

Donington with Boscobel Parish Council

Minutes of the Meeting of Donington with Boscobel Parish Council held on Tuesday 27th September 2022 at 7.00pm at The Red House, Albrighton

In attendance: Cllrs Christine Jones, Virginia Sankey, Robert Parry, Adrian Robinson, David Williams, Philip Ogle, and the Parish Clerk (Vanessa Voysey)

22.50 Welcome by the Chair

Cllr Christine Jones welcomed everyone to the meeting, postponed due to National Mourning

22.51 Apologies for absence and reasons:

It was proposed, seconded and **resolved** to accept the following apologies:

Cllr Hugh Kirton, unwell
Cllr Dawn Harper, holiday

It was also noted that Shropshire Cllr Ed Bird had been unable to attend the meeting and had emailed the Parish Clerk prior to it. Cllr David Beechey was absent.

22.52 Parish Council Vacancy – Co-Option

There have been no expressions of interest in co-option to date

22.53 Declarations of Interest: a) Pecuniary b) Personal

There were no declarations of interest at this time

22.54 Public Session:

There were no members of the public present and no questions from the public at this time

22.55 Minutes:

It was proposed, seconded, and **resolved** to confirm the minutes of the Council meeting held on Tuesday 19th July 2022

22.56 Matters Arising

- a) **Refurbishment of road signage** – Shropshire Council had sent notification of a change of status in Cordy Road South. It was anticipated that this would be completed in the coming weeks. Cllr Virginia Sankey noted that the 'S' had been put back on the Shackerley Lane sign. Cllr David Williams noted that some signs had been replaced on his estate but not all.

Cllr Robert Parry suggested that thanks should be sent to Shropshire Council as the Parish Council appreciated that gradually signs are being replaced.

- b) **Bus Stop Renovation** – the Parish Clerk advised members that she had put out messages on the Parish Council's social media channels requesting any expressions of interest from local traders who could refurbish the bus stops but that she had so far not received any. She suggested that Parish Councillors may be able to suggest possible sources of quotes for the work.

Councillors discussed the spec for the work and agreed that what was required was a rub down inside and outside and fresh paintwork. It was agreed that quotes be sought for the next meeting so that the project can be progressed.

22.57 New Business

- a) **Donington and Albrighton Local Nature Reserve Reports** – Shropshire Council's Country Parks and Heritage Sites Manager (South) had been in contact with the Parish Clerk and had advised her that he was preparing reports but that they were not ready at this time. This item was therefore deferred.
- b) **Woodland Car Park Planters** - Cllr Robert Parry said that he had reflected on the suggestion of placing planters on the car parks and had thought that a system of watering would be necessary if it were to go ahead. There was some discussion on possibilities of watering systems including hiring a contractor, however, views were expressed that this was making it more work than necessary.

It was agreed to put the suggestion of placing planters on the car park on hold.

There was discussion on putting in place a physical boundary including additional posts. The need to inform neighbours where necessary, and to remain on good terms, was included within the discussion.

It was proposed, seconded, and **resolved** to delegate the plotting of the boundaries to Cllr David Williams at no cost. Cllr Williams would report back to the Parish Council at the next meeting.

- c) **Woodland Car Park Management** – the Chairman, Cllr Christine Jones, raised the suggestion of establishing a Service Level Agreement with the Nature Reserve Management Committee for the management of the Car Park. It was suggested that that should involve management of the fenced off grassed area and not the tarmacked part of the car park.

There was discussion on the placing of signage and it was noted by the Chairman, Cllr Christine Jones, that there was already a sign in place about parking at own risk. Cllr Robert Parry said that there was a need to establish who owns the boundaries, who owns the hedges, and therefore who needs to maintain it.

It was proposed, seconded, and **resolved** that the Parish Clerk should request Land Registry documents for all land owned by the Parish Council, namely Donington Pool, St Cuthbert's Meadow, St Cuthbert's Well, and the Woodland Car Park, both digital and hard copy if available.

It was agreed that a draft permit for using the car park suggested by Cllr Robert Parry be brought back to the next meeting for consideration.

- d) **Chairman's Chain** – the Chairman, Cllr Christine Jones, said that it was difficult to clean the ribbon of the Chairman's chain and that she would like a link to on the medallion. She noted that there was a firm specialising in regalia chains in Birmingham. Cllr Robert Parry said that his cousin, who works out of Maws Craft Centre in Jackfield, had made the medallion 25 years ago, and that he would likely be able to make a new link.

It was agreed for the Chairman, Cllr Christine Jones, to look into putting a new link on the Chairman's medallion.

- e) **Swimming Club Grant** – there was some discussion on the request for grant money for the Swimming Club. It was noted that the application was received in July after the last meeting before the summer recess. It was also noted that the budget includes £800 towards the cost of insurance for the Swimming Club.

It was proposed, seconded, and **resolved**, to offer the Swimming Club a grant of £1000.

- f) **St Cuthbert's Churchyard** – consideration was given to the request by St Cuthbert's Church for a contribution towards the upkeep of the churchyard.

The Chairman, Cllr Christine Jones, expressed concern at the legal status of giving money to a church having spoken to SALC and being given their advice that it is not legal.

The Vice-Chairman, Cllr David Williams, expressed his concern that the churchyard includes war graves.

It was proposed, seconded, and **resolved**, to contribute the precepted amount of £1250 to St Cuthbert's for the upkeep of the churchyard in the knowledge that the Chair has been advised that this may have legal repercussions if challenged.
There was one vote against this resolution.

- g) **Library** – consideration was given to the request from Albrighton Parish for a contribution towards the cost of the Library. There was a discussion about the use of the library as a community building, particularly over the winter period.

