

Wrockwardine Parish Council

Minutes of the Parish Council Meeting held on Wednesday 14th June 2023 at Admaston House, Admaston at 7.30p.m

Present: Cllr K Ballantyne (outgoing Chairman)
Cllr P Cooper (Elected Chairman)
Cllr E Ballantyne
Cllr P Bevis
Cllr P Davis
Cllr B Eade
Cllr S Parr
Cllr J Savage
Cllr G Thomas

In Attendance: 1 Member of the Public
Mr B Cartwright (Volunteer)
J Hancox (Clerk)

23/91 Welcome

The Chairman welcomed everyone to the meeting and advised Council that he had previously submitted his resignation to the Clerk.

23/92 Election of Chairman

Cllr Eade had submitted a nomination for Cllr Cooper and this had been seconded by Cllr Mr Ballantyne. There being no other nominations, it was **RESOLVED** that Cllr Cooper be elected to serve as Chairman.

23/93 Chairman's Declaration of Acceptance of Office

Cllr Cooper signed his Declaration of Acceptance of Office, witnessed by the Clerk.

23/94 Apologies for absence

None

23/95 Declaration of Interests & Dispensations

- a) Pecuniary – None declared
- b) Personal – Cllr's Mr & Mrs Ballantyne declared an interest in Item 23/107

23/96 Public Session

One member of the public asked for any updates on the speed issues on Long Lane traffic issue.

1 member of the public left at 7.37p.m

23/97 Police & PCSO

No officer in attendance. Cllr Tonks let Council know that in her capacity as Borough Cllr she had undertaken a ward walk with PCSO Trudy Jones to specifically look at the areas where anti-social behaviour had occurred. These sites had been added to the PCSO's route for checks.

23/98 To confirm and agree the Minutes of the Previous Meeting

It was **RESOLVED** to confirm and sign the Minutes of the Annual Parish Council meeting held on Monday 22nd May 2023.

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

23/99 Borough Councillors Reports

Borough Cllr Thomas spoke about:

- on-going issues with bins not being emptied on the Allscott Meads estate and was dealing with the management committee.
- A visit to the new school at Allscott Meads
- Parking on pavements and verges.

Borough Cllr Tonks spoke about:

- CCTV on Silkin Way.
- Ward walk.
- Crossing by new doctors' surgery
- Maintenance of planters on Pemberton Road carpark

Borough Cllr Davis spoke about:

- Work commencing on the Mound at Haygate Fields

Cllr Davis also asked for thanks to be given to the organisers of the Wrockwardine Summer Fete

23/100 Planning

1. Permissions & Refusals

Council noted the following permissions and refusals:

TWC/2022/0777	Park House, 10 Shawbirch Rd, Admaston	Conversion of a garage into living space *Additional info Received* *Amended Description*	Full Granted
TWC/2023/0013	Land adjacent & South of Breezes 8 & 11 Allscott	Erection of 1no. dwelling & detached double garage	Withdrawn

2. New Applications

TWC/2023/0345	37 Dulwich Grange, Bratton	Enclosure of existing open-sided porch	No Comment
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TWC/2023/0357 Unit 2, Sutton Road, Admaston – Change of use from retail shop (use class E(a)) to hot food takeaway (use class sui generis) with installation of 1no. flue

Following a discussion, it was **RESOLVED** to **Object** to the application and Council asked Cllr Tonks to draft a response for the Clerk to submit (Appendix 1)

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

TWC/2022/0574 1 Broomfield Barn, Allscott – Erection of single storey rear extension Appeal

It was **RESOLVED** to maintain the original objection to the application and therefore no action necessary

[Proposer: Cllr Mr Ballantyne; Seconder: Cllr Mrs Ballantyne; Abstain: 1; Vote: All remaining]

3. Applications received after the agenda was circulated

None received

23/101 Finance

a) To confirm the Final Accounts paid and Bank Reconciliation for May 2023

The final accounts were noted and **RESOLVED**.

[Proposer: Cllr Tonks; Seconder: Cllr Davis; Vote: All]

b) To confirm the Accounts for Payment June 2023

The accounts were noted and **RESOLVED**.

[Proposer: Cllr Davis; Seconder: Cllr Tonks; Vote: All]

23/102 NAL Sockets

The Clerk advised that the cost for 2 NAL sockets, one at Charlton and one at Burcot Lane would be £2,073 based on the price given by Telford & Wrekin Council previously. It was **RESOLVED** to submit a Police & Crime Commissioners Grant Application to cover the cost, but if unsuccessful it was further **RESOLVED** that the Parish Council would fund the installation.

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

23/103 Play Areas

A report was circulated prior to the meeting (Appendix 2) and, following a discussion it was **RESOLVED** to accept the recommendation to wait for the annual RoSPA report whilst the Clerk obtained further quotations and for the information to be presented at Septembers meeting.

[Proposer: Cllr Tonks; Seconder: Cllr Mrs Ballantyne; Vote: All]

23/104 Other Meetings

1. Allscott Meads Stakeholder Group 25/5/23 – details were circulated prior to the meeting and were noted with no comments
2. Rural Forum 8/6/23 – No one from the Council was able to attend and there were currently no minutes available. The Clerk agreed to circulate once they were received.

