Minutes of the Rural Forum were circulated prior to the meeting.

20/116 Policies

a. Virtual Policy

The policy was circulated to Members prior to the meeting. There were no comments and it was **RESOLVED** to approve and adopt the policy.

[Proposer: Cllr Mr Cooper; Seconder: Cllr Mr Thomas; Vote: Unanimous]

Borough Cllr Miss Seymour left the meeting at 10.00p.m

Members acknowledged receipt of the following policies, also circulated prior to the meeting:

1. Records Management Policy
2. Publication Scheme
3. Lone Worker Policy

Members were asked to read and provide any comments prior to the next meeting where they would then be considered.

20/117 Parish Crest

See previous Item 20/114

20/118 Grant Applications

An emailed grant application was circulated to Members prior to the meeting. Member's discussed the request based on the details given and determined more information was needed before a decision could be made, including the submission of a Grant Application form and associated documents. The Clerk was asked to request these from the claimant.

20/119 Correspondence

None received.

20/120 Date of the next meeting

The Chairwoman thanked everyone for attending the Zoom meeting. It was confirmed that the next meeting would be held on **Wednesday 9th December 2020 via Zoom at 7.30p.m.**

The meeting closed at 10.08p.m

Signed: _____ **E Anderson** _____ (Chairwoman)

Date: 9th December 2020 _____

Wrockwardine Parish Council
Accounts for Payment November 2020

To Whom	Detail	Method	Amount
Tesco Mobile	Clerk's Telephone	DD	7.50
IdVerde	Grass cutting	BACS	843.19
Old Park Services (WHT)	Bin maintenance	BACS	110.62
Clerk	Clerk's Travel	BACS	13.50
Clerk	Salary	BACS	972.19
Clerk	Office	BACS	26.00
HMRC	Tax & NI	BACS	54.82
B Cartwright	SID Management	BACS	200.00
Telford & Wrekin Council	SIDs (NAL sockets) -grant spend	BACS	3,000.00
Zoom Inc.	Provision of Zoom platform	CC	143.88
British Royal Legion	Remembrance wreath	CC	20.00
		Total	5,401.60

Bank Reconciliation October 2020

Current account balance 1 st October 2020	73,513.80
Payments made October 2020	6,345.86
Receipts	00.00
Total	67,167.94
Bank Statement 96	67,167.94

Available Spend 11th November 2020

Balance 1 st November 2020	67,167.94
Payments to be made November 2020	5,401.60
Current Account Balance	61,766.34
Savings Account Balance	56,618.84
Building Society 90 Day Account	70,668.74
Total available	189,053.92

Signed: *J Hancox*
 Clerk & Responsible Finance Officer

Signed: *E Anderson*
 Chairwoman

Date: *9th December 2020*

Appendix 1

Budget Planning October 2020 for 2021/22 – Member's Discussions 11th November 2020

The budget is currently made up of 3 cost centres –

1. Parish Management
2. Council Management
3. Employee Costs

Within these are separate cost codes

1. Parish Management

Cost Codes	Current	Spend to 31/10/20	Clerk's comments	Proposed
Grants (sec 137) Voluntary Grants (sec 137) Community	1,500 1,000	600.00	Few grants awarded in current year, possibly linked to covid situation. PC needs to encourage applications through its website, social media & notice boards to encourage applications. Should also advertise when grants have been awarded to help with this & celebrate how the PC helps the community. Slight increase in amounts in anticipation of more applications received through advertising Suggestion that the total amount is divided monthly to ensure we don't run out [Proposer: Cllr Mr Ballantyne; Seconder: Cllr Mrs Savage; Vote: Unanimous]	2,000 2,000
Grass Cutting	17,000	6,259.17	Over-budgeted 2020/21 because a new contract was tendered for in January 2020. Successful tender was well below the budget set @ £8,431.96. Need to allow some scope for extra grass cuts etc if required Clarification that amount includes current contract	10,000
Insurance	3,500	1,605.20	Due for renewal May 2021. Current price £1,605.20. Excess would need to be paid on any successful claims – although there has been none that were successful in last 3 years. Current suppliers provide an excellent service but there are other providers available and may get an improved deal Agreed	3,000

