



## **ALBRIGHTON PARISH COUNCIL**

Station Road

Albrighton

Wolverhampton

WV7 3QH

Email: [clerk@albrightonparishcouncil.gov.uk](mailto:clerk@albrightonparishcouncil.gov.uk)

[www.albrightonparishcouncil.gov.uk](http://www.albrightonparishcouncil.gov.uk)

### **Minutes of meeting**

Minutes of the Albrighton Parish Council meeting held on Thursday 6<sup>th</sup> December 2018 at 7.15 pm in the Red House, Albrighton.

### **Present**

Cllrs. D Beechey, P Illes, M Medlyn, R Smith, P Woodman, S Pledger, R Rudman, M Pate, M Pitchford, T Maguire, J Pledger, S Kirkland, A Straney

In attendance:

S Reynolds Clerk to Albrighton Parish Council.

#### **18121. Apologies**

To receive and approve apologies for absence. Members are asked to give their apologies direct to the Clerk.

Bob Hickson (prior commitment)

#### **18122. Declarations of Interest**

To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

Members must fill out the declarations of Interests Forms for submission.

Where a member indicates that they have a prejudicial interest but wish to make representation regarding the item before leaving the meeting, they must do so under item 4(D) of Public Participation.

Cllr J Pledger noted a pecuniary interest in Item 18128, planning application 18/05394/HHE. Cllr J Pledger declared he was the neighbour and would therefore not take part in the discussion and would not vote on the item.

#### **18123. Public Participation**

**Members of the public** are invited to ask questions, make representations or submit comments on any item on the agenda. This is **LIMITED TO THREE MINUTES PER PERSON** – at the sole discretion of the Chairman.

There were two members of the public present, no questions were asked.

**18124. Report by the Shropshire Council member, Cllr. M Pate, with regard to items of business likely to affect the community.**

Cllr Pate explained that Shropshire Council was going through the budget process, money was very tight and there was likely to be cutbacks. He informed Councillors that there was £7.3 million available towards road repairs and that he expected to see an improvement in the roads, he had complained to Shropshire Council about the state of the local roads especially Cross Road.

Cllr S Pledger asked if this would also include footpaths but Cllr Pate was unsure if this fund covered footpaths.

Cllr Beechey raised concerns regarding the gully's still not being cleared and the subsequent issues like the huge 'lake' in the Crown car park, Cllr Pate said he would follow this up.

**18125. Parish Councillors' reports with regard to any items of council business they have recently conducted likely to affect the community.**

The Clerk presented a report from Cllr Hickson on the Shifnal/Albrighton team meeting he had attended earlier today on our behalf. It was welcomed that funds had now been sourced through the safer neighbourhood initiative, to cut down the trees at the front of the skateboard park. There was a discussion on the camera at the skate park, but the cost of providing the electoral power for the camera would currently be asked to be met by the school and the Headmistress had said that the cost (£20) was prohibiting them being used as the school couldn't finance this. It was suggested that this be looked at again to see if we could find a way to work in partnership with the school in order for the safety issue be resolved, and that APC will pay the necessary £20. The Chairman offered to go and see the Head and see if he could sort out the problems if there were any.

Cllr Illes informed councillors that the Melville Club would be running from a different venue in the new year, it had been agreed to run from the Red House for 6 weeks, this should give the club a saving of £700, this should help with the problems of increased costs. The club was also looking to increase its rental revenue and various clubs and societies and Shropshire Council, NHS or other local possibilities and initiatives are also being considered with little progress to date to establish any interest they may have. Cllr Illes also informed council that the Management Committee has been strengthened by 3 new active volunteers including former Parish Councillor Phil Griffin who is focusing on grant applications, Cllr Illes agreed to keep council updated of developments.

The Chairman then asked Councillors if they wished to take item 18132 at this point in the agenda, this was agreed and he invited other members to speak on this item.

**18132. To consider the future of the Melville Club (brought forward on agenda)**

Cllr Medlyn expressed her concern that some of the older members of the Melville Club were worried that it was closing, she asked if the committee had looked at the lease which explained who could be a member, rent the building and the purposes the building could be used for. She informed councillors the club had been running for over 60 years, whilst councillors understood her concern the Chairman explained that the Melville Club was not the responsibility of Albrighton Parish Council as we are not trustees, but Cllr Pate informed council that as we had paid money into the club, we should take an interest in it and there is still a need for this club in the village.

Cllr Straney suggested that it would be helpful to give the Melville Club the opportunity to carry out their review to try and make the club more profitable and to come back to Albrighton Parish Council in the new year and let us know how things were progressing.

