

Donington with Boscobel Parish Council

**Minutes of the Annual Meeting of
Donington with Boscobel Parish Council
Tuesday 21st July at 7pm
Held on Zoom Video - Meeting ID: 841 3123 2956**

Present: Cllrs Christine Jones, Hugh Kirton, David Williams, David Dale, Chris Wilson, Robert Parry, David Beechey. In attendance: V.N.Voysey (Parish Clerk)

20.25 Welcome by the Chairman

The Chairman welcomed everyone to the meeting

20.26 Apologies for absence and reasons:

Apologies were received from

Malcolm White – Health reasons, no internet connection
Don Hickman – Family commitment

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

20.27 Declarations of Interest: a) Pecuniary b) Personal

There were none at this time

20.28 Public Session:

There were no public questions at this time

20.29 Minutes:

It was proposed, seconded and **resolved** to approve the minutes of the Council meeting held on Tuesday 16th June 2020 as a true record

20.30 Matters Arising

a) Memorial Bench

Cllr David Williams said given the Parish links with R.A.F Cosford it would be nice to have a bespoke bench. Cllr Robert Parry said that there was one in Bilbrook the middle of the turn by Barclays Bank and that this was worth a look by way of an example.

It was proposed, seconded and **resolved** to proceed with the purchase of bespoke bench with the project cost of £2500 (excluding VAT) including the citing of the bench.

The Parish Clerk suggested that the Council continue to communicate via email regarding the designs. The designer would be able to draw something up based on motifs suggested by the Council. There was brief discussion and an agreement on reference to VE Day, VJ Day, 1945-2020, a Spitfire and a medical motif such as a Red Cross, nurse or doctor.

b) Community Fund

The Parish Clerk updated the Council regarding the Community Fund. CCLA bank is now open to receive cheques, and a replacement has been written and is ready to send off. At the next meeting in September the Council will be in a good position to proceed to strategically plan and to discuss the Community Fund proposal suggested by Cllr David Dale.

c) Rectory Road Parking and Road signs –

The Parish Clerk updated the Parish Council regarding the highways issues on Rectory Road. A Traffic Engineer will be coming to review Rectory Road as requested by the Parish Council. He will advise the Parish Clerk before his visit. Cllr David Dale suggested that the Chairman takes a leading role in liaising with the Traffic Engineer on this visit and the proposals for Rectory Road, rather than several members of the Council attending the visit. There was agreement with this suggestion.

The Parish Clerk updated the Parish Council regarding the suggestion of Cllr to repair and clean existing road signs in the Parish, place new road signs in suggested sites, and to change the name at the top of Shackerley Lane where it changes postcode. She said that there had not been a formal response from Shropshire Council as yet and that she would chase this up. Cllr David Beechey said that the Shropshire Council are the highway authority and are responsible for highway signs. Cllr Robert Parry said that the new properties due to be built at Whiteladies would need an address. The Parish Clerk said that this might mean CIL (Community Infrastructure Levy) money due to the Parish Council and Cllr Parry's signs proposal might be a project that Shropshire Council would consider to sign this money off on.

d) Casual Vacancy

The Parish Clerk updated the Parish Council on the casual vacancy. Shropshire Council's Elections team had advised her that an election had not been called for the vacancy created by the resignation of Cllr Peter Thompson. Therefore, the Parish Council could now proceed with the co-option route. She suggested that Casual Vacancy is included in the Agenda in September and that Parish Councillors may wish to let it be known that a position is available to any potentially interested parties. She suggested that notification be put on the Parish Council website, Facebook and Twitter accounts. Cllr Chris Wilson said that he would pass on a suitably worded email to R.A.F Cosford. Cllr David Beechey suggested that interested parties be requested to provide a submission.

20.31 New Business

a) Equality Policy

It was proposed, seconded, and **resolved** to approve the Equality Policy

b) Disciplinary Procedure

It was proposed, seconded, and **resolved** to approve the Disciplinary Procedure

c) Publication Scheme

It was proposed, seconded and **resolved** to approve the Publication Scheme

d) Nature Reserve Committee

The Bank Reconciliation provided by the Nature Reserve Management Committee was received and noted.

Cllr David Dale said that more detail would be appreciated, and Cllr David Williams said that an annual update would be appreciated that contains more detail. Cllr Robert Parry said that this would be discussed at the next Nature Reserve Management Committee meeting.

e) Noticeboards

Cllr Robert Parry requested that the Parish Council consider refurbishing the noticeboards. He had estimated a cost of £324 to contract the work to refurbish the noticeboards including the application of wood stain and gloss. There was agreement that the work would be beneficial.

