

# Wrockwardine Parish Council

## Minutes of the Parish Council Meeting held on Wednesday 9<sup>th</sup> February 2022 Held at Admaston House, Admaston at 7.30p.m

**Present:** Cllr Mrs E Anderson (Chairwoman)  
Cllr Mr P Cooper (Vice-Chairman)  
Cllr E Ballantyne  
Cllr Mr K Ballantyne  
Cllr P Bevis  
Cllr R Eade  
Cllr Mrs J Savage  
Cllr Mr G Thomas  
Cllr K Tonks  
Cllr M Vrahimis

**In Attendance:** Ms J Hancox (Clerk)  
Borough Cllr J Seymour  
Mr B Cartwright (Volunteer)  
2 members of the public  
Mr S Denny (Breedon Group)  
Ms M Cotton (Breedon Group)  
Mr S Hopley (Breedon Group)

**22/01 Welcome by the Chairwoman**  
The Chairwoman welcomed everyone to the meeting.

**22/02 Apologies for absence**  
None

**22/03 Declaration of Interests & Dispensations**  
None.

**22/04 Public Session**  
Nothing raised.

**22/05 Leaton Quarry**  
Mr Denny gave a presentation on the proposed expansion plans for the quarry and took questions from those present.

*The representatives from Leaton Quarry left the meeting at 8.10p.m*

**22/06 To confirm and agree the Minutes of the Previous Meeting**  
It was **RESOLVED** to confirm and sign the Minutes of the Council Meeting, held on Wednesday 8<sup>th</sup> December 2021, as a true record.  
[Proposer: Cllr Eade; Seconder: Cllr Cooper; Abstain: 1; Vote: all remaining]

**22/07 Borough Councillor's Report**  
Borough Cllr Seymour reported that Borough Cllr Kiernan was off sick for 6 months and she would be taking telephone calls and emails to cover. Cllr Seymour also advised that under the Boundary Review it

was proposed that the Haygate Fields development would come out of her ward but remain with the Parish Council until a Parish Boundary review looked at it.

## 22/08 Planning

### 1. Submissions in January under Delegated Authority

The following submissions were noted and there were no comments:

**TWC/2021/1201 Leaton Quarry, Leaton** – Variation of conditions 55 & 59 of TWC/2010/0085 to amend the hours of operation – No comment

**TWC/2021/1103 Site of 24 Station Rd, Admaston** – Erection of 1no. dwelling with access  
**\*\*Amended description & information received\*\*** - No comment

**TWC/2021/0388 Whitefields Farm, Charlton** – Erection of porch to east elevation of existing holiday let enclosure of open fronted garage to facilitate use as storage, workshop/office & erection of 2no. walls & 1no. gate (part-retrospective) **\*\*\*\*Amended Description \*\*\*\***  
**\*\*\*\*Amended Plans Received\*\*\*\***

Comment:

- The proposed wall adjacent to the lane is a fair faced brick wall just under 2m in height and is not in keeping with the buildings & the stone walls in the locality
- The PC has submitted previously that it is concerned that retrospective planning applications are being considered with enforcement notices in place

### 2. Permissions & Refusals

Members noted the following permissions and refusals:

<b>TWC/2021/0641</b>	Site of 8 & 10 Shawbirch Rd, Admaston	Demolition of existing dwelling & the erection of 2no. dwellings with associated garages & access	Full Granted
<b>TWC/2021/0683</b>	Leaton Quarry, Leaton	Variation of conditions 55 & 59 of TWC/2010/0085 to amend the hours of operation	Full Granted
<b>TWC/2021/0901</b>	Land South West of Rushmoor Lodge, Rushmoor Lane, Bratton	Creation of vehicular access & erection of a close boarded fence & gate	Full Granted
<b>TWC/2021/1045</b>	Land adjacent Sunnymead, Walcot	Extension to caravan storage area	Full Granted
<b>TWC/2021/1061</b>	44 Dulwich Grange, Bratton	Erection of a part single storey, part 2 storey side & rear extension	Full Granted
<b>TWC/2021</b>	Site of 24 Station Rd, Admaston	Erection of 1no. dwelling with access <b>**Amended description &amp; information**</b>	Full Granted
<b>TWC/2021/1126</b>	Admaston House, Wellington Rd, Admaston	Removal of lower 1.8m of 1no. branch	Tree Preservation Order Granted
<b>TWC/2021/1147</b>	Brookside, Shawbirch Rd, Admaston	Installation of Guardian roof on existing conservatory	Full Granted
<b>TWC/2021/1165</b>	St Peter's Church, Wrockwardine	Canopy lift by up to 2m over highway & epicormic removal to 1no. Lime tree, cut back canopy by up to 2m to 2no. Oak trees, prune	Trees in Conservation Area Granted

