

Wrockwardine Parish Council

Minutes of the Parish Council Meeting held on Wednesday 11th December 2019 at Admaston House at 7.30p.m

Present: Cllr Mr K Ballantyne (Chairman)
Cllr Mrs J Savage (Vice-Chairman)
Cllr Mr P Bevis
Cllr Mrs E Anderson
Cllr Mrs E Ballantyne
Cllr Mr G Thomas
Cllr Mr G Baxter
Cllr Mr P Cooper

In Attendance: Ms J Hancox (Clerk)
Borough Cllr Miss J Seymour
Mr B Cartwright (arrived at 8.30p.m)

19/174 Welcome by the Chairman
The Chairman welcomed everyone to the meeting.

19/175 Apologies for Absence
None.

19/176 Declaration of Interests
a) Pecuniary
b) Personal – The Chairman and Cllr Mrs Ballantyne declared a personal interest in Planning Application TWC/2019/0961.

19/177 Minutes
It was **RESOLVED** to confirm and sign the Minutes of the Council Meeting held on Wednesday 11th November 2019.

19/178 Public Session
No matters were raised.

19/179 Borough Councillor's Report
Borough Cllr Miss Seymour had nothing to report as Borough Council business had been brought to a halt by the General Election.

Confirmation was received that the Ward Fund had been successfully awarded and the necessary forms completed. The award was for two benches at Wrockwardine Playing Fields. The Chairman asked the Clerk, Cllr Mr Bevis and Cllr Mrs Ballantyne to work together to secure the benches. Cllr Mrs Ballantyne had details of non-destructible ones.

19/180 Planning
1. Permissions & Refusals

TWC/2019/0781	Charlton Farm, Charlton	Installation of 2no. biomass boilers	Full Granted
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2. New Applications

TWC/2019/0981	The Dingle, Blacksmith's Lane, Wrockwardine	Replacement of a door with a window on the north east elevation and formation of a door in the south east elevation
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It was **RESOLVED** to make 'No Comment'.

TWC/2019/0961	Gwenlas, Walcot	Erection of a two-storey side extension, first floor side extension, first floor rear balcony & detached double garage & carport
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It was **RESOLVED** to make 'No Comment'.

3. Applications received after the agenda

None received

19/182 Finance

a) Accounts for payment list & cheques

It was **RESOLVED** that these be approved and paid as tabled

Proposer: Cllr Mrs Ballantyne; Seconder: Cllr Mr Baxter; Vote: Unanimous

b) Bank Reconciliations

The accounts for November were tabled and noted

19/183 Budget

The proposed, more detailed and expanded, budget was circulated prior to the meeting (Appendix 1). Following discussion, it was **RESOLVED** to accept the proposed budget of £94,869.00.

Proposer: Cllr Mrs Anderson; Seconder: Cllr Mr Thomas; Vote: Unanimous.

It was proposed to request a precept of £75k, an increase of £1.81 per household at Band D equivalent. Following discussion, it was acknowledged that the figure raised meant a shortfall against the proposed budget, but also that the Council did not always spend the allocated amount on each budget head each year, and the difference could be met by those reserves. It was therefore **RESOLVED** to accept the precept proposal of £75k.

Proposer: Cllr Mr Cooper; Seconder: Cllr Mr Baxter; Vote: Unanimous.

19/184 Grant Application

The proposal to grant aid a sum of £300 as a contribution to the hire of a coach to the 2020 Midland Regional Event at the NEC Birmingham for the Wrockwardine & Admaston Rainbows, Brownies, Guides & Ranger Units was considered and it was **RESOLVED** to award the grant with money vired from reserves.

19/185 RoSPA

Following discussion, it was **RESOLVED** to accept the quote of £450.00 from Telford Tree Services to reduce both the holly and ash trees by 30% and cut them back from the boundary of the adjoining property.

Proposer: Cllr Mr Baxter; Seconder: Cllr Mr Bevis; Vote: Unanimous

Members considered the purchase of new bins and it was **RESOLVED** to order one green bin from Broxap at a cost of £185 + fitting costs, to be sited at Gorse Bank. Members determined to consider purchasing more bins dependant on standard.

