

## LITTLE WENLOCK PARISH COUNCIL

### MINUTES OF THE ANNUAL GENERAL MEETING OF THE PARISH COUNCIL HELD ON MONDAY 16<sup>th</sup> MAY, 2011 AT 7.30 p.m. IN THE VILLAGE HALL, LITTLE WENLOCK.

- 05/11/01 Election of Chairman and to receive the Chairman's Declaration of Acceptance of Office:**  
Councillor Pat Hutchings was proposed by Cllr. J. Esp and seconded by Cllr. A. Lees and was duly elected as Chairman and made the statutory Declaration of Acceptance of Office which was duly signed by her and The Clerk.
- 05/11/02 Members present and apologies:**  
Councillors Mrs. P. Hutchings (Chair), Mr. E. Roberts, Miss J. Esp, Mrs. S. Hutchison and Mr. Alan Lees.  
Mr. J. F. Marcham – Parish Clerk.
- Apologies for absence:**  
Apologies for absence were received from T&W Borough Cllrs. J. Seymour and T. Kiernan.
- 05/11/03 Declaration of acceptance of office by parish councillors:**  
All Parish councillors signed their Declarations of Office which were countersigned by The Clerk.
- 05/11/04 Election of Vice Chairman:**  
Councillor Sheila Hutchison was proposed by Cllr. P. Hutchings and seconded by Cllr. J. Esp and was duly elected as Vice Chairman.
- 05/11/05 Completion of Register of Interest forms:**  
All councillors completed new Register of Interest forms and signed them.
- 05/11/06 Declarations of interest (existence and nature) with regards to items on the Agenda:**  
None were declared.
- 05/11/07 To confirm the minutes of the Parish Council held on Monday 11<sup>th</sup> April 2011 and the minutes of the Parish Open Meeting held on Monday 18<sup>th</sup> April 2011.**  
The minutes were approved and signed by the Chairman.
- 05/11/08 Members of the public were invited to address the Parish Council on issues and concerns.**  
No members of the public were present.
- 05/11/09 Appointment of Committees and Representatives:**  
It was **resolved** that the following appointments be made:
- |  |                              |
|--|------------------------------|
| a) ALC.                                      | Councillors Esp & Hutchings. |
| b) Wrekin Area Committee.                    | Councillor Esp.              |
| c) Wrekin Sports Advisory Council            | No longer meets.             |
| d) Candles Liaison Committee.                | All Councillors.             |
| e) Village Hall and Playing Field Committee. | Councillors Hutchings.       |
| f) Link to Neighbourhood Watch.              | Councillor Hutchison.        |
| g) Rights of Way                             | Councillor Hutchison.        |

h) Transport Users Group.	Councillor Lees.
i) CRed.	Councillor Hutchings.
j) Wrekin Forest Partnership.	Councillors Hutchings & Esp.
k) Employment Sub Committee	Cllrs. Hutchings, Roberts & Hutchison.
l) Community Newsletter.	Councillors Hutchings, Esp & Lees.
m) Emergency Plan	Steve Collins & Councillor Hutchings.
n) Rural Forum	Councillors Esp & Roberts.
o) Huntington Lane Surface Mine Liaison Committee	Councillors Hutchison & Lees.

05/11/10

**Allocation of Consultation Responsibilities:**It was **resolved** that the following appointments be made:

a) Crime and Police.	Councillor Hutchison.
b) General Planning Consultations.	Councillor Hutchison.
c) Environment.	Councillor Hutchings.
d) Health & Social Services.	Councillor Esp.
e) Housing.	Councillor Lees.
f) Highways & Public Transport.	Councillors Lees & Esp.
g) Snow Warden.	Councillor Roberts.
h) Winter Gritting.	Councillor Roberts.
i) Litter Picking.	Councillor Hutchings.
j) Street Lighting.	Councillor Lees.
k) Audit.	A quarterly rota to reconcile
the account book with the bank statements.	
l) Verge Planting.	Councillor Hutchings
m) Web Site.	Councillors Lees & Esp
n) Education.	Councillors Hutchings.
o) New Works	To invite T&W Cllr. Seymour
to act as the spokesperson for New Works.	

05/11/11

**Review of Annual Payments:**It was **resolved** that the following payments be made:

a. ALC (incl. NALC affiliation fee)	£197.75 (paid)
b. Local Council Review	To renew subscription.
c. Wrekin Area Committee	To renew subscription.
d. CPRE	£29.00 (paid).
e. Village Hall	To pay for hire.
f. Councillors' Allowance	Councillors unanimously
<b>resolved</b> not to claim their allowance.	
g. Councillors' subsistence, travel & expenses	Subject to receipts.
h. Chairman's Allowance	Not claimed.
i. SLCC	To renew subscription.

