

LITTLE WENLOCK PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 8th OCTOBER, 2012 AT 7.00 p.m. IN THE VILLAGE HALL, LITTLE WENLOCK.

The meeting started at 7.00 pm with the presence of Lee Barnard (Team Leader – T&W Traffic Management Centre) who had been invited to the meeting to help address some of the highway issues:

- i. He reported that pedestrian warning signs had been erected at the Forest Glen.
- ii. The basic results from the traffic survey were as follows:

Wellington Road, 13th to 20th September;

Average Daily 24 hour flow:

	Average 24 hour flow	
Direction	5 Days	7 Days
North to Cluddley	364	360
South to Little Wenlock	418	415

Daily 85thile Speed:

	85 th ile Speed mph	
Direction	5 Days	7 Days
North to Cluddley	41.0	40.3
South to Little Wenlock	40.3	39.8

Daily Average Speed:

	Average Speed mph	
Direction	5 Days	7 Days
North to Cluddley	33.4	32.8
South to Little Wenlock	34.0	33.5

Coalmoor Road, 13th to 20th September:

Average Daily 24 hour flow:

	Average 24 hour flow	
Direction	5 Days	7 Days
East to A5223	590	581
West to Little Wenlock	575	557

Daily 85thile Speed:

	85 th ile Speed mph	
Direction	5 Days	7 Days
East to A5223	49.0	48.7
West to Little Wenlock	44.6	44.8

Daily Average Speed:

	Average Speed mph	
Direction	5 Days	7 Days
East to A5223	40.5	40.6
West to Little Wenlock	38.2	38.2

There was now more scope for relaxing rural speed limits and therefore a change to a lower overall speed limit could not be ruled out.

- iii. **Weight Limits:**
This related to weight restrictions of Class 6 onwards. The figures were 0.6% and 0.2%. Therefore the number of HGV's passing through Little Wenlock was not excessive and well below the national average. It was felt that more signing and lining, plus warning of hazards would be appropriate.
Lee Barnard suggested that he would carry a whole route study of the roads in and out of Little Wenlock to look at signage improvement. Any suggestions or proposals would be given to LWPC for consultation before any action was taken.
He stated that it would be difficult to support weight limit signs in view of this recent data.
- iv. It was **resolved** to wait until the Government White Paper was published before taking any action on local speed limits.
- v. **Rumble Strips:**
It was felt better to rip out the present imprint strips and replace them with new tar and with rumble strips on top similar to those at Gnosall which were much more effective. It was hoped that this would be done in the next six months depending on cost.
- vi. **Parking Restrictions:**
The question was asked, "Why did the proposed Donkey Field development have any influence on safety in the area?" There was a 106 agreement attached to the planning application for highways works which had not yet been resolved and Councillor S.A.W. Reynolds, at the Plans Board, had suggested that alternatives to yellow lines should be considered to deter parking on the adjacent highway.
The suggestion was to re-align the junction and to put up wooden posts with reflective material on them. However Lee Barnard stated that yellow lines could still be installed and that under new legislation T&W would be able to enforce any parking restrictions. Approximate costs to install the yellow lines would be £1250 for the legal process and £500 for the actual lining. However he pointed out that because of the state of the roadside verges a full surface scheme on the Forest Glen roads was needed.
He said that he would look into this and the costs and that a review of the junction and yellow lines would take place in November.
- vii. The Chairman thanked Lee Barnard for coming to the meeting and it was **resolved** that he would be invited to the meeting on 10th December for an update of progress made.
- viii. This part of the meeting closed at 7.40 pm and the main LWPC meeting commenced.

10/12/01 Members Present:

Councillors Mrs. S. Hutchison (Chairman), Miss J. Esp (Vice Chairman), Mrs. J. Davidson, Mr. S. Holding and Mr. A. Lees.

Mr. J.F. Marcham – Clerk to Little Wenlock Parish Council.

T&W Borough Councillor Jacqui Seymour was in attendance.

Members of the Public:

2 members of the public were present.

10/12/02 Apologies:

Apologies were received from T&W Councillor Terry Kiernan.

10/12/03 Declarations of Interest:

Cllr. S. Holding declared a pecuniary interest relating to a payment being made by the Parish Council to his company and Cllr. Lees for an account that he had submitted.

10/12/04

Members of the public address the Parish Council:

Mrs. Marilyn Pietroni stated that if wisdom and common sense prevailed it might be possible for everyone to have what they wanted at the Forest Glen and that if LWPC cooperated with the Donkey Field proposals then we might all benefit. She stated that an application to the UK Coal fund for the project would be submitted by April.