Lighting Electricity	8,000	4,655.12	<p>Now out of “contract” with Npower, standard prices apply until another deal found with alternative supplier. May be worth waiting until Council has a decision on Allscott Meads & Haygate Fields lighting so that new lights can be added on if necessary</p> <p>Clr Mr Ballantyne suggested leaving N Power and source alternative suppliers. Need to consider new developments following discussions with the Borough Council. Clerk confirmed contract ended with N Power in September and a request was made to check the difference in payments is now not too high</p>	9,000
Lighting Maintenance	7,000	1,467.09	<p>Council agreed further 3-year contract with Eon until May 2023. £2,296.71 per year. Repairs are charged on top of this. If we take on lighting at Allscott Meads, core amount will increase, but pot for repairs should not as they will be new lights meaning less repairs</p> <p>Clr Mr Cooper suggested caution on decreasing budget. Member’s requested comparison of costs over a 3-year period information</p>	5,000
Parish Improvements	6,000	none	<p>Nothing spent under this specific cost code this year. Recommend that this is removed and split into the specific areas of work (which have cost codes already) bus shelters, defibs, seats, notice boards, signs, war memorial, litter bins. Could have this as a 4th cost centre to make it more transparent and easier to see where the improvement has occurred. Any new initiatives given their own cost code</p> <p>Following discussion, it was agreed to carry forward the amount and add an additional £1k. This will become a separate cost centre with cost codes relating to the spend to ensure transparency on where the money is spent</p>	-
Parish Magazine	1,000	none	<p>No Church Magazine since Covid. Council needs to consider remit of magazine and, whether use of website & social media would be a better way of producing information and updates. The Church magazine is not delivered to the whole area the Parish covers and, it’s not practicable to deliver to the places that currently don’t receive</p> <p>Member’s agreed a paper magazine was still needed as not everyone can access the internet and social media, but that they should work alongside each other</p>	1,000
Playing Fields Maintenance	10,000	387.90	<p>Spent less than half this year. There is work to be done – safety surfaces/fencing/ageing equipment. Also taking on possibly 3 more areas at Allscott Meads (although equipment will be new so less need for repair). Also waiting on decision regarding taking on permanency of leases – may incline PC to invest more money on updating</p> <p>Agreed</p>	Carry over 5,000 from this year and add a further 5,000

Traffic Calming	10,000	none	35,000 now in the pot for a scheme at Admaston. Meeting with Phil Lorenz to discuss proposals & consultation in November. PC needs to decide if it wants to invest more money into a scheme or, wait & see how this money is spent. Are there other parts of the Parish that need some investment regarding traffic calming? There is also the cost of a scheme of work for gateway provision Member's agreed to agree the current reserve spend and, if needed for anything additional that this come from reserves	For discussion
Allotments	200	none	To cover any administrative tasks that may occur. No contact has been received/made with the society since late last year No comments	200
Bus shelters	1,200	none	Should a program of work be considered to improve the shelters with additional cleaning/maintenance etc? Member's agreed a program of work should be undertaken to improve condition of the shelters, including regular cleaning. Cllr Savage suggested a need for some new/replacement shelters. Again, a maintenance budget to improve what's already there and, an "improvement" element for anything new or larger work	2,000
SID Management	3,000	1,400.00	£2,400 pays for the "maintenance" additional held in case new battery needed (although not costed). What happens if we obtain further SID's – costs will increase Agreed to remain the same	3,000
Defibrillators	600	250.00	New batteries purchased in 2020 budget. They cost approx. £50 each x 4 defibs = £200. If unit is used, battery must be replaced then so need a reserve pot. Are we going to invest in more i.e. at Allscott Meads/Aston/Haygate Road area (previous request from cricket club has not been fully resolved)? Remain the same. Any new units funded through improvements or grants	600 maintenance 2,500 new units – there are also grants available
Litter bins	2,000	841.78	New litter bin at Gorsey Bank and another at Admaston Green, remedial work carried out on bins at Pemberton. Also, the contract for emptying them is ongoing, this should be separated from the maintenance work as it is ongoing and is part of Parish Management No comments	2,000 for emptying 500 continued maintenance
Notice boards	100	16.40	Need to consider investment in better boards at sites plus additional where PC currently has none Member's agreed more notice boards were needed and that the current boards needed replacing and/or improving. Agreed there needs to be a maintenance element for existing assets and a cost code for actual "improvements" (i.e. additional items	For discussion

