

# CLIVE PARISH COUNCIL

## MINUTES 18 APRIL 2024

Minutes of the Clive Parish Council meeting, held in Clive Village Hall on Thurs 18<sup>th</sup> April 2024, at 7.30pm.

**Present:** Cllrs Rob Dennis, Ian Donoghue (arrived 19:32), Mark Haines-Eynon, Sandy Goldwyn (Vice Chairman), Paul Hewitt, Peter Slark, Peter Walters (Chairman).

**In attendance:** Lydia Bardsley (Proper Officer), SC Councillor Simon Jones, RAF Shawbury: Flt Sgt Stuart Logan, PCSO Oliver Morris (Wem SNT). Public: 4

Meeting started at: 7.30pm

### 138/23: CHAIRMAN'S WELCOME

The Chairman welcomed everyone and opened the meeting. It was **NOTED** that the Council had received the completed declaration of acceptance of office from Cllr Andrew Rushworth prior to this meeting.

### 139/23: TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received for the following Councillors: Cllr Andrew Rushworth (other commitments). It was **RESOLVED** to **NOTE** these apologies.

### 140/23: DISCLOSURE OF PECUNIARY INTERESTS & DISPENSATION REQUESTS

No declarations made.

### 141/23: OPEN FORUM

A period set aside to allow the public the opportunity to speak on an agenda item (maximum 3 minutes per person).

**Public participation is only permitted during this session and is at the chairman's discretion.**

Members of the public spoke on agenda item: 145/23 (1) Clive Hall pre-application.

The applicant intends to submit formal plans in the next month or so. Plans were previously submitted in 2019, but they have reduced the scheme to single-storey dwellings. It was **NOTED** that the Council could share initial thoughts and feedback at this point but that as there is no formal application yet this would not be a formal response.

It was **RESOLVED** to bring forward agenda items: 150/23a (Police report) and 150/23c (RAF Shawbury report).

### 150/23: REPORTS – To note reports and agree any actions

#### a) Police report

The Chairman welcomed PCSO Oliver Morris who gave the following report:

- Wem SNT do patrols and come to meetings when available.
- They are a team of 3, made up of 2 x PCSOs, and a Safer Neighbourhood Officer (SNO).

The Chairman asked about police cover from Wem for 101 calls as he had received reports of resident being told by call handlers that there was no one available. PCSO Morris explained that it depends what the nature of the call is. Wem PCSOs can deal with anti-social behaviour (ASB) logs, some lower grade suspicious circumstances, and they pick up CCTV for response officers. It was **NOTED** that PCSOs can't deal with crimes and have no power of arrest. PCSO Oliver will look into this matter for the Council.

Chairman thanked PCSO Morris and he left the meeting at: 19.39

#### c) RAF Shawbury - Consider a report

The Chairman welcomed Flt Sgt Stuart Logan, who gave the following report:

- He gave apologies that he can't attend the Annual Parish Meeting on 30<sup>th</sup> April.
- **Night flying** – Will continue until 9<sup>th</sup> May.
- **Airfield works** – Reconstruction and resurfacing of most of airfield starting in July for 18 months to be carried out by Lagan Aviation and Infrastructure (LAI). Will be some extra vehicle movements in area, there is a

traffic management plan in place to minimise disruption. Most vehicle traffic will come into Crash Gate 7, so they anticipate off the A49 onto the B5063 through Acton Reynald or off the A53 through Shawbury village. They will start to put some infrastructure in place in April. Anyone who may have questions or concerns at any point throughout the project can contact: [shawbury.info@laganscg.com](mailto:shawbury.info@laganscg.com). Helicopter flying should continue during works.

- Important dates for diary – Landowner and Rider Awareness Day 23.05.2024, there will be an invite to the Parish Council.
- Support for Cosford Air Show 08-09.06.2024 – RAF Shawbury anticipates hosting and supporting the Red Arrows
- Families Day 22.08.2024.
- Christmas concert being planned for St Chad’s Church Shrewsbury on 03.12.2024

The Chairman thanked Flt Sgt Logan and he left the meeting at 19.42

It was **RESOLVED** to resume the normal order of agenda items.

### **142/23: MINUTES**

It was **RESOLVED** to approve and sign the [Council meeting minutes dated 21 March 2024](#) as an accurate record.

