

Wrockwardine Parish Council

Minutes of the Parish Council Meeting held on Wednesday 13 March 2024 at Admaston House, Admaston at 7.30p.m

Present: Cllr P Cooper (Chairman)
Cllr P Bevis
Cllr S Parr
Cllr J Savage
Cllr G Thomas
Cllr K Tonks

In Attendance: 2 Members of the Public
PCSO Evie Dunkley (West Mercia Police)
J Hancox (Clerk)

24/25 Welcome
The Chairman welcomed everyone to the meeting.

24/26 Apologies for absence
Cllr E Ballantyne - Personal
Cllr K Ballantyne – Personal
Cllr P Davis – Borough Council commitments
Cllr R Eade – Work commitments

24/27 Declaration of Interests & Dispensations
a) Pecuniary – None declared
b) Personal – None declared

24/28 Public Session
One member of the public asked about any progress regarding the current traffic issues at Long Lane.

24/29 Police & PCSO
PCSO Dunkley gave an update on speed enforcements, rural thefts, criminal damage to cars on the Allscott Meads estate, Street Watch walks concentrating on Pemberton Road carpark, Admaston House and Shawbirch shops and answered questions from Council.

PCSO Dunkley left the meeting at 7.42p.m

24/30 To confirm and agree the Minutes of the Previous Meeting
It was **RESOLVED** to confirm and sign the Minutes of the meeting held on **Wednesday 14th February 2024**.
[Proposer: Cllr Tonks; Seconder: Cllr Thomas; Vote: All]

24/31 Borough Councillors Reports
Borough Cllr Tonks:

- Play area at Bratton was officially opened
- Flooding issue at Bratton/Silkin Way is still unresolved
- Continuing to pursue Highways regarding traffic issues

Borough Cllr Thomas:

- Improvement works around Charlton Bridge due to commence 25 March – 2 April 2024 and will hopefully address flooding issue there.

24/32**Planning****1. Permissions & Refusals**

Council noted the following:

TWC/2023/0656	Site of Rushmoor Stud, Rushmoor Lane	Erection of 1no. equestrian/agricultural/forestry works, self-build dwelling *Amended Description*	Full Granted
TWC/2023/0914	Land South/west of Donnerville Dr, Admaston	Erection of 1no. dwelling & garage	Full Granted
TWC/2023/0925	Pillaton House, 78 Station Rd, Admaston	Erection of single storey rear & side extension	Full Granted
TWC/2024/0026	1 Station Rd, Admaston	Branch end reduction to north & east sides by up to 2.4m & branch end reduction to west & south sides by up to 2m to 1no. sessile oak tree (T1)	Tree Preservation Order Granted
TWC/2024/0039	The Dingle, Wrockwardine	Felling of 1no. maple tree (T1), 1no. holly tree (T2), 1no. yew tree (T3) & crown reduction by up to 2m to 1no. yew tree	Trees in Conservation Area granted
TWC/2024/0085	Church Farm, Wrockwardine	Reduction of height by 2m to 1no. elderberry, pruning of 1no. Evergreen Eleagnus, 1no. holly & 1no. bay laurel tree & removal of 2no. limbs to 1no. silver birch tree	Trees in Conservation Area Granted

2. New Applications

Council considered the following:

TWC/2024/0161	30 Bratton Rd, Bratton	Erection of 2 storey front, side & rear extensions, 1no. detached pool house, 1no. detached triple garage/annexe following demolition of existing garage & associated landscaping	No comment
TWC/2024/0118	2 Walton Cottages, Bratton Road, Admaston	Erection of a 1 st flr side extension & outbuilding	No comment

3. Applications received after the agenda was circulated

TWC/2024/0195 Site of Charlton Barns, Bluebell Lane, Charlton - Conversion of 1no. residential unit to 2no. dwellings (Retrospective)

Following a discussion it was **RESOLVED** to look at the comments made on the original application and re-submit those and include concerns around increased traffic and access at the junction and that the development is not in the Local Plan.

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

TWC/2024/0181 Severn Trent Water Ltd, Rushmoor Sewage Works, Rushmoor - Installation of 1no. motor control centre kiosk

Following a discussion it was **RESOLVED** to object to the application on the grounds that “the Parish Council, whilst not objecting to improving the site, is very concerned with the issue of flooding coming from the site and worry that a permanent structure could exacerbate the situation further and request that planners look at this as a material planning issue”.

