

Chelmarsh Parish Council

Parish Council meeting held Tuesday 27th September 2016 at 7.30pm in Chelmarsh Parish Hall.

Present: Cllrs R Woods (Chairman), A Cadwallader, R Bebb, A Davies, R Taylor and P Thomas (co-opted at meeting).

Parishioners: 9 plus 3 members of staff from The Meadows.

Clerk: Mrs F Morris

Chairman welcomed all parishioners to the meeting and explained the procedure of the meeting.

0. Parishioner's time:

All parishioners present attended to express their concerns regarding The Meadows Care Home but one parishioner expressed her concern that she knew nothing about the Parish Council, when meetings were held, who the Councillors were etc. Chairman briefly explained the role of the Parish Council. Clerk confirmed that the meetings are advertised on the notice boards in Bakehouse Lane and at the Parish Hall and on the website which is being updated at present. The parishioner offered to deliver any flyers/leaflets etc around the parish.

The main concerns raised regarding The Meadows were:

- Parishioners feel vulnerable.
- Bad language used by lads in the home.
- Inappropriate place for the home.
- 2 incidents taken place at the home which left parishioners feeling very scared.
- Afraid to venture out at night
- Constant Police vehicles attending
- Not being told of the plans for the home and no opportunity to comment on planning application.
- Parishioners have felt it necessary to install extra security measures.
- Speed/amount of vehicles using the land to access the property.
- What do the lads do/are they allowed out and if so are they supervised?

The staff from The Meadows answered the questions raised and pointed out that they had held an 'open day' which several parishioners had attended and that they hoped to hold another so parishioners could meet the lads in care who want to be 'part of the community'.

The home is privately owned and there is a 5 year open ended lease on the property and the owners come back 2-3 times a year.

Clerk explained that in November 2014 the Parish Council received for 'Information Only' notification of 'Certificate of Lawfulness' Application number: 14/04696/CPL where Cllrs felt that they should express their concern despite this being for information only regarding the close proximity to a neighbouring development of some elderly residents and that there was also a similar establishment not too far away from the proposed site in the parish. Councillors also asked that the 24hour care is enforced. Planning permission was not required for this change of use.

Subsequently in July 2015 (application no: 15/02199/CPL) an application was received for 'Lawful Development Certificate for proposed use as a care home (Class C2) for 4 no. young people between the ages of 10 and 17. The Parish Council objected to this application which was subsequently refused by Shropshire Council.

Clerk also pointed out that staff from The Meadows attended the Annual parish meeting which was also attended by quite a lot of parishioners when the workings of the home had been explained and that the Manager had kept the Clerk updated on progress and kept their promise of holding the 'open day'.

It was also pointed out that if residents have any concerns with strangers at their properties, thefts or are threatened/abused by the residents of The Meadows they should bring this to the attention of the Police who have the powers to do something about this rather than the Parish Council and also contact The Meadows.

After further discussions and assurances being requested of the home staff the Chairman brought the matter to a close and thanked parishioners and The Meadows Staff for attending.

The Meadows Staff thanked the PC for their invitation and promised to keep the Clerk updated.

The Parish Council meeting was officially opened at 8.30pm.

1. Apologies for absence:

Unitary Cllr Tindall (double booked). Cllr M Williams (hospital). It was **RESOLVED to accept these apologies.**

2. Declaration of interests:

The Localism Act 2011, Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of member's interests maintained by the Monitoring Officer.

Cllr Woods declared an interest in item 6a planning as the applicant.

3. Casual Vacancy:

a) Application received from Mr Philip Thomas:

Clerk explained that no further applications had been received and that SC confirmed that the PC should co-opt as soon as possible.

Chairman asked Mr Thomas his reason for wanting to join the PC and Mr Thomas pointed out that he would like to make some input into the community he lived in and had missed the advertisement for the last vacancy.

b) To appoint new Councillor:

It was **RESOLVED unanimously to elect Mr Thomas onto the PC which was accepted by Mr Thomas.**

c) Declaration of acceptance of Office to be signed, if appointed:

Mr Thomas signed the declaration of acceptance of office which was duly witnessed by the Clerk. Clerk handed Cllr Thomas copies of the Standing Orders and Financial Regulations.