### **143/23: CLERK REPORT - Consider matters arising since the last Council meeting**

The Clerk gave the following updates:

- 511 bus service reduction – SC Cllr Simon Jones will be following up with SC and Arriva.
- Missing/ defective signage – Yorton bridge Give Way sign still missing. No update since last follow up.
- Office equipment (external hard drive) – New hard drive purchased. It was **NOTED** that moving PC files off laptop internal drive seems to have improved laptop performance significantly since last meeting, and laptop has been able to install updates, though there are still occasional warning messages about low storage space. It was **AGREED** that the Clerk will arrange for a friend in IT to assist with checking whether any older system files/software can be safely removed to free up more space. It was **AGREED** that Clerk could purchase a USB hub for approx. £20.00 to allow more peripherals to be connected to the laptop at once.
- PC email storage and data audits –still in progress.
- Policies – approved policies added to website following March meeting.
- Website – Updated with news and information on free blood pressure clinics, and Police and Crime Commissioner elections (02.05.2024).
- Traffic mirror request – submitted via Fix My Street 22.01.2024. Still no update as yet.

### **144/23: PARISH MATTERS**

- a) Blood pressure clinics – Council to finalise arrangements

Clerk had circulated a poster and this had been displayed on notice boards by Cllrs. It had also been promoted on the PC website and local Facebook page.

It was **AGREED** that:

- Village hall committee would put up posters advising of entrance to blood pressure clinic and coffee morning.
- Cllr Walters would arrive before 10am to set up table and chairs in the front entrance hall for the blood pressure clinic.
- Cllr Goldwyn would help set away furniture afterwards and remove posters.
- Clerk will contact Qube to confirm name and contact details of volunteer and share Cllr contact details.

- b) Dog fouling – Council to consider options and agree actions

It was **NOTED** that this was a high profile topic in the local WhatsApp group. SC Cllr Jones reported that Public Space Protection Orders have been agreed by SC cabinet yesterday, and should come into effect on 1st June 2024. It will have county-wide coverage, and will enable SC and police to issue fixed penalty notices for dog fouling. Dogs will also be excluded from fenced play areas and sports fields.

After consideration of the various poster suggestions it was **AGREED** that Cllr Walters’ design with the following messaging was the preference: “Dog fouling is a threat to - the health of children - degrades our village - and

transmits disease. Please clean up after your dog. It is required by law.” It was **FURTHER AGREED** that Cllr Walters will liaise with SJF Print to order 10x copies of his poster design in water-resistant material (expected cost: £10+VAT). These posters would be displayed in the locations agreed at the March meeting (min ref: 129/23a), seeking prior landowner/SC permission as needed.

c) Neighbourhood Plan – Council to receive updates and agree actions

It was **NOTED** that no Councils had responded to the Clerk’s request to share experiences at the Annual Parish Meeting. It was **AGREED** that Cllr Dennis will prepare a brief update for a soft-launch of the Neighbourhood Plan for the Annual Parish Meeting, and for recruitment of steering group members.

d) [Local Plan Review](#) - Council to receive updates and agree actions

No further updates since March meeting. It was **NOTED** Cllr Dennis was preparing an update for the Annual Parish Meeting.

e) Heritage status of village – Council to consider options and agree actions

The Council **NOTED** the information circulated by the Clerk, which included pros and cons of Conservation areas and Local Heritage Listings, information on Conservation area designation process from SC Historic Environment team, feedback from fellow clerks, and a list of assets within 2km of Clive that are included on the Shropshire Historic Environment Record (HER). It was **NOTED** that parts of Grinshill had been designated as a Conservation area but the current clerk was not involved in that designation process. It was **AGREED** that Cllr Goldwyn will speak to Cllr Tom Wycherley at Grinshill PC to get some feedback on the impact of having conservation area designation. It was **AGREED** that PC will mention this at the Annual Parish Meeting on Tues 30<sup>th</sup> April.

f) Highways concerns - Council to receive updates and agree actions

**Flooding at the A49 Preston Brockhurst junction** – Cllrs expressed disappointment with SC’s response and lack of action. It was **NOTED** that VAS data shows high levels of traffic on the road so people are being impacted, and medical centre still reports patients not being able to make appointments. It was **FURTHER NOTED** that jetting does help but only for short period of time; any significant rainfall causes detritus from fields to block drains and gullies again. It was **AGREED** that SC Cllr Simon Jones will take this back to SC Highways.