[Proposer: Cllr Thomas; Seconder: Cllr Parr; Vote: All]

24/33 Finance

a) Final Accounts Paid and Bank Reconciliations for February 2024

The final accounts and reconciliations were noted and **RESOLVED**.

[Proposer: Cllr Parr; Seconder: Cllr Thomas; Vote: All]

b) Accounts for Payment March 2024

The accounts were noted and **RESOLVED**.

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

Following a discussion it was **RESOLVED** to retain E-On as the street lighting maintenance provider at a cost of £2,845.55 + VAT per year (+ additional costs for repair callouts). E-On had offered a 3-year contract last year at these rates and which the Council had turned down and opted for a 1-year contract whilst it considered solar lighting. As this had not been resolved yet, the offer at the same cost of the original 3-year offer, was considered reasonable.

[Proposer: Cllr Thomas; Seconder: Cllr Parr; Vote: All]

Council was advised that the street lighting supply contract was due to end and Npower were increasing prices substantially. Npower would not agree another contract as the Council was considered a micro-business and they do not now do reduced contract deals with those. The Clerk had approached Cardinal Energy, a recommended brokerage, to source alternative offers. Unfortunately, due to the state of the current market, only one provider could be found at this time. It was **RESOLVED** to accept a quote from Tomato Energy at a cost of £5,921.19 + VAT for one year (compared to a potential cost of £14,010.16 to remain with Npower).

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

24/34 Wrockwardine Playing Fields Car Park

The Chairman confirmed that he would be meeting with SJ Roberts concerning the shortfall in funding for the scheme which now stood at around £10k. It was again agreed to defer a decision on the Council's contribution until April's meeting so that the full costs could be obtained and, because this was a potentially large cost to the Council, the decision could be made when more Members were present.

24/35 Bus Shelters

The Chairman confirmed he was still looking at options and pricing up. During the discussion, the issue of the lack of contact from Telford & Wrekin Council to enquiries about the bus stop at Walcot (permission sought) and the lack of response to all other highways enquiries. Following a discussion it was **RESOLVED** to write to the Chief Executive, Dave Siddaway, with its concerns. The Chairman and Cllr Parr agreed to send notes for the Clerk to use.

[Proposer: Cllr Parr; Seconder: Cllr Thomas; Vote: All]

Council discussed possible sites for a bus shelter at Wrockwardine and the issue of it being a conservation area was also raised. The Chairman offered to speak to planners regarding consent before Council pursued this further.

24/36 Annual Parish Meeting

The Task & Finish Group, comprising of Cllr Cooper, Cllr Tonks, Cllr Parr, joined by the Clerk met and discussed options which were shared with Members prior to the meeting. Following discussion it was **RESOLVED** to hold the Annual Parish Meeting on Monday 20th May 2024 at 7.00p.m at Admaston House with a budget available of £300. Members of the Task & Finish Group would contact potential guest speakers and form an agenda.

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

24/37 Free Little Library

The Chairman advised he would chase the painting and installation.

24/38 Finials

Cllr Parr confirmed that the finials could be 3D printed by a local firm in Hortonwood. It was agreed to supply a sample from one of the posts in order to obtain costs.

24/39 Clerk's Update

Members noted the Clerk's update on various matters (Appendix 1) and agreed the small additional cost of up to £500 for the youth shelter's at Wrockwardine and Admaston Green to be painted with anti-graffiti paint. Members asked the Clerk to check regarding colour matching.

24/40 Meeting Rooms

The large room at Wrockwardine Village Hall is now available on Wednesday evenings and, Wi-Fi is currently being installed. The Chairman agreed to investigate again the possibility of also using the hall at Allscott Meads Primary school. A new meeting rota for the next 12 months would be determined at the AGM in May.

24/41 SID Statistics

The data was noted (Appendix 2). The increase in speeding along The Avenue, Wrockwardine was highlighted and it was agreed to add this to the list of issues to be discussed with Highways.

24/42 Grant Applications

Admaston Brownies – It was **RESOLVED** to award £200 for the planned 20th anniversary celebratory event.

