

Wrockwardine Parish Council

Minutes of the Parish Council Meeting held on Wednesday 14th October 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)

20/87 Welcome by the Chairwoman

The Chairwoman welcomed everyone to the Zoom meeting.

20/88 Apologies for absence

Cllr Mr G Baxter - Funeral

20/89 Declaration of Interests & Dispensations

a) Pecuniary – None declared

b) Personal – Cllr Mr Ballantyne & Cllr Mrs Ballantyne declared an interest in Planning Matters related to TWC/2020/0854

20/90 To confirm and agree the Minutes of the Previous Meeting

Error identified on page 4 relating to “the golf course” which should have read “Wrekin Course junction”. Following this, it was **RESOLVED** to confirm and sign the Minutes of the Council Meeting held on 9th September 2020.

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

Cllr Mrs Savage joined the Zoom meeting at 7.45p.m

20/91 Public Session

No matters were raised.

20/92 Borough Councillor’s Report

Borough Cllr Miss Seymour reported the Wrockwardine Deanery’s request for space at the Allscott Meads development was discussed at the Stakeholders Meeting. Members were advised that the business units, whilst planned, had not been allocated yet and there had been no decision from the Borough Council on who would run the school. SJ Roberts had agreed to look into the matter of space for the Church.

1. Permissions & Refusals

TWC/2020/0545	Elmsdene, Walcot	Erection of single storey rear extension and a detached single storey outbuilding	Full Granted
TWC/2020/0659	10 Shawbirch Road, Admaston	Erection of 1 st flr side extension & single storey side extension	Full Granted
TWC/2020/0583	The Croft, 5A Bostock Close, Admaston	Oak crown reduction	Full Granted

2. New Applications

TWC/2020/0815	Aston House Farm, Aston Lane, Aston	Hedgerow removal notice – removal of 80 metres of hedgerow	Object
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Members discussed their continuing grave concerns at the number of hedges being removed within the Parish and **RESOLVED** to **OBJECT** to the application using a similar statement to the objection of the previous hedgerow removal application TWC/2020/0419/0420/0421.

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

TWC/2020/0782	Overley Hall School, Overley	Erection of 1 no. detached multi-functional building and associated works	Support
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Members **RESOLVED** to **SUPPORT** this application.

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

Cllr Mr Bevis joined the meeting at 7.50p.m

TWC/2020/0829	Rushmoor Lane Stud, Rushmoor Lane, Rushmoor	Installation of a horse-walker	Object
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Following discussion, Member's **RESOLVED** to **OBJECT** to this application on the grounds that it was concerned that additional development on the site, which was not ideally placed originally, may attract more traffic to the stud farm, particularly large horse boxes that would be navigating already congested small roads and lanes.

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

3. Applications received after the agenda was circulated

Permissions

None received

New Applications

Cllr Mr Ballantyne and Cllr Mrs Ballantyne were placed in the waiting room of Zoom at 8.10p.m

TWC/2020/0854	Land adjacent 20 Charlton, Telford	Conversion of former pigsty into 1no. dwelling	30/10/2020
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Following a discussion regarding the inadequate access and egress for traffic and other associated issues, Member's **RESOLVED** to **OBJECT** to the application and agreed for Cllr Mr Cooper to provide full details of the reasons and send these to the Clerk for submission.
[Proposer: Cllr Mr Cooper; Seconder: Cllr Mrs Savage; Vote: Unanimous]

Cllr Mr Ballantyne & Cllr Mrs Ballantyne returned to the Zoom meeting at 8.25p.m

20/94 Finance

a) Accounts for payment list & cheques

It was **RESOLVED** that these be approved and paid as tabled, including a previously **RESOLVED** payment of £550 to the previous Chairman from the Chairman's Allowance.

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

b) Bank Reconciliations

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

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

20/95 Social Media

Information related to the use of Facebook (**Appendix 1**) was circulated prior to the meeting. Following a discussion, it was agreed that a Facebook page would be created with three administrators. It was **RESOLVED** that the Chairwoman would develop a page, with help from Cllr Mr Thomas and the Clerk, to be presented at the next meeting for approval.

