

Wroxeter and Uppington Parish Council

Minutes of Parish Council Meeting
held in the Wroxeter Vineyard visitor centre, Wroxeter
on the 15th January 2018 at 7.30pm.

Present:	Cllrs: Mr B Nelson (Chairman); Mrs V Amos; Mrs J Davies; Mr P Davies; Mr M Millington; Mrs S Rowlands and Mr I Sherwood
	7 members of the public – for public consultation only
In attendance:	Sarah Morris – Clerk Cllr Claire Wild – Shropshire County Council

PUBLIC CONSULTATION – UPPINGTON PLAY AREA

Prior to the business of the Parish Council meeting, a public consultation was held to discuss the future options for the maintenance of the Uppington Play Area. The Chairman explained that there were increasing pressures on the Parish Council budget and, with the removal of the Environmental Maintenance Grant which had until this point funded grass cutting for the play area, to continue maintaining the play area would require a significant percentage increase to the Parish Council precept. The members of the public present explained that the play area was used by residents and relatives of residents and provided a heart of the community. It was a valuable resource for children to learn social and physical skills, and had potential to be further developed to encourage other members of the community to be active. Residents expressed concern that if the play area closed, it would be very unlikely to be reinstated in the future, when there may be more young families in the village to use it.

Residents queried the Parish Council's decision to repair the swing seats and then to close the swings, but noted that this was due to the timing of the ROSPA inspection, and that the Parish Council had committed to carrying out the required repairs. Residents queried the additional costs of the play area, which the Chairman clarified were insurance, ROSPA safety inspection and some maintenance. Residents also queried how the rest of the Parish Council budget was spent, and expressed that there was little spent on the local community, which the Chairman stated was not unusual in a small parish with a small budget.

Residents expressed willingness to carry out the grass mowing on a voluntary basis, if the Parish Council would be able to continue to fund insurance, ROSPA inspection and some maintenance. The Chairman suggested that a Committee should be established to resolve the detail of this and to enable the residents and Parish Council to co-ordinate their efforts towards maintenance of the play area in the future. A meeting would be held within a month, during which time the Chairman would make enquiries as to any liability issues regarding voluntary grass cutting of the site. The Chairman thanked the residents for their attendance.

The members of the public left the meeting.

1. CHAIRMAN'S WELCOME AND ANNOUNCEMENTS

The Chairman welcomed all present. The new Clerk was introduced and introductions were made around the table.

2. APOLOGIES

All members were present.

3. DISCLOSABLE PECUNIARY INTERESTS & DISPENSATION REQUESTS

No dispensation requested received.

Pecuniary interests will be annotated at the relevant item in the minutes.

4. PUBLIC PARTICIPATION SESSION

No members of the public were present for this part of the meeting

5. REPORTS from Shropshire Cllr &/or others

Budget

Due to the reduced overall budget, the Council had removed grants from the budget, including the Environmental Maintenance Grant which the Parish had received in previous years. £5m had also been removed from the Highways budget.

General Data Protection Regulations (GDPR)

The new regulations would come into force from May 2018. A number of local parishes were considering joint GDPR training in order to reduce the cost of the training, details of which Councillor Wild would send to the Clerk.

ACTION: Clerk to investigate GDPR requirements and potential training providers.

Snow issues

In the recent snowy conditions, various contractors had been employed to clear the roads. Cllr Wild suggested that Councillors request details of the contractor covering the Parish area from Colin Blower in order that they can directly inform the contractor of any issues they become aware of in such conditions in future.

6. TO CONFIRM & ACCEPT THE MINUTES OF THE MEETING OF 13TH NOVEMBER 2017

It was **PROPOSED** by Cllr J Davies that the minutes should be accepted as a true and accurate record. Cllr P Davies **SECONDED** and all **AGREED**. The Chair signed the minutes and a copy has been placed in minute book.

7. MATTERS ARISING FROM THOSE MINUTES

Annual Place Plan Review

The Chairman had attended the LJC meeting as previously discussed and had circulated a proposed response prior to the meeting (Appendix A). Cllr V Amos **PROPOSED** and Cllr J Davies **SECONDED** that the proposed response be submitted to Shropshire County Council.

Cllr C Wild left the meeting at 20:41pm.

8. PLANNING MATTERS

(a) Planning decisions notifications

None received.

(b) Planning applications for comment

None received.

(c) Planning applications received between meetings – for information only

Following consideration by the Parish Council, the Clerk had submitted a note of no objection for the following planning applications:

REF: 17/05721/FUL, Old Vicarage Uppington Telford Shropshire TF6 5HN.