23/105 Clerk's Update

Members noted the Clerk's update on various matters (Appendix 3) and discussed the Allscott Meads Allotments. It was **RESOLVED** to accept the quote from Lanyon Bowdler Solicitors of £950 + VAT plus a Land Registry Fee of £45 and a possible disbursement Fee of £30 to act on the Council's behalf on the land transfer agreement.

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

23/106 SID Statistics

Standing Orders were suspended at 8.29p.m

Mr Cartwright spoke about the SID currently installed at Bratton and the reports it was not working correctly. A meeting with the Speed watch representative would be arranged to see if settings needed adjusting.

Mr Cartwright advised Council that as well as the NAL sockets (see Item 23/102) two additional posts would be required. The Clerk advised this would delay the grant application as new costs would be required from Telford & Wrekin Council given that it had previously been agreed that only the sockets were required as the Council already had two mobile posts. The Chairman agreed to speak with Mr Cartwright outside of the meeting.

Standing Orders were re-instated at 8.32p.m

There were no SID statistics available this month.

23/107 Grant Applications

Cllrs Mr & Mrs Ballantyne left the meeting at 8.34p.m

The Pheasant Inn - Following a discussion it was **RESOLVED** to award £200 towards the cost of Ukrainian Community Fun Day. Members asked for feedback from the event to include numbers attended and how it was received in order to facilitate future grants of this sort.

[Proposer: Cllr Davis; Seconder: Cllr Parr; Vote: All present]

Cllrs Mr & Mrs Ballantyne returned to the meeting at 8.38p.m

23/108 Correspondence

None received

23/109 Date of the next meeting

It was confirmed that the next meeting would be held on **Wednesday 12th July 2023** at **7.30p.m** at **Admaston House, Admaston.**

The meeting closed at 8.45p.m

Signed: _____ *P Cooper* _____ (Chairman)

Date _____ *12th July 2023* _____

Item 23/101

Finance

a) Final Accounts paid in May 2023 & Bank Reconciliation

Payee	Description	Net	VAT	Cost
N Power	Street Lighting Supply	808.80	161.76	970.56
SDH Accounting	Internal Audit Fees	260.75	00.00	260.75
IdVerde	Bin Contract 2022/23	1,834.10	366.82	2,200.92
B Cartwright	SID Management	300.00	00.00	300.00
Liquid Net Ltd	Web Domain	15.86	3.17	19.03
Cllr E Ballantyne	Expenses	11.18	0.52	11.70
C Hughes (Contractor)	Grass Cutting	850.00	170.00	1,020.00
Nobridge Ltd	Grass Cutting	739.20	147.84	887.04
BHIB Insurance	Annual Insurance	1,347.48	00.00	1,347.48
SALC	Annual Professional Fees	1,825.34	00.00	1,825.34
Admaston House Trust	Grant Award	3,000.00	00.00	3,000.00
Various	Office & Stationery	34.58	00.00	34.58
Various	Staffing Costs	2,459.95	00.00	2,459.95
	Total	13,487.24	850.11	14,337.35

Bank Reconciliation for May 2023

Unity Current Account

Current A/C Balance 1/5/23	119,606.60
Minus payments made May	14,337.35
Add Receipts May	00.00
Balance 31/5/23	105,269.25
Unity Bank Statement 136	105,269.25

Other Banks

Unity Instant Access Savings A/C Statement 111	57,239.12
NatWest Business A/C Balance 30/4/23	72,463.12
Balance	129,702.24
Total all Banks	234,971.49

b) Accounts for Payment June 2023

Payee	Description	Net	VAT	Cost
Nobridge Ltd	Grass Cutting	739.20	147.84	887.04
IdVerde	Bin Contract	183.41	36.68	220.09
C Hughes (Contractor)	Grass Cutting	850.00	170.00	1,020.00
C Hughes (Contractor)	Weeding	100.00	20.00	120.00
C Hughes (Contractor)	Installation of benches	382.00	76.40	458.40
E-On	Street Lighting Maintenance	1,422.77	284.55	1,707.32
Cllr EB	Travel Expenses	8.38	0.39	8.77
Various	Staffing Costs	2,533.35	00.00	2,533.35
Various	Office Costs	74.13	3.20	77.33
The Pheasant Pub Ltd	Grant for Community Event	200.00	00.00	200.00
Total		6,493.24	739.06	7,232.30

Signed: *J Hancox* (Clerk & RFO) Date: 12th July 2023

Signed: *P Cooper* (Chairman) Date: 12th July 2023

Appendix 1

Item 23/100 (2)

TWC/2023/3057 Unit 2 Sutton Road, Admaston

Objection

Wrockwardine Parish Council objects to the planning application on the following grounds:

Parking

The Parish Council shares local resident's concerns that a hot food takeaway will impact on parking in the area as there are limited parking spaces outside the parade of shops also used by the other businesses. At busy times, this already leads to vehicles parking on the street outside the shops, creating hazards for pedestrians and other cars along Sutton Road as well as blocking access for residents within the vicinity of the businesses. This will be exacerbated by the inclusion of a hot food takeaway with regular visitors, people waiting for and potentially lingering in parking spaces to consume their purchases. It is also likely to lead to people waiting in the lay-by on Station Road which would create highway safety issues as outlined below. This links to section 4.1.2.3 of the Local Plan that prevents 'unneighbourly uses' with reference to 'potential problems of parking'.