		back to boundary wall & lift up to 1m to 1no. Elder tree & prune back overhanging shrubs to boundary wall	
<b>TWC/2021/1074</b>	The Old Vicarage, Wrockwardine	Overall reduction by 6m to 1 no. Sycamore tree, felling of 1no. maple tree & removal of a hedgerow of 20 no. conifer trees	Tree Preservation Order Granted
<b>TWC/2021/0388</b>	Whitefields Farm, Charlton	Erection of a porch to east elevation of existing holiday let, enclosure of open fronted garage to facilitate use as storage, workshop/office & erection of 2no. walls & 1no. gate (part-retrospective) *Amended Description* *Amended Plans*	Full Granted

### 3. New Applications

Member's **RESOLVED** to make the following comments:

<b>TWC/2022/0073</b>	9 Bratton Road, Bratton	Erection of a single storey extension to existing annexe	No Comment
<b>TWC/2022/0089</b>	5 Donnerville Dr, Admaston	Removal of 1no. Ash Tree	No Comment

### 4. Applications received after the agenda was circulated

Member's **RESOLVED** to make the following comments:

<b>TWC/2022/0045</b>	The Old Vicarage, Wrockwardine	Crown reduction of up to 2m to 1no. Beech tree (t1)	No Comment
<b>TWC/2022/0046</b>	The Old Vicarage, Wrockwardine	Crown reduction of up to 2m to 1no. Conifer (T2)	No Comment

**TWC/2022/0102 18 Holt Coppice, Bratton** – Change of use from residential dwelling (use Class C3) to supported living facility (use class C3(b))

**Support** - Subject to confirmation from the Planning Officer that the facility was for use by Shropshire residents.

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

**TWC/2022/0103 Rushmoor Lodge, Rushmore Lane, Bratton** – Change of use from office to holiday let (retrospective)

**Object** – This is an inappropriate development in a rural area, not connected to agriculture. It is in danger of setting an unwanted precedent for residential use of the land outside the development boundary. Access and egress to the site is between two right angle bends with obscured visibility and this change of use will increase traffic flow on a route already used by HGV's.

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

## 22/09 Finance

### a) Accounts paid in January

It was **RESOLVED** to approve the payments.

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

### b) Accounts for payment in February

Council agreed to increase the payment for the SID maintenance by £100 to acknowledge the work undertaken with the second SID rather than wait until April 2022. It was **RESOLVED** to approve the payments as amended.

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

### c) Bank Reconciliation for January

It was **RESOLVED** to accept the reconciliation.

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

### d) Banking Authorisers

It was **RESOLVED** that Cllr Cooper and Cllr Tonks would become additional internet banking authorisers.

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

*Cllr Vrahimis left the meeting at 9.00p.m*

## 22/10 Meetings Update

1. **Allscott Meads** – the details of the meeting held on 3/2/22 (circulated prior to the meeting) were noted.
2. **Haygate Fields Liaison Group Meeting** – the minutes of the meeting held on 18/1/22 (circulated prior to the meeting) were noted.

## 22/11 Long Yard Meadow

Proposal details were circulated prior to the meeting (Appendix 1). The species of trees previously agreed were silver birch, rowan, gelder rose, white beam and horn beam, which reflect the Queen's Platinum Jubilee colours. The clerk was asked to clarify this with Hornet Landscaping and it was **RESOLVED** to accept the quote, as amended and for work to commence as soon as possible.

[Proposer: Cllr Cooper; Seconder: Cllr Eade; Vote: All]

It was further **RESOLVED** to accept the additional quote for the removal of the dead tree and undergrowth from the entrance to the meadow.

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

## 22/12 Bus Shelters

Council noted the completion of the refurbishment of the wooden bus shelters. It was noted that the perspex bus shelter at Admaston Spa required more extensive work than anticipated and the Clerk was asked to investigate prices and styles for the item to be considered at the next Finance & General Purposes Committee.

## 22/13 Play Equipment Repairs

Details were circulated prior to the meeting (Appendix 2). The price was amended to include the delivery charge for the post and it was **RESOLVED** to accept the amended price of £513.73 for the works required.

