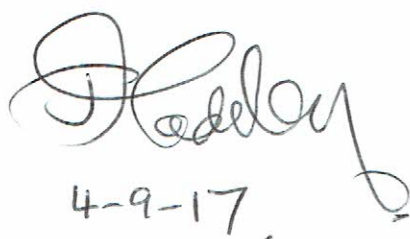


**You are hereby invited to the Meeting of Little Wenlock Parish Council on  
Monday 11<sup>th</sup> September 2017 at Little Wenlock Village Hall at 7.30 pm.**

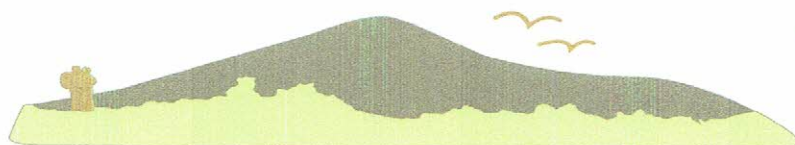
1. To record members present.
2. To receive apologies and reasons for absence.
3. To receive declarations of interest with regards to items on the agenda & disclosable pecuniary interests.
4. Members of the public are invited to address the Parish Council on items listed in the agenda.
5. Minutes of the meeting held on 10<sup>th</sup> July 2017
6. Matters Arising: a. Swanpool path.  
b. Shropshire Way and other rights of way update.
7. Borough of Telford and Wrekin Liaison
8. Finance a. Consider payment of invoices.
  1. Mrs J Madeley £404.31.chq 1982
  2. ROPSA £147.00. chq 1983
  3. Madeley Print £32.00. chq 1984
  4. Mrs I Walker £17.00 chq 1985
  5. K Smith Contracting Services grass cutting £462.00 chq 1986b. Street lighting project. Consider appointing a contractor. Information at the meeting.  
c. Consider purchase of replacement grit bins.  
d. Consider future of Parish Council printer.
9. Planning: a. New Applications: none.  
b. Decisions.
  - TWC/2016/1123 Change of use of part of garage site for use for concrete production and erection of a silo and siting of portacabin (retrospective) The Garage Coalmoor Lane Little Wenlock. **Full Planning Permission.**
  - TWC/2016/1143 Erection of 1 detached dwelling and detached double bay garage. Land adjacent Falcon House New Works Lane Little Wenlock. **Full planning permission.**
  - TWC/2017/0455 Installation of a back-up power generator on concrete foundation and ancillary development. Telecommunications Mast The Wrekin. **Full planning permission.**
  - TWC/2017/0477 Works to facilitate conversion to residential use (LBC). Home Farm Cottage Mal house Bank Little Wenlock. **Listed Building Consent.**
  - TWC/2017/0481 Variation of Condition 8(approved plans) of planning permission. TWC/2016/0025 to allow internal and external changes to previously approved plans AMENDED DESCRIPTION\*\*AMENDED PLANS. Home Farm Cottage, Malt House Bank Little Wenlock. **Full Planning Permission.**
  - TWC/2017/0449 Erection of a single storey side extension 3 Clee Rise Little Wenlock. **Withdrawn.** (Email online states applicant is going to use permitted development rights to build extension with an 18 inch gap to boundary).c. Telford and Wrekin pre application discussions reported to the parish council for consultation.
  - PE/2017/0784 Maddocks Hill Quarry, Little Wenlock.
  - PE/2017/0814 Land opposite Beech House Little Wenlockd. Examination of Telford and Wrekin Local Plan consultation on modifications.  
e. Any other urgent planning issues.