4. Minutes of last meeting held on 26th July 2016:

These had been circulated with the agenda and **RESOLVED that these be signed by the Chairman as a true record. Chairman signed these accordingly.**

5. Matters arising from minutes:

a) Clerk's update:

Incmoor trees:

Nothing further received from SC.

Eon account:

Clerk queried the account for work carried out on the streetlights and a credit note has been received for this.

Pension Regulator:

Clerk checked this again and Clerk does have the right to join a pension although salary is low. Staging date for this is 1st May 2017. Clerk will look into this further for the next meeting.

b) Meadow house update:

Clerk attended the 'open day' as did Cllr Bebb but was not sure if any other Cllrs were able to attend. Chairman and Cllr Davies also attended. Clerk did try to let as many people know as possible, with the help of the Chairman, although some did not know until the very last minute.

It was felt that there was nothing further to add as this had been discussed during parishioner's time.

c) Date for memorial bench dedication:

Clerk apologised that she didn't manage to get a date fixed due to weather and players being on holiday and as the cricket season has now ended asked for suggestions for a date. Clerk pointed out that there was a rummage sale being held at the Club this Saturday but felt it inappropriate to hold this with Cllr Williams not being able to attend. It was **RESOLVED that the Clerk finds out if there is another 'event' being held at the Club shortly and then take it from there but at least 2/3 weeks notice should be given so that as many people as possible can be informed of this.**

6. Planning applications:

To confirm comments forwarded to Shropshire Council prior to meeting regarding applications 'a and b'.

Cllr R Woods had declared an interest in item 6a as the applicant but Clerk felt that he did not have leave to leave the room as comments had already been agreed prior to the meeting with all other Cllrs and that the application had already been granted permission by SC.

a) Reference: 16/03411/FUL (validated: 01/08/2016)

Address: Primrose Cottage, Ingram Lane, Chelmarsh, Bridgnorth, WV16 6PZ

Proposal: Erection of a replacement conservatory to the rear elevation.

Applicant: Mr & Mrs R Woods

Comments received from Cllrs prior to the meeting had all been in support of this application. Cllr Woods had not made any comments as he was the applicant.

Clerk confirmed that this application has since been approved prior to tonight's meeting.

b) Reference: 16/03340/FUL (validated: 28/07/2016)

Address: 9 Cobblers Row, Chelmarsh, Bridgnorth, WV16 6BA

Proposal: Erection of a porch on side elevation

Applicant: Mr Adrian Jones

Clerk confirmed that comments received from Cllrs had been sent to SC which included the comment made by Cllr Taylor that the description was vague as this actually included a toilet and some hedge removal.

Clerk pointed out that the application had been approved but noticed that SC had added 'including provision of toilet' in the description and felt that it was correct that this was pointed out to SC.

c) If any received after issue of the agenda:

No further plans received.

7. Planning permissions/refusals:

a) Reference: 16/02305/CPL (validated: 26/05/2016)

Address: Brookfields, Astbury, Bridgnorth, Shropshire, WV16 6AT

Proposal: Certificate of lawful development for the proposed erection of a detached outbuilding

Decision: Withdrawn

Permissions received after issue of agenda:

Reference: 16/03340/FUL (validated: 28/07/2016)

Address: 9 Cobblers Row, Chelmarsh, Bridgnorth, WV16 6BA

Proposal: Erection of a porch, including provision of toilet, on side elevation

Decision: Grant Permission

Reference: 16/03411/FUL (validated: 01/08/2016)

Address: Primrose Cottage, Ingram Lane, Chelmarsh, Bridgnorth, WV16 6PZ

Proposal: Erection of a replacement conservatory to the rear elevation.

Decision: Grant Permission

8. Financial matters:

a) Accounts to be paid:

Clerk's fees - £xx

Clerk's expenses – will claim next month

HMRC PAYE - £69.20

Clerk also pointed out that Sonia Hobbs had been in touch regarding the account for the hire of the hall for the summer play activities as the Severn Centre had told her that the PC would pay the account. Clerk will contact Severn Centre regarding the account and asked if a cheque could be signed for this.

It was **RESOLVED that these accounts be paid.**

b) Bank statements/Standing Order:

Clerk had been using the bank statement and had omitted to bring this to the meeting.

