

Wrockwardine Parish Council

Minutes of the Parish Council Meeting held on Wednesday 8th November 2023 at Admaston House, Admaston at 7.30p.m

- Present:** Cllr P Cooper (Chairman)
Cllr E Ballantyne
Cllr K Ballantyne
Cllr P Bevis
Cllr P Davis
Cllr J Savage
Cllr G Thomas
Cllr K Tonks
- In Attendance:** 4 Members of the Public
PC Simon Webb (West Mercia Police)
J Hancox (Clerk)

23/166 Welcome

The Chairman welcomed everyone to the meeting.

23/167 Apologies for absence

Cllr R Eade – work commitments

23/168 Declaration of Interests & Dispensations

- a) Pecuniary – None declared
- b) Personal – None declared

23/169 Public Session

2 members of the public asked about the Council's response to the Borough Council's Local Plan Consultation. Cllr Tonks went through the proposals, due to be discussed by Council at Item 23/176. 1 member of the public made a point about the Admaston traffic calming consultation.

23/170 Police & PCSO

PC Webb gave updates on speed enforcements and made Council aware of distraction burglaries, farm thefts and fly tipping.

PC Webb and 2 members of the public left the meeting at 7.54p.m

23/171 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 11th October 2023**.
[Proposer: Cllr Tonks; Seconder: Cllr Savage; Vote: All]

23/172 Borough Councillors Reports

Borough Cllr Tonks confirmed the signage at Elmsdale Crescent had been completed and reported that the large planters, installed in the Pemberton Road carpark were causing problems at busy times as they were restricting parking. A site visit with Telford & Wrekin will be carried out to determine what to do with them. Councillors asked if the Parish Council could have a say in where they went if they were to be repositioned as there may be other sites in the Parish that would benefit from them. Borough Cllr Tonks also advised that designs for the play area at Bratton were going for public feedback.

1. Permissions & Refusals

Council noted the following:

TWC/2023/0702	The Old Vicarage, Wrockwardine	Crown lift up to 5m above road & crown reduction up to 3m to 1no. yew tree (T1), crown reduction up to 2m to 1 no. yew tree (T2) and 1no. sycamore tree (T3) *Amended Description*	Tree in Conservation Area Granted
TWC/2023/0357	Unit 2, Sutton Road, Admaston	Change of use from retail shop (Use Class E(a)) to hot food takeaway (use class sui generis) with installation of 1no. flue	Withdrawn
TWC/2023/0653	Former British Sugar Site, Allscott	Reserved matters application pursuant to outline permission TWC/2014/0113 for the creation of 39no. allotments including details of appearance, landscaping, layout & scale	Withdrawn

2. New Applications

Council considered the following:

TWC/2023/0807	Land between Rodwin & 1 Broomfield Barn, Allscott	Application under Section 191 for a Certificate of Lawfulness for an existing use for change of use of agricultural land to private garden land	No comment
TWC/2023/0770	Bank Farm, Wrockwardine	Erection of a 2-storey side & rear extension	No Comment

3. New Applications received after the agenda was circulated

Council considered the following:

TWC/2023/0815	Former British Sugar Site, Allscott	Creation of 39no. allotments & a car park	No Comment
TWC/2023/0818	Whittlebury House, Station Rd, Admaston	Erection of a 2-storey front extension, single storey front & side extension & the erection of a canopy on the front elevation	No Comment

a) To confirm the Final Accounts Paid and Bank Reconciliations for October 2023The final accounts were noted and **RESOLVED**.

[Proposer: Cllr Mrs Ballantyne; Seconder: Cllr Tonks; Vote: All]

b) To confirm the Accounts for Payment November 2023

The accounts were noted and **RESOLVED**. The Clerk advised Council that the Local Government Services Pay Agreement 2023 had been reached but had missed this month's payments and would be calculated and awarded to salaries in December.

[Proposer: Cllr Mrs Ballantyne; Seconder: Cllr Tonks; Vote: All]

23/175 Wrockwardine Farm Site

Following a site visit by some councillors and without prejudice to its consideration of detailed plans contained in any future planning application Council, following a discussion, **RESOLVED** to:

1. Recognise in principle, the potential benefit to the community and the visual and aesthetic enhancement of the Grade II Listed Wrockwardine Farm as well as to the wider Conservation Area, of the proposal to retain, renovate and convert to housing the disused original brick-built farm buildings, replacing them with suitable sympathetically designed housing to meet the needs of Wrockwardine village;
2. Seek the inclusion of the Wrockwardine Farm site in the call for sites set out in the emerging Local Plan Review to help sustain Wrockwardine as a viable community.

