

Wrockwardine Parish Council

Minutes of the Parish Council Meeting held on Wednesday 8th September 2021 Held at Admaston House, Admaston at 7.30p.m

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

In Attendance: Borough Cllr Miss J Seymour
Ms J Hancox (Clerk)
2 members of the public

21/117 Welcome by the Chairwoman
The Chairwoman welcomed everyone to the meeting.

21/118 Apologies for absence
Cllr Mr Thomas – Work commitments

21/119 Declaration of Interests & Dispensations
a) Pecuniary – None declared
b) Personal – Cllr's Mr & Mrs Ballantyne declared an interest in planning application TWC/2021/0858

21/120 Public Session

Cllr's Mr & Mrs Ballantyne left the meeting at 7.32p.m

One member of the public made representation to the Council on planning application TWC/2021/0858. Members asked some questions regarding the application.

Members agreed to bring the application under Item 7 forward and **RESOLVED** to make the following comment: "The Parish Council is concerned that the locality of the development, together with other larger developments in the area, including the new doctor's surgery, will cause increased vehicle activity along the already busy roads."

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

Cllr's Mr & Mrs Ballantyne returned to the meeting at 7.45p.m

21/121 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 14th July 2021 as a true record.
[Proposer: Cllr Cooper; Seconder: Cllr Tonks; Vote: Unanimous]

21/122 Borough Councillor's Report

Cllr Seymour updated Members on the issue of the tree protection order application at Haygate Fields and confirmed this had gone through. Cllr Seymour also shared her disappointment that a recent "Ward Drive" she had undertaken, where she had highlighted the issues of the traffic signs at Wrockwardine, had failed to garner a suitable response. The issue will be raised again at the next Allscott Meads meeting.

21/123 Planning

1. Permissions & Refusals

Members noted the following permissions and refusals:

TWC/2021/0428	15 Burnell Rd, Admaston	Removal & cutting back of overhanging limbs beyond boundary line by up to 5m and crown/height reduction by up to 5m to 1no Oak tree	Withdrawn
TWC/2021/0607	Former British Sugar Site (Phase 1), Allscott	Erection of 1no. dwelling & repositioning of parking spaces associated with plots 89-92	Full Granted
TWC/2021/0554	Timber Kit Solutions, Long Lane	Change of use from agricultural to mixed use site (retrospective)	Full Granted
TWC/2021/0560	Timber Kit Solutions, Long Lane	Erection of a commercial unit & associated access for the manufacture of timber frames	Full Granted
TWC/2021/0604	32 Bratton Road, Bratton	Erection of a brick entrance boundary wall & gate	Full Granted
TWC/2021/0541	Primrose House, 11 Rushmoor	Felling of 1 no. Alder tree	Tree preservation Order Granted

2. Applications during August with delegated authority

Members noted the following applications and comments made:

TWC/2021/0706	Site of the Mill Hse, Walcot	Conversion of barn into 1no. dwelling	No comment
TWC/2021/0687	Donnerville Farm House, Wellington Rd, Admaston	Erection of 2 storey side & single storey rear with balcony extension	No Comment
TWC/2021/0750	Rushmoor Stud, Rushmoor	Erection of pergola	No Comment
TWC/2021/0785	12 Aldermead Close, Admaston	Erection of a 1 st flr front extension & single storey rear extension	No comment

3. New Applications

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

TWC/2021/0811 –	Primrose Hse, 11 Rushmoor Lane	Felling of 1no. Alder Tree (further application)	No comment
TWC/2021/0819	8 Bratton Rd, Bratton	Replacement of 1no. oil tank	No comment

4. New applications received after the agenda was circulated

TWC/2021/0853 Site of Charlton Barns, Bluebell Lane, Charlton – Conversion of storage & distribution building to 1no. dwelling (retrospective)

Members **RESOLVED** to make the following comment: “The Parish Council is unhappy that yet another retrospective planning application is being made and that the work outlined in the application has already been done. The building is adjacent to a large house and an agricultural machinery plot with a workshop and outbuildings and, the machinery from this plot are often large. The entrances and egresses all converge onto a small, narrow entrance/egress point opposite a staggered junction which is on a bend with vehicles using the lane often travelling at speed”.

TWC/2021/0858 Land Adjacent 3 Davenport Drive, Bratton

Members **RESOLVED** to comment at Item 21/120

21/124 Finance

a) Accounts for payment in September

It was **RESOLVED** to approve these.

[Proposer: Cllr Cooper; Seconder: Cllr Savage; Abstain: 2; Vote: Agree 5]

b) Bank Reconciliation for July & August

It was **RESOLVED** to accept this.