10. **Clerk's Report.**
11. **Car Parking around the Wrekin.** (See report).
12. **Play area Little Wenlock. a.** (see report)
  - b. ROSPA annual report consider the report and accept.
  - c. Consider any actions required.
13. **Consider a project to spend the ward fund of £500.00.** Guidance has been circulated.
14. **Future printing of newsletter and timings.** (see report).
15. **Individual Councillors Report and updates.**
  - a. Broken Gate near New Works Farm.
  - b. request for new litter bin in New Works Lane.
  - c. report from Cllr Lees from village hall committee meeting.
  - d. Consider a new location for dog waste bags.
  - e. War Memorial Book Storage? (Cllr Lees).
  - f. Consider the future of the planters at New Works. (See report)
  - g. Any other matters.
16. **Information for clerk.** Remembrance Sunday and Christmas.
17. **Correspondence: a.** Email from a resident with suggestions for projects. (See report).
  - b. Shropshire fire and rescue service requests for fire safety inspections.
  - c. Telford Pride@50 Fund. Survey and suggestions of ideas to mark the anniversary.
  - d. Information Bulletin SALC.
  - e. Invitation to a photo call to mark 5 years of the PET scheme.
  - f. Invitation to Malinsgate Police Station Open Day.
18. **Items for next agenda and for information.**
19. **Date of next schedule meeting 9<sup>th</sup> October 2017 7.30pm.**

  
4-9-17.





## Report

**9d. Telford and Wrekin Local Plan.** The planning inspector's modifications are currently out for consultation. There are a few that refer to Little Wenlock directly all minor.

### 10. Clerk's Report

#### a. Internal Audit points to be addressed.

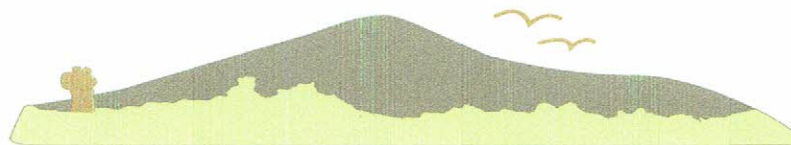
The internal auditor had several queries that needed to be addressed.

- a. The external auditor made a comment on the external audit form for year ended 31.3.16. Clerk needs to look at the accounts in the village hall to find out what the issue was.
- b. Chq no 101956 was not used.
- c. HMRC home working. Clerk has a copy of the guidance from the HMRC website. A fee of £4 a week i.e. £18 a month can be paid if contributions towards household bills is not paid. Clerk has the guidance and there is no need why £4 a week cannot be paid to clerk.
- d. Staff Costs will be added into admin in the new accounts form.
- e. Invoices should be initialled by two councillors. This stopped because it has not been the practice of the current clerk to do this elsewhere. This has already been addressed.
- f. Powers of spend will be added to the minutes from now on. Clerk will shortly be qualified to use the powers of general competence. Parish Council could then apply to be able to use that power which becomes the power of first use. In the mean time clerk will add powers.
- g. The budget has been circulated.
- h. There are excess funds in the balances these should be spent shortly on the street lighting project.