Seats	100	none	Maintenance amount. Does the PC want to invest in more benches & good quality? Cllr Mr Cooper suggested investing in recycled seats that are maintenance free. Consideration needs to be given on delivery and installation as this is currently an issue. Cllr Mrs Ballantyne and Cllr Mr Thomas. Again, a maintenance element and an "improvement" element	1,000
War memorial	200	none	Maintenance amount Cllr Mr Ballantyne advised Member's that the new plaques had been installed on the memorial	200
Community initiatives	500	none	Not spent this year. Need to consider purpose and how it can be advertised/promoted for groups/individuals to apply for it Cllr Mr Ballantyne reminded Member's that the grant was introduced for initiatives relating to older people as much of the Council's assets were provided for younger people. The Chairwoman suggested presents for lonely over Christmas but under Section 137 individuals cannot benefit from funding therefore would need to be group initiatives which are not currently possible due to covid	500
TOTALS	55,917	17,482.66		54,500

2. Council Management

Cost code	Current	Spend to 31/10/20	Comments	Proposed
Subs & Fees	3,000	1,808.30	SALC/SLCC/NALC & Scribe accounting No comments	3,000
Chairman's Allowance	600	550.00	Paid out £550 to Chairman. Suggest amount remains the same and is agreed to automatically be transferred to the Chairperson on the anniversary of their election or, if they leave mid-post pro rata to that date – this saves the Chairperson having to ask for it. Alternatively, it could be paid monthly It was suggested and RESOLVED that the Vice-Chairman receive an allowance of £300 to recognise the additional work undertaken in the role. [Proposer: Cllr Mrs Ballantyne; Seconder: Cllr Mrs Savage; Vote: Unanimous]	600

Councillor Travel	200	none	Cllr's need to be encouraged to claim expenses if incurred, little point budgeting for it if not taken It was agreed to put this on the agenda for the next meeting	For discussion
Hall Hire	350	None	Hopefully face to face meetings will resume, although prices may increase Agreed	400
Audit Fees	1,000	240.00	Internal audit cost £240 this year. Waiting for external audit bill – delayed due to Covid. Suggest slight reduction No comments	700 (or lower depending on external charge)
Bank charges	100	36.00	£18 per quarter No comments	100
Councillor Training	500	none	No Cllr training this year – need to encourage Members to go on courses, even on-line ones to develop particularly newer members with less experience – should consider as part of “induction” and automatically go on previously identified courses as they arise Cllr Mr Cooper commented that any training that could help would be beneficial	500
Election costs	250	none	If an elected Cllr leaves may need to pay for a selective election. Not spent this year – carry over & add £50 Cllr Mr Ballantyne suggested removing the amount this year as the Council currently has 2 vacancies so there would be little chance of needing an election if a councillor left	300
IT Equipment	650	267.60	Laser printer purchased @ £268 this year. Clerk currently uses a laptop which is now 2 years old. Clerk has adjusted to using separate keyboard and mouse after work station risk assessment. Consider investing in separate PC & Screen. £382 left from this year. Should Cllr's have laptops provided by PC – gives security around GDPR & access to virtual meetings Member's agreed that it was essential that the Clerk had appropriate equipment to carry out the role	For discussion
Website	250	18.93	Need to consider changing web server which may incur cost to sort out the issue of email addresses No comments	200
Clerk's training	700	690.00	Clerk starting CiLCA at a cost of £630 from current year budget. Budget for adhoc courses usually around £30 each Clerk advised Member's that she would be the CiLCA qualification in January. There were no further comments	150

Clerk's travel	300	65.25	Limited spend this year due to Covid, but needs to reflect in case Clerk needs to start doing play area inspections for any reason. No comments	250
Office/telephone	350	246.57	12 x 26 = 312 office working from home amount. Mobile £7.50 per month = £90 plus any other additional costs No comments	550
Stationery/postage	250	82.90	Remain the same No comments	250
TOTALS	8,500	4,005.55		7,000