[Proposer: Cllr Mr Ballantyne; Seconder: Cllr Savage; Vote: All]

Cllr Thomas joined the meeting at 8.15p.m during Item 23/175

Cllr Davis joined the meeting at 8.20p.m

23/176 Telford & Wrekin Local Plan Consultation

Cllr Tonks provided a written report by Cllr Tonks (Appendix 1) and gave a presentation of the proposals that would impact the Parish during the Public Session earlier. Following further discussions it was **RESOLVED** to:

1. Organise a drop-in session for residents as offered by Telford & Wrekin Council to include an afternoon and evening, possibly the last week of November. Council asked the Clerk to action this.
2. Set up a Working Group to meet to draft the Parish Council's response to the consultation, to be brought back to December's meeting for final comment and approval before submitting. Members on the group: Cllr Cooper; Cllr Tonks and Cllr Thomas.

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

23/177 Finance & General Purposes Committee

1. Council noted receipt of the draft minutes for the meeting held on 26th October 2023
2. Item 23/F32 was **RESOLVED** as follows:
 - The agenda for each meeting to be posted on noticeboards
 - Draft reports to accompany agenda items to be posted on the website, when they are available, prior to each meeting
 - The draft minutes of the meeting to be published on the website as soon as they are available
3. Item 23/F33 (1-3) were noted and Members were asked to bring any views or comments relating to the proposed budget to December's meeting when the budget and precept would be set
4. Item 23/F33 (4) was discussed and it was **RESOLVED** that subject to local support and Borough Council consent, a new bus shelter of a sympathetic design be provided at Walcot on the site of the previous shelter, funding to be pump-primed by earmarked reserves from the delayed Wrockwardine car park solar lighting scheme and the balance from general reserves.

[Proposer: Cllr Mr Ballantyne; Seconder: Cllr Thomas; Vote: All]

Borough Cllr Thomas offered Borough Ward Funding towards the purchase of the shelter.

23/178 Admaston Traffic Calming Consultation

Following a written report from Cllr Cooper (Appendix 2) it was **RESOLVED** to:

1. Submit the report and copies of the resident's responses to Telford & Wrekin Highway Engineers and request they redesign and re-cost the traffic calming measures for Admaston.
2. Request that Telford & Wrekin raise the pedestrian crossing by Shawbirch Medical Centre (at their expense)

[Proposer: Cllr Mr Ballantyne; Seconder: Cllr Tonks; Abstain: 1; Vote: All remaining]

23/179 Facebook & Social Media

Following a discussion on improving communication to residents through social media, the website and notice boards it was agreed that in the interim period, until the work on scoping and costing of a new website and improving the social media platforms, that Cllr Tonks and potentially Cllr Parr, if he was happy to, be given administration access to Facebook to assist the Clerk in managing communication via social media platforms.

23/180 Clerk's Update

Members noted the Clerk's update on various matters (Appendix 3) and were updated on the line painting, undertaken by SJ Robert's contractors at Wrockwardine Playing Fields for which Members were very grateful and asked for thanks to be relayed to SJ Roberts. Following a discussion it was **RESOLVED** to accept the cost of £1,693 + VAT to replace the springer ride at Wrockwardine Playing Fields, as resolved at October's meeting.

[Proposer: Cllr Davis; Seconder: Cllr Thomas, Vote: 5 for, 2 against]

23/181 SID Statistics

The data was noted (Appendix 4). Council was disappointed at the response from West Mercia Police regarding the use of the statistics obtained from the SIDs and requested the item be on December's agenda so a proper response could be agreed.

23/182 Grant Applications

None received

23/183 Correspondence

Closed meeting request – Members noted the request to a meeting about development proposals and following a discussion, were not opposed to this but requested that more information be obtained before making a final decision.