05/11/12

**Donations:**It was **resolved** to make the following donations:

St. Lawrence Church PCC	£300
Samaritans	£80
Air Ambulance	£100

Hope House Children's Hospice	£80
Severn Hospice	£80
Tim Stevens (Dr. Barnardo's)	£25

**05/11/13****Clerk's Report:**

- a. The Clerk reported that the main water pipe from Horsehay to Little Wenlock would be renewed by SevernTrent water (Enterprise) and that the company would endeavour to keep the community fully informed about the work.
- b. Cllrs. Esp & Hutchison would attend the ALC course "Fundamentals for Councillors" on 27<sup>th</sup> July at Telford Civic Centre.
- c. The Clerk reported that he would attend the SLCC West Midlands regional Conference on 25<sup>th</sup> May.
- d. The Clerk reported that E.On was now called Western Power Distribution.

**05/11/14****Matters arising from the Parish open Meeting:**

- a. UK Coal restoration plan (see item 205/11/21b)
- b. Litter: It was **resolved** to install a litter bins on Coalbrookdale Road, Willowmoor Bank and to ask T&W Cllr. Seymour where a litter bin could be placed in New Works until the bus shelter was built when it could be relocated to it.
- c. Bench at New Works: It was **resolved** that the PC needed to find out who owned the verge where the proposed bench was to be situated. Three quotations had been received and it was **resolved** to accept the quotation from Steve Bloomfield.
- d. Financial balances: sufficient balances were required to meet the cost of winter gritting which was an unknown cost because of the vagaries of the weather and to have sufficient funds to carry out any future developments at New Works.
- e. Footpath from Horsehay to Coalmoor Lane: the PC fully supported this proposal which was being developed by the HLSMCLC.
- f. Verge planting at New Works: it was **resolved** to obtain a quotation from Steve Bloomfield to plant bulbs in the verges as no volunteers had come forward to do the planting. It was further **resolved** that before anything could proceed the ownership of the verges, probably T&W, needed to be ascertained and permission granted for planting the bulbs.

**05/11/15****Highways:**

- a. Cllr. A. Lees updated the PC on recent progress and that then proposed entry signs would form a gateway structure into the communities.
- b. It was **resolved** to continue with the PC's present stance about speed reduction in the parish.
- c. It was **resolved** that the PC did not support the use of the Donkey Field for parking.
- d. It was **resolved** that something needs urgently doing with regards to inconsiderate and dangerous parking at the Forest Glen.
- e. It was suggested that the lay-by between the Forest Glen and Cluddley be properly surfaced and that "nose-in" oblique parking be marked on it to increase the number of parking spaces.
- f. It was **resolved** that the Pc should be able to send 2 representatives to the consultative group being organised by T&W.

**05/11/16****Street Lighting:**

- a. Cllr. A. Lees reported on the survey that he had done with regards to the lights at Crofters View.

- b. Cllr. Lees reported that he had emailed Stuart Freeman advising him that LWPC would be making a bid for funding from the HLSMCLC to replace all the street lights and that LWPC would be willing to take on 3 extra lights from T&W, namely 3 at Crofters View.
- c. Cllr. Lees reported that he had received a request for a street light at the junction of Dawley Road and New Works Lane at Arlestone Hill.

**05/11/17 Parish Signs:**

Cllr Lees reported that new road signs for the following locations would be included in the grant application – Church Lane (New Works), Coalmoor Road and Coalbrookdale Road. Additional entry signs would be ordered for Steeraway, Huntington and Little Worth following consultation with residents, LWPC, and T&W Highways Dept. An application proposal has been sent for a quotation from five potential suppliers.. All signs must be 400mm from the edge of the highways.

**05/11/18 Website:**

- a. Looking at revamping the front sheet to highlight recent topics.
- b. Cllr. Esp has agreed to support Cllr. Lees with the web site.

**05/11/19 Queen's Jubilee:**

It is proposed to hold an event on Saturday 2<sup>nd</sup> June in co-operation with the Village Hall and PCC to celebrate the Jubilee.

It was resolved to approach the Village Hall Committee and to book the Village Hall.

**05/11/20 Parish Plan:**

It was resolved to adopt the Parish Plan. Maps now needed adding to the plan and an action plan drawn up.

**05/11/21 Planning:**

- a. TWC/2011/0358: Erection of commercial building extension for use as MOT Bay & Office (RETROSPECTIVE).  
Upper Coalmoor Farm, Moreton Coppice, Telford, TF4 2PX. (See Clerk's Report)

Whilst the Parish Council would not oppose the application it was noted that this was another retrospective planning application by the applicant.

The use of the site as an MOT centre for HGV vehicles would increase the number of vehicles using Coalmoor Road and it is the opinion of the Parish Council that a 106 agreement should be entered into for funding from the applicant towards the cost of kerbing part of Coalmoor Road.

- b. UK Coal Restoration Plan.

The Clerk was asked to check against the agreements that were reached early in 2010 in relation to the closure of the footpaths and the discussions that took place with UK Coal.