3. Employee Costs

Cost Code	Current	Spend to 31/10/20	Comments	Proposed
Salary	11,669	6,805.31	Pay increase approved 13/11/2019 to increase 1 st April 2021 LG Scale 18 gross currently £13,499.20. Clerk has had to work extra hours on occasion but there is no provision here for those instances No comments	13,500
Tax/NI	300	429.88	Rises in line with pay increase. Used on-line checker to check amount based on £13,499.20 = £650 extra added for provision for extra hours worked No comments	750
Pension	500	None	Clerk is not currently in the pension scheme but may consider and is currently costing this. No comments	Not known
TOTALS	12,469	7,235.19		14,250

Earmarked Reserves

Where	Amount	Details
Traffic calming	35,000	Currently looking at proposals
Benches, Wrockwardine	500	Considering purchasing. Additional amount of £300 for bench at Walcot pending
Admaston Green	2,832	Priced wildflowers. Consider new notice board and bench – money needs spending!

Precept Information

Details from Telford & Wrekin Council not yet received – usually comes in November. Some discussion at Clerk’s Network Mtg suggested that the Council Tax Base may drop due to covid, but this has not been confirmed. Current year Tax base is 1.489.70 and our precept of £75,000 equated to £50.35 per household. Full calculation to come once T&W have notified of tax base. Member’s need to consider whether they wish to impose a rise on the amount payable per household.

Proposals/Ideas for consideration

1. Finance Committee

Proposal by the Chairwoman to re-introduce a regular Finance Committee to oversee the budget decisions and manage the accounts given the budget spend of the Council and to consider some delegated responsibility to the Committee.

2. Parish Improvements (IMPS) Working Group

To consider the forming of a small working group to lead on the scheme of improvements.

3. Handy Person Employment

To consider whether the PC should employ, on a part-time permanent or fixed term contract, someone able to undertake routine work on a weekly basis for the PC. Jobs would include, but not limited to, playground repairs & maintenance, remedial work, assisting with SID(s), refurb of bus shelters & continuing maintenance, maintenance of notice boards, installing new equipment such as bins etc. This would free up the Clerk’s time spent on sourcing people to carry out these functions.

4. IT Equipment for Members

To consider whether all Members should be provided with a PC laptop to enable them to carry out their role. This would also include a new email address that does not interact with personal emails. All council business would be conducted via the laptop and, it would also give easier access to virtual meetings. It also ensures compliance with GDPR (General Data Protection Regulation) and associated privacy regulations etc and protects the information held by Members regarding Parish Council matters. Everyone would use the same device therefore making training easier to manage. Once face to face meetings return, Members can use the laptop instead of paper copies of documents.

5. Outdoor Gym, Wrockwardine Playing Fields

To consider a proposal from a local resident to install an adult outdoor gym on the site. The resident suggested that children & young people were well catered for in the village, but the adults had very little provision. It would also be an encouragement to get out and get healthy.

