

Minutes of Woore Parish Council Meeting

Monday 20th September 2021, 7.30pm, Victory Hall, Woore



PRESENT:

Cllr M. Cowey (Chairman), Cllr K. Davies, Cllr D. Beeston, Cllr M. Blake, Cllr M. Carter, Cllr. C. Hamilton and Cllr. R. Goodman (newly appointed and joined during meeting).

IN ATTENDANCE:

Cllr R. Aldcroft, Shropshire Council and Mrs H. Jackson, Clerk to the Council.

PUBLIC:

Ms H. Lightfoot, Mr B. McCaulder, Mr T. Garth (residents) and Ms S. Tyson (tree and path warden).

21066 Welcome / Present, Apologies and/or absent

Cllr Cowey welcomed everyone to the meeting, noting the delay in holding the meeting due to unforeseen circumstances. Apologies were received from Cllr G. Daville and Cllr J. Higgin due to personal commitments. It was unanimously **resolved** to accept apologies.

21067 Co-option of Councillor

The Clerk noted receipt of an Expression of Interest from Rachel Goodman and referred to a personal statement circulated prior to the meeting. It was unanimously **resolved** to appoint Mrs Goodman to the role of Woore Parish Councillor and the Declaration of Acceptance of Office and HS2 Dispensation Form were duly read and signed in the presence of the Clerk. The Chairman welcomed Cllr Goodman and noted the additional skillset she brings to the Council. The Chairman noted that 1 no vacancy remains.

Cllr R. Goodman joined the meeting.

21068 Declarations of Disclosable Pecuniary Interests or any other interests

A Pecuniary Interest was received from Cllr. K. Davies in relation to item 21075 b.iii, planning application 21/04025/FUL.

21069 Open Forum – to last no longer than 15 minutes.

A resident referred to planning application 21/04025/FUL, sharing concerns of over-development of the site and the perpetual nature of building works. Points raised by the resident included non-adherence to planning conditions, working outside of agreed hours, burning of refuse and drainage issues in relation to nearby ponds and the cause of ice on the main road during winter months. The resident questioned the impact of the current application to excavate the land on the use of the main road in terms of entrance/exit and waiting on the road as well as the disruptive nature of constant development of the site experienced to date.

A resident questioned the Council on their powers regarding 'ropy aestheticism' of planning developments within the Parish, for example the materials used. The Chairman explained the process for application reviews and the limitations on the Council as to the detail that can be addressed. The Clerk noted that the Neighbourhood Plan is the only source of reference for a review and that Councillors are advised not to become involved in a level of detail that requires specific planning expertise.

The Chairman noted the wonderful turnout at the Woore and Produce Show held at the Victory Hall on 4th September, thanking all those involved. He also thanked Friends of Woore School for their efforts to raise roughly £500 for the school at a Charity Car Wash held on 5th September, thanking also the community for their support.

21070 Approval of the Minutes of the Meeting held on 9th August 2021 (Local Government Act 1972, s12p41(1)).

Due to absenteeism, minutes from the above meeting could not be approved and were deferred until the October meeting.

21071 Matters arising: to cover any matters arising from Minutes referred to in 21070.

The Chairman provided an update on the following issues;

- Awaiting response from the Environmental Agency following a report of dumping of soil in Pipe Gate. No clarification on if this soil is contaminated and therefore pressure will be put on SC for a response.
- There is no further action on the review of waste bins within the Parish, although a map of the current bin plan has been provided by SC to help with the review. Update to follow.
- The flooding related issues at Flash Farm are ongoing, with the resident reporting that recent updates from SC about the clearing of gullies and culverts is incorrect. Debris has continued to build on the manhole covers outside the property, Cllr Aldcroft has been informed and a request made to chase this matter urgently.
- Response received from SC Outdoor Recreation Team on the surface issues of the public footpath through the Church yard and on the Northlands path entrance, with both now logged with area officers, with an update to follow.
- The replacement road sign in Irelands Cross is currently under order with SC and should be erected within the next few weeks. There is a backlog of works due to Covid.

21072 Committee and Representatives Reports: for Councillors/representatives to provide reports/updates on any relevant matters.

- a) **MVAS & Community Speed Watch Scheme:** to resolve to adopt the CSW scheme with immediate effect post training, for a trial period of 12 months at which time a review is required by Full Council.

Cllr Blake referred to the MVAS report circulated to Councillors and all relevant parties prior to the meeting. It was noted that the MVAS would be moved to outside Westholme Nurseries 21st September as per the rotation. It was noted that the MVAS does appear to have an impact on speeding on Cherry Tree Lane whilst in situ, however, prosecutions still sit at less than 1% of those travelling at prosecutable speeds according to WPC data. It was discussed how data may be affected by the introduction of the community speed watch (CSW) scheme and Councillors were in agreement that reporting should continue in the current format.