It was resolved that the Parish Council makes sure that the restoration is carried out as stated.

**05/11/22 Borough Liaison:**

- a. Affordable Housing: It was **resolved** to place the matter on the June agenda.
- b. Bus users group: It was felt that as we had only 2 buses a week there was little point in joining the group.

**05/11/23 Individual updates:**

- a. Cllr Lees update the PC on the Huntington lane Surface Mine, his report is appended to the minutes.

- b. It was **resolved** that the PC should respond to the misleading and totally untruthful information published on the Ecologist's web site by Sarah Bentley which stated that: "*despite local objection Little Wenlock council have accepted the £200,000 community fund UK Coal offered as reparation and a further £100,000 from another contractor for it to be turned into land fill after the mine ceases operating.' They chose money over the health and well being of the community,*"
- c. Cllr. Hutchings reported on the recent meeting at the Candles Landfill Site, her report is appended to the minutes.

**05/11/24**

**Local Council Shadowing Award:**

It was **resolved** that the Parish council would advertise the fact in the Community Newsletter that it would support any young persons within the parish who wished to take part in this award. It was **resolved** that the PC would meet the cost of the log book required for those taking part.

**05/11/25 Community Newsletter:**

It was **resolved** that Cllr. Hutchison would distribute newsletter to part of Church Lane, High Point, Malthouse Bank, Wellington Road, Wrekin Farm and Willowmoor, a total of 41 properties.

It was **resolved** that Cllr. Esp would distribute newsletters to Buildwas Lane, Clee Rise, Witchwell Lane and part of Church Lane.

**05/11/26 Annual return to the Audit Commission (Internal Audit):**

The Clerk reported that the Internal Audit carried out by Mr. John A. Nicholls in April was successfully concluded.

The Clerk stated that the report read:

*I certify that I have completed the Internal Audit for the year ending 31<sup>st</sup> March 2011 according to the books and records presented to me, and in accordance with Audit commission requirements.*

*My audit included comprehensive examination of the Council's records, undertaking all tests as prescribed in Section 4 of the Annual return, sufficient to give reasonable assurance that the Council's affairs are properly conducted and are free from material miss-statement.*

*The records and documentation are well presented, the Cash Book is well maintained, and there are no other matters to report to Council.*

**05/11/27 External Audit Section 2:**

It was resolved that the annual governance statement was approved by the PC and duly signed and dated by the Chairman and the Clerk.

**05/11/28 Finance:**

a. It was **resolved** to pay the following accounts as listed in the Clerk's Report:

Npower	Energy Consumption	£78.81
Npower	Energy Consumption	£32.89
Npower	Energy Consumption	£105.03
Madeley print Shop - 20	copies of the Parish Plan	£25.00
J.A. Nicholls	Internal Audit	£75.00
SLCC	Regional Conference	£78.00
J.F. Marcham	Clerk's Salary	£238.58
HMRC	PAYE	£59.65
H. Cook	Refreshments for Open Meeting	£17.79
P. Hutchings	Verge Planting and Open Meeting	£21.73.
CPRE	Annual subscription	£29.00
Maudesport Ltd.	Maypole + delivery	£188.40
Lee Good	Wrekin Trundle	£90.00

b. It was **resolved** to purchase Section 1 of the new Standing Orders.

c. A request for further financial support for the Wrekin Trundle administrative costs was received and it was **resolved** that the Chairman would respond to the request.

d. The following statement on current financial balances was received from the Clerk:

Balance on the Community Account on 9<sup>th</sup> May was £8478.86 with all cheques cleared. The balance on the Business Reserve Account is £ 5,785.48.

e. The Clerk reported that the sum of £377.92 had been reclaimed from HMRC for VAT paid in 2010/11.

- f. It was **resolved** that Cllr. Ed Roberts becomes a signatory on PC cheques. The bank mandate was duly signed by all three Parish Councillors who are signatories for PC cheques.

**05/11/29**

**Rights of way bids**

- a. Councillors expressed concerns about the Trundle route causing damage in the SSSI and Nature Reserve. It was pointed out that there was a conflict with Guideline C1 in the Parish Plan. There is an implication in the submission that LWPC should assist with the future maintenance of the route. T&W should be totally responsible for this as the LWPC precept would be insufficient for it to fulfil any of this responsibility. The chairman explained that a combination of increasing amounts of litter and a dwindling volunteer force make it impossible for the Wombles to take on any more routes. As yet there appears not to have been an Environmental Impact Assessment of the route. Cllr Esp raised the question as to whether all land owners had been approached and permissions given as she knew of one who had not. It was **resolved** that the chairman should raise these concerns with Marilyn Pietroni.
- b. It was **resolved** that it opposed the establishment of a car park on the "Donkey Field" and that it would prefer to see a park and ride system operated from Wellington.

**05/11/30**

**Date of the next meeting:**

The date of the next meeting is Monday 13<sup>th</sup> June at 7.30 in the Village Hall.