Cllr. Sheila Hutchison said that there was a major stumbling block on behalf of LWPC which was not in favour of the planning application in that an agricultural field would now be a brown field site, setting a dangerous precedent for future development and there was no reason why LWPC should support it as it was in opposition to the Parish Plan.

Mrs. Marilyn Pietroni stated that planning permission had been granted and that there was a tarmac loop road on the site, not a tarmac car park. Cllr. Sheila Hutchison stated that mention had been made of an "overflow" provision on the site and allotments which was "planning creep".

Cllr. Jayne Davidson said that the Donkey Field project was on private land and was there a lease relating to the project.

Cllr. Alan Lees stated that LWPC was not alone in opposing the car park and there were over 20 objections to the planning application.

Cllr. Sheila Hutchison stated that we need to look at the overall picture. LWPC objected on valid planning grounds and it was against the Parish Plan. LWPC would not withdraw its objections.

Cllr. S. Holding said that if there were yellow lines people would need somewhere to park. Cllr. Juliet Esp suggested former car parks should be opened up on high days and holidays.

Cllr. Alan Lees pointed out the problem of erosion on the Wrekin caused by the increase of visitors.

Cllr. Juliet Esp stated that double yellow lines would resolve the parking issue for 5 days out of 7 as there was already ample parking on SWT car park.

Mrs. Jan Mees-Robinson briefly reiterated what Mrs. Marilyn Pietroni had already stated.

10/12/05

Minutes:

The minutes of the meeting held on 20th August 2012 were **approved** and signed by the Chairman.

10/12/06

The meeting with Lee Barnard:

- a. The number of vehicles using the Coalmoor Road over 7 days was 7969 and Wellington Road was 5425.
- b. Lee Barnard felt that a 40 mph speed limit was inappropriate because of the nature of the roads. In the future there will be provision to adjust speed limits where there are vulnerable road users such as horses, cyclists, walkers etc and where the road narrows, has bad bends or hills.
- c. It was unanimously **resolved** that the speed limits on local road should be reduced so that they were commensurate with the condition of the roads.
- d. It was **resolved** that proper double yellow lines should be installed at the Forest Glen along with a redesigned junction lay-out.

10/12/07**Highway Issues:**

- a. Repairs on Willowmoor Bank: Concern had been reported to T&W on 22nd August (reference 33464) but no response had been received nor any work done on the area of concern. The Clerk had sent another email to T&W on 5th October.
- b. Traffic Survey Speeds: see data from the meeting with Lee Barnard.
- c. Weight Limit Notice: see data from the meeting with Lee Barnard.
- d. Dangerous willow Tree: An email had been sent to Matthew Seabrook on the 22nd August asking questions about the tree but there had been no reply. A further email was sent on 2nd October. It was suggested if there is no response to that one the Clerk contacts customer services.
- e. Work had been completed on Church Hill, New Works.
- f. Other general traffic management issues: none.
- g. Flooding on Coalbrookdale Road: Cllr. Alan Lees had received an email from Julia Owen to which he has responded.

10/12/08**Planning application TWC/2012/0261:**

No notice of Full Planning Permission consent had yet been sent to LWPC. Anna Adams, the officer responsible for the application, has said that the decision has not yet been issued as the application is subject to a S106 agreement. Following the Plans Board meeting and Members' request that alternatives to painting of yellow lines were investigated, they have been discussing the matter with the Council's Highways Department and the Applicant with regard to the use of bollards instead. She will update LWPC when the application has been determined.

10/12/09**E.On street lighting report:**

Cllr. Alan Lees gave an outline of the history regarding the lighting when LWPC received a letter from Dan Hitchin, Stoke Commercial Engineer Highways Lighting for E.On, on 5th September which listed 14 lights that need replacing because of asbestos in the switch boxes at a total cost of £16,499.

A bid had been placed with the UK Coal fund to replace all the street lights with a Victorian style LED light but that had not been acceptable.

T&W had been approached for funding but they could only give LWPC a loan and the cost of that would be in the region of £70 per household over a 5 year period. It was **resolved** not to take up this offer.

To replace all the lights in the parish with the same type as the one on Buildwas Lane would cost in the region of £35,355.00 (+ VAT). There would be savings on maintenance and energy costs plus better lighting.

It was **resolved** to submit a bid to the UK Coal fund for the replacement of 30 lights.