Cllr David Dale said that he would be willing to undertake the work on behalf of the Parish Council, and Cllr David Williams said he would be willing to assist. There was some discussion on the technicalities of the wood treatment required in which Cllr David Dale made clear that he had sufficient working knowledge to carry out the works to a professional standard.

It was **agreed** that Cllrs David Dale and David Williams should carry out the work on behalf of the Parish Council.

f) Meeting Venues

Cllr David Beechey suggested that the Parish Council considered a change of meeting venue in favour of the Melville Club on Station Road. Cllr Christine Jones, in the Chair, said she had visited the club and had estimated it was large enough to facilitate social distancing including the participation of the public. Cllr Hugh Kirton said that the cost would be the same and it would go to the Albrighton Village Hall Trust as does the cost of meeting in a room in the Red House. Cllr David Beechey said that there is disabled access, more room, is more accommodating for the public, and is nearer to the parish boundary. Cllr David Williams said that there is no wi-fi access which could be problematic if the Parish Council wanted to pursue a hybrid meeting approach and it is a bit hidden away but apart from this it is was a good meeting venue. He also commented that there was the issue of storage of the Parish Council's filing cabinets which are currently in the meeting room at the Red House.

Cllr Christine Jones said that the Parish Council would need to wait for new guidance on meeting in public before proceeding with a final decision.

g) Churchyard Maintenance

Cllr Robert Parry requested that the Parish Council be aware of the issue of maintenance of the churchyard. The maintenance costs were £323 a visit with ten visits a year. The church needs to pay a parish share and has no income. It has asked how the parish can help. There had been no specific requests but the Parish Council needed to be aware of the issue as the churchyard is a community asset. The Parish Clerk reminded Councillors of guidance given by NALC on contributing to churches which had been circulated in advance of the meeting. Cllr David Beechey said that the grounds are a community facility and contributing towards the cost would be for the churchyard and not the church buildings. Cllr Hugh Kirton questioned if there had to be ten visits, and Cllr David Williams said that a one of grant might

be something the Parish Council could consider. Cllr Christine Jones said that consideration of this matter could take place should be if there were a formal request in writing from the church.

Cllr Robert Parry said that the more minor of his suggestions was to put plaques on the trees that were planted for the Royal Jubilee in 1977 - the plaques had been in his chest-of-drawers for over 40 years. There are four Royal Oak saplings planted in 2002 for the Golden Jubilee, planted in the car park. Cllr Christine Jones asked if there was any idea of costings so this could be discussed at the next meeting.

h) Flooding Maintenance

Cllr Robert Parry said that his proposal regarding flooding maintenance was intended as a discussion document. The Woodland Walk has open days on the weekend of 1st and 2nd of August and the first weekend in September. He suggested that Councillors visited it and saw for themselves how easy it is for the stream to get blocked. He is concerned about the free flow of water. In 1970 the whole area was clear. His proposal is that Councillors read his project proposal and visit the area.

Cllr Hugh Kirton asked if this was not the responsibility of the Environment Agency. Cllr Robert Parry said that they don't respond in cases of emergency and that it is the responsibility of the woodland owner. Access is an issue, there is a strip of land owned by the diocese that they might be prepared to sell. It is a good time to buy agricultural land. Shropshire Council does not have the resources to look after this area of woodland, but it is vital to Albrighton. Some people will get flooded if it is blocked

Cllr David Beechey said that Shropshire Council is responsible for flooding alleviation. It is their responsibility, and lack of resources is no excuse.

Cllr David Dale questioned if this should go through the Nature Reserve Management Committee and if going through the Parish Council would confuse everybody. The Nature Reserve Management Committee was set up to establish and implement a development plan. This was agreed in 2010. It is a committee of stakeholders who should be held to task, and not be worked around. They should recommend any plans.

Cllr Christine Jones said she would also like to hear from the Shropshire Council Ranger and the Environment Agency. Cllr Hugh Kirton said it was a subject for both Parish Councils; both would be under pressure if there were severe flooding again. Cllr David Beechey said the Nature Reserve Management Committee has no money other than that given them by Councils. Shropshire Council needs to prioritise its funds. If it's a question of safety then it is their responsibility.

Cllr Robert Parry said that the primary point is to make sure that there is access for a vehicle to service the stream. He is asking the Council to be aware of the problem.