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

The Chairwoman thanked Cllr Mrs Ballantyne for her work around the play areas.

## 22/14 Traffic Matters

1. **SID Statistics** – Member's noted the data (Appendix 3)
2. **Gateways** – Details of the proposed signage was circulated prior to the meeting (Appendix 4) and it was **RESOLVED** to accept the design.

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

**22/15 Grant Applications**

None received

**22/16 Correspondence**

1. **POD's Jubilee Event in the Park** – It was **RESOLVED** to grant the use of the Green for the Jubilee event on the 2<sup>nd</sup> or 3<sup>rd</sup> June 2022, subject to all the necessary insurances being in place.

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

2. **Town & Parish Council/Borough Council Partnership Agreement Consultation** – Details were circulated prior to the meeting. It was **RESOLVED** not to sign up to the agreement. The Clerk was asked to convey the following to the Borough Council:

“The Parish Council see no purpose in signing up to the agreement as it is a document not backed up by any meaningful intent and as there was no commitment to the previous Parish Charter this appears to be a token gesture.”

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

**22/17 Date of the next meeting**

It was confirmed that the next meeting would be held on **Wednesday 9<sup>th</sup> March 2022 at 7.30p.m** at **Admaston House, (Bratton Room)**

*The meeting closed at 9.30p.m*

Signed: \_\_\_\_\_ **E Anderson** \_\_\_\_\_ (Chairman)

Date \_\_\_\_\_ **9<sup>th</sup> March 2022** \_\_\_\_\_

## Wrockwardine Parish Council

### Item 22/09

#### Finance

##### a) Accounts paid in January 2022

Payee	Description	Net	VAT	Cost
IdVerde	Grass Cutting Contract	585.55	117.11	702.66
E-On	Lighting Provision	378.52	75.70	454.22
E-On	Lighting Maintenance	69.64	13.93	83.57
Tesco Mobile	Office Telephone	7.50	00.00	7.50
BC	SID Management	200.00	00.00	200.00
Barclaycard	Lone Worker Protection	384.62	75.62	460.24
	Defibrillator Maintenance	64.99	13.00	77.99
Various	Staffing Costs	2,203.09	0.58	2,203.67
	<b>Total payments</b>	<b>6,608.80</b>	<b>836.31</b>	<b>7,445.11</b>

##### b) Accounts for Payment in February

Payee	Description	Net	VAT	Cost
IdVerde	Grass Cutting Contract	585.55	117.11	702.66
Hornet Landscaping	Bus Shelter Refurbishment	3,947.00	00.00	3,947.00
Telford Tree Services	Tree Cutting Wrockwardine Church Yard	400.00	00.00	400.00
E-On	Lighting Maintenance	1,148.36	229.67	1,378.03
Tesco Mobile	Office Telephone	7.50	00.00	7.50
BC	SID Management	300.00	00.00	300.00
EB	Councillor Expenses	16.77	0.78	17.55
Barclaycard	Data Protection Fee	40.00	00.00	40.00
	Web Domain	33.87	6.77	40.64
Various	Staffing Costs	2,224.31	0.96	2,225.27
	<b>Total payments</b>	<b>8,703.36</b>	<b>355.29</b>	<b>9,058.65</b>

##### c) Bank Reconciliation for January 2022

###### Unity Current A/C Bank Reconciliation

Unity Current A/C Balance 1/1/22	83,063.30
Payments made in January	7,445.11
Receipts in January	500.00
Balance 31/1/22	<b>76,118.19</b>
Unity Current Bank Statement 116	<b>76,118.19</b>

###### Other Accounts

Unity Instant Access Interest A/C (Bank Statement 95)	56,622.33
Natwest	70,966.32
<b>Total</b>	<b>127,588.65</b>

Signed:           J Hancox          

Date:           7<sup>th</sup> February 2022          

Clerk & Responsible Finance Officer

# **Appendix 1**

## **Item 11**

### **Long Yard Meadow**

#### **Introduction**

#### **Copse & Hedgerow**

Following discussions at a number of Parish Council meetings it was agreed that the planting of a copse and an indigenous low-level hedgerow along the bottom [northerly] boundary be investigated.

#### **Current Position**

A number of Councillors had a preliminary meeting on site and agreed the location, size and type/mix of trees that could be planted and the type and height the hedgerow could be.