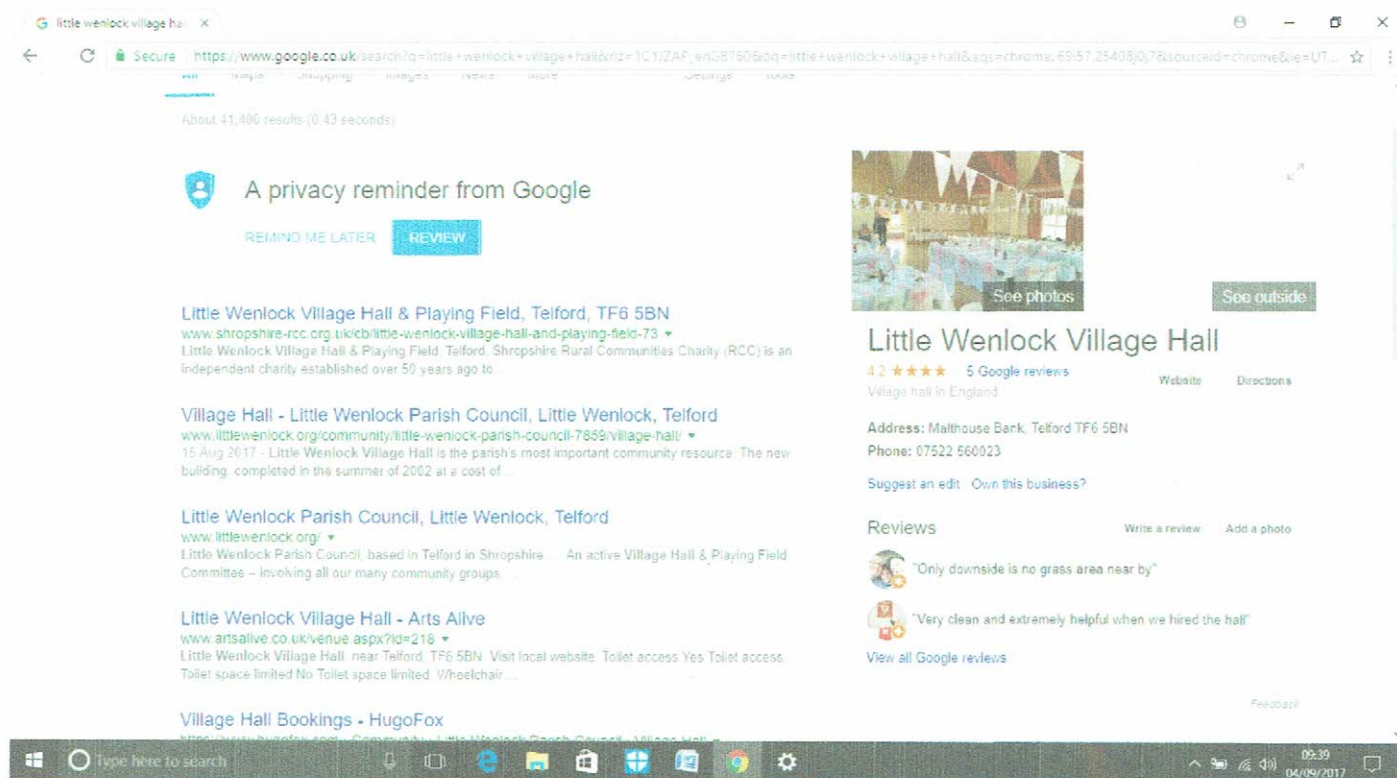
#### b. Car parking around the Wrekin.

Since the last meeting West Mercia Policy neighbourhood policing team officer PC Barnsley has visiting the site regularly and has also met with Telford and Wrekin Highways and some improvements to signage and double yellow lining has been agreed subject to funding. The Wrekin Forest Partnership is due to meet again on 20<sup>th</sup> September. With the progress made so far I now propose to move the meeting about parking to October. (Plus my diary is rather full until then sorry).

- c. The recent ROSPA report sent to the Parish Council has raised with me the ownership and responsibility for the play area and playing field in Little Wenlock. The Parish Council awards the contract and pays for the grass cutting. The Parish Council pays for the play area ROSPA annual inspection. But I cannot find any evidence the play area belongs to the Parish Council. There is no risk assessment and I have not seen any regular check lists for inspections. Telford and Wrekin Council now have a commercial arm who offers regular play area inspections and advice on care. I need to know to ensure the relevant risk assessments are in place and safety checks are being carried out.



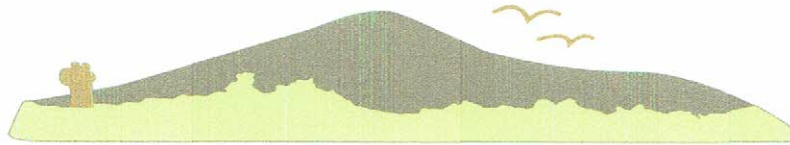
- d. **Grit bins.** A list of the grit bins owned by the Parish Council has been sent and the amount of fill left before the Parish Council has to pay to have the bins filled. A quick survey by Councillors has shown there is some damage to Parish Council owned bins and also Telford and Wrekin Bins. Clerk has been in touch with TWC and will have the answers to replacement costs and replacement of two bins at the meeting.
- e. **Village Hall Hire.** I have added the contact phone number to the Google search info that comes up when you Google Little Wenlock Village Hall. Since doing that I have not had one query to redirect to the village hall. I was getting at least one a week before. I am hoping this means prospective hirers are getting to the right person in a timely manner.