Julia Hancox

Clerk & Responsible Finance Officer

3rd November 2020

Appendix 2

Agenda Item 11

Admaston Green Grant Spend

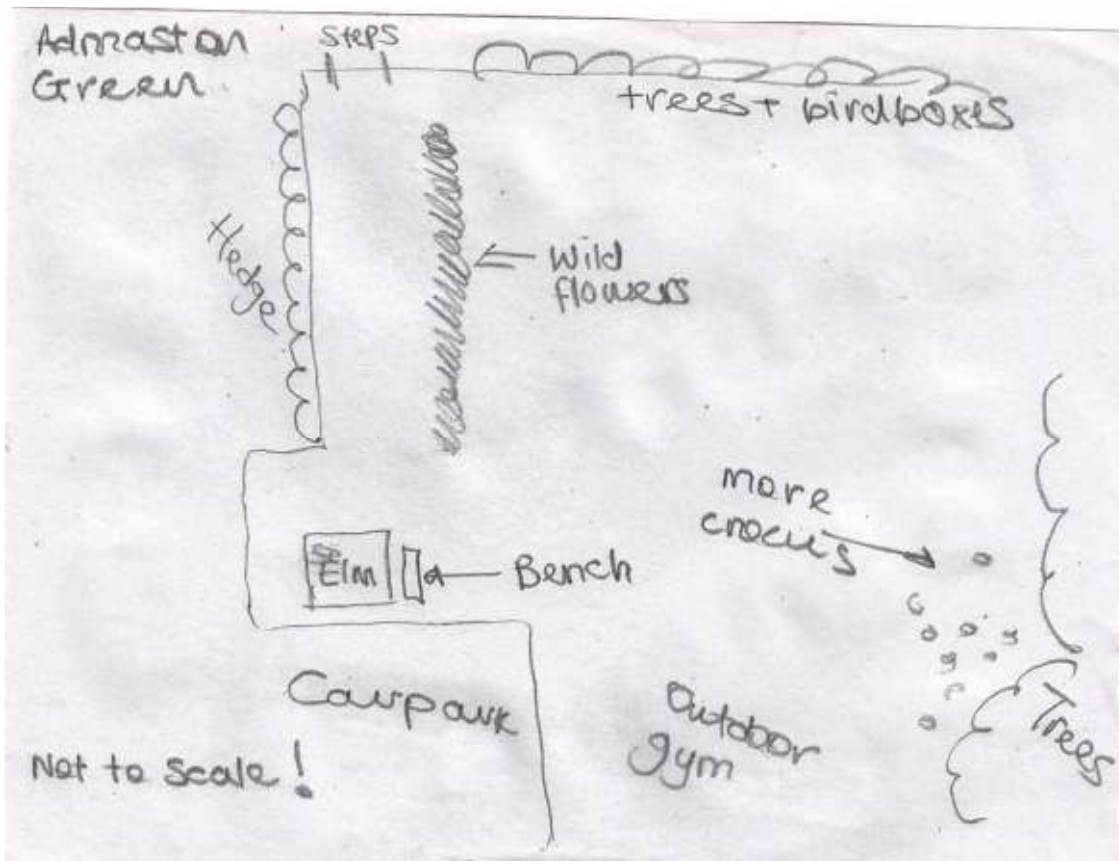
Detail

At the meeting on 11th March 2020, Member's determined to consider the spending of the E2,832 grant obtained for use on Admaston Green. They voted in favour of a wildflower area, benches and the possibility of bird boxes in the trees.

Written permission will be needed from the Borough, from whom the land is leased, for benches or raised beds, but they have confirmed it would not be an issue.

1. Wild flower area

IdVerde have been approached and can provide mixed crocus planting around the bottom of the Siberian elm tree to provide spring cover and a line of bees mix wild flowers as per the diagram below. This line would be placed so that the grass cutter can get through to mow between the wild flowers and the hedge. The cost is €398 + VAT. Mixed crocus would also look lovely behind the outdoor gym, round the bottom of the trees at the boundary, another 1000 planted there would cost E179.



2. Benches

Benches vary in cost and would be dependent on the type required — wood/recycled etc.



This recycled one is E375 + VAT and would look lovely just to the side of the Siberian elm and facing the outdoor gym

3. Bird Boxes

Shropshire Wildlife Trust have been approached regarding the possible installation of bird boxes in the trees around the boundary.

4. Additional

There has also been a suggestion of a Parish Council notice board on the Green which would add to the Parish Council's provision and, as many people walk around and through the area, it would help to raise the profile of the Parish Council. Purchasing a robust and attractive one, in keeping with the area and, having it installed professionally would probably cost between E600-£1,000.

Recommendation

Delegated authority be given to the Clerk, following consultation and agreement on any spend with the Chairwoman and Vice-Chairman on some or all of the items in this report and providing that the cost does not exceed the grant money available. The grant money does need spending as it has been held in the accounts since December 2018.

Julia Hancox Clerk & RFO

5th November 2020

Appendix 3

Agenda Item 15

Parish Crest

Background

The Parish Council was gifted the coat of arms (details below) by the previous Clerk when he retired after 19 years employment in December 2018. The Parish Council formally accepted the coat of arms (minute ref: 18/104 [12/12/18]). However, since then the coat of arms has not been used and, was only on the old website that has since been replaced.

Detail

WROCKWARDINE PARISH COUNCIL

In the Ceremonial County of Shropshire and the Borough of Telford & Wrekin



Armorial bearings

Vert, issuing from base a Saxon Church Or, and in chief two Fountains thereon a helmet with mantling Vert doubled Or and on a Wreath of the Liveries is set for Crest **Issuing from a Mural Coronet an Owl Or perched upon a Gate Sable** and in an Escrol below the achievement this Motto "Servimus Ultro".