Cllr Hamilton provided an update on developments with the CSW, noting a training session for volunteers on 30th September at the Village Hall, 1.30pm. After clarification from Mark Booth (CWS Co-ordinator, Road Safety Team, West Mercia Police), no budget will need to be assigned at this stage and actions were identified for the Clerk and Cllr Hamilton to coordinate. It was unanimously **resolved** to adopt the SCW scheme with immediate effect, for a trial period of 12 months at which time a review is required by Full Council. Volunteers to support the CSW are actively encouraged to contact the Clerk.

- b) All other reports as required

Trees & Paths: Sally Tyson noted that there had been no further progress regarding the bridleway in Dorrington and that an update would be provided in due course.

Village Hall: Cllr Beeston noted that bookings were beginning to return, with dog training commencing soon at the hall. Airband will be in attendance at the Book Sale afternoon, 24th September, for residents to ask any questions they may have regarding broadband rollout in the area.

21073 Shropshire Council Representative Report: for Cllr R. Aldcroft to provide reports/updates on any relevant matters.

Cllr Aldcroft provided a report as follows;

- A formal question has been submitted prior to the Shropshire Council meeting on 23rd September, regarding HS2 mitigations, in particular the introduction of a 30 mph limit throughout the parish and SC's commitment to supporting and negotiating the best possible outcome for Woore Parish. Cllr Aldcroft explained that a formal statement will be provided in response, and this will be shared with WPC as soon as it is made available. The Chairman responded that SC have had ample time to respond to actions since the 22nd July meeting with Rt Hon Owen Paterson and that WPC will take further action if they continue to ignore their responsibilities. Cllr Aldcroft advised that SC are due to announce a reshuffle within the cabinet at the coming Council meeting 23rd September.
- Police Panel being set up in Market Drayton, representation from Woore is a possibility. Clerk to receive further details in due course.
- County Lines: Quite a bit of activity within North Shropshire but dependent on public letting police know of suspicious activities in their area.
- Boundary Review now ongoing, work in progress with Norton in Hales, Adderley, Moreton-Say and Market Drayton. The Chairman reminded Cllr Aldcroft that WPC wishes to be involved in this process.
- New Code of Conduct to be made available to Councils, recognising the limited responsibilities of the Monitoring Officer currently.
- Shirehall will not become a listed property and will therefore be sold.
- Hodnet works dept has been vacated for health and safety reasons.
- Recycling - during national recycling week we should be encouraging people to recycle:
 - Recycle more of these items:
 - Batteries: any batteries
 - Plastic: pot and bottles from the bathroom
 - Glass: jars and bottles even empty perfume bottles
 - Metals: cans, foil, aerosols and tins
 - Paper and cardboard: boxes and packaging
 - Make sure these never go in the recycling bin:
 - Food and drink cartons (Tetrapak)
 - Carrier bags, plastic film, broken toys, ceramics, polystyrene
 - Scrap metal and foil pouches
- COVID During the seven-day period between 3-9 September 2021
 - 1,145 new cases reported within Shropshire
 - An increase of 18% on the previous week
 - The 7-day infection rate for Shropshire was 351.9 per 100,000

- It was 345.2 per 100,000 for the West Midlands, and 317.9 for England
- 35 hospital beds were occupied by COVID-19 patients
- 7 COVID-19-related deaths in a local hospital.

The Chairman noted that after receiving confirmation from the Management Company for the Hedgerows/Grove development, the road and streetlights have been adopted by Shropshire Council. However, planning conditions stated adequate signage for both old and new parts of the Grove, which is yet to materialise. It was noted that this is unacceptable and must be rectified. The Chairman noted dissatisfaction that the Parish Council had not been advised about the adoption.

Cllr Aldcroft left the meeting.

21074 St. Leonards Play Area Maintenance Works: to resolve to approve a proposal to complete ground works to improve safety of the grass/verge area surrounding the children's play area.

The Clerk and Chairman presented a quote for works to remove a stump and area of nettles/weeds at St. Leonards play area. Discussion took place and most Councillors contributed. It was **resolved** by majority to approve the quote for £805 plus VAT to provide the following;

- Stump grinding, levelling, purchase and laying of topsoil and turf for nettle section behind the swings and for stump on grass area
- Machine hire as required for the above
- Re-positioning of 1no bench to allow for access via the gate

21075 Planning

a) Applications: to adopt comments submitted prior to the meeting, in response to the following applications and as circulated to Councillors;

- i. **21/02985/REM** (1st July 2021) *Further to applicants' response to comments 6th Aug 21
Address: Proposed Residential Development Land to South of London Road, Woore, Shropshire
Proposal: Approval of reserved matters (appearance, landscaping, layout and scale) pursuant to outline permission 20/05302/OUT comprising 4no detached dwellings.

