

# Donington with Boscobel Parish Council

**Minutes of the meeting of Donington with Boscobel Parish Council held on Tuesday 22<sup>nd</sup> June 2021 at 7.30pm at Boscobel House** *(the meeting started at 7.30pm rather than at 7pm as some members of the Council were touring the site)*

*In attendance: Cllrs Christine Jones, David Dale, David Williams, David Beechey, Hugh Kirton, Adrian Robinson, Virginia Sankey, Robert Parry and Parish Clerk Vanessa Voysey*

## **21.21 Welcome by the Chair**

The Chair welcomed everyone to the meeting.

She thanked English Heritage for the tour of the house and for offering the use of the Education Room for the evening's meeting.

## **21.22 Apologies for absence and reasons:**

Philip Ogle was unable to attend the meeting because of a personal commitment.

This apology was received and accepted.

## **21.23 Declarations of Interest: a) Pecuniary b) Personal**

There were no declarations of pecuniary or personal interest

## **21.24 Public Session:**

There were no public questions

## **21.25 Minutes:**

It was proposed, seconded and **resolved** to confirm and sign the minutes of the Council meeting held on Tuesday 18<sup>th</sup> May 2021

## **21.26 Matters Arising**

- a) Flooding** – it was commented that flooding in Woodland Close had been eased but that check-ups would be required, and that measures taken at Rectory Road would hopefully assist in the case of flooding.
- b) Donington Church Centre Car Park and Rights of Way** – updates were referred to the confidential session
- c) Memorial Bench** – the Parish Clerk reported that as requested she had spoken to the Chair of the Patients group, who had said that the preferred option would be to wait until development in the garden is completed as at this time it would be known what space is left. Cllr Robert Parry said that the matter of placing a memorial bench at the surgery needed to be moved forwards as it had gone on too long. It was agreed that the Parish Clerk should contact the Practice Manager for an update on what would be suitable for the practice.

- d) **Financial Regulations** – there was some discussion on the comments of the Internal Auditor regarding the Financial Regulations and having a Purchase Order system. It was noted that the Risk Assessment would also need to be updated in line with the Internal Auditor’s comments.

It was proposed, seconded and **resolved** to approve the Financial Regulations.

- e) **Dog fouling** –there was some discussion on the options for placing dog fouling signs in the Parish. There was a general agreement that hand-made signs would not have a sufficient impact. Some reference to Covid was also considered to be worth consideration. It was agreed that the Parish Clerk should contact the Nature Reserve Management regarding the possibility of placing signs in the Nature Reserve, and Shropshire Council about obtaining suitable signs and bags.

- f) **Nature Reserve Management Committee** – the Treasurer of the Nature Reserve Management Committee had provided a grant application form and financial information prior to the meeting, this included proposed works. There was some discussion about proposed expenditure. Cllr Robert Parry expressed a preference for direct purchase of items and services by the Parish Council, giving reasons explaining V.A.T, internet banking and previous grants.. Cllr David Dale said that the responsibility for the Nature Reserve lies with the Management Committee.

It was proposed, seconded and **resolved** to grant £2500 to the Nature Reserve Management Committee. *7 in favour, 1 abstention, 1 against*

- g) **RAF Cosford Youth Club** – financial information had been provided to the Parish Council as requested at the May meeting. The matter of a grant request of £300 towards the Youth Club was given consideration.

It was proposed seconded and **resolved** to grant £300 to RAF Cosford Youth Club

## 21.27 New Business

- a) **Parish Council representatives** –appointments to Committee Representations were considered, it was proposed, seconded, and agreed to appoint the following:

SALC	David Beechey
Nature Reserve	David Dale
Footpaths	Dawn Harper, Virginia Sankey
Crime Prevention	David Williams, David Beechey
Albrighton Fayre	Robert Parry
Air Corps	Robert Parry, David Williams
Royal British Legion	David Williams, Hugh Kirton
Civic Society	David Beechey
Relief in Need	David Beechey, Robert Parry
AFLAG	Christine Jones, Dawn Harper
Swimming Pool	David Dale

It was agreed to remove Emergency Planning and Schools from the list. Currently, Cllr Christine Jones and Cllr David Dale are both school governors.