**Temporary pothole repairs** - There was discussion of temporary repair methods and resulting waste of staff time and resources e.g. 4 technicians over 4 days putting cold tarmac in wet potholes; these repairs have not lasted 2 weeks, though it was acknowledged that there is lots of heavy agricultural traffic and delivery trucks on the road in question. It was **AGREED** that SC Cllr Jones will ask why multi-hog is not being used as it is meant for rural roads.

**Mud on roads** – Cllr Haines-Eynon will try to find out who landowner/farmer is, and if not will send location to clerk to report on FMS.

g) VAS signs, data, and police speed enforcement - Council to receive updates and agree actions

It was **NOTED** that the Quarry View VAS sign is still working since Cllrs trimmed back foliage from nearby hedging to ensure the solar panel was not being obstructed. It was **NOTED** that Cllr Donoghue had downloaded data for autumn term time excluding weekends. He may be able to amend the data perimeters further to demonstrate that a large percentage of traffic is over 30mph (at the moment speeds are bracketed <35mph, 35-40mph etc.). It was **AGREED** that Cllr Donoghue will prepare a summary note to accompany the data so it can be shared with the police, so the PC can request enforcement at peak times on school days.

h) Sansaw lease for Village Hall land – Council to receive update and agree actions

Cllr Walters had spoken with Sansaw Estate office and it was **NOTED** that the increase in rent was the equivalent of 6 years’ worth of increases, as it hadn’t changed since 2017. The next rent review would be in 2026. Cllr Walters had also spoken with the Chairman of the Village Hall Management Committee, who was not sure who the legal tenants were. After discussion, it was **AGREED** that Cllrs Hewitt and Donoghue will meet with the Village Hall Management Committee and Sansaw estate to discuss. The PC’s hope is to transfer legal tenant responsibility to the Village Hall Management Committee. If this is not possible due to the legal status of the committee, then the plan is to agree a clear sub-let agreement with Village Hall Management Committee, to make clear insurance responsibilities, liabilities, etc.

## **145/23: PLANNING APPLICATIONS AND PRE-APPLICATIONS – Council to agree responses**

1. Address: Clive Hall (pre-application for 2No. bungalows in grounds of Clive Hall) – Council to receive and consider initial proposals

It was **NOTED** that as there was no formal application yet, Councillors could not give an official response at this stage. Cllrs asked about the visibility of buildings from the road, as some of the concerns about the previously refused application related to the height of the previously proposed dwellings. The applicant clarified that these latest proposals are 3.8m lower than the proposed dwellings in the previous submitted plans.

2. Address: [Sherwood Croft, Clive, ref: 24/01095/FUL](#)

Proposal: Proposed residential extension.

Comments deadline: 20.04.2024 – Council to agree response

After consideration and a vote it was **RESOLVED** to SUPPORT with the following comments:

The PC recognises the footprint increase is significant compared to original building, but felt this was appropriate for the following reasons:

- position of the property within the village, and having no immediate neighbours
- no existing objections on planning portal
- proposed changes are at rear and side of property so there will be less impact on street scene
- understand need for increase in space, due to family expansion

3. Address: [Land east of 10 Quarry view, Clive, ref: 24/01279/VAR](#)

Proposal: Variation of condition 2 (approved plans) and 5 (access, parking and turning) of application 23/03428/FUL for the erection of an agricultural storage unit together with hardstanding

Comments deadline: 09.05.2024 – Council to agree response

At the Chairman's discretion, a member of the public was permitted to speak on this item. Concerns about the future usage of the site were repeated and presence of commercial vehicles on site was noted.

After consideration and a vote it was **RESOLVED** to OBJECT with the following comments:

- Cllrs object to proposal to change gate access arrangements as roadside safety takes priority over security.
- Lowering building height – no concerns
- Walling in side of to remove canopy – neutral, no concerns
- Increasing size of building – Cllrs questioned justification for this for intended use of the building.

3 members of the public left the meeting at 20.59.

## **146/23: SHROPSHIRE COUNCIL PLANNING DECISIONS – Council to note**

1. Address: [Fernleigh, High Street, Clive, ref: 24/00747/FUL](#) – Refused

## **147/23: FINANCE – Council to consider and approve**

It was **RESOLVED** to approve items 147/23abc.