It was **resolved** to pay £745 for the new light at Buildwas Lane which would release us from the 25 year lease and save a substantial sum of money.

During maintenance work E.On had found one light obscured by a tree at New Works outside Clee View. It was **resolved** to write to the tree's owner and ask them to prune it so that the light was not obscured.

10/12/10**T&W Media Guide:**

It was **resolved** to adopt the guide and use it alongside LWPC's own guide.

10/12/11**Village Signs:**

Cllr. Alan Lees reported that the signs had been resolved and that they would be replaced on an appropriate schedule once returned from the manufacturer.

10/12/12**November Newsletter:**

Cllr. Steve Holding stated that he would send a sweeper around the parish on 25th November to sweep up all the autumn leaves. He asked that a request that cars are removed from the roads so that work can be done properly.

An update on the street light situation would be included after the bid had been decided by the UK Coal Fund.

Cllr. Juliet Esp asked that the public consultation regarding parking be brought to the attention of the electorate.

The Clerk stated that the copy date would be 1st November so that the newsletter could be out by mid November.

10/12/13 Little Wenlock Parish Housing Needs Survey Report:

This had now been received and the report is exactly in line with LWPC's requested amendments. A brief summary will be included in the next edition of the newsletter and the full report placed on the web site.

10/12/14 Swan Farm footpath repairs and upgrades:

A request for funding from the UK Coal Fund was withdrawn from the October bids because all the costs had not been received from Jas Sidhu (T&W Rights of Way Officer) and it will now be submitted in April to improve a route to the pond suitable for use by those in wheelchairs and families with push chairs.

The state of the footpath by Coalbrookdale Road needs improvement; vegetation needs strimming and repairs to the damaged path. This would be done as part of the DofE Award Scheme by William Davidson and Simon Holding. A risk assessment would be carried out prior to the work starting and strimming would only be done by an adult.

Some of the fencing posts on the footpaths are rotten and need replacement as cattle can get out. It was **resolved** that Cllr. Alan Lees would write to Mr. Ed Roberts regarding the fencing and to ask if the proposals to upgrade the footpaths was acceptable to him.

T&W Borough Cllr. Jacqui Seymour requested that the Clerk complete an application form for funding from the Community Fund for work to repair/replace the boardwalk at Swan Farm pool.

10/12/15 Bulb Planting:

Cllr. Jayne Davidson reported that bulbs and long handled bulb planter had been delivered to her and that planting on Buildwas Lane would commence shortly following a site meeting to decide the precise location for the bulbs to be planted.

10/12/16 Projects for the 2013/14 Budget:

A list of projects was included in the August minutes and to that was added the upkeep of the New Works planters. A final list of proposed projects, with costs where possible would be drawn up at the November meeting.

The Clerk had obtained from T&W Finance Team what the increase would be on the Council Tax band D rate payer if the Precept was increased by any of the following amounts: £1,000=£4.29; £1,500=£6.44; £2,000=£8.59 pro-rata per annum.

10/12/17 Meeting dates for 2013:

The following dates were **approved** and would be included in the next newsletter and added to the web site:

Meetings would be held on the 2nd Monday of each month except in September.

14th January.

11th March.

11th February.

8th April.

29th April (Annual Parish Meeting).
13th May (Parish Council AGM).
10th June.
8th July.

12th August
14th October.
11th November.
9th December.

10/12/18

Clerk's Report:

- a. The Clerk had investigated the damage done to the verges where Buildwas Lane meets Church Lane. Some may have been done by contractor's lorries and the owners of Keepers Cottage had asked their contractors to take extra care. Some of the damage may have also been done by agricultural machinery.
- b. The deposit of material on the lay-by adjacent to New Works Farm had been reported by a resident. Some of the material was plantings from the work done on Church Hill and this was being removed.
- c. A note from Don & Sue Bates regarding the footpath on Coalmoor Road was brought to the council's attention.
- d. There was nothing to report on the installation of Superfast Broadband. A planning application for the bus shelter at New Works had been submitted and T&W will respond by 10th November. Written permission was still required from Veolia for the lease on the plot of land.
- e. The Clerk submitted an update about Quality Council Status.

10/12/19

Planning:

The following applications had been submitted in late August and September and a response was required prior to the October LWPC meeting.