f. **Hatch Lane right of way**

I attended a meeting with Councillor Esp and TWC rights of way officer. The result of the meeting was that the right of way known as Hatch Lane has a public footpath along it and there are easements that allow landowners access to their relevant land holdings. The street furniture in place allows access as if the path is a bridleway. It is well known the path is used as a bridleway. The principle landowner was given the code to the gate padlock at the entrance. The padlock appears to have been replaced with one that needs a key. However that is a matter between the various people who have a right of access. There are two applications on the list of applications to modify the definitive map to make the whole of path 60 a BOAT. Just because there has been an application does not mean there will be a





modification. Logging is allowed under license in woodland. A public footpath along Hatch Lane was designated at the formation of the definitive map in 1958. The planning inspector who made the decision after the public enquiry did not state that anything different should be designated. So it remains a public footpath with access to horses. The kissing gate allowing access to the disabled via a radar key. Those with an easement to access their land along Hatch Lane have a right to do so. There has been no damage to the surface so the rights of way officer has no need to serve any sort of notice.

- g. Community Defibrillator. The management of the Huntsman had been contacted by West Midlands Ambulance Service regarding the Defibrillator. Eventually the pc was emailed and an id number 2773 has been added to the storage box as requested by Councillor Lees.
- h. Bank statements for the current account will now be arriving monthly. Clerk is now registered for online banking. So accounts will be presented monthly with a reconciled balance. This will give the full picture of what funds are available and what has been spent. My aim is to send out the accounts via email before the meeting. Bringing along a paper copy that can be approved. If paper copies are needed I can also provide those for each councillor.
- i. Npower outstanding balance. I am sorry this one has flummoxed me. I have printouts of both accounts and cannot tally each invoice with payments. I have emailed Npower asking them to explain how and why the parish council appears to have an outstanding balance.

**14. Newsletter.** The recent edition of the newsletter was produced in August. The printer Madeley Print obviously wants their money in a timely manner. They are in fact closing down at the end of September so on this occasion I have arranged for the cheque to be sent before the meeting. In Future I would like to ensure the printing and thus payment is near a meeting to ensure a timely payment can be mad. The printer I have obtained a quote from will want payment at the time of collection for example. It should not be down to an individual to pay and then be repaid. It can be done it just needs preparation.

**15f.** The ladies who fill the planters have refilled several times because of what they think is deer having an easy supper. The issue is really is this good value for money.1. Residents spending their own money without sanction from the pc and then asking for a refund.  
2. If wildlife is having a free supper at the expense of the Parish Council something different needs to be done.

A review of the planters and how they are managed is required to ensure the village still looks lovely but to ensure value for money and time.

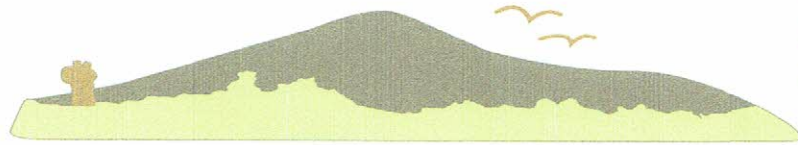
CHAIRMAN:  
Cllr. Jayne Davidson,  
Little Wenlock

## LITTLE WENLOCK PARISH COUNCIL

PARISH CLERK:  
Mrs Jayne Madeley

Tel: 01952 503613

Tel: 01746 785175  
Email: [clerklwpc@gmail.com](mailto:clerklwpc@gmail.com)



17. **Correspondence.** a. A resident has suggested a project for the parish council refurbishing the old finger posts around the parish. For example the one at Little Worth is in need of repainting. Consider identifying and refurbishing

**End**