- a) [Receipts and Payments report year-end 2024](#)
- b) Bank Statement year-end 2024
- c) [Bank Reconciliation year-end 2024](#)
- d) Year-end budget monitoring report

It was **RESOLVED** to note the year-end budget monitoring report. It was **NOTED** that year-end General Reserves were slightly higher than previously forecast. It was **AGREED** to reallocate £2000 from the Parish Projects EMR to the Traffic Calming EMR, and for the remaining balance of Parish Projects EMR to be released into General Reserves. After discussion, it was agreed to reverse the PC's previous decision to put unspent funds from 2023-24 Training budget into a separate Training EMR. It was **RESOLVED** to instead leave the unspent training budget in General Reserves.

- e) External audit exemption certificate – Council to confirm eligibility and sign

It was **RESOLVED** that the PC meets the eligibility criteria for exemption from external audit, and wishes to claim exemption from external audit for the 2023-24 year. The certificate was duly signed by the Chairman and the Responsible Financial Officer.

- f) Asset register year-end 2024

It was **RESOLVED** to approve the year-end asset register.

- g) VAT reclaim 2022-24 – Council to receive update

It was **NOTED** that the Clerk had submitted the reclaim after year-end for the financial years 2022-23 and 2023-24 for a total of £119.74. The reclaim had been approved and the funds received into the PC's bank account on 15.04.2024.

- h) [Freedom Fibre grant funding](#) - Council to receive update and agree any actions

The grant funding information was **NOTED**. This had been shared with Renshaw's Field Association. It was **AGREED** the clerk will share this on website and social media to advise other groups.

- i) Bank mandate – Council to receive update

It was **NOTED** that Cllr Haines-Eynon had been added to the mandate and had access to online banking.

## **148/23: PAYMENTS**

- a) Payments to be approved at the meeting

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

- Clerk, April staffing costs (including reimbursement for hard drive), £794.40 (of which £8.00 VAT)
- NEST, April pension contributions (emp'ee and emp'er), £50.75 (no VAT), by direct debit
- Hugo Fox, website provision, £11.99 (£2.00 VAT), paid by direct debit 05.04.2024
- SALC, training invoice no. 2262, 2 x Cllrs Need to Know, £70.00 (no VAT)
- PWLB, Renshaw's Field loan repayment, £2087.52 (no VAT), direct debit due 29.04.2024
- PWLB, Village Hall loan repayment, £429.13 (no VAT), direct debit due 07.05.2024

1 x member of the public left the meeting at 21.08.

## **149/23: CONSULTATIONS – Council to ratify response**

- a) [Garden Waste and Household Recycling Centres consultation \(deadline 20.05.2024\)](#)

SC Cllr Jones clarified that SC has not actually specified which household recycling centres are being considered for closure. He also highlighted an important detail: SC can't currently charge for collecting food waste, so food waste cannot go in garden waste bins after the proposed changes come into effect. Food waste collections will be suspended and all food waste will need to go in black bins until SC implements a separate food waste collection service, which will be law by 1<sup>st</sup> Sept 2026.

It was **AGREED** no PC response was needed, but Cllrs will put up posters advising community of the consultation and to share on website, local social media, etc.

## **150/23: REPORTS – To note reports and agree any actions**

- a) **Police report**

This item was considered earlier in the meeting (after item 141/23 Open Forum)

- b) **Sansaw Estates**

Nothing to report from the estate currently, but it was **NOTED** that the Estate would be giving a report at the Annual Parish Meeting on 30<sup>th</sup> April.

- c) **RAF Shawbury**

This item was dealt with earlier in the meeting after item (124/23 Open Forum).

It was **RESOLVED** to suspend Standing Order 3.x to allow the meeting to continue beyond 2 hours.

- d) **Shropshire Councillor's Report** - Consider a report from SC Cllr Simon Jones

The Chairman welcomed SC Cllr Simon Jones to the meeting who gave the following report:

- At end of February spending reductions of £41.1m had been identified, which is 80% of £51.4m savings target. It's the highest amount of savings SC has ever achieved.
- Significant service changes are being consulted on for 2024-25 saving changes, e.g. garden waste. Please see the "Have your say" website.
- SC continue to prioritise services supporting vulnerable residents.
- Transformation of Street Scene service under new Executive Manager of Street scene, Juan Hernandez. A site walk of the area is being planned with SC Cllr Jones and Deborah Tabone (Streetscene Officer covering community engagement) and he would like to invite Chairman of PC and Clerk to join this walkthrough. It was **NOTED** that PC will need to draw particular attention to wildflower project areas so they don't get mown by mistake.
- 511 bus service reduction – SC Cllr Jones has contacted James Willocks who was waiting for PC to go back to them. SC understands the reduction in service was to compensate for loss of time on whole of route (not

specifically due to Clive section). Cllrs felt that this was contrary to what had been said by Arriva previously, and that it was very unfair to negatively impact Clive passengers in this way.