It was unanimously **resolved** to adopt comments submitted prior to the meeting, as noted in Appendix 1.0 and summarised as follows;

The Parish Council wishes to work with the Applicant in developing this site, but it must conform with the Woore Neighbourhood Plan, hence why we requested that the Applicant withdraws the Application as we feel that currently the issues raised previously have not been resolved.

- ii. **21/03377/FUL** (27th July 2021) *Further to applicants' response to comments 10th Aug 21
Address: Bridgemere Nurseries, Bridegmere Garden Centre, London Road, Woore, Shropshire
Proposal: Application under Section 73A of the Town and Country Planning Act 1990 for an engineering operation to increase the existing water reservoir capacity.

It was unanimously **resolved** to adopt comments submitted prior to the meeting, as noted in Appendix 1.0 and summarised as follows;

Woore Parish Council thanks the applicant for the response to comments submitted by the Parish Council on 10th August 2021. In further response, the Parish Council requests that if the traffic situation deteriorates on the A51 because of the site operations, then the requirement for traffic lights should be reviewed. It also expects that the Case Officer will include the Conditions with any other Conditions applicable.

- iii. **21/03532/FUL** (6th August 2021) *Delegation of Authority of Power applied
Address: Sandyford Farm, Audlem Road, Woore, CW3 9RN
Proposal: Conversion of existing brick barn to form 1 no dwelling; demolition of agricultural buildings and erection of a timber garage block.

It was unanimously **resolved** to adopt comments submitted prior to the meeting, as noted in Appendix 1.0 and summarised as follows;

Woore Parish Council wish to continue to SUPPORT the proposed Development as detailed in 21/03532/FUL subject to now sufficient information to meet highways safety requirements as well as ecology matters. We also request that the Conditions for 18/00137/FUL should be applied to this application also where applicable. This support also includes complying with any further Consultee/statutory comments and requirements.

- iv. **21/04028/CPL & 21/04043/HHE** (17th August 2021) *comments not required as permitted development order allows for larger rear extensions to dwelling houses subject to public consultation with any adjoining or nearby neighbours who may be affected by the extension.
Address: Long Meadow Farm, Pipe Gate, Market Drayton, Shropshire, TF9 4HD
Proposal: Application for a Lawful Development Certificate for the proposed erection of a single storey side extension, detached garage and outbuildings (dimensions 8.00 metres beyond the rear wall, 3.75 metres maximum height and 2.50 metres high to eaves).

It was noted that due to the nature of these applications, the Parish Council is not required to submit comments.

- b) Applications: to adopt comments to be submitted in response to the following applications and as circulated to Councillors prior to the meeting;

- i. **21/03821/FUL** (23rd August 2021)
Address: 23 St Leonards Way, Woore, CW3 9SS
Proposal: Erection of dormer to front elevation and works to enlarge existing dormer on rear elevation.

Lead Councillor referred to a report circulated prior to the meeting. It was unanimously **resolved** to support the application, as noted in Appendix 1.0.

- ii. **21/03961/FUL** (31st August 2021)
Address: The Orchard, Northlands, Woore, CW3 9SH
Proposal: Proposed loft conversion with Juliet balcony and removal of chimney, erection of porch and front entrance.

Lead Councillor referred to a report circulated prior to the meeting. It was unanimously **resolved** to support the application, as noted in Appendix 1.0.

Cllr Davies left the meeting.

- iii. **21/04025/FUL** (2nd September 2021)
Address: Weston House, Audlem Road, Woore, CW3 9RL
Proposal: Formation of new level parking access from road with lawn above and provision of basement parking with new electrical charging points.

Lead Councillor read a report prepared prior to the meeting. Discussion took place. It was unanimously **resolved** to object to the application, as noted in Appendix 1.0.

Cllr Davies re-joined the meeting.

iv. 21/04046/FUL (3rd September 2021)

Address: Ivy House, 20 London Road, Woore, CW3 9SF

Proposal: Erection of a single storey extension to workshop/studio with shallow pitched roof and oak gable frame.

Lead Councillor referred to a report circulated prior to the meeting. It was unanimously **resolved** to support the application, as noted in Appendix 1.0.

v. 21/04086/FUL (6th September 2021)

Address: Holly Cottage, 2 Pipe Gate, Market Drayton, Shropshire, TF9 4HU

Proposal: Conversion of existing store and garage to form garden room.

Lead Councillor referred to a report circulated prior to the meeting. It was unanimously **resolved** to support the application, as noted in Appendix 1.0.