Clerk asked if a Standing order could be set up for her salary as cheques take 5 days to clear after being paid in. Clerk also confirmed that she had talked to the Bank who suggested that a letter is sent in requesting a Standing Order be set up giving all the payment details and signed by the bank signatories. It was **RESOLVED that the Clerk's salary be paid by Standing Order with effect from the October payment and the letter was signed by Cllrs Bebb, Cadwallader and Woods.**

At this point Clerk explained that she had been diagnosed with kidney cancer and would probably have to take some time off and asked Cllrs if they wanted to employ a Locum Clerk or a Cllr to take minutes during her absence. Cllr Bebb felt that a meeting need not be held but Cllrs felt that it would be best if a Cllr took the minutes (Cllr Cadwallader offered) and that the situation be dealt with as it arises.

c) Audit:

Clerk confirmed that the Audit had been returned with no problems.

d) Credit note from Eon re: maintenance contract

Clerk explained earlier regarding this.

9. Parish problems:

- Deadwood needs removing from the hedge on the opposite side of the road which has recently been cut – Manor Farm/Ashwick House. Cllr Cadwallader pointed out that Andy Oliver (SC) is aware of the problems.
- Covert Lane breaking up badly particularly at the junction at Sutton and from the bridge upwards.
- Cllr Cadwallader pointed out that she had been contacted by a parishioner regarding a vandalised stile and that she had reported this to SC.
- Although not in our parish cars parked along Woodhill Road at Highley cause problems for other road users. Clerk will mention this to Highley PC.
- Footpath issues raised with Cllr Tindall have not yet been resolved. Cllr Taylor will send Clerk a copy of the issues raised and Clerk will ask Cllr Tindall for an update.
- Broadband – Clerk had been contacted by a resident at Hampton Loade regarding the fibre optic and had asked her to email but this had not been received. After discussions Clerk will write to Ben Walker and ask for an update.

10. Reports (if available) from:

a) Parish Hall Committee:

No report available.

b) Neighbourhood Watch:

There had been an incident approximately 3 weeks ago when an intruder almost entered a property. Police were notified and visited the resident.

c) Police:

No report available.

d) Unitary Cllr Tindall:

No report available except for that Cllr Tindall was still looking into the affordable home application on behalf of Mr and Mrs Bradley.

11. Correspondence: To include all emails sent out to Cllrs, all noted as received unless comments made.

SALC – Information Bulletins

SALC – Training sessions: Cllr Thomas willing to attend the Be a Good Cllr session at Dawley – Clerk will send details to him.

SALC - Developing Capacity in Smaller Councils and Devolution - Survey (and clustering)

SALC - Update from Outdoor Partnerships for TPCs

Ben Walker - Connecting Shropshire broadband update – Chelmarsh

SC - AppNo 338(S) Thomas Hotchkiss – Local connection confirmation letter for an affordable home.

Cllrs felt that if this application had been successful then Mr and Mrs Bradley's should also be approved.

Sludge Moving – South Staffs Water 6/9/2016 – roads all cleaned up.

SC - TTRO LOG - 350 SEVERN VALLEY RAILWAY EVENT 21/09/16 TO 26/09/16:

Roads affected: Sutton House jct to The Ferry, Hampton; Station Road, Highley; B4555 from Haybridge

Date and duration: 21/09/16 to 26/09/16

Purpose: SVR Events

Applicant: TMS (Retford) Ltd

Email: Astbury Terrace parking – this was being dealt with by Cllr Tindall.

SALC - CQC Inspection Report

SC – Electoral Roll alterations

Letter from Severn Valley Childcare re: holiday activities. It was suggested that this be posted on the website.

Any other correspondence received after issue of agenda

Trespasser & Horse Removal Specialists – bailiff specialists

Town & Parish Council Forum Meeting – Thursday 29th September, Shirehall – no one able to attend.

SALC - REMINDER - General Power of Competence training, Friday 30th September 2016

5pm - 7pm and Budget Setting training, Thursday 6th October 2016 5.30pm - 7.30pm

It was mentioned that numerous 'boy racers' are driving at speed through Chelmarsh after congregating at The Severn Centre, Highley and Cllrs feel that there is going to be a serious accident.

Clerk will notify the Police.

12. Date next meeting:

25th October 2016

There being no other business the meeting closed at 9.40pm.

Cheques written:

Mrs F Morris - £xx

HMRC - £69.20

Signed: Chairman

Date:

These minutes were approved at the meeting on 25th October 2016.