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

20/96 Play Areas & Outdoor Gym

a) Update on repairs

b) To consider an extension on the leases for Pemberton Rd & Walcot

c) To consider additional emptying of bin at Admaston Green

Details were provided to Members prior to the meeting (**Appendix 2**). The Wrekin Housing Trust had offered March 2021 for completion of the remedial works at Pemberton Road due to the weather restrictions over winter. Following a discussion, Member's **RESOLVED** to accept March 2021 as a date for completion rather than ask for the work to be done sooner.

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

Member's discussed the leases for Pemberton Road and Walcot play areas and determined that much longer terms were preferred given the cost of maintaining the sites effectively and fifty years was suggested as a minimum. Cllr Mr Ballantyne proposed asking the Borough Council if the Parish Council could purchase both sites for a nominal fee, thus ensuring that the spaces could be kept for the use of the local community forever. It was then **RESOLVED** that the Clerk approach the Borough Council and request the purchase of both sites.

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

Cllr Mr Cooper dropped from Zoom 8.40p.m and re-joined at 8.48p.m and voted in favour of purchasing the leases.

The issue of the over-flowing bin was discussed and it was **RESOLVED** to purchase another bin, to be positioned at the top of the steps leading to the Silkin Way, meaning that dog walkers would no longer need to go out of their way to put dog waste in the existing bin. The bin would be added to the current contract with IdVerde for emptying on a weekly basis. The Clerk was asked to purchase a bin similar to the previous one bought for Gorsey Bank. Member's **RESOLVED** to pay for delivery rather than arrange for collection.

[Proposer: Cllr Mrs Ballantyne; Seconder: Cllr Mrs Savage; Vote: Unanimous]

Cllr Mr Bevis left the meeting at 8.54p.m

20/97 Meetings Update

1. Wrekin Area Committee

The minutes from the most recent meeting were not available but Members were advised these would be circulated once received. The Chairwoman commented that she felt it was a successful meeting and was good for building up liaisons with other Parish and Town Councils.

2. Haygate Fields Liaison Group

At the Chairwoman's request, Borough Cllr Miss Seymour gave an update on the issues regarding the mound at the site. Cllr Miss Seymour said that it was very disappointing that there was no representation from the developers at the meeting. Members of the group who represented local residents were now pushing the Borough Council to take the necessary enforcement action over the breach.

3. Allscott Meads Stakeholder Group

The Parish Council was not represented at the last meeting. The next meeting was planned for 22nd October 2020 via Microsoft Teams and, the Chairwoman asked Cllr Mr Cooper to attend along with the Clerk. The question of the water pumps running 24/7 would be addressed then. Cllr Mr Cooper advised Members that he had reported the issue of the overgrown hedges at Tiddicross to the Borough Council via My Telford and that these were being dealt with.

20/98 Traffic Matters

a) SID Statistics

The statistics were circulated prior to the meeting for Member's information.

b) Agricultural Traffic

Cllr Mr Cooper reported that a number of residents in Charlton had complained about the agricultural traffic from a local landowner coming through the village at speed and that numerous drivers had been seen on their mobile phones. Cllr Mr Ballantyne pointed out that it was the Borough Council's obligation as highway authority to take responsibility for the problems created by the growing size of the site (and to which the Parish Council originally objected to). Following a discussion, it was **RESOLVED** that the Clerk should:

1. Write to the landowner to draw attention to the issues and invite him to remedy them;
2. Notify the Borough Council of the issues and ask them to alleviate the problems created by the immense expansion of the site which now goes far and beyond original plans;
3. Notify the police of the problem with delivery drivers using their mobile phones whilst driving.

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

c) Wrekin Traffic Issues

At the Chairwoman's request, Borough Cllr Miss Seymour updated Member's on a recent meeting held with Borough Council officers regarding the issues with traffic around the Wrekin. The measures the Borough have currently imposed are out for consultation and, the Chairwoman stated that local people should be encouraged to respond on-line to the consultation and give their views, either negative or positive.

Borough Cllr Miss Seymour left the meeting at 9.33p.m

20/99 Snow Liaison Officer(s) for Parish Council

Details were circulated prior to the meeting and Member's suggested Cllr Mr Bevis be asked to represent Wrockwardine, Cllr Mr Ballantyne and Cllr Mrs Ballantyne offered to be liaison for Admaston and Cllr Mr Cooper offered for Charlton. Members were concerned that outlying parts of the Parish, such as Aston were not represented. The Clerk offered to contact the Borough before seeking further volunteers to ask whether this was necessary given that if Wrockwardine & Charlton were snow bound then it would follow that outlying areas were too without the need to check.