A further meeting was held on the 21/1/22, again with a number of Councillors, with contactors Hornet.

A verbal specification was agreed which the contractor noted so that he could provide a quotation to the Clerk for consideration by the Parish Council at its meeting on the 9/2/22.

The Clerk received a quotation from Hornet dated 28/1/22. The quotation is summarised as follows:

- Clear any overgrowth that will affect growing of the proposed hedgerow.
- Provide and plant a hedgerow with a length of a 150m of mixed species at a spacing of 5no. per metre, 80 – 120 cm in height with ultraviolet biodegradable rabbit guards and bamboo canes. The species proposed are hawthorn, hazel, holly, gelder rose and horn beam.
- Provide and plant a small mixed species copse as discussed on site in the bottom corner comprising, oak, silver birch, gelder rose, beech, rowan, elderberry and cherry.

**Cost = £3343.00**

#### **Tree at Entrance to the Site**

Members also asked Hornet for a price for the removal of the dead tree and associated ivy at the entrance to the meadow.

**Cost = £390**

#### **Proposal**

Based on the meetings held on site, the quotation received, the fact that it is the planting season and that it will be improving the environment whilst providing shelter and nesting facilities for birds it is proposed that the Parish Council approve the proposed work as outlined at Long Yard Meadow.

**Prepared by Councillor P Cooper**

**7/2/22**

**Quotations attached**

## **Appendix 2**

### **Item – 13**

#### **Play Equipment Repairs**

##### **Overview**

- Council has a legal duty of care to users of the Council's land and supplied equipment.
- Council must adhere to RoSPA recommendations or it will be likely to be in breach of its duty of care;

The annual RoSPA report identified the risk factor of the swing basket at Wrockwardine as high risk/15 which required us to take urgent action.

The clerk, after consultation with the manufacturers Eibe Play Ltd, was advised that the LHS front post would need replacing to mitigate any risk. They could supply but not install.

The clerk has received a quotation from Hornet Landscaping to install the post and carry out other outstanding ancillary repair work at Wrockwardine Playing Fields and Pemberton Play Area.

##### **Costings: -**

£113.73 (inc. VAT) + £20 delivery – post from Eibe Play Ltd

£380.00 - Hornet Landscaping (quote attached)

##### **Proposal: -**

Council accepts the quotation from Hornet Landscaping Ref No: 20211106 together with the capital cost of a replacement post from Eibe Play Ltd as identified in this report totalling £493.73.

Report – Cllr E. Ballantyne

February 2022



**Appendix 3**  
**Item 22/14 (1)**  
**SID Statistics February 2022**

Location/Direction	From	To	No. over speed limit	Days at location	Daily Average vehicles over speed limit	Notes
Station Road, Admaston, South East	5/10/21	19/10/21	6,815	14	429	
Station Road, Admaston, North West	20/10/21	31/10/21	6,421	11	583	
Rushmore Lane, North Bound	1/11/21	15/11/21	972	14	69	
Rushmore lane, South Bound	16/11/21	29/11/21	2,481	13	180	Possibly a result of people avoiding Shawbirch island roadworks
Wellington Road, Admaston, South East	30/11/21	13/12/21	3,394	14	242	
Wellington Road, Admaston, North West	14/12/21	27/12/21	15,524	14	1,109	
Station Road, Admaston, North West	28/12/21	10/1/22	3,329	13	255	
Station Road, Admaston, South East	11/1/22	24/1/22	6,114	13	478	
The Avenue, Wrockwardine, West Bound	25/1/22	7/2/22	248	13	18	

**Mr Cartwright has worked hard to get the second SID up and running and it is now operational and located in Admaston.**

## Appendix 4

### Wrockwardine Parish Council

#### Item 14.2

#### Gateways

#### Details

Following a meeting of the original Gateway Working Group (Cllr Anderson; Cllr Bevis, Cllr Savage & Mr Cartwright) on 4<sup>th</sup> February 2022 the following was determined:

1. Gateways on Station Road, Wrockwardine will use the original “Wrockwardine” signs (removed from current signage) and the following signage underneath:



2. All the other gateways will have the following signage:



#### Proposal

The councillors of the Working Group propose that the Parish Council accepts the wording and style of the gateway signage and, that this be used for future gateways to ensure a standard and identifiable format.

**Julia Hancox**

**Clerk & RFO**

**7<sup>th</sup> February 2022**