REF: 17/05121/FUL, Boat House, Wroxeter, Shrewsbury, Shropshire, SY5 6PH

9. FINANCIAL MATTERS

Cllr M Millington declared a pecuniary interest in item 9(a) and duly left the room for discussion of this item.

(a) To discuss the proposal to offer a sum of £10 for each meeting held at the Vineyard within the heating season

Cllr V Amos **PROPOSED**, and Cllr J Davies **SECONDED** and all **AGREED** to offer to Mr Millington a sum of £10 for each meeting held at the Vineyard within the heating season. It was clarified that this would cover 4 meetings.

Cllr Millington returned to the room.

The Chairman thanked Mr Millington for offering the meeting facilities at no personal gain.

(b) To approve cheques for payment

It was **RESOLVED** to approve and sign the following cheque payments:

Cheque number	Payee	Description	£ Amount
473	M Millington	Room Hire (Nov, Jan + Interview)	£30.00
474	J Fellows	Clerk salary Dec	£145.52
475	HMRC	Clerk tax Dec	£36.40
476	S Morris	Clerk salary and expenses Dec 17/Jan 18	£391.93

(c) Bank Reconciliation – November 2017 sign off

It was **RESOLVED** to agree and sign the bank reconciliation and bank statements for November 2017.

(d) Transparency Fund

It was **RESOLVED** to submit an application to the Transparency Grant Fund for one hour of Clerk time per month to enable the Parish Council to comply with the transparency requirements. This amounted to £124.32 for the year.

ACTION: Clerk to complete and submit the application.

10. PLAYGROUND UPPINGTON

Councillors discussed the views expressed during the public consultation and concluded that the session had been positive and concluded with a clear way forward which would enable the play area to remain open. Cllr I Sherwood **PROPOSED**, Cllr P Davies **SECONDED** and all **AGREED** that the Parish Council work with the local community to set up a residents committee to carry out grass cutting at the Uppington play area, that the Parish Council continue to fund the ROSPA inspection and insurance for the play area and that the Parish Council and resident committee work closely with regards to the ongoing maintenance of the play area.

ACTIONS:

- Chairman to speak to Cllr Wild, and others as necessary, to clarify any liability issues arising from volunteers carrying out over grass mowing;
- Chairman to attend meeting with the Committee, with Cllr J Davies if available;
- Clerk to contact Chris Lloyd to inform him that the contract for grass cutting would not be renewed.

11. BUDGET 2018-19 AND PRECEPT REQUEST

Councillors reviewed the proposed budget and identified some areas where savings could be made. Training requirements for the new Clerk were discussed. Cllr V Amos **PROPOSED** to request a precept of £4165 for the year 2018/19, which would see a 4.99% increase in precept. Cllr M Millington **SECONDED** and all **AGREED**.

ACTION: Clerk to amend the 2018/19 budget in line with the discussion held and submit the precept request to Shropshire County Council.

12. ROAD SAFETY

ACTION: Chairman to liaise with Shropshire County Council to ensure that the following points were submitted as Community Concerns by the required deadline:

The following sites of concern were highlighted by Councillors:-

- B4380 – junction with the lane to Charlton Hill
- B4380 – between The Withens and Patch Lane entrance
- B4380 – junction at Wroxeter Roman City
- B4380 – corner of the turn for Charlton Hill
- B5061 – Norton Crossroads
- B5061 – bends on road.

13. CONNECTING SHROPSHIRE UPDATE

Councillors noted that broadband would be available in the parish in the next couple of months, as shown on the maps provided by Connecting Shropshire. Airband had provided assurances that they would go to all possible lengths to ensure connection for as many households as possible. It was **RESOLVED** that a representative of Airband would be invited to attend the March meeting.

Councillor I Sherwood highlighted that there remained issues for around 13 residents in the Lower Longwood area due to the incorrectly built BT infrastructure.

ACTION: Chairman to contact Connecting Shropshire on behalf of these residents.

14. COMPLAINTS RELATING TO WROXETER HOTEL

The Chairman had spoken to the proprietor and received encouraging signs of progress on some of the matters raised by Councillors previously. There remained some concerns from Councillors and it was **RESOLVED** that the situation would continue to be monitored.

15. DRAFT PROTOCOL: COUNCILLOR/CLERK RELATIONSHIPS

Cllr P Davies **PROPOSED** that the Council adopt the protocol which had been circulated with the agenda. Cllr J Davies **SECONDED** and all **AGREED**.

