

Wrockwardine Parish Council

Minutes of the Parish Council Meeting held on Wednesday 11th March 2020 at Wrockwardine Parish Hall at 7.30p.m

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

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

20/32 Welcome by the Chairman

The Chairman welcomed everyone to the meeting.

20/33 Apologies for Absence

None

20/34 Declaration of Interests

- a) Pecuniary – none declared.
- b) Personal - The Chairman and Cllr Mrs Ballantyne declared a personal interest in Planning Application TWC/2019/1030.

20/35 Minutes

Two typing errors were noted and corrected:

- The omission of Cllr Mr Ballantyne from the vote for the Grass Cutting Tender, minute ref: 20/23
- Cllr Mr Bevis mistakenly referred to as Mrs at the same item, minute ref 20/23

It was then **RESOLVED** to confirm and sign the Minutes of the Council Meeting held on Wednesday 12th February 2020.

Proposer: Cllr Mrs Ballantyne; Seconder: Cllr Mrs Savage; Vote: Unanimous; Exempt: Cllr Mr Baxter

20/36 Public Session

Mr Cartwright reported on the SID statistics circulated to Council prior to the meeting. Mr Cartwright pointed out that the SID only logs the number of vehicles speeding, not the actual numbers passing and, that he hoped to do a physical count once the weather improved. Cllr Mr Baxter queried the direction of the traffic stated in the report and Mr Cartwright agreed to check this and amend if necessary.

Mr Cartwright left the meeting at 7.41p.m

20/37 Borough Councillor's Report

Cllr Miss Seymour gave a brief update on the recent flooding issues in the Parish. It was also noted during this item that complaints to SJ Roberts regarding water problems around Allscott the previous week had been caused by a broken water main in a farmer's field and were unconnected to the development work. The Chairman asked the Clerk to confirm this to SJ Roberts and to place something on the website and in the forthcoming newsletter.

Cllr Miss Seymour reported that she was now on the Health Scrutiny Board rather than Health & Wellbeing. [Amended 12th August 2020; minute ref: 20/58: Cllr Miss Seymour reported that she was now on the Health Scrutiny Committee rather than Health & Wellbeing Board].

Council was advised that the Ward Fund would be available again and, the Chairman requested that this be put on a future agenda for spend ideas.

20/38 Planning

1. Permissions & Refusals

TWC/2020/0059	The Old Vicarage, Wrockwardine	Trees in conservation area	Full Granted
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2. New Applications

TWC/2020/0158	Dovecote Grange, Bratton Road, Bratton	Change of use from Bed & Breakfast (Use Class C1) to residential (Use Class C3a)	11/3/20
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It was **RESOLVED** to make “no objection”.

TWC/2019/1030	The Swallows, Station Road, Admaston	Erection of a two-storey detached annexe and a single storey side & rear extension ***Amended plans & application form***	16/3/20
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It was **RESOLVED** to make “no comment”.

3. Applications received after the agenda was circulated

TWC/2020/0217	Play area, Burnell Road, Admaston	Tree works to 1no. Holly Tree to cut limbs back by approx. 2m, cut back to previous cuts to bring canopy of 1no. Ash Tree to the boundary line play area. Crown of Ash Tree to be cut back by 3m.	11/3/20
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It was **RESOLVED** to “support” this application.

20/39 Finance

a) Accounts for payment list & cheques

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

Proposer: Cllr Mr Cooper; Seconder: Cllr Mrs Anderson; Vote: Unanimous

b) Bank Reconciliations

The accounts for February were tabled and noted.

c) Delegation of Finance Authority for selected items

The Chairman asked for discussion to be deferred on this item.

20/40 Statutory Policy Documents

The following policy documents, circulated to Members prior to the meeting, were considered:

Standing Orders

There were no comments and it was **RESOLVED** to approve and adopt this policy.

Proposer: Cllr Mrs Anderson; Seconder: Cllr Mrs Ballantyne; Vote: Unanimous

Financial Regulations

There were no comments and it was **RESOLVED** to approve and adopt this policy.

Proposer: Cllr Mrs Anderson; Seconder: Cllr Mrs Savage; Vote: Unanimous

Financial Reserves Policy

There were no comments and it was **RESOLVED** to approve and adopt this policy.

Proposer: Cllr Mrs Ballantyne; Seconder: Cllr Mrs Anderson; Vote: Unanimous

Risk Assessment

There were no comments and it was **RESOLVED** to approve and adopt this policy

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

Item 20/39 c) fell as the Delegation of Finance Authority was approved in the adoption of the Financial Regulations.

20/41 RoSPA

Cllr Mrs Ballantyne presented the update report (**Appendix 1**). The following items were identified as requiring approval:

2. Reset/straighten bins at Pemberton Road;
3. Sand & repaint bins at Pemberton Rd & to include 2 metal sign poles and 1 wooden bench refurbishment;
4. Refurbishment of pirate ship at Pemberton Road & to include part of the swings and see-saw. All wood sanded down and prepped.