23/184 Date of the next meeting

It was confirmed that the next meeting would be held on **Wednesday 13th December 2023 at 7.30p.m** at **Admaston House, Admaston.**

The meeting closed at 9.33p.m

Signed: P Cooper (Chairman)

Date 13th December 2023

Item 23/174

Finance

a) Final Accounts & Bank Reconciliation October 2023

Payee	Description	Net	VAT	Cost
IdVerde	Bin Emptying	183.41	36.68	220.09
B Cartwright	SID Management June & July	300.00	00.00	300.00
CLlr E Ballantyne	Expenses	5.59	0.26	5.85
C Hughes Groundcare	Grass Cutting	850.00	170.00	1,020.00
Nobridge Ltd	Grass Cutting	739.20	147.84	887.04
E-On	Lighting Maintenance	445.97	89.19	535.16
N Power	Lighting Supply	310.75	62.15	372.90
Royal British Legion	Wreath & Lamp Post Poppies	113.98	00.00	113.98
St Peter's Church	Street Lighting Grant	2,000.00	00.00	2,000.00
Greentech Ltd	Planting Long Yard Meadow	589.80	117.96	707.76
Scribe	Annual Accounting Package	561.60	112.32	673.92
Hugo Fox	Website Provision	9.99	2.00	11.99
Various	Office & Stationery	122.27	3.90	126.17
Various	Staffing Costs	2,533.35	00.00	2,533.35
	Total	8,723.59	742.30	9,465.89

Bank Reconciliation – October 2023

Unity Current Account

Current A/C Balance 1/10/23	125,306.00
Minus payments made October	9,465.89
Minus salary payment 2/10/23 (paid late due to weekend)	1,605.83
Add Receipts October	00.00
Add uncashed cheque 300780 (poppies)	90.00
Balance 31/10/23	114,324.28
Unity Bank Statement 142	114,324.28

Other Banks

Unity Instant Access A/C Statement 116	57,952.40
Natwest Business A/C Balance 30/4/23	72,463.12

Total Balance all banks	244,739.80
Minus Earmarked Reserves as shown	80,705.00
Total Spend Amount (includes current budget outgoings remaining circa £50k)	164,034.80

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, Wrockwardine (Commuted Sum)	660
Grant PCSO Vehicle	2,000
Solar Lights Wrockwardine Car Park	3,303
SJ Roberts Grant Bird/Bat Boxes	192
B5063 Contribution	1,000
Feasibility Study Admaston	550
Traffic Calming	
	80,705

b) Accounts for Payment November 2023

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	850.00	170.00	1,020.00
B Cartwright	SID Maintenance	300.00	00.00	300.00
Cllr E Ballantyne	Expenses	8.38	0.39	8.77
N Power	Lighting Supply	355.90	71.18	427.08
St Peter's Church	Outside Lighting Grant	2,000	00.00	2,000
Go Fund Me	Memorial Bench Grant	50.00	00.00	50.00
Cllr P Cooper	Chairman's Allowance	300.00	00.00	300.00
Hugo Fox	Website Provision	9.99	2.00	11.99
UK Safety Store	Dog Waste Signage	117.76	23.55	141.31
N Power	Lighting Supply	310.75	62.15	372.90
Scribe	Accounting System	561.60	112.32	673.92
Various	Staffing Costs	2,533.55	00.00	2,533.55
Various	Office Costs	44.64	00.00	44.64
	Total	5,492.63	451.64	5,944.27

Signed: *J Hancox* (Clerk & RFO) Date: *13th December 2023*

Signed: *P Cooper* (Chairman) Date: *13th December 2023*

Appendix 1

Item 23/176

Telford & Wrekin Local Plan Consultation

Information

Telford & Wrekin Council have recently released their draft Local Plan outlining proposed development across the Borough over the next 20 years.

The proposals for development within this plan are likely to have a significant impact on areas across Wrockwardine Parish, particularly in reference to the Sustainable Urban Extension Sites (see Policy H02 below) being considered in Land North West of Bratton and Shawbirch (2100 houses) and Land North of A442 Wheat Leasowes (3100 houses) as well as 37 houses proposed at Brandon Avenue and another 439 at Allscott. There are also proposals for development of employment sites at Wheat Leasowes and Allscott Meads. (Appendix 14 of the Draft Local Plan - [Telford and Wrekin Local Plan Review - Draft Local Plan 2023 - Keystone](#))

Interactive map - [Telford and Wrekin Local Plan 2040 - Draft Site \(arcgis.com\)](#)

The Local Plan is currently in the consultation phase until the 12th January 2024 and it is important that the Parish Council help to engage residents in the consultation process by sharing information on the plans and how to access the consultation.

Comments can be made via the consultation portal at: www.telfordandwrekinlocalplan.co.uk or via telephone on 01952384241. However, there are concerns from residents that not everyone is able to access these plans due to the majority of the information being online.

There have already been many concerns raised regarding these proposals and there will be many implications for future Parish Council plans.