Highway safety

As mentioned above, increased traffic and parking would cause safety issues on Sutton Road but the Parish Council's main concern is Station Road, which already has many issues with speeding traffic. The addition of a hot food takeaway would mean more traffic parking in the lay-by on Station Road or even potentially street parking along there. Lay-by parking causes visibility issues for those exiting Sutton Road who have to edge forward onto Station Road. This would create safety concerns for those travelling along Station Road and those exiting the junction. This links to section 4.2.3.3 of the Local Plan with regards to consideration of the level of traffic generated and the impact of on-street parking.

Noise, disturbance, smells and litter

The proposed hot food takeaway would impact residents within the vicinity in terms of noise, disturbance and smells. Increased traffic will lead to increased noise and disturbance from cars for longer periods with the takeaway opening until 9.30pm, currently a quiet time with only one other business along the row of shops open then. There would be music and engine noise from cars waiting for their food or stopping to eat outside the premises. Whilst measures have been planned to reduce the odours from the premises, the smells from a hot food takeaway (particularly a fish and chip shop) whilst the doors are open, would not be mitigated and would impact residents in the area who may not be able to have windows open due to the overwhelming scent produced from the oils needed to cook the products. This also links to section 4.2.3.3 of the Local Plan with regards to 'the effectiveness of measures to mitigate odours' and 'the likelihood of nuisance from the proposed use'. There would also be an increase in the amount of litter around the area. The bins provided are already inadequate and a hot food takeaway would exacerbate an already problematic issue.

The Parish Council also queries the need for this type of facility in the area with another fish and chip shop just 0.9 miles away, as well as various other food outlets within easy reach of the local area. There is also concern that once this change of use is granted, it opens up the potential for the premises to become any sort of hot food takeaway and different types of outlets bring their own issues which could further increase concerns from residents in the future. This links into the Local Plan 4.2.1.6 which states that 'the focus in Local Centres should be on maintaining basic levels of services and shopping to serve a local catchment.'

Appendix 2

Item 23/103

Play Areas

Details

As identified at last month's meeting both the Springer and Relax Rocker play equipment at Wrockwardine Playing Fields require attention. Quotes have now been received :-

Members are asked to consider and decide which one of the following three options Council should pursue at this time whilst also taking into consideration that we still have one remaining springer animal plus other play equipment on site for the use of younger children. Further, members may feel that responding to requests from users to remark the track may be a better use of limited resources.

Option 1

1. Remove the Springer and replace it with similar equipment - cost - £697 + VAT
2. Remove the Relax Rocker and replace with similar equipment - cost - £5390 + VAT

Together with the installation cost, remove and replace with similar - £ 9137.00 + VAT = £10964.40

Option 2

1. Remove Springer
2. Remove Relax Rocker

Request clerk to obtain quotes for the removal of both pieces of equipment and the restoration of the ground.

Option 3

Wait for the report and recommendations from our annual RoSPA inspection on all four play areas (due now) which will highlight any high-risk equipment requiring urgent action thus enabling us to rationalise and prioritise our decisions and resources more effectively.

Recommendation

1. That Council resolves to adopt Option 3 pending the receipt of the forthcoming annual RoSPA inspection;
2. That the Clerk obtains quotations for both Option 2 and cheaper alternatives for Option 1;
3. That the matter be placed on the agenda for the September meeting of Council.

Report - Cllr E Ballantyne
12.6.2023

Appendix 3

Item 23/105

Clerk's Update June 2023

Bulb/wild flower planting

Some of the signs put up asking people to keep off the bulbs and wild flowers at Admaston Green & Long Yard Meadow disappeared and, there were signs of areas being walked on. Cllr Cooper has reinstated the signs and, should more bulbs be planted and seeds sown, some temporary fencing may need to be considered later in the year.

Grounds/Land Management Group

The group met and discussed additional work for the Community Orchard, watering of trees and primroses under the Siberian elm and the grass cutting contracts which at the moment are in place for 12 months until 31st March 2024. The Clerk & Cllr Cooper are meeting with both contractors shortly for a mid-year review and, will get costs for extending the contracts.

Allotments – Allscott Meads

The details of the allotments have been shared (copy attached) and, the service level agreement and land transfer agreement are imminent. The Parish Council has used Lanyon Bowdler Solicitors for previous legal advice and, their quote for dealing with the allotment site based on the information to date is £950 + VAT plus a Land Registry fee of £45 and possible disbursement fees of £30 (only if there is any transfer of funds). There is a current budget in place of £5k to cover setting up the allotments, so the legal fees would form part of this.

Traffic Calming

There has been no update from Telford & Wrekin Council concerning a start date for the work on the build-outs in Admaston and no costings for the additional work, as outlined at May's meeting, has been received.

Clerk & RFO

June 2023