

# Wroxeter and Uppington Parish Council

Minutes of Parish Council Meeting  
held in the Wroxeter Vineyard visitor centre, Wroxeter  
on the 12<sup>th</sup> March 2018 at 7.30pm.

<b>Present:</b>	Cllrs: Mr B Nelson (Chairman); Mrs J Davies; Mr M Millington; Mrs S Rowlands and Mr I Sherwood
<b>In attendance:</b>	Sarah Morris – Clerk Cllr Claire Wild – Shropshire County Council

## 1. CHAIRMAN'S WELCOME AND ANNOUNCEMENTS

The Chairman welcomed all present.

## 2. APOLOGIES

Cllr V Amos – work commitment.  
Cllr P Davies – illness.

## 3. DISCLOSABLE PECUNIARY INTERESTS & DISPENSATION REQUESTS

None.

## 4. PUBLIC PARTICIPATION SESSION

No members of the public were present.

## 5. AIRBAND

Representatives of Airband would attend the May meeting at which time they would be able to provide more concrete information to Councillors and residents. Councillors would carry out a mailshot across the Parish to inform residents about the meeting. Cllr Wild highlighted that she had received positive feedback from residents in other parishes as to the service that Airband provided.

## 6. REPORTS from Shropshire Cllr &/or others

Cllr Wild reiterated that the Council budget was increasingly tight and that there had been a reduction made to the Highways Maintenance budget.

Cllr Sherwood informed Councillors that he had contacted the Public Rights of Way team to request a replacement sign on the opposite side of the road to The Watchoak by the gate post, and had as yet had no response. Cllr Wild agreed to follow this up if no action had been taken within a month of the meeting.

## 7. TO CONFIRM & ACCEPT THE MINUTES OF THE MEETING OF 13<sup>TH</sup> NOVEMBER 2017

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

## 8. MATTERS ARISING FROM THOSE MINUTES

### Transparency Code Funding

The Clerk confirmed that the application for funding had been successful and a sum of £119.72 had been granted. This would cover the cost of training and Clerk's time to comply with the Transparency Code.

### Road Safety Sites of Community Concern

At the request of Cllr Nelson, the length of the Ironbridge Road from Atcham to Eaton Constantine had been added to the February 2018 submission. Cllr Nelson had sent

to all Councillors the Road Safety Policy and submissions from Parish Councils regarding Sites of Community Concern for reference, should the Parish Council wish to make a further submission in the future to include the lengths of highway on the old A5 that had been discussed in the past.

## 9. SNOW CLEARING WORK

Cllr Nelson had written to the Highways Manager to commend the contractors who had cleared the lanes of snow drifts during early March, and thanked them for a very swift and effective response to the difficult situation.

## 10. 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 planning applications listed below. Cllr Sherwood highlighted that he had returned a comment regarding the Norton Farm proposal and, as this had not been received by the Clerk, it was agreed that he would submit this comment on the online Planning Portal as an individual.

<b>Reference</b>	18/00183/FUL
<b>Address</b>	1 The Crescent, Rushton, Shrewsbury, Telford, Shropshire
<b>Proposal</b>	Alterations in connection with conversion of loft space to living accommodation and insertion of velux windows
<b>Response submitted</b>	No objections raised.

<b>Reference</b>	18/00615/LBC
<b>Address</b>	Norton Farm, Norton, Shrewsbury, Shropshire SY4 4UH
<b>Proposal</b>	Replacement of steel crittal windows and door to the modern extension with powder coated double glazed aluminium windows and door affecting a Grade II Listed Building
<b>Response submitted</b>	No objections raised.

## 10. PREPARATIONS FOR THE ANNUAL PARISH MEETING

The following items were added to the agenda for the Annual Parish Meeting:-

- Airband – an update on the rollout of Broadband across the Parish.
- Uppington Playground – an update on the joint working between the Parish Council and the residents group to maintain the playground. Cllr Nelson to invite a representative of the group to speak at the meeting or provide a written submission.

## 12. FINANCIAL MATTERS

### (a) To approve cheques for payment

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

Cheque number	Payee	Description	£ Amount
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477	M Millington	Contribution to Heating of Meeting Room (March)	£10.00
478	SALC	Clerk training (End of Year Audit)	£25.00
479	S Morris	Clerk salary and expenses Feb/March 18	£391.93
480	SALC	Affiliation fee 2018/19	£166.90

Cllr Amos had informed the Clerk that she had procured the necessary materials to make required repairs to the swings at Uppington Playground. Councillors noted the invoices and approved payment of £135.71 to Cllr Amos, should a cheque need to be issued before the next meeting.