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

24/43 Correspondence

None

24/44 Date of the next meeting

It was confirmed that the next meeting would be held on **Wednesday 10 April 2024 at 7.30p.m** at **Admaston House, Admaston.**

The meeting closed at 9.10p.m

Signed: P Cooper (Chairman)

Date 10th April 2024

Item 24/33

Finance

a) Final Accounts Paid & Bank Reconciliation for February 2024

December

Payee	Description	Net	VAT	Cost
Nobridge Ltd	Grass Cutting	739.20	147.84	887.04
IdVerde	Bin Contract	183.41	36.68	220.09
C Hughes Groundcare	Grass Cutting + Additional	1,448	489.60	2,937.60
B Cartwright	SID Maintenance	300.00	00.00	300.00
Cllr E Ballantyne	Expenses	11.18	0.52	11.70
N Power	Lighting Supply	444.66	88.93	533.59
Cllr P Cooper	Expenses	4.30	0.20	4.50
Hugo Fox	Website Provision	9.99	2.00	11.99
Bees & Trees Ltd	Community Orchard Inspection	190.00	00.00	190.00
Various	Staffing Costs	2,937.60	00.00	2,937.60
Various	Office Costs	83.30	6.48	89.78
	Total	7,122.82	772.25	7,895.07

Bank Reconciliation – February 2024

Unity Current Account

Current A/C Balance 1/02/24	90,264.38
Minus payments made February	7,895.07
Add Receipts February	
Ward Fund Grant T&W Council	1,500.00
Balance 29/02/24	83,869.31
Unity Bank Statement 147	83,869.31

Other Banks

Unity Instant Access A/C Statement 120	58,354.10
Natwest Business A/C Balance 30/4/23	72,463.12

Total Balance all banks	214,686.53
Minus Earmarked Reserves as shown	82,205.00
Total Spend Amount (includes current budget outgoings remaining circa £30k)	132,481.53

Earmarked Reserves

Traffic Calming Admaston	40,000
Community Initiatives	1,500
Street Lighting Replacement Admaston	24,000
Playing Fields Maintenance	6,000
Little Free Library	500
Grounds Maintenance	1,000
Urgent Work Fund	
Outdoor Gyms,	660
Wrockwardine (Commuted Sum)	
Grant PCSO Vehicle	2,000
Solar Lights Wrockwardine	3,303
Car Park/Bus Shelter, Walcot	
SJ Roberts Grant Bird/Bat Boxes	192
B5063 Contribution	1,000
Feasibility Study Admaston	550
Traffic Calming	
Ward Fund Grant Bus Shelter Walcot	1,500

b) Accounts to date for Payment March 2024

Payee	Description	Net	VAT	Cost
Nobridge Ltd	Grass Cutting	739.20	147.84	887.04
Haggs	Playground Repair	1,693.00	338.60	2,031.60
IdVerde	Bin Contract	183.41	36.68	220.09
C Hughes Groundcare	Grass & Hedge Cutting	1,404.00	273.00	1,638.00
B Cartwright	SID Maintenance	300.00	00.00	300.00
N Power	Lighting Supply	385.60	77.12	462.72
E-On	Lighting maintenance	152.78	30.56	183.34
Hugo Fox	Website Provision	9.99	2.00	11.99
Telford & Wrekin Council	Election Fees	2,514.00	00.00	2,514.00
Various	Staffing Costs	2,708.98	00.00	2,708.98
Various	Office Costs	43.06	0.42	43.48
Total		10,095.02	906.22	11,001.24

Signed: J Hancox (Clerk & RFO) Date: 10/4/24

Signed: P Cooper (Chairman) Date: 10/4/24

Appendix 1

Item 24/39

Clerk's Update March 2024

Anti-Graffiti Paint Play Areas

Following the decision at February's meeting concerning pricing for the repaint of the shelter at Wrockwardine Playing Fields and the Youth Shelter on Admaston Green the following quotes for both sites were received from idVerde:

Normal paint - £173.72 + VAT

Anti-Graffiti paint - £413.00 + VAT (approx)

The limit for Clerk's authorisation was £400

Grant Application for NAL Sockets

This was successful and will be paid in April following the completion of the necessary paperwork. The Chairman and Cllr Bevis attended a photo opportunity at one of the sites in Charlton with the Deputy Police Commissioner.



Bird & Bat Boxes

Sites are being discussed and purchase of the boxes will be made in the near future.