- SC are looking at demand-led transport option that sits apart from Arriva, Clive is high on list for on demand-led transport service if DfT funding comes in, and SC Cllr Jones and James Willocks will do everything to help support getting that in Clive. He clarified that there will be a phone option for booking on-demand buses for those who don't use digital.
- 17<sup>th</sup> April Cabinet decided to agree recommended changes to parking charges. Evening charges will be capped at £1 for parking between 6pm and 10pm. Where Sunday charges are being introduced this will be capped at the normal charge for 1hr. SC have listened to consultation and reduced some Sunday charges.
- SC Cllr Jones encouraged people to respond to consultation on green waste and recycling centre. He highlighted the importance of responding to a particular section of the survey re. options to keeping all 5 recycling centres but reducing the opening hours, or closing on bank holidays, etc. He clarified that the only household recycling centre not at risk of closure is Shrewsbury as it's the only one that does not share a border and where residents from other counties can come over to use the service.
- He also mentioned the School Library Service consultation, but believed the mobile library service will still continue.

The Chairman thanked SC Cllr Jones for these updates.

e) **Reports from Meetings/Training** - Consider reports from Cllrs/Clerk on training/meetings attended. It was **NOTED** that the Clerk had attended an HMRC webinar for annual reporting and tasks on 26.03.2024 which had provided the necessary information to meet HMRC obligations.

f) **AED management** - Receive reports from latest AED inspections and agree actions

It was **NOTED** that the AED equipment had been checked on the following dates: 21/03/2024, and 05/04/2024.

g) **Community Speed Watch** - Consider an update and agree actions

No report received.

## 151/23: POLICIES TO REVIEW AND APPROVE

- ICO Publication Scheme – No changes. **RESOLVED** to approve
- Health & Safety Policy – No changes. **RESOLVED** to approve
- Cllr-Clerk Protocol – No changes. **RESOLVED** to approve
- General Reserves Policy – Minor changes needed to include references to latest Practitioner's Guide. It was **RESOLVED** to approve the amended policy pending changes.
- Training Policy – Minor changes circulated by Clerk prior to meeting. **RESOLVED** to approve amended policy pending changes (Clerk to remove references to Training EMR)
- IT Security procedures - Suggested changes circulated by Clerk prior to meeting. **RESOLVED** to approve amended policy

SC Cllr Jones gave his apologies and left the meeting at 21.43

## 152/23: CORRESPONDENCE RECEIVED - Council to note

It was **RESOLVED** to note the following:

- Leader of SC update (26.03.2024)
- Environmental Maintenance Grants 2024-25 (application deadline 10.05.2024)
- NALC Chief Executive's bulletin (28.03.2024)
- SaTH reconfiguration meetings (11<sup>th</sup> and 16<sup>th</sup> April)
- Cybercrime awareness sessions

It was **AGREED** that Clerk will promote upcoming online training and mention it at Annual Parish Meeting. The Clerk will also add to May meeting agenda for possibility for organising an in-person session at Village Hall for community.

f) Freedom Fibre Project Gigabit update

g) Roadworks: [Unnamed rd between Clive and Preston Brockhurst, 16.05.2024](#) (Openreach)

### 153/23: FUTURE AGENDA ITEMS

Councillors are requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. **Councillors are respectfully reminded that this is not an opportunity for debate or decision making.**

- Insurance quotes
- Quotes for VAS signs
- Cybercrime information sessions
- Village hall lease
- LPR and Neighbourhood Plan
- Annual return (AGAR)

### 154/23: NEXT MEETINGS – Council to agree

As previously agreed, it was **NOTED** that the **Annual Parish Meeting** will be held on Tues 30<sup>th</sup> April 2024 at 7.30pm at Clive Village Hall. Cllr Haines-Eynon gave his apologies for this meeting.

It was **FURTHER NOTED** that the next ordinary meeting of Clive Parish Council will be the **Annual Council Meeting** which will be held on Thurs 16<sup>th</sup> May 2024, at 7.30pm at Clive Village Hall.

There being no further business, the chairman thanked everyone for their participation and closed the meeting at: 21.47pm.

Confirmed as accurate: \_\_\_\_\_ Chairman      Date: \_\_\_\_\_