It was **RESOLVED** to approve the works at the prices quoted and for the Clerk to advise the Wrekin Housing Trust accordingly for work to start as soon as practicably possible.

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

Member's asked the Clerk to approach Nobridge Nurseries for advice and a quote concerning the moss under the play equipment at Pemberton Road.

Council discussed the play-areas in general and the possibility of a picnic table at Walcot. Following discussion, it was agreed that local residents should be asked where they would like to see resources from the Parish Improvement Fund spent and, that the Clerk should write to residents in each area, beginning with Charlton.

Member's noted that complaints had been received regarding dog fouling and dogs off leads and causing a nuisance at Wrockwardine Playing Fields. Following discussion, it was agreed to put the item on April's agenda for further consideration. Member's requested that the Clerk source and purchase dog fouling bags for the site and try and make them more noticeable to encourage their use.

It was further requested that the bin at Walcot also be re-painted. It was **RESOLVED** that this be added to the WHT work schedule.

Proposer: Cllr Mrs Ballantyne; Seconder: Cllr Mrs Anderson; Vote: Unanimous

20/42 Admaston Green Grant Money Spend

Member's considered the suggestions received and circulated prior to the meeting (**Appendix 2**).

Following discussion Members were asked to vote on their preferred option:

Cllr Mrs Savage – wildflower area

Cllr Mr Thomas – Benches/tress

Cllr Mr Bevis – Benches/bird boxes

Cllr Mrs Ballantyne – Bench/picnic table/wild flower area

Cllr Mr Baxter – water fountain

Cllr Mrs Anderson – Benches/picnic area/bulbs under the tree

Cllr Mr Ballantyne (Chairman) – bench by the outdoor gym/bulbs around the tree

Member's determined to consider the cost and implications for the grass cutting contract in installing a wild flower area in the boggy part of the Green and for the Clerk to obtain prices for seating and benches. The Clerk was also asked to check with the Shropshire Wildlife Trust regarding the possible installation of some bird boxes in the trees around the Green and, to contact the Borough Council to check if permission was required.

20/43 Traffic Matters

a) **SID Statistics** – covered during the Public Session 20/36

b) **Allscott Heath Stakeholder Group**

The minutes of the Stakeholder Group were not received prior to the meeting. The Chairman gave an update on the items discussed at the meeting including street lighting, play areas and tree felling.

20/44 Grants

No applications for grants received.

20/45 Allscott Heath – Street Naming Consultation

Information was circulated to Members prior to the meeting with suggested ideas for street names at the site. Members were asked to forward any further suggestions to the Clerk by 19th March 2020 so they could be submitted to the Borough.

20/46 Parish Matters

Council was advised that the notice board at Wrockwardine had blown over in the recent storms. A discussion took place about re-siting the board either on the wall opposite (dependant on permission from the landlord of the property) or at the entrance to the playing field. Cllr Mr Bevis and Mr Cartwright agreed to carry out the work.

20/47 Defibrillator Request

Details of a request received for funding, or part funding, of a defibrillator unit at the cricket ground off Haygate Road, Wellington was circulated prior to the meeting. Following discussion, Member's agreed to defer a decision until further information could be obtained as to the best siting of a unit to serve the community in that area. The Clerk was asked to contact the ambulance service for advice.

20/48 Correspondence

PODs in the Park – permission requested for the annual event to be held on Monday 3rd August at Admaston Green. The Clerk was asked to advise the organisers that matting should be installed for the quad bikes and that the land should be protected and all rubbish cleared from the site after use.

20/49 Date of the next meeting

It was confirmed that the next meeting would be held on **Wednesday 8th April 2020** at Wrockwardine Parish Hall at **7.30p.m.**

The meeting closed at 9.15p.m

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

Date: _____ ***12th August 2020*** _____

Wrockwardine Parish Council
Payments & Receipts
11th March 2020

Voucher	Code	Payee	Description	Amount
134	1 – Clerk’s Salary	}	Salary	876.40
135	4 – Travel	} Staff costs	Clerk’s travel	13.05
136	5 – Office/telephone	}	Clerk’s office/telephone	18.00
137	6 – Stationery/postage	}	Clerk’s office/telephone	2.00
138	2 – Tax & NI	HMRC	Tax & NI	54.21
139	5 – Office/telephone	Tesco Mobile	Mobile phone	7.50
140	17 – Playing Fields	E B	Playground repair	16.99
141	19 – Parish Improvements	Broxap	Bin Gorse Bank	245.94
142	17 – Playing Fields	Nobridge Limited	Play area surface repair	612.00
143	20 – Traffic Calming	B C	SID Management	200.00
144	6 – Stationery/postage	Barclaycard Business	Clerk’s office/telephone	3.95
145	6 – Stationery/postage	Barclaycard Business	Clerk’s postage	11.52
146	6 – Stationery/postage	Barclaycard Business	Clerk’s Office/telephone	5.59
147	5 – Office/telephone	Barclaycard Business	Clerk’s office/telephone	81.98
			TOTAL	2,149.13
148	13 – Grounds Maintenance	Ditton Services	Grass Cutting	1,179.99
			TOTAL	3,329.12