(Proposer: Cllr Tonks; Seconder: Cllr Savage; Vote: Unanimous]

21/125 Wrockwardine Parish Council Committees

1. **Parish Improvements Committee Meeting 4th August 2021** - Member’s acknowledged receipt of the draft minutes and there were no comments.
 - 1.1 **To accept the recommendation from the Committee to apply for Borough Councillor Ward Funding to renovate & plant around bus shelters at Aston & Overley (Item 21/06)** – Member’s voted unanimously to accept the recommendation and Borough Cllr Seymour acknowledged she was happy with the application. The Clerk was instructed to submit the on-line application. There was further discussion around the absence of Cllr Kiernan, Borough Cllr for Admaston and Cllr Seymour suggested he was currently on a leave of absence from duties but that clarification would be sought from their group leader. The Clerk was asked to contact Member Services to also clarify the position and how applications for Cllr Kiernan’s ward funding could be accessed.
 - 1.2 **To receive a verbal update regarding the discussions with SJ Roberts on community initiative proposals (Item 21/08)** -Cllr advised that an update had not been received from SJ Roberts but that there was a meeting of the Allscott Meads Group next week where an update would be sought.
 - 1.3 **To note the date for the informal working group (Item 21/12)** – Member’s noted that the meeting would be on Wednesday 15th September 2021 in the Dothill Room at Admaston House.
2. **Human Resources Committee Meeting 18th August 2021** – Member’s acknowledged receipt of the draft minutes and there were no comments.
 - 2.1 **To accept the recommendation from the Human Resources Committee for Council to approve the lone working recommendation (Item 21/12)** – There were no comments and the recommendation was accepted.
 - 2.2 **Defibrillator Policy** – to approve the policy (item 21/13) – Member’s **RESOLVED** to approve the policy. [Proposer: Cllr Tonks; Seconder: Cllr Cooper; Vote: Unanimous]

2.3 Risk Assessments – to approve the Risk Assessments (Item 21/13) – Member’s **RESOLVED** to approve the Risk Assessments. [Proposer: Cllr Tonks; Seconder: Cllr Mrs Ballantyne; Vote: Unanimous]

21/126 HM The Queen’s Platinum Jubilee

It was proposed that the Council establish an ad hoc group, to work in conjunction with the Parish Improvement’s Committee and the Finance & general Purposes Committee, to consider appropriate ways in which HM The Queen’s Platinum Jubilee Year of 2022 might be commemorated within the Parish and to report back to Council with its proposals at its earliest opportunity.

Following a discussion, where possible ideas were given, Members **RESOLVED** to establish a group. [Proposer: Cllr Mr Ballantyne; Seconder: Cllr Bevis; Vote: Unanimous]

Members interested in attending said group: Cllr Tonks, Cllr savage; Cllr Anderson, Cllr Bevis and Cllr Mr Ballantyne.

21/127 Traffic

- 1. Admaston Scheme Update** – Cllr Mr Ballantyne gave an update on proposals put forward by Telford & Wrekin Council. Further queries and ideas have been submitted in response to T&W and a further update would be given at October’s meeting.
- 2. SID Statistics** - Member’s noted the data and acknowledged that given the increasing figures of speeding motorists, it was important to get any scheme at 21/127 (1) right. (Appendix 1)

Cllr Mrs Ballantyne requested that Mr Cartwright be formally thanked again for his hard work in maintaining the SID around the Parish and the Clerk was asked to do this.

21/128 RoSPA Update

A report on the outcome of the annual RoSPA inspection was circulated prior to the meeting (Appendix 2). There were no comments. Members **RESOLVED** to action the proposals within.

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

The Chairwoman thanked Cllr Mrs Ballantyne for her hard work inspecting and reporting on the play areas on a weekly basis.

21/129 Meetings Update

- 1. Haygate Road Liaison Group** – Member’s noted the minutes from the meeting held on 13th July 2021. The Chairwoman suggested to member’s that Council needed to look at how the residents of the development could be incorporated into the Parish.

21/130 Armed Forces Covenant

Council considered a pledge to acknowledge and understand the needs of the Armed Forces Community and to ensure that they were treated with fairness and respect in all aspects of their life. Following discussion, Member’s **RESOLVED** to adopt the Armed Forces Covenant and to then look at how it could be incorporated into the work done by the Parish Council so that it was not just a logo on the website.

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

Cllr Bevis advised Council that, following the success of the lamp post poppies last year, 10 more had been ordered for other parts of the Parish. It was **RESOLVED** that a donation of £30 be made to the Royal British Legion for the poppies and that the Clerk should order the annual wreath in preparation for Remembrance Sunday.