20/100 Grant Applications

Cllr Mrs Savage proposed a donation to the Severn Hospice from Grant Funding to provide support in the difficult times and given that the Parish Council had supported the Hope Hospice last month. The money would be donated, to be spent at the local site at Apley Castle, the centre that local patients would be likely to attend. Member's **RESOLVED** to donate £300 to the Severn Hospice.

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

There were no further grant applications to consider.

20/101 Correspondence

Details of an email received from a resident of Wrockwardine was circulated prior to the meeting and related to the grass cutting, particularly around Wrockwardine. Member's discussed the comments made within the email and Cllr Mrs Ballantyne pointed out that the hedges had not been cut back as far at Wrockwardine this year and that hedgehog highways were still there. It was also pointed out that the land around the War Memorial was owned by the Borough Council and mowed by them. Members asked the Clerk to respond to the resident on their behalf.

During the discussion, Member's discussed this year's Remembrance Service at Wrockwardine Church and agreed that Cllr Mr Ballantyne should lay the wreath at the War Memorial on behalf of the Parish.

20/102 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 11th November 2020 via Zoom at 7.30p.m.**

The meeting closed at 10.00p.m

Signed: **E Anderson** (Chairwoman)

Date: **11th November 2020**

Appendix 1

Item 9

Social Media

Using Facebook

Considerations highlighted by clerks from other Parishes

1. Set up automatic responses to FB messages so that if someone messages the Council, they get an immediate response saying something appropriate like "Thanks for your message. The Council's FB account is not monitored 24/7 but we'll respond to you as soon as we can".
2. The Admin should ideally be the Clerk and one or more councillor. If you only have one Admin role, if there is ever a problem, it can be a really laborious process to get the Admin role reassigned. E.g.: If you have a single FB Admin person and that person becomes disenfranchised, loses interest and then leaves the council on bad terms and refuses to hand the Admin role over (only the Admin role can change the Admin roles of the page) the only way to get Facebook to switch the Admin roles over at their end is to send them a formal letter from the Council witnessed and sealed by a Notary Public which is both time consuming and expensive.
3. Do a course on social media as it can be really useful to understand the language and nuances of the main platforms - a couple of hours invested in a bit of education now can save many more hours in lost time, confusion, frustration etc later!
4. Ensure the Admins are polite and consistent at all times. There have been examples in other Parishes where Admin's have been very abrupt with people which is not a good advert for the Parish Council. Always ensure responses are done in a polite and respectful manner.
5. Facebook does take up time, but it is a great tool when mastered.

Appendix 2

Wrockwardine Parish Council

Item 10

Play Areas & Outdoor Gym

a. Update on repairs

Wrockwardine Playing Fields

The Clerk met with Paul Childs from Sunshine Gyms and ordered the work approved last month. The zip wire was found to be in working order and, Mr Childs did not recommend taking the off the swing seat to check the chains as he could not identify any problem with chains themselves and said it would be a costly job to undertake for no apparent reason.

Pemberton Road

No dates have yet been given by the Wrekin Housing Trust for the start of the work on the equipment approved before lockdown. They previously advised that only gardening work was being undertaken but that a decision should be made on other works shortly.

Walcot

Cllr Bevis moved the bench to a new location on site.



b. Extension of Leases for Pemberton Road & Walcot

The leases are for 25 years and began in 2009 leaving 14 years remaining. Some Members were concerned that as the equipment is now getting older and will require work or replacement, usually at significant cost, then it would be beneficial to see the leases extended. Telford & Wrekin Council have agreed to extensions and have asked for a specified length of time.

Clerk's recommendation – extend for a further 11 years, taking the length of the leases back to 25 years.

c. Bin at Admaston Green

The bin is currently emptied once a week (normally on a Tuesday). Visits later in the week show that the bin is constantly overflowing leaving the site looking very unpleasant.



last 2 weeks, bin at end of week

Option 1. Purchase and site a new bin in another area of the Green (recent purchase of bin at Gorsey Bank £204.95 + £40.99 VAT plus associated costs for installation) plus ongoing cost to empty (around £7 per week)

Option 2. Pay for an additional weekly collection from IdVerde for the existing bin. (around £7 per week)

Julia Hancox
Clerk & RFO