Designed by Martin S. J. Goldstraw, Dec 2018

The livery colours are Vert (Green) and Or (Gold). The green of the shield represents the rural nature of the parish, it being one of the largest parishes, in terms of hectares, in the Borough and although most of the population is in Admaston, which is urban in nature, the greater area of the parish lies in the rural villages and hamlets. The Church represents the Parish Church of St. Peter, a Church of Saxon origin. The two roundels made up of Azure (blue) and Argent (white) wavy bars are known in heraldic terms as Fountains and these represent the Spa at Admaston and the

holy well in Wrockwardine. During the 19th Century, Admaston was a commercial spa with several springs containing chalybeate, calcium chloride, selenite and sea salt. There is also a reference to a medieval holy well in Wrockwardine, in whose manor Admaston would then have been situated, and it was known for providing the purest water available in the Wellington District.

It would be impossible and impractical to represent every village and hamlet in the parish in a coat of arms which, by its nature, requires a simple and easily recognisable design however, the crest can be taken to allude to several things which represent the parish. The mural crown, which is a common feature in many civic arms, is said to represent town walls and defences; here it represents both the parish as a whole, in a civic context, but can also allude to the present urban or townlike nature of Admaston. The parish is one of the many border parishes in the Borough and so the gate is representative of the many gateways into the Borough of Telford & Wrekin, some of them busy and important routes. Perched upon the gate is an owl which represents the rural nature of most of the parish, but it could be taken to allude to the duties and responsibilities of those elected to office; a need to be ever vigilant and to make decisions wisely.

The Latin Motto, *Servimus Ultro*, (For the Server) can be literally translated as *Servimus*, who serve, and *Ultro*, volunteering or voluntary, so the motto can be paraphrased as those who serve are volunteers or, service by volunteers, or simply voluntary service. This of course refers to the elected members of the Council who give of their time generously and without remuneration.

I am grateful to three individuals, all of whom are residents of the parish; Mr. Martin

Starbuck, Architect, who provided a line drawing of St. Peter's Church, Wrockwardine; Mr. Alan Orrell, who many years ago suggested that an appropriate Latin motto for the Parish Council would be *Servimus Ultro*; and to the Chair of the Council, Cllr. Nadine Evans, who was kind enough to indulge my addiction for heraldry by asking me to design a suitable armorial achievement for use by the Parish Council.

For consideration/decision

Council are asked to consider whether they wish to resolve to use the crest/coat of arms and as such it would become the logo for the Council and be used on the website/social media/signs/gateways/letterhead etc.

Appendix 4

Agenda Item 12

Gateway Design

Detail

A working group consisting of Cllr Mrs Anderson (Chairwoman), Cllr Mr Bevis, Cllr Mr Cooper, Cllr Mrs Savage and Mr Barry Cartwright met on Monday 2nd November 2020 at 7p.m to discuss the design proposals for gateways in the Parish.

Designs were supplied by Glasdon.

The following design was decided:

White, 3 bars, 1.5 metre in length similar to the design below.



The sign would white writing on a green background with the possibility of a logo (Parish crest to be discussed at Item 15) similar to the design below.



It was decided that as the majority of the gateways would be near an existing speed sign the speed did not need to be indicated. The cost of each gate is £601.79 the custom-made signage is an additional cost and would be obtained once a design decision is made.

The first gateway to be installed is on Station Road, Wrockwardine, following the installation of the "road pinching" being installed by SJ Roberts as part of their development at Allscott Meads. This is due prior to the first occupation of the site which is due early 2021.

Julia Hancox Clerk & RFO

5th November 2020

Appendix 5

Agenda Item 13

Meetings Update

Allscott Meads Stakeholder Group

Meeting 22/10/2020 – minutes not yet available

Items of particular interest:

- Hedgehog highways confirmed in gardens
- Bat/bird boxes in trees. There is a stipulated requirement and SJ Roberts are putting more in
- Street Lighting – Following intervention from Borough Cllr Jacqui Seymour, the Borough Council are arranging a meeting to discuss the legal implications and agreement for taking on the street lighting
- The next phase 1B is starting on the other side of the bridleway 9/11/2020
- Off-site works should be drawing to a close in early November and road diversions taken down
- New super pump installed that is virtually silent, solving the issue of the noisy pump 24/7. The pumps need to be on all the time to prevent flooding

Minutes of previous meeting 24/9/2020 attached separately.

Julia Hancox
Clerk & RFO

5th November 2020