Proposer: Cllr Mrs E Ballantyne; Seconder: Cllr Mrs Savage; Vote: Unanimous.

It was **RESOLVED**, following discussion, to accept the quote from Nobridge Nurseries of £2,400.00 + VAT for repairing the edges only of the wet-pour area at Pemberton Road play-ground.
Proposer: Cllr Mrs Ballantyne; Seconder: Cllr Mrs Anderson; Vote: Unanimous.

Following discussion, it was **RESOLVED** to accept the quote of £1,067.37 + VAT to reinstall the chain link fence around the boundary of the play-ground at Pemberton Road to ensure that the Council did not lose the defined boundary. It was determined that this work should be carried out after the pruning of the trees.
Proposer: Cllr Mrs Ballantyne; Seconder: Cllr Mr Cooper; Vote: Unanimous.

It was **RESOLVED** to accept the quote from Norbridge Nurseries for £510.00 + VAT for the supply and installation of hard wood chip bark at the play-ground at Walcot.
Proposer: Cllr Mrs Ballantyne; Seconder: Cllr Mr Baxter; Vote: Unanimous.

The Clerk had previously been asked to contact Mr D Carter to obtain quotes for various other remedial work on the play-grounds. Unfortunately, Mr Carter is no longer available to carry out work for the Council and, an alternative course of action for the works needed to be determined. Cllr Mrs Ballantyne had sourced an alternative supplier and, Members asked the Clerk to contact the firm and ask them to undertake a repair on the swan-neck guttering, missing from the shelter at Wrockwardine play-ground. If completed satisfactorily, they could then be asked to look at further jobs.

19/186 Website

Members were shown the draft website and, following a discussion on its merits and the minimal work still needed, the Chairman suggested that it be up and running as soon as possible, alongside a Facebook page which Cllr Mr Thomas offered to help with.

Mr B Cartwright joined the meeting at 8.30p.m

19/187 Traffic Matters

Notes from the meeting held with SJ Roberts were circulated prior to the meeting and had brought all Members up to date with the proposals for traffic calming for the former Sugar Beet Site development. The Chairman asked for any questions to go to himself or the Clerk.

The Chairman thanked Mr Cartwright and Cllr Mr Bevis for finally getting SID in to Admaston for the first time since its purchase. This followed a successful appeal by the Clerk to Angie Astley at Telford & Wrekin Council for the remaining two NAL sockets to be installed following months of waiting. Mr Cartwright and Cllr Mr Bevis met a representative from T&W on site and, the sockets were installed that day. In only 4 days the SID had already registered appalling statistics with over 10,000 vehicles travelling over the speed limit. Other outstanding work identified included road warnings on the junction from Charlton with the old A5, bent and missing signs in the Parish and, as a gesture of goodwill, T&W provided an additional two poles for the movement of SID.

19/188 Correspondence

Telford & Wrekin Council – The Clerk shared the reply from the Borough regarding the concerns raised with Mark Pritchard MP about the Slip Road Junction 7, Off M54. Whilst it was acknowledged as a Highways England matter, the Borough confirmed the works were undertaken as a result of “significant safety concerns due to the high number of vehicles proceeding in the wrong direction along the slip roads from Holyhead Road”.

Community Speed Watch – Email received giving details of the scheme. Members recalled they had previously completed the application to join the scheme, but had never received a reply. The Clerk was asked to make enquiries about this.

Admaston Resident re: Speeding – Member’s noted the concerns sent in by a resident concerning the speeding traffic and hoped that the installation of the SID would indicate that the Council shared the concerns and were working to alleviate them.

Admaston Resident re: Dog fouling – Member’s noted the concerns of a resident complaining about dog fouling on the footpaths but acknowledged this was a Borough Council issue which had already been communicated to the resident by the Clerk.

19/189 Statutory Policy Documents

Members acknowledged receipt of the following policies, circulated prior to the meeting:

- Equal Opportunities Policy
- Health & Safety Policy
- Complaints Policy
- Bullying & Harassment Policy

Further policies will be circulated before 31st December 2019 and discussed at January’s meeting.