Proposal

That Wrockwardine Parish Council:

1. Shares the plans and information about the consultation process via the website, social media and on Parish noticeboards;
2. Arranges an engagement session for residents as is being offered by Telford & Wrekin Council officers, who would attend over an extended period for public drop-in;
3. Collaborates and submits a Full Parish Council response.

Report prepared by Cllr K Tonks

November 2023

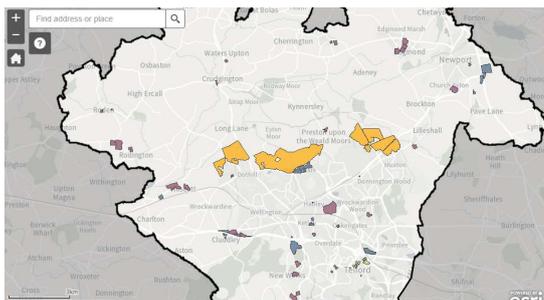
Additional Information

Policy H02

Sustainable Urban Extension Sites

1. Planning applications for the development of all or part of an SUE should be supported by a comprehensive masterplan, Design Code and Sustainable Principles Strategy for the entire allocation demonstrating how the SUE will be delivered in compliance with the site specific requirements set out below.
2. The SUE should deliver as a minimum (in addition to other policy requirements):
 - a. 1,000 or more homes
 - b. Accessible homes to at least standard set out in Homes for All SPD
 - c. Supported and specialist housing provision to support a mixed, multi-generational community
 - d. Provision of at least 5% self-build or custom-build plots
 - e. Provision of a centrally located district / local centre to include necessary daily services such as for shopping and small scale employment (depending on size of SUE smaller complimentary local centres also encouraged)
 - f. Meaningful provision of employment land
 - g. Provision of a Primary School (this facility can be delivered in a phased approach but 2 form core and land for expansion would be required)
 - h. Off-site contribution towards enhancement at a local secondary school – unless it is determined provision would be required onsite
 - i. Support for sustainable modes of travel including roads/streets designed for bus routes, walking and cycling links across the site.
 - j. Improvement of cycle and pedestrian connectivity to and from the site to support access to facilities and services.
 - k. In excess of 10% onsite Biodiversity Net Gain
 - l. Urban Greening measures
 - m. Landscape led scheme incorporating opportunities for food growing, natural play, biodiversity, blue/green infrastructure and to contribute to the Forest Community policy;
 - n. Clear hierarchy of multi-functional open space including play, recreation, sports and areas of informal natural green space.
 - o. Buffering and landscape protection where adjacent to existing communities, road infrastructure that could lead to poorer air quality.
 - p. Exceed the Building Regulations on carbon emissions and energy efficient buildings.
 - q. On site renewable energy generation at property, street and site level in order to minimise draw on the electricity grid.
 - r. Well-designed Sustainable Urban Drainage Systems and heat island reducing measures which are multi-functional and seamlessly blend into and enhances the appearance of the development.
 - s. Air Quality Management and Monitoring.
3. The SUE needs to be delivered to the agreed masterplan and deliver a range of uses. Details should be submitted with applications to clearly demonstrate the stewardship arrangements for the site including how and when any land would be transferred.

Map of proposed development



Appendix 2

Item 23/178

Admaston Traffic Calming Consultation

Background

A public session was held at Admaston House in 2018 with Admaston residents, Telford & Wrekin Council Highways Department & Wrockwardine Parish Council to discuss affordable traffic calming options. The outcome of this was to install build outs on Station & Shawbirch Roads. Residents were clear they didn't want raised platforms.

Admaston traffic calming has been discussed at a number of Parish Council meetings and also the Traffic Management Group.

The scheme was designed by Telford & Wrekin Highway engineers and was reported on the front page of the Parish Council's magazine "Parish Scene" no.8 issued in February 2023. The scheme was due to be implemented in the Spring/Summer 2023. At a meeting of the Traffic Management Group held on the 19th May 2023 it was agreed to pause the scheme as the landlord of the Pheasant had raised concerns about the build outs immediately outside the pub with issues around deliveries etc. Telford & Wrekin Council agreed to move the build out further down by the railway bridge.

Current position

At the Parish Council meeting held on the 13th September 2023 during the 15-minute Public Session it became evident that residents were very unhappy with the proposed build outs. A subsequent meeting was held with Telford & Wrekin Highways Department and some Parish Councillors. It was agreed that the Parish Council would consult on traffic calming through Admaston even though Highway Engineers had advised on a number of occasions that it was not a legal requirement for them to consult on the proposed scheme.