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

21/131 Grant Applications

Following submission of a grant application, Member's **RESOLVED** to award £200 to AGE UK.
[Proposer: Cllr Mr Ballantyne; Seconder: Cllr Mrs Ballantyne; Vote: All]

21/132 Correspondence

1. **Admaston House Open Afternoon** – Member's noted the date of the event, 25th September 2021 2p.m – 5.00p.m. The Parish Council would man a "stand" and hopefully have a display of things the Parish Council manage. All Member's welcome to participate for some or all of the afternoon.

2. **Long Yard Meadow** – Following discussion, Member's **RESOLVED** to note the responses to the recent removal of the kissing gate at Long Yard Meadow which were circulated prior to the meeting.
[Proposer: Cllr Mr Ballantyne; Seconder: Cllr Cooper; Vote: Unanimous]

3. **Thank you from PODS in the Park** - noted

21/133 Date of the next meeting

It was confirmed that the next meeting would be held on **Wednesday 13th October 2021** at **7.30p.m** at **Admaston House, (Bratton Room)**

The meeting closed at 9.10p.m

Signed: **E Anderson** (Chairman)

Date **13th October 2021**

Appendix 1
Item 21/127(2)
SID Statistics

Location/Direction	From	To	No. over speed limit	Days at location	Daily Average vehicles over	Notes
The Avenue, Wrockwardine, West Bound	30/3/21	11/4/21	98	12	8	
The Avenue, Wrockwardine, East Bound	12/4/21	25/4/21	239	13	18	
Station Road, Admaston, North East	26/4/21	10/5/21	5,041	15	337	
Station Road, Admaston, South West	11/5/21	23/5/21	4,543	13	349	
Shawbirch Road, Admaston, North East	24/5/21	7/6/21	16,664	14	1,161	Increase could be due to traffic diversions around Allscott & Walcot Bridge
Shawbirch Road, Admaston, North East	8/6/21	15/6/21	14,324	7	2,046	
Shawbirch Road, Admaston, South West	16/6/21	1/7/21	15,714	15	1,046	
The Avenue, Wrockwardine, West Bound	2/7/21	12/7/21	116	12	9	
The Avenue, Wrockwardine, East Bound	13/7/21	9/8/21	615	25	25	Road closed at Allscott
Shawbirch Rd, Admaston, South West	10/8/21	23/8/21	16,173	13	1,242	
Shawbirch Road, Admaston, North East	24/8/21	6/9/21	7,690	13	513	Contractor's lights by SID calmed traffic

Appendix 2

Wrockwardine Parish Council

Item 12: RoSPA Update

RoSPA – (The Royal Society for the Prevention of Accidents)

Overview

- Council has a legal duty of care to users of the Council's land and supplied equipment as well as a moral responsibility;
- Council must adhere to RoSPA recommendations or it will be likely to be in breach of its duty of care;
- Routine weekly inspections of our four sites are carried out by either Cllr Mrs Ballantyne or the Clerk;
- Annual inspections are carried out by RoSPA, usually in July.

RoSPA Annual Inspection – July 21st 2021

1. The National RoSPA Inspector, Mr W Slater, visited all four sites.
2. Report identifies a range of risk factors from very low to very high undertaken using the RPII inspection methodology scores ranging from 1- 25 categorised as low, medium or **high** risk.

High & Medium risk work not already identified and actioned: -

Wrockwardine Playing Field

LHS front timber swing basket support post - 15

Recommendations: -

Pemberton

- Monitor top links toddler seats – 7
- Re-glue & fill gaps in safety surfaces – 6
- Tighten side guard barriers large frame – 6

Walcot

- Monitor timber decay – 6

Wrockwardine

- Contact Eibe Play Ltd re construction of swing basket supports – 15
- Monitor decaying timber wooden shelter - 8
- Monitor timber supports large frame - 7
- Repair surface under swing basket - 7
- Repair surface under zip wire - 7

Proposal: -

That the Clerk be asked to bring to Council quotes for the following work:

Wrockwardine from Sunshine Gym:

1. Replacing or repairing the timber support of the swing basket after manufacturer's recommendations from Eibe Play Ltd;
2. Repair the surface under the swing basket;
3. Repair the surface under zip wire;
4. Repair the post tops on the large frame;

Pemberton from Nobridge Nurseries:

1. Repair edges of safety surfaces.;

The Clerk be asked to contact IdVerde and stress again the importance of careful strimming around timber posts highlighted several times in the RoSPA report as likely to accelerate timber rot.

Report – Cllr E. Ballantyne & J. Hancox (Clerk & RFO)

August 2021