19/190 Date of the next meeting

The Chairman wished everyone a Merry Christmas & Happy New Year before confirming that the next meeting would be held on **Wednesday 8th January 2020 at Wrockwardine Parish Hall at 7.30p.m.**

The meeting closed at 8.50p.m

Signed: _____ (Chairman)

Date: _____

Wrockwardine Parish Council
Payments & Receipts for Consideration
11th December 2019

Payments made – November

To Whom	Amount	Cheque No	VAT	Total
HMRC	33.54	300756	-	33.54
Office/Telephone	7.02	300758	1.76	8.78
Parish Improvements	42.00	300761	-	42.00
Bus Shelter Cleaning	40.00	300760	-	40.00
Clerk's Travel	45.15	BACS	2.10	47.25
Scribe Accounting	376.00	BACS	75.20	451.20
Clerk's Salary	833.41	BACS	-	833.41
Grounds Maintenance - Tree Cutting	970.00	BACS	-	970.00
Office/Telephone	25.50	BACS	-	25.50
Poppies	42.50	300762	0.50	43.00
Grounds Maintenance - Bin Emptying	192.00	BACS	38.40	230.40
Grounds Maintenance – Grass Cutting	983.33	BACS	196.66	1,179.99
Grounds Maintenance – Grass Cutting	983.33	BACS	196.66	1,179.99
	4,573.78		511.28	5,085.06

Payments to be made – December

To Whom	Cheque No	Total
Clerk's Salary	BACS	896.60
SLCC Membership Fees	BACS	140.00
SID Management	BACS	200.00
Barclaycard Business	DD	147.60
Clerk's Office/Telephone	BACS	32.49
Lighting Maintenance E-On	BACS	87.80
Hall Hire 2019/20	BACS	180.00
Hall Hire 2018/19	BACS	180.00
Clerk's Travel	BACS	12.15
Clerk's Stationery/Postage	BACS	3.50
Grounds Maintenance – Hedge cutting	BACS	558.00
HMRC	300763	33.54
RoSPA Inspection	300764	36.30
		2,507.98

Reconciliations

Bank Balance Unity Trust	96,506.75		
Bank Balance – Nationwide	70,000.00		
	<u>166,506.75</u>		
November Receipts	00.00	Bank Balance 1/12/19	91,421.69
November Payments	<u>5,085.06</u>	Bank Balance 1/12/19	<u>70,000.00</u>
	<u>161,421.69</u>		<u>161,421.69</u>

Appendix 1
Wrockwardine Parish Council
Proposed Budget 2020/21
Agenda Item 9

Parish Management

Grants (sec 137) Voluntary	1,500
Grants (sec 137) Community	1,000
Grass Cutting	17,000
Insurance	3,500
Lighting Electricity	8,000
Lighting Maintenance	7,000
Parish Improvements	6,000
Parish Magazine	1,000
Playing Fields Maintenance	10,000
Traffic Calming	10,000
Allotments	200
Bus Shelters	1,200
SID Management	3,000
Defibrillators	600
Litter Bins	2,000
Notice Boards	100
Seats	100
Signs	1,000
War Memorial	200
Community Initiatives	500
Sub Total:	73,900

Council Management

Subs & Fees	3,000
Chairman's Allowance	600
Councillor Travel	200
Hall Hire	350
Audit Fees	1,000
Bank Charges	100
Councillor Training	500
Election Costs	250
IT	650
Website	250
Sub Total:	6,900

Employee Costs

Clerk's Salary	11,669
Tax & NI	300
Pension	500
Office/telephone	350
Stationery/postage	250
Clerk's Travel	300
Clerk's Training	700
Sub Total	14,069

Total Proposed Budget

Parish Management	73,900
Council Management	6,900
Employee Costs	14,069
TOTAL	94,869
Reserve Fund [Traffic Calming]	30,000

Precept

Council Tax base 2019/20	1,446.7
Precept	£70,222
Average cost per household (Band D equivalent)	£48.54

Council Tax base 2020/21 1,489.70

Precept Proposal

It is proposed that Council set a precept of £75,000 which equates to £50.35 per household at Band D equivalent, a rise of £1.81 per household.

Prepared by J Hancox

Clerk & Responsible Finance Officer

3rd December 2019