The Clerk then advised the Chairman that under standing orders the Chairman can allow a member of the public to speak if it is in respect of something pertinent to the agenda. The Chairman then invited David Dale to speak, Mr Dale said anyone could write to the Chairman asking to see the accounts, the club was solvent but trying to find a better way forward, especially as attendance is diminishing. He also agreed that once the review had been completed all members would be kept informed of the outcome.

**18126. Minutes of previous meetings:**

To receive the minutes of the meeting held on 8<sup>th</sup> November 2018 (**enclosure**).

**It was then PROPOSED, SECONDED and AGREED unanimously that the minutes of 8<sup>th</sup> November 2018 were true and accurate records.**

**18127. Matters arising**

The Clerk informed Councillors that she had now received the invoice from Donington with Boscobel Parish Council for our contribution towards the Approbation. A figure of £2875.70 was being requested as our 72% share of the costs, she was seeking approval to pay this amount.

**It was then PROPOSED, SECONDED and AGREED unanimously that the cost of the Approbation 2018 £2875.70 be paid by the Clerk.**

**18128. Planning:**

**Planning applications:**

Reference: 18/03579/FUL

Address: Land East Of, Shaw Lane, Albrighton, Shropshire

Proposal: Residential development of 6 bungalows and 58 houses (revised scheme)

This application has now been refused, Cllr Pate asked that the Action Group and the Chair, Vice Chair of Albrighton Parish Council, Geoff Catlin and others be thanked for all their hard work on this application. Cllr Pate said that they presented themselves well at the planning committee and provided outstanding reports which ensured that this application was again refused, he felt that we should pass on our thanks for the work they had undertaken for the village.

Reference: 18/05278/TCA (validated: 14/11/2018)

Address: 70 High Street, Albrighton, Wolverhampton, Shropshire, WV7 3JA

Proposal: Crown reduce by 25% 1no Silver Birch within Albrighton Conservation Area

**It was PROPOSED, SECONDED and AGREED that council recommend this application for approval.**

Reference: 18/05038/FUL (validated: 19/11/2018)

Address: 2 Patshull Road, Albrighton, Wolverhampton, Shropshire, WV7 3BH

Proposal: Erection of two storey side and single storey rear pitched roof extensions to include a balcony

**It was PROPOSED, SECONDED and AGREED that council recommend this application for approval.**

Reference: 18/05308/FUL (validated: 23/11/2018)

Address: David Austin Roses Ltd, Bowling Green Lane, Albrighton, Wolverhampton, Shropshire, WV7 3HB

Proposal: Application under Section 73A of the Town and Country Planning Act 1990 for the temporary change of use of land for the siting of 4No. static caravans for use as specialist/seasonal horticultural worker accommodation

**It was PROPOSED, SECONDED and AGREED that council recommend this application for approval.**

Reference: 18/05394/HHE (validated: 21/11/2018)

Address: 28 Lyncroft, Albrighton, Wolverhampton, Shropshire, WV7 3QJ

Proposal: Erection of a single storey rear extension to an attached property, dimensions 4.2 metres beyond the rear wall, 3.0 metres maximum height, 2.5 metres high to eaves

Cllr J Pledger asked if he could speak, at this point the Clerk and all Councillors were unaware of what he might say so it was agreed to let him speak. Cllr J Pledger then began to outline issues regarding this application which could have been understood as reasons for its refusal. At this point both the Clerk and Cllr Pate asked Cllr J Pledger to stop speaking and advised him that he had already declared an interest in this item and was in breach of the code of conduct, he should have not taken any part in the debate and left the room during this item as is custom and practice to comply with the code of conduct. Cllr Medlyn asked the Clerk what the council should do and she advised that all Councillors should disregard everything that Cllr J Pledger had said, to clear their mind and Cllr Beechey who is the council planning representative who looks at all our planning applications would provide impartial advice for their guidance.

Reference: 18/05474/TPO

Address: 40 Grange Park, Albrighton, Wolverhampton, Shropshire, WV7 3EN.

Proposal: To crown lift the canopy from off the property and green house by 1metre 1No Yew tree protected by Shropshire Council (Land at and to the West of Church Lane, Albrighton) TPO 2010

**It was PROPOSED, SECONDED and AGREED that council recommend this application for approval.**

#### **Applications received after agenda published**

Reference: 18/05485/FUL (validated: 03/12/2018)

Address: 87 High Street, Albrighton, WV7 3JT

Proposal: Erection of 3No studio apartments together with 3No parking spaces following demolition of a section of an existing A3 building

Applicant: Mr Fletcher (86 High Street, Albrighton, Wolverhampton, WV7 3JT)

The issue of parking was raised by Cllr Beechey but Cllr Smith explained that this had been addressed in the design of the application, after further discussion:

**It was PROPOSED, SECONDED and AGREED that council recommend this application for approval.**

#### **Planning decisions:**

Reference: 18/03579/FUL (validated: 14/08/2018)

Address: Proposed Residential Development Land East Of, Shaw Lane, Albrighton, Shropshire

Proposal: Residential development of 6 bungalows and 58 houses (revised scheme)

Decision: Refuse

Reference: 18/04270/FUL (validated: 02/10/2018)

Address: Bridge House, High House Lane, Albrighton, Wolverhampton, Shropshire, WV7 3JL

Proposal: Erection of part single/part two storey front and side extensions and replacement of existing outbuilding with a garage/store

Decision: Grant Permission

Reference: 18/04439/TPO (validated: 26/09/2018)

Address: 28 Grange Park, Albrighton, Wolverhampton, Shropshire, WV7 3EN

Proposal: Crown lift to approx. 20ft from base 1no Yew protected by the Shropshire Council (Land at and to the West of Church Lane, Albrighton) TPO 2010 (Ref: SC/00020/10)

Decision: Grant Permission

Reference: 18/04908/TPO (validated: 26/10/2018)

Address: The Birches, Cross Road, Albrighton, WV7 3BJ

Proposal: Crown reduction of 20% of 1no Beech (See Report) protected by the Shropshire Council (Land at Cross Road, Albrighton) TPO 2010 (Ref: SC/00019/10)

#### **Planning enforcement:**

None received to date

#### **18129. Finance & Personnel:**

- a. To receive a report by the Chairman of F&P to also include receipts and payments up to 30<sup>th</sup> October 2018, (enclosed) – Cllr. Maguire.**

The Clerk confirmed that she and Cllr Maguire had now received training from Rialtas the software provider and that she would now be providing more detailed accounts at the monthly council meetings, she hoped these would enable Councillors to feel more informed on the financial position of the council together with the current spend on budget headings.

- b. To consider draft budget 2019/20**

A draft budget had been circulated by the clerk together with the recommendation from the Finance & Personnel committee regarding the precept for 2019/20. The Clerk informed council that she will be able to improve the financial reporting mechanisms for each area of the council budget in the new financial year as these have not always been correctly apportioned and this was vital in order to be able to seek contributions from DBPC in the future. Cllr Pate expressed his concern over the raising of the precept but the Clerk explained that the council is currently in receipt of subsidy from Shropshire Council towards both the library and the parish flyer and that we need to be mindful that in the current climate of budget savings these could not be relied on. The Chairman of Finance & Personnel also expressed his concerns, he felt the increase could be justified by an anticipated decrease in support from Shropshire Council particularly in the support of the running costs within our responsibility (Library, Flyer, Community Information Point, general increasing overheads, repairs etc.) and also the likelihood of precept capping generally on the horizon which will affect our ability to raise the precept in future to cover costs. The Clerk explained that both the library and the parish flyer are not currently breaking even and that these costs need to be found, it was felt by councillors that residents would want these services protected and that increasing the precept was the only way to do that. Overall the proposed increase could result in a rise of £14.58 pa in a Band D property which works out at about 28p per week, Cllr Maguire stated that this was a small price to pay to secure the continuity of the good service given.

It was **PROPOSED, SECONDED and AGREED** by a majority that the proposed budget be approved and the precept be set at £130,000 for next year.

**c. To consider accounts and payments made to the following in November 2018:**

Date	Cheque	To Whom Payable	Reason	Amount
05.11.18	161	M Nicholls	Window cleaning	£50.00
05.11.18	162	B G Ground Maintenance	Patshull Green * 2 mowing	£140.00
05.11.18	163	Keith Gibson	Petrol for Mower	£13.50
05.11.18	164	Albrighton Village Halls Trust	Grant for seniors xmas party	£500.00
16.11.18	165	West Mercia Police Young cadets	Grant for school safety	£500.00
16.11.18	166	Rialtas Business Solutions	Software training	£597.60
19.11.18	167	Information Commissioner	Data Protection renewal	£40.00
19.11.18	168	Albrighton Village Halls Trust	Grant for Christmas Extravaganza	£500.00
19.11.18	169	Albrighton & Cosford First Response	Grant for CPR training	£130.00
19.11.18	170	Viking	Copier paper and toilet rolls	£59.17
20.11.18	171	UK Safety Management	PAT testing	£294.23
21.11.18	172	Viking	Fire and H&S signs	£41.93
29.11.18	173	Waterplus	Charges Allotments and Library	182.43
29.11.18	174	Npower	Lighting charge Ashgrove	1844.89