Payments not cashed:

Barclaycard	ICC Payment	40.00
	Total	40.00

Actual Spend Available 11th March 2020

Bank Current Account	£19,719.48
Bank Savings Account	£56,506.08
Building Society 90 Day	£70,000.00
Total in Banks	146,225.56
Cash	0.00
GRAND TOTAL (Banks and Cash)	£146,225.56

Signed: E Anderson
 (Chairman)

Signed: J Hancox
 (Responsible Finance Officer)

Date: 12th August 2020

Appendix 1

RoSPA Update

Agenda Item 10

This provides an update to Members regarding work for the play areas as recommended in the RoSPA inspections.

Approved – completed work

Item	Update	Cost
Bark safety surface at Walcot	Work completed	£612.00
Safety lock for gate at Pemberton Rd	Purchased – investigating how to advise emergency services of lock code before installing	£16.99
Temporary screw cap replaced at Walcot	Temporary fix only to prevent more damage to screw head. Requires attention	None
Gorse Bank litter bin	Awaiting collection from Staffs	£245.94

Approved – work pending

Item	Update
Tree work at Pemberton Rd	Awaiting planning permission from T&W
Fence boundary at Pemberton Rd	Ordered and awaiting a date for installation from IdVerde
Safety surface edging work at Pemberton Rd	Ordered but currently on hold with Nobridge – partly due to weather but also for Member's to consider complete replacement if the cleaning of moss (see below) is not an option and, if the lease can be renewed [currently has 11 years left]
2 x cradle seats at Pemberton Rd	Due to misunderstanding by IdVerde (see "Retrospective authorisation required) these were ordered and not done. They have now been re-ordered at a cost of £95.00 each

Requiring approval – identified work

	Item	Update
1.	Moss at Pemberton Rd	Quote requested from Nobridge for cleaning
2.	Reset/straighten bins at Pemberton Rd	Quote requested from WHT "Handyman" Service
3.	Sand & repaint bins at Pemberton Rd & to include 2 metal sign poles and 1 wooden bench refurbishment	Quote received from WHT "Handyman" Service following meeting on site: £681.22 inc VAT
4.	Refurbishment of pirate ship at Pemberton Rd & to include part of the swings and see-saw. All wood sanded down and prepped	Quote received from "Handyman" Service following meeting on site: £1663.21 A previous quote of £740.00 was given by IdVerde in September 2019 for jetwash clean pirate ship, seesaw, sand smooth as necessary & paint with matching colours. However, this would require a re-quote given the time that has passed
5.	New bin or bin liner for Admaston Green	Height does not appear to be a standard size and therefore those sourced do not appear to be

		suitable. Generally retail at less than £100 inc VAT & delivery, if one can be found that fits and is suitable
6.	Signage at various play areas	Small signs £56.00 + VAT x 2 Post Outdoor Gym £42.00 + VAT Large sign similar to existing at Pemberton Road – not costed yet
7.	Benches for Wrockwardine	£500.00 grant received
8.	Repainting track & basketball surface at Wrockwardine	Not costed yet.

Retrospective authorisation required

9.	Cradle seat at Walcot	Due to a misunderstanding by IdVerde the cradle seat at Walcot was replaced at a cost of £95.00. IdVerde have advised that on inspecting the seat they did feel it was in need of replacement
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Julia Hancox
Clerk & Responsible Finance Officer
10th March 2020

Appendix 2

Admaston Green Grant Money Spend

Agenda Item 11

For Members to consider all the suggestions received and make a decision on what the grant money of £2,832.00 should be spent on.

The following suggestions were received either from the suggestion box at Admaston House, via email and, the poster was kindly circulated by residents on social media which attracted some interest.

They are written as they were given:

- Raised wild flower bed
- Bulb planting under the car park tree
- Bird boxes in trees surrounding the green
- Nothing – its fine as it is. If you must spend the money then some benches. No play items/sandpits please
- Water fountain
- Dog agility park
- 100% wild flower area PLEASE
- Water tap – fountain to refill water bottles
- Street lights in Wrockwardine
- Seating – anti vandal obs – spread out around the green and surrounding area
- If it's near the basketball court then a park for kids would be nice
- Sensory garden with seating
- Trees – Cherry trees around the field. Prunus Amanogawa is a nice upright tree, double flowers, slight scent and reasonable Autumn colour. Alternatively, ornamental hawthorn, Crataegus laevigata (Paul's Scarlet) which would be closer to a native tree
- Creating a dedicated, level and looked after football pitch with some basic facilities, to support the very many grassroots teams who play under the Admaston banner

Collated by Julia Hancox
Clerk & Responsible Finance Officer
10th March 2020