Buckingham Palace

After careful consideration, the Chairman decided to decline the offer to be nominated to attend the Buckingham Palace Garden Party later in the year.

Grounds Maintenance

Paul Hand from Birds & Bees did pruning at the Community Orchard and was joined by C Hughes, Contractor for grass cutting. Netting was put around the trunks of the trees that had been damaged and this has since been replaced with hessian by the contractor.

Julia Hancox

Clerk & RFO

March 2024

Appendix 2

Item 24/41

SID Statistics March 2024

Xxxx indicates most recent data

Shawbirch Road, Admaston, South

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
Dec 22/Jan 23	13	11,580	890	
Feb/March 2023	13	13,253	1,019	
April 2023	13	15,065	1,154	
10/10/23-23/10/23	14	16,550	1,182	
19/12/23-31/12/23	13	11,408	878	42,800 vehicles

Shawbirch Road, Admaston, North

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
January 2023	14	17,917	1,280	
Feb 2023	13	12,946	996	
April 23/May 23	13	12,717	967	
4/7/23-16/7/23	13	18,082	1,383	
26/9/23-8/10/23	13	15,995	1,230	
3/1/24-14/1/24	12	9,898	825	44,600 vehicles

Wellington Road, Admaston, North

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
December 2022	13	9,955	766	
January 2023	13	7,548	581	
April 23/May 23	13	11,325	871	Road works by Post Office

Wellington Road, Admaston, South

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
Nov 22/Dec 22	14	3,941	281	
Jan 23/Feb 23	13	2,747	211	
April 2023	13	1,403	108	
16/1/24-28/1/24	13	2,934	226	

Station Road, Admaston, North

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
Oct/Nov 2022	12	5,978	498	
January 2023	13	3,901	300	
March 2023	13	3,604	277	
July 2023	12	6,406	534	
24/10/23-4/11/23	13	12,474	959	
18/12/23-31/12/23	14	3,786	270	School holidays

Station Road, Admaston, South

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
November 2022	12	6,540	555	
Dec 22/Jan 23	13	3,786	291	
March/April 23	13	10,680	821	
June 2023	13	6,400	492	
August 2023	13	7,652	589	
26/9/23-8/10/23	13	4,989	384	Total vehicles approx. 32,650
3/1/24-14/1/24	12	4,147	346	

Rushmore Lane, Allscott

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
May 2023	13	971	75	
May/June 2023	13	1,491	114	
20/8 – 9/9/23	21	1,663	79	
12/9/23 – 24/9/23	13	1,044	80	South
21/11/23-4/12/23	14	983	70	North
7/12/23-18/12/23	12	1,212	101	South
13/2/24 – 25/2/24	13	1,279	93	South
27/2/24 – 10/3/24	13	912	70	North

The Avenue, Wrockwardine, East

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
Dec 22/Jan 23	13	4,503	346	
March 2023	13	5,041	388	
May 23/June 23	13	3,441	264	Includes school half-term week
21/8 – 9/9/23	20	6,792	340	
5/12/23-17/12/23	13	4080	312	Approx 7,350 vehicles total
13/2/24-25/2/24	13	3,724	286	Approx 7,064 vehicles total

The Avenue, Wrockwardine, West

<u>Date</u>	<u>Days there</u>	<u>No vehicles exceeding</u>	<u>Daily average</u>	<u>Additional Comments</u>
Jan 2023	13	2,945	228	
March/April 23	13	3,476	277	
May 23	13	3,490	268	
12/9/23-24/9/23	13	3,354	258	Total vehicles approx. 7,150
21/11/23-3/12/23	13	3,171	226	Total vehicles approx. 7,510
27/2/24 – 10/3/24	13	3,187	245	Total vehicles approx. 6,850

High Ercall Road, Bratton, South (new location)

<u>Date</u>	<u>Days there</u>	<u>No vehicles exceeding</u>	<u>Daily average</u>	<u>Additional Comments</u>
7/11/23-19/11/23	13	681	52	20,668 vehicles
16/1/24-28/1/24	13	683	52	24,200 vehicles

High Ercall Road, Bratton, North (new location)

<u>Date</u>	<u>Days there</u>	<u>No vehicles exceeding</u>	<u>Daily average</u>	<u>Additional Comments</u>
24/10/23-5/11/23	13	2,855	220	27,640 vehicles