All Parish councillors had the opportunity to examine the plans and there were no objections to any of the following applications:

- a. TWC/2012/0580: Church Lodge, Amended Plans.
- b. TWC/2012/0695: Hawthorne Cottage, New Works.
- c. TWC/2012/0672: Upper Coalmoor Farm, extension to offices following demolition of existing building.
- d. As LWPC was the applicant for TWC/2012/0741 Erection of new oak framed public bus shelter, New Works, it would have been inappropriate for it to comment on the application.
- e. LWPC had been informed that in relation to W2008/1295 Full planning permission granted, Keepers Cottage, Buildwas Lane, Little Wenlock.
- f. To consider the following planning application:
TWC/2012/0770: erection of a single storey extension: Little Worth, 27 Little Wenlock, Telford. TF6 5AX.
LWPC raised no objection to this planning permission.

10/12/20

Borough Liaison:

- a. **Parish Environmental Scheme:**
Details of the scheme were included in the Clerk's report. It was **resolved** that LWPC could not afford it and that it was not really applicable to a small council.
- b. T&W Borough Councillor Jacqui Seymour outlined the issues relating to the government's council tax support scheme.

10/12/21

Meeting with T&W Borough Councillor Hilda Rhodes;

It was **resolved** not to pursue this any further as it was no longer appropriate.

10/12/22

Individual Updates and Information from Parish Councillors:

- a. Wrekin Area Committee: No one attended the meeting.
- b. Wrekin Forest Management Plan: Details were placed in the circulation pack.
- c. Huntington Lane Surface Mine Community Liaison Committee: Cllr. Alan Lees submitted a written report which is appended to these minutes.
- d. Litter picking: Cllr. Jayne Davidson reported that she had 15 volunteers but that it was the wrong time of year to have a litter pick blitz. However some of the roads within the parish would be continually monitored for litter by members of the team. There would be a litter pick blitz in the spring. A few more people need to be contacted about litter picking, especially in New Works.

10/12/23

External Audit Report:

The External Auditor's Report read as follows;

Except in the matters reported below, on the basis of our review, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

The Council should undertake a risk assessment, addressing both financial and operational risks. This should be formally reviewed on an annual basis – refer to the Practitioners' Guide for further information.

The "Notice of conclusion of the audit and right to inspect the Annual Return (Annual Return for the year ended 31st March 2012)" has been displayed on the parish notice board under "Section 14 of the Audit Commission Act 1998 , Accounts & Audit (England) Regulations 2011 (SI 2011/817)" dated 3rd October 2012 and signed by me as Parish Clerk & RFO.

Mazars have been appointed as our external auditor from 2012/13 to 2016/17.

The range of basic fees which will affect LWPC depending on it is income/expenditure range is as follows;

£10,001 -25,000	Basic	£100
£25,001-50,000	Basic	£200
£50,001-100,000	Basic	£300

The biggest influence on fees that LWPC will pay would depend on the size of any grants.

10/12/24

Finance:

- a. Statement of current balances:

The balance in the business account is £6,976.36 with one unrepresented cheque for £20 to be presented. The second half of the Precept of £5,500 has been paid into the account. The balance in the Basic Rate Reward is £30,161.32, interest of £11.56 having been added. Included in the total is the second payment to BT of £15,265.97 and to SevernOak for the bus shelter of £12,996, this leaves £1899.35. BUT there is a further £6,531.94 to come from the coal fund of which £2931.94 is towards the final BT payment so at the end of the day we have £4,831.29 working balance. The remaining £3,600 is towards the "copper re-arrangement"; this may cover all of that but the coal fund has agreed to fund any shortfall

- b. It was **resolved** to order a Christmas tree for the Village Hall to be delivered on Monday 26th November.
- c. It was **resolved** to replace the cheque payable to S.P. Holding Tractor Services Ltd for £656.40 which had been lost in the post. The Clerk had cancelled the cheque number 101616 with Barclays Bank.
- d. It was **resolved** to approve the payment of £145.14 to J. Parker Dutch Bulbs which was made by cheque on 22nd August 2012 and signed by 2 councillors.
- e. It was **resolved** to pay the following accounts:

ALC	Training Power of General Competence	£20.00
K. Smith Contracting Services	Grass cutting etc	£784.20
A. Lees	Printing survey forms	£8.00
SLCC	Annual Subscription	£83.00
J. Marcham	2 months salary	£484.66
HMRC	PAYE	£121.16
J. Marcham	Clerk's Expenses	£254.54
Mazars	External Audit	£342.00
S.P. Holding	Tractor Hire 2 litter/dog waste bins	£656.40
SevernOak	Planning Application & plans	£780.00
HMRC	PAYE	121-16

10/12/25 **Date of the next meeting:** Nov. 12th 2012 at 7.30 pm in the Village Hall.