**Income Received:**

Date	Payment Type	Payer	Reason	Amount
07.11.18	Cash	Albrighton Flyer	Flyer weekly cash	£135.00
07.11.18	Cash	Albrighton Library	Library weekly cash	£47.84
07.11.18	Cash	Albrighton Library	Library weekly cash	£38.02
09.11.18	Cash	Albrighton Flyer	Flyer booking	£18.00
09.11.18	Cash	Albrighton Flyer	Flyer weekly cash	£133.00
12.11.18	Cash	Albrighton Library	Library weekly cash	£23.76
16.11.18	Cash	Albrighton Flyer	Flyer weekly cash	£116.00
28.11.18	Cash	Albrighton Library	Library weekly cash	22.43
28.11.18	Cash	Albrighton Library	Library weekly cash	49.12
28.11.18	Cash	Albrighton Flyer	Flyer weekly cash	134.00

**d. To readopt grants policy**

The Clerk advised that the Parish Council had formed a grants working party in July 2017 and she had circulated the grants policy they had designed to councillors. This policy was discussed and it was agreed that this policy should be readopted, it was felt that the grants working party should meet every other month if there was a need and would consider all future grants on behalf of the parish. Cllr Kirkland suggested that the grants working party should have delegated powers for grants up to the value of £250.

**It was PROPOSED, SECONDED and AGREED that the grants working party would consider all future grants and have delegated powers up to the value of £250, all grants of a greater value would be considered by full council on the recommendation of the grants working party.**

**18130. To receive update regarding Play Scheme for DBPC.**

Cllr Maguire presented a report which had been prepared by Cllr Kirkland regarding the former playscheme, (see attached).

Cllr Maguire explained that Cllr Kirkland's report did not fully answer the questions that had been raised by Donington with Boscobel Parish Council and that it would be more helpful if a working party was formed from members of both parish councils who were on the committee when the scheme was operating to investigate fully the situation. He hoped that there may still be record of minutes, correspondence and working sheets from which to recreate more accurately what actually happened, it was felt if necessary, the ex-clerk should be contacted as he may either hold or have knowledge of the bank records such as statements, credit book and cheque book. Cllr Maguire suggested that former members of the playscheme be asked to form this working party, he asked Cllr C Jones (DBPC) if she would join this working party and Cllr Pate proposed Cllr Medlyn be part of the working group, this was seconded and agreed by a majority of 6 to 5 by Councillors. Cllr Maguire informed members that Cllr P Harrison had agreed to join the group and offered to Chair it. He then asked Cllr S Pledger if she would also join the group as a former member of the playscheme committee but Cllr S Pledger declined. Cllr Kirkland also stated that she did not want to go on the committee but would answer questions raised by the working party. The Clerk asked if there were any other volunteers to go on the working party but there were none, it was agreed that the three Cllrs Jones, Medlyn and Harrison be tasked with this work:

**It was PROPOSED, SECONDED and AGREED that this council now appoints the working party tasked to investigate as thoroughly as possible, with the power to ask questions regarding all the relevant events relating to the old play scheme sufficient to satisfy Donington with Boscobel Parish Councils queries and to report back to Albrighton Parish Council at the February 2019 meeting.**

**18131. To consider relationships**

- a. between councillors
- b. between councillors and employees

It was agreed by all councillors that this would be moved to private session.

**18132. To consider the future of the Melville Club**

This had been covered earlier under item 18125

**18133. To consider the future contract for the planters 2019 onwards. (Cllr S Pledger)**

The clerk had circulated quotes from Plantscape which had been requested by Cllr S Pledger. The Chairman explained that we were in a 3-year contract for the majority of the contract but there appeared to be confusion as to the quote for the extra six planters and whether these were covered in the three-year contract or were renewed yearly. Cllr Straney felt that the extra cost for six planters was not fully justified and that we appear to be spending a lot of money on flowers. It was felt that further detail was needed in order for Councillors to fully understand the financial implications of these extra planters, it was therefore agreed that Cllr

S Pledger would be asked to furnish the council with further details including the three year costings, she was to bring a report back to council in order that a decision could be made concerning the future costs.

**18134 Correspondence**

**For action:**

- a. To consider any request for representation from Cosford 2019

Cllr Beechey stated that the only request we would have for 2019 would be for the remembrance service, but Cllr S Pledger informed council that the Royal British Legion always put this request in and therefore Albrighton Parish Council would not need to request any representation from Cosford next year.

- b. To consider grant request from 1st Albrighton Scout Group – Forest School Fundraising Project
- c. To consider grant request from Severn Strollers – Walking for Health

The Clerk informed council that items b and c would now be considered by the grants working party

**18135. Date of next meeting:**

- a) Albrighton Parish Council meeting – Thursday 10<sup>h</sup> January 2019 at 7.15 pm in The Red House.

The meeting closed at 9.30pm.

Signed..... Date.....  
Chairman