**(b) Bank Reconciliation – January 2018 sign off**

The bank reconciliation was circulated to Councillors. It was **RESOLVED** to agree and sign the bank reconciliation and bank statements for January 2018.

**13. PLAYGROUND UPPINGTON**

Cllr Nelson had met with the residents group as planned and would continue to liaise with the group once he had raised some further queries with Matthew Mead, Community Enablement Officer, to ensure that the agreement sufficiently protected all parties. Councillors noted that the group had started to arrange additional community events as a result of coming together over the issue of the playground.

Two residents had recently contacted Cllr Nelson regarding the repairs to the swing which were currently out of use. It was confirmed that Cllr Amos had initiated the required repairs and was awaiting the delivery of parts; the repairs should be made within a week or so.

**14. CONNECTING SHROPSHIRE UPDATE**

Residents continued to raise with Councillors continued issues with the BT Broadband provision in the Parish. Cllr Wild highlighted that Airband had been chosen for Connecting Shropshire as their technology made them well placed to find a solution for the rural areas, and that due to the nature of their obligation through Connecting Shropshire, Airband would seek the maximise coverage and connectivity.

**15. COMPLAINTS RELATING TO WROXETER HOTEL**

Councillors had received further complaints from residents that the level of bass from functions at the Wroxeter Hotel continued to be too loud. It was noted that outdoor function season was approaching which could bring further complaints. Councillors noted that some of the issues related to poor soundproofing of the function room, and that as the proprietor of the hotel does not own the building, there may be a need to discuss issues with the owner. Cllr Sherwood **PROPOSED** that the proprietor of the Wroxeter Hotel be invited to attend the next meeting of the Parish Council. Cllr S Rowlands **SECONDED** and all **AGREED**. It was noted that as this was also the Annual Parish meeting, there may be some members of the public present to make their representations directly to the hotel.

**16. GENERAL DATA PROTECTION REGULATIONS**

Cllr Nelson informed Councillors that SALC and NALC were continuing to campaign regarding the impact of the GDPR on local councils, particularly smaller parishes, where the cost of employing a Data Protection Officer was a significant proportion of the precept. Cllr Nelson would attend training on 15<sup>th</sup> March and hoped for a clear recommendation for the Parish. Councillors noted that a number of providers of Data Protection Officer services were available, at a cost of around £200-£250, although Councillors were reluctant to spend this money unless absolutely necessary. Councillor J Davies **PROPOSED** that if it became clear before the May meeting that

the only solution to ensure compliance with GDPR was to employ an external Data Protection Officer, that the Parish Council approve spending on this, subject to an email to all Councillors detailing the proposed provider and cost. Cllr Millington **SECONDED** and the proposal was **AGREED**.

*Cllr Wild left the meeting at 8:23pm.*

**17. CORRESPONDENCE**

Shropshire Playing Fields Association – email 6<sup>th</sup> March via SALC

A request for donations had been received, as the Association could no longer draw funding from the former 6 district councils. Councillors discussed the request and concluded that, regrettably, a donation would not be made as there was limited slack in the budget, and there were no playing fields within the parish.

Mirror Replacement – Lower Longwood Crossroads– email 12<sup>th</sup> March

John Plumridge, Senior Traffic Technician, had written to advise that the installation of a mirror in the requested location was not warranted. He cited safety issues with regard to placing the mirror in the requested location and advised that the required authorisation from the Department for Transport seemed to have not been given for the original installation of a mirror. He further suggested that the site did not meet the conditions for the DfT to consider a mirror on a public road in a rural area, as no accidents were recorded, and visibility could be improved significantly by removal of overgrown foliage. Councillors discussed the points raised in the email and stated that the location continued to be a problem area. A mirror significantly improved safety, with the past issues at the location having been resolved since the first mirror was installed. Councillors noted that race season was approaching and that the lack of mirror could be a risk to the safety of riders. Cllr Nelson would respond to the email to push for the re-installation of a mirror.

**18. PARISH MATTERS**

None

**19. DATE, TIME & VENUE OF NEXT MEETING**

Monday 14<sup>th</sup> May to follow the Annual Parish Meeting which will begin at 7:30pm, Meeting Room, Wroxeter Vineyard.

The Chairman declared the meeting closed at 8:33PM