- b) **St Mary's Nursery** – a grant application and financial information had been filed by St Mary's Nursery prior to the meeting, requesting assistance towards the costing of a new floor. Cllr David Williams said that there had been support earlier in the year of the other nursery, and expressed the view that supporting the application from St Mary's would support younger people in the Parish including RAF Cosford residents.

It was proposed, seconded, and **resolved** to grant £2000 to St Mary's Nursery towards the cost of a new floor.

- c) **Telephone Box on Shackerley Lane** – consideration was given to the suggestion of putting plants in the telephone box on Shackerley Lane. Discussion including highlighting the practical issue of watering and the location of the box in a sparsely populated lane. It was agreed that the Parish Clerk should find out more information on the practicalities for the consideration of the Council.
- d) **Community Governance Review** – the Parish Clerk reported that the Democracy Department at Shropshire had advised that to combine the Parish Wards of Donington and Boscobel would require a Community Governance Review. The Parish Council would need to pass a resolution to request Shropshire Council to carry out a review setting out specifically what it wishes to achieve, SALC guidance notes were circulated prior to the meeting.

Cllr David Beechey said that it would make sense to combine both wards for clarity in the election process. Confusion had been caused by having two wards. He also noted that Boscobel is a very small Parish. There was general agreement that clarity in the election process would be the aim of seeking a review.

It was proposed, seconded and **resolved** to request a review.

- e) **Walking Tour of Parish Council Land and Property** – Cllr Robert Parry suggested that a tour of the Parish Council's land and property would take approximately an hour. There was some discussion on the proposal, and there was general agreement that it was a good idea both for new and returning Councillors. Given difficulties in fixing a date suitable for all interested parties, it was suggested that Cllr Robert Parry prepare a written report as an alternative.
- f) **Presentation items for retired members** – there was discussion on what would be an appropriate presentation item for a retired Councillor of many years' service. It was agreed that Cllr David Dale would purchase a rose for Don Hickman and that Cllr Christine Jones would speak to Mrs White about a suitable gift for Malcom White. It was agreed that a cost of £50 each would be appropriate.
- g) **Alternative meeting rooms** – Cllr Robert Parry expressed a preference for meeting within the Parish. The Hive and the meeting area in the church were mentioned in this respect. Accessibility for all was raised in respect of meeting in a church. Cllr David Beechey said that the majority of parishioners live in the north of the village of Albrighton and that a central location was more realistic, for example, the Melville Club. Cllr Adrian Robinson suggested Albrighton Library.

Cllr Christine Jones suggested St Mary's Church Hall and Wesley Church as possibilities to consider. It was agreed that all alternative options should be investigated, particularly if there was availability on Tuesday evenings.

#### **21.28 Correspondence: For Action**

- a) Police and Crime Commissioner's Office - the annual Town and Parish Council Survey has been sent to all Parish Councils asking for feedback on policing matters. One response per Council is requested. Responses are due by 22<sup>nd</sup>  
<https://survey.alchemer.eu/s3/90345779/Town-and-Parish-Council-Survey-2021>

As the form needs to be completed online page by page, it was proposed, seconded, and resolved, that the form should be delegated to Cllr David Williams to complete.

- b) A letter was received from Mark Pritchard M.P following the publication of the Agenda.

Mr Pritchard asked for the Parish Council's support in retaining the name 'the Wrekin' for the Parliamentary Constituency. Under draft proposals of the Boundary Commission the alternative of Wellington and Newport has been suggested. It was agreed that the Parish Council were in support of Mr Pritchard's view of retaining the current name of the Wrekin.

- c) A request for grant funding from the Albrighton Swimming Club was received following the publication of the Agenda. A grant application form and financial information was supplied with this request.

As this item had not been on the Agenda it was considered that it would have to be deferred. Councillors present were inclined to agree to grant monies towards the request as it would enable the pool to be opened over the summer. It was also noted that the £800 insurance cover for the swimming pools as included in this year's budget and last year's budget had not been requested and that this should be taken into consideration.