It was proposed, seconded, and **resolved**, to grant £3000 towards the cost of the library.

- h) **Albrighton Parish Flyer** – consideration was given to the request from Albrighton Parish Council for a contribution towards the cost of the Albrighton Flyer.

Cllr David Williams said that he would like an update on the current financial status of the flyer, and the thoughts of Albrighton Parish Council on what they envisage for the service in the next 12 months. It was noted that the Melville Club has its own bus.

It was proposed, seconded, and **resolved**, to defer this item until the next meeting and to request more information.

22.58 Correspondence: For Action

- a) **Policing priorities** - West Mercia Police had requested a renewal of three main concerns. It was agreed that the priorities remained the same: drugs, anti-social behaviour, and rural crime

22.59 Correspondence: For Information.

The following were noted:

- a) **AFLAG** – an update was sent from the Chairman of AFLAG (Albrighton Flood Action Group) was sent on 15th August.
- b) **West Mercia Police** – West Mercia police sent information about its website neighbourhood matters on 29th July <https://neighbourhoodmatters.co.uk>

22.60 Planning.

- a) **Applications:** none at this time
- a) **Permission Granted:**
The following was noted:
22/04036/AMP Non-material amendment to planning consent 20/04521/FUL proposed commercial development land to the west of Neachley Lane, Cosford
- b) **Permission Refusals:**
The following was noted:
22/01926FUL 2a Sandy Lane, erection of one single storey dwelling with demolition/removal of all on site buildings, modification of driveway
- c) **Any other planning matters:**
The following was noted:
21/03881/DIS discharge of conditions 16 (FATO lighting) and 19 (drainage) on planning permission 20/04521/FUL for the erection of a new air ambulance headquarters and airbase, including a helicopter hangar, offices staff and visitor accommodation, training spaces, offices, and ancillary floorspace, a new final approach and takeover area (FATO), an new access road from Neachley Lane and car parking, gardens, and outdoor activity spaces, comprehensive landscaping scheme and associated development.

22.61 Finance.

22.61.1 Payments –

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

Clerk	Clerk's salary (September)	£607.53	LGA 1972 s 112 (2) LGA 1972 s 111
HMRC	Tax	£0	LGA 1972 s.111
Clerk	Travel Expenses (September)	£31.41	LGA 1972 s.112

Balfours	Car Park Rent	£125	RTRA 1984 S.57
PKF Littlejohn	External Audit Fees	£240	LGA 1972 s.111
SALC	Training Fees	£30	LGA 1972 s.111
Fletcher Landscapes	Fitting of gate on Woodland Car Park	£970	Open Spaces Act 1906, ss.9 and 10
Albrighton Parish Council	Approbation	£2220.30	General Power of Competence
CPRE	Membership subs	£36	LGA 1972 s.143

22.61.2 Payments made following a decision made at the meeting of 19th July:

None

22.61.3 Income received

The following was noted:

Interest – £70.96 to the Public Sector Deposit Fund (July)

Interest – £82.38 to the Public Sector Deposit Fund (August)

22.61.4

a) Bank Reconciliation

It was proposed, seconded, and **resolved** to receive and approve the bank reconciliation until the end of August 2022

b) Spend to Date

It was proposed, second, and **resolved** to receive and approve the spend to date to the end of August 2022

22.61.5 Conclusion of Audit

It was noted that the External Audit report has been filed with the Parish Council and that this concludes the Audit for the year 2021/2022.

22.62 Reports:

(a) SALC: none at this time

(b) RAF Cosford: Sq. Ldr. C. Wilson filed a written report in advance of the meeting, noting that 300 personnel had taken part in the funeral of her late Majesty Queen Elizabeth II with the primary task of lining duties on the Long Walk at Windsor. The station has undertaken a series of community events including clearing the War Memorial. Planning has started for next year's Air Show.

(c) Nature Reserve Report: the Committee Chairman had filed a written report in advance of the meeting. This was noted.

(d) Albrighton Village Halls Trust :none at this time

- (e) **Clerk's Report:** the Parish Clerk reported that she had filed a V.A.T return of £495.03.
- (f) **Royal British Legion** Cllr D. Williams reported that plans for Remembrance Day are going ahead. A Civic Reception with teas and coffees would be expected to cost about £500, but will not be funded by the RBL in future. The Poppy Appeal is going ahead. It is recommended that the Parish Council orders one wreath this year.
- (g) **Footpaths:** Cllr Virginia Sankey reported that new gates had been installed by the underpass, but have now been knocked down. The group is also hoping to attract more supporters.
- (h) **RAF Cosford Cadets:** Cllr R.Parry reported that there are now 109 cadets, and practice is underway for Remembrance Day.
- (i) **War Memorial Working Party** Cllr D.Williams reported that tenders will be submitted to the Working Party soon and costings will then be available. The Memorial will not be removed before Remembrance Sunday. There has been discussion on how to deal with the surrounding area. Albrighton Parish Council is working on publishing information on the War Memorial on digital media.

22.63 Training

Cllr Robert Parry attended a training session on VAT for unregistered Councils and filed a written report prior to the meeting.

Training information is available on: www.alcshropshire.co.uk/training

22.64 Date of the Next Meeting 18.10.22

Items for the agenda to be notified to the clerk by **11.10.22**

22.65

It was proposed, seconded, and **resolved** that to exclude the public and press in accordance with Schedule 12A, Local Government Act 1972, as the following items will be likely to disclose exempt information relating to establishment and contractual matters. It was therefore resolved, pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960, that the public and press be excluded.

22.66

The following was noted:

Two Planning Enforcement notices were sent to the Parish Council by Shropshire Council