On the 2nd October 2023 letters were hand delivered along Station Road, Shawbirch Road and also to properties immediately off them. In the letters residents were advised that there would be a 30-minute Q & A session on the 11th October 2023 at which there was a general consensus for table tops to be installed.

The consultation period closed @ 5.30pm 20th October 2023. A meeting was held on the 26th October 2023 allowing some Parish Councillors from the Traffic Management Group to analyse responses received.

42 no. responses were received which was less than 50%, which could be interpreted that a number of residents living along both Station Road and Shawbirch Road were not concerned with the proposed build outs. Out of the 42no. responses received 75% [31no.] objected, 15% [7no.] raised concerns, 10% [4no.] were in support. Raised platforms [table tops] were suggested as an alternative solution.

Recommendation

This report and copies of the resident's responses be sent to Telford & Wrekin Highway Engineers to redesign and re-cost traffic calming measures for Admaston.

In addition, Telford & Wrekin Council be asked to raise the pedestrian crossing by Shawbirch Medical Centre.

Councillor P J Cooper
November 2023

Appendix 3

Item 23/180

Clerk's Update November 2023

Wrockwardine Car Park

Notification that the Planning Application submitted for the carpark has been Full Granted has been received. Cllr Cooper will liaise with SJ Roberts regarding moving forward.

Wrockwardine Play Area Repairs

A quote for the replacement of the child's rocker has finally been received:

£1,693 + VAT

It was agreed at Full Council in September to replace the rocker (Item 23/139)

Council needs to agree it is happy with the cost.

Bird Boxes

As reported previously, SJ Roberts have donated nearly £200 to the Parish Council for a selection of bird, bat and owl boxes as part of their community initiatives scheme. Cllr Cooper has attempted to obtain advice from the Owl Society and the RSPB regarding where to locate specific boxes but has not had any response to his enquiries.

Little Free Library

We are still awaiting a response from SJ Roberts to see if there is an onsite carpenter who might be willing to do the work.

Walcot Consultation

The residents of Walcot were consulted, via a letter, (see Appendix 1) regarding the planting of bulbs along the verges. One response was received. The Grounds Maintenance Group are now working to implement.

Julia Hancox
Clerk & RFO
November 2023

Appendix 4
Item 23/181
SID Statistics November 2023

Shawbirch Road, Admaston, South

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
November 2022	13	13,370	1,028	
Dec 22/Jan 23	13	11,580	890	
Feb/March 2023	13	13,253	1,019	
April 2023	13	15,065	1,154	

Shawbirch Road, Admaston, North

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
August 2022	12	12,765	1,064	
September 22	13	15,645	1,189	
Oct 22/Nov 22	12	11,267	939	Includes school half-term week
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	

Wellington Road, Admaston, North

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
September 2022	11	11,065	1,002	
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	

Station Road, Admaston, North

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
August 2022	13	4,965	383	
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	

Station Road, Admaston, South

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
August 2022	13	5,865	452	
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

Rushmore Lane, Allscott

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
Sept 22/Oct 22	14	954	61	
Oct 2022	13	1,804	139	
February 2023	13	1,251	96	
Feb 23/March 23	13	1,078	83	
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	1044	80	

The Avenue, Wrockwardine, West

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
August 2022	13	4,301	331	
Sept/Oct 22	13	3,683	281	
December 2022	13	3,155	243	
January 2023	13	2,945	228	
March/April 23	13	3,476	277	
May 2023	13	3,490	268	

The Avenue, Wrockwardine, East

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
August 2022	11	3,551	322	
October 2022	12	4,356	363	
Nov/Dec 2022	12	4,283	356	
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	

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

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>
July 2023	6	11,949	919	

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	Total vehicles approx. 27,640

Additional Information – to note

The Clerk received an email from West Mercia Police regarding submitting data from the SID's:

"We are more than happy to assist the parish with interpreting their results, but West Mercia Police do not use this type of data in any of our roles, as this is often influenced by many factors. Drivers will often speed up or slow down on seeing visual speed devices, which gives us an untrue picture of the true speeds. The placement of these devices is often an issue, as the radar picks up vehicles outside of the speed limit, which again gives an inaccurate picture of the true speed of vehicles. Another major way these devices can give back inflated true speeds is due to roller shutter doors on large goods vehicles, which can show a very high speed and again have a major effect on the results shown. Not to mention emergency vehicles responding to an incident. This is the reason why we use our equipment, as it gives a true reflection of speed at any given location.

I trust this explains why we do not use untested 3rd party equipment in our monitoring of traffic speeds."