16. CORRESPONDENCE

Grant spending

Meole Brace Scout Group had written to inform the Council of how they had spent the grant funding which had been allocated to them.

ACTION: Clerk to add the letter and the letter from the Cricket Club to the website.

Eaton Constantine calling bell

Councillors had been invited to attend the rededication service for the recently repaired bell at Eaton Constantine Church.

Under the Wrekin

ACTION: Clerk to request an electronic copy and add it to the website.

17. PARISH MATTERS

None

18. CLERK

The appointment of the new Clerk had been discussed under item 1.

19. TRAINING

This had been discussed under item 11.

20. DATE, TIME & VENUE OF NEXT MEETING

Monday 12th March 7:30pm, Meeting Room, Wroxeter Vineyard.

The Chairman declared the meeting closed at 8:55PM

APPENDIX A PLACE PLAN REVIEW

Infrastructure Requirement	Level of Priority	Delivery Partner(s)	Timing of Delivery	Potential Cost / Funds Secured	Potential Funding		Notes
					Wider Sources	Developer Contributions	
WROXETER AND UPPINGTON							
HOUSING AND COHESIVE, SUSTAINABLE COMMUNITIES							
ECONOMIC INVESTMENT AND OPPORTUNITY							
Facilitation of ICT/broadband technologies	KEY	Shropshire Council, Private sector delivery partner, Town and Parish Councils	Ongoing	Initially £16.4 million. £8.2million secured from BDUK. £8.2 million secured from Shropshire Council.		CIL (Local)	Facilitation of ICT/broadband technologies is a community priority for many towns, villages and rural areas of Shropshire and Wroxeter and Uppington Parish Council wishes to improve broadband provision in the parish. Connecting Shropshire aims to provide a minimum of 2 Mbps to all Shropshire communities and as much superfast broadband as possible. The project will deliver to communities not proposed to get either basic broadband or superfast broadband under the private sector rollout and so assists commercial providers.
SOCIAL AND COMMUNITY INFRASTRUCTURE							
On-site open space	PRIORITY	Developers,	Dependent	N/A		On-site design,	On-site design standards are identified within

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Infrastructure Requirement	Level of Priority	Delivery Partner(s)	Timing of Delivery	Potential Cost / Funds Secured	Potential Funding		Notes
					Wider Sources	Developer Contributions	
provision and maintenance to meet site design requirements and standards.		Shropshire Council	on development			Section 106	the Open Space Interim Planning Guidance (IPG) (Jan 2012) and the Natural Environment Supplementary Planning Document (SPD) (to be completed).
Provision and maintenance of facilities and equipment for sport, recreation and leisure. This includes but is not limited to: <ul style="list-style-type: none"> Outdoor sports facilities. Recreational facilities for children. Allotments. 	PRIORITY	Shropshire Council, Town Council	Dependent on development	N/A	Sport England, Fields in Trust	Neighbourhood Fund, CIL (Local)	Provision to meet assessed need. The Parish Council have identified the need to: <ul style="list-style-type: none"> Improve the village green via a management committee and set up a programme for its maintenance. Organise more outdoor fund raising events on a Village Green.
ENVIRONMENT AND CLIMATE CHANGE							
Improvements to Brookside sewage system	PRIORITY	Sevenside Housing, Parish Council			Severn Trent Water	Neighbourhood Fund	The Parish Council has identified a need to improve the Brookside sewage system. Further assessment required.
Replacement / Improvement of Rushton sewage system	PRIORITY	Sevenside Housing, Parish Council			Severn Trent Water	Neighbourhood Fund	The Parish Council has identified a need to replace or improve the Rushton sewage system. Further assessment required.
TRANSPORT AND ACCESSIBILITY							
Local highway improvements, including speed and safety, public realm enhancements and sustainable travel	PRIORITY	Wroxeter and Uppington Parish Council, Shropshire Council				Neighbourhood Fund, CIL (Local)	To include: <ul style="list-style-type: none"> Measures to slow traffic along the B4380 past Wroxeter towards Leighton

Additional points to include:

Facilitation of ICT/Broadband. Please add the improvement of mobile phone coverage to the existing entry on improved broadband.

Social & Community Infrastructure. Please delete this section as it was presumably pasted from the entry of another parish and does not apply to us.

Environment. Please keep both current entries unchanged which refer to sewage works improvements.

Highway Improvements. Amend current entry to read: "Measures to slow traffic at key locations on B4380 between Wroxeter & Leighton and on B5061 at Norton."

Signed:

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