It was agreed that the Parish Clerk should write to the Swimming Club explaining this decision, and that item should be on the next agenda.

#### **21.29 Correspondence: For Information.**

The following communications were noted:

- a) Streetworks – temporary road closure on Woodhouse Lane, Albrighton, 7<sup>th</sup> July 2021 between 9.30 and 15.30 for works to overhead network by BT
- b) Streetworks – temporary road closure on Staffordshire County Boundary Burnhill Green to Junction with Holyhead Road, Albrighton, 15<sup>th</sup> to 16<sup>th</sup> July 2021, between 9.30 and 15.30 for pole testing by BT
- c) Hope House has written to thank the Parish Council for its donation of £100

## 21.30 Planning.

### a) Applications:

21/01800/FUL

Erection of a single storey rear extension and rear dormer  
12 Botfield Close, Albrighton, Wolverhampton, Shropshire, WV7 3PT.

21/02540/FUL (validated: 19/05/2021)

RAF Cosford, Defence College Of Aeronautical Engineering , Leeming Road,  
Cosford, Albrighton, WV7 3EX

Erection of single storey Modular Building to accommodate the site Fire Crew

The above planning applications were discussed and it was agreed to lodge no objection.

a) **Permission Granted:** none at this time

b) **Permission Refusals:** none at this time

c) **Any other planning matters:**

The following was noted:

21/01576/CPE (validated: 29/03/2021)

2A Sandy Lane, Albrighton, WV7 3ES

Application for Lawful Development Certificate for existing use of stationing of a mobile home on the site for residential use in breach of Condition 1 of permission 03/0503 for more than ten years continuously

Decision: Certificate - Lawful

## 21.31 Finance.

### 21.31.1

It was proposed, seconded and resolved to approve the following payments –

Clerk	Clerk's salary (June)	£558.43	LGA 1972 s 112 (2)
HMRC	Tax	£27.00	LGA 1972 s.112 (2)
Clerk	Travel expenses (May and June)	£40.50	LGA 1972 s.112 (2)
CPRE	Membership Fees	£36	LGA 1972 s.111
SALC	Membership Fees	£549.36	LGA 1972 s.111

### **21.31.2 To note any income received**

The following was noted:

Interest – £2.40

### **21.32 Spend to Date**

- a) **Bank Reconciliation** – it was proposed, seconded and resolved to receive and approve the bank reconciliation until the end of May 2021
- b) **Spend to Date** – it was proposed, seconded and resolved to receive and approve the spend to date to the end of May 2021

### **21.33 Reports:**

- (a) **SALC** (Cllr D. Beechey). None at this time
- (b) **RAF Cosford** (Sq. Ldr. C. Wilson). None at this time.
- (c) **Nature Reserve Report** (E.Byrne). A detailed report was filed in advance of the meeting.
- (d) **Albrighton Village Halls Trust** (Cllr H. Kirton). None at this time.
- (e) **AFLAG** – Albrighton Flood Action Group (Cllrs D.Williams and C.Jones). None at this time.
- (f) **Clerk's Report** – a VAT reclaim for the year end March 2021 has been filed, requesting the refund of £144.52. The Audit has been filed with the External Auditor and AGAR forms have been displayed on the Parish Noticeboards.

### **21.34 Training**

Training information is available on: [www.alcshropshire.co.uk/training](http://www.alcshropshire.co.uk/training)

Cllr David Williams suggested the consideration of a joint session of 'Fundamentals for Councillors' with Albrighton Parish Council.

It was agreed that the Parish Clerk would speak to the Albrighton Parish Clerk and that Cllr David Beechey would speak with the SALC officers.

### **21.35 Confidential Session**

Exclusion of Public and Press: in accordance with Schedule 12A, Local Government Act 1972, the following items will be likely to disclose exempt information relating to establishment and contractual matters. It is therefore recommended, pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960, that the public and press be excluded.

**19. Correspondence** the Parish Clerk updated the Parish Council on correspondence received by the appointed solicitor and the reply that had been sent in respect of access to the Nature Reserve.

### **20. Date of the Next Meeting 20.7.21**

Items for the agenda to be notified to the clerk by **12.07.21**