It was **agreed** that the way forward is for Councillors to go and have a look at the area and to wait for the view of the Nature Reserve Management Committee to get more information on what needs to be done. Cllr David Williams suggested that if the dates of the open days aren't possible for Councillors then alternative dates might be requested of the manager.

20.32 Correspondence: For Action.

a) Environmental Comment from Resident

A local resident has raised a concern about the condition of a property on his estate. He has contacted the Parish Clerk and several of the councillors about it. Cllr David Williams said that concerned overgrown ground that restricted pavement access. There were also reports of vermin and damage to adjoining properties. The complaint had now gone to Shropshire Council. Both Councillor Ed Bird and Cllr Malcolm Pate had taken up the matter. New issues have been raised by three residents in connection with it.

It was requested that the Clerk contact Shropshire Council for an update.

b) Long Lane – complaint from Resident

A member of the public had contacted the Vice-Chairman, Cllr Hugh Kirton, about the dangerous state of Long Lane. This drew attention to an overhanging hedge, mud left on the road by agricultural vehicles, and blocked rains flooding each time it rains. Cllr Hugh Kirton had visited this stretch of road to have a look.

Cllr Robert Parry said that all farmers now have tractors with brushes and should clean up after them on the roads. He said that a word should be had with the farmer.

It was requested that the Parish Clerk follow up this matter with Shropshire Council.

20.33 Correspondence: For Information.

a) Road Closure

There has been notification of one day temporary road closure on 9th August 2020 on Worcester Road. This is due to structural examination of the railway bridge using a small machine and hoist ladders. The work is promoted by Network Rail.

This was noted

20.34 Planning.

a) Applications:

20/02362/FUL Donington CP
RAF Cosford, Defence College of Aeronautical Engineering, Leeming Road, Cosford,
Albrighton, WV7 3EX
Pending Consideration Validated: 22nd June 2020 Order by: 22nd June 2020

It was proposed, seconded and **agreed** to support this proposal

- b) **Permission Granted:** None at this time
- c) **Permission Refusals:** None at this time
- d) **Any other planning matters:** None at this time

20.35 Finance.

20.35.1 To approve the following payments –

Clerk	Clerk's salary & expenses (July)	£386.17		LGA 1972 s 112 (2) LGA 1972 s 111
HMRC	Tax	£63.20		LGA 1972 s.112 (2)

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

20.35.2

a) Bank Reconciliation

It was proposed, seconded and **resolved** to approve the bank reconciliation until the end of June 2020

b) Spend to Date

It was proposed, seconded and **resolved** to receive and approve the spend to date to the end of June 2020

20.36 Reports:

(a)SALC: Cllr David Beechey had circulated a report prior to the meeting giving an update from SALC (Shropshire Association of Local Councils). SALC has given the advice to encourage elections but if not co-option should be a rigorous process including asking for CVs and letters.

(b) RAF Cosford: Cllr. Chris Wilson reported that a new Station Commander would in place from Friday 24th July.

(c) Local Nature Reserve: Cllr Don Hickman was unable to attend the meeting. Cllr Robert Parry reported that volunteers have been busy on a weekly basis. Many are over 70 and there are increased restrictions from Shropshire Council on what volunteers are able to do and not, including not being able to do any strimming. Not all land has been registering at the Land Registry Office and this is being looked into.

(d) AFLAG – Albrighton Flood Action Group: none at this time

(e) Clerk's Update: the Parish Clerk said that her main items were included within the Agenda namely the need to fill the casual vacancy through co-option and the visit of a Traffic Engineer to Rectory Road.

(f) Village Hall Trust: Cllr Hugh Kirton reported that there had been flooding in the foyer of the Red Hall in the last severe downpour. Efforts are being made to resolve the issue with a leak in the building. There are problems in the recess roof. A recent meeting on Zoom went reasonably well.

(g) Albrighton Fayre Committee: Cllr Robert Parry reported that the banners that had been put up at the entrance of the village had been stolen after ten days. This is possible for the wood that they were on that had cost £110. They were supposed to stay up for two weeks.

(h) Boscobel House: Cllr Robert Parry said that Boscobel House will re-open next May. The lockdown squashed press stories about the Royal Oak planting.

20.37 Training

Training information is available on

www.alcshropshire.co.uk/training

Cllr Christine Jones had undertaken a two days Chair course which was something of a refresher but contained useful suggestions.

20.38 Date of the Next Meeting: 15.09.20

Items for the agenda to be notified to the clerk by **05.09.20**