- c) Decisions: to acknowledge all planning decisions made between 9th August 2021 and 20th September 2021.

The Clerk reported that no correspondence regarding the granting of permission for any applications had been received since the previous meeting.

- d) Drainage: to receive an update from the Chairman on the response to correspondence sent to the Shropshire Council planning team regarding the urgent issue of inadequate drainage systems within the Parish and the request that no further planning applications be granted until this issue is resolved.

The Chairman referred to correspondence sent for the attention of SC planning department, via the Case Officer for Woore, requesting that no further planning applications be approved within the Parish until urgent attention is given to drainage issues the Parish is currently experiencing. It was noted that a response had been received to confirm that the request had been passed to Tim Rogers, (Area Planning and Building Control Manager, SC) for comment. The Chairman noted that Cllr Aldcroft also supported the letter.

21076 HS2:

- a) To receive an update from the Chairman on Traffic Calming/Mitigation discussions/next steps and HS2 Consultation.
- b) To receive an update from the Chairman on actions from the meeting with Owen Paterson, Lezley Picton, Steve Charmley and Roy Aldcroft, 22nd July 2021

The Chairman addressed all of the above, noting that no response had been received from Cllr Picton or Cllr Charmley following the 22nd July meeting in relation to HS2 or non-HS2 actions, despite the end of August deadline imposed by Rt Hon. Owen Paterson, leaving the working party 'in limbo'. It was agreed that the Clerk will write to Cllr Picton on behalf of WPC to request a response to all non-HS2 actions as a matter of priority.

It was noted that the HS2 Community Engagement Team will hopefully be visiting the Parish (Village Hall) in the coming weeks to hold sessions for residents, predominantly around business opportunities, funding and right to sell and not about the mitigations. Further information about this will be released in due course.

21077 WPC IT Review 2021: To receive a report from Vice Chairman Cllr Davies on next steps for a review of IT requirements and to identify priorities.

It was noted that the Parish Council must review the current IT set up for the Clerk and Councillors in order to address various issues relating to access, storage and GDPR requirements. Much discussion took place with most Councillors making comment. It was agreed that Councillors would respond to Cllr Davies by close of play 1st October with a list of expectations, concerns and proposed budget for such a project in order to identify feasibility. It was agreed that the Clerk would provide detail of GDPR requirements.

21078 Finance:

- i) Invoices/payments & receipts: to resolve to approve the below detailed expenditure:

It was unanimously **resolved** to approve the following payments as presented, noting that £35 of Tony Seabridge Grounds maintenance (nettle spray for St. Leonards) is to be paid from the recreational fund.

Date	Recipient	Reason for Payment	Cheque Number	Amount (Ex. VAT)	VAT Amount	Power of Expenditure
13.09.21	Helen Jackson	Clerk Salary (Aug): Gross Pay Holiday Pay NI deduction Income Tax deduction Expenses Sundry	1811 (Paid)	£509.16 £364.70 £9.22 -£35.00 £45.42 £33.02 <u>£984.52</u>	£6.44	LGA 1972 s.112 (2) LGA 1972 s.112 (2) LGA 1972 s.112 (2) LGA 1972 s.112 (2) LG (FP)A 1963 s.5 LG (FP)A 1973 s.5 LG A 1972 s.111 LGA 1972 s.137
30.08.21	Richard White	Lengthsman	1807	£30.00	£0.00	HA 1980 s.96(5)
02.07.21	SSE	Streetlight energy supply	D/D (Paid)	£51.53	£3.16	PCA 157 ss.3(1) & 7, HA 1980 s.301
04.09.21	PKF Littlejohn	AGAR 2020-21 Audit fee	1808	£300.00	£60.00	LGA 1972 s. 111
05.08.21	Woore Victory Hall	Room hire May 21-Aug 21	1809	£200.00	£0.00	LGA 1972 s. 143(4)
11.09.21	Tony Seabridge	Grounds Maintenance- 01/08/21-31/08/21 inc. hedges and St Leonards nettle spray	1810	£365.00	£73.00	HA 1980 s.96

- ii) Bank reconciliation: for the Council to receive and accept the month end bank reconciliation

The Clerk provided a report as follows;

Current Account: £100.00

Reserve Account: £119,323.73

Unpresented cheques: £3,418.33

Balance 20th September 21: £116,025.40

*Note £20 difference applies to overpayment identified from previous month, yet to be adjusted

Split as follows;

Recreational fund: £11,351.00

CIL fund: £52,063.24

General fund: £52611.16

- iii) To accept the Annual Governance and Accountability Return (AGAR) Notice of Conclusion of Audit and to approve access to accounts by members of the public from 7th September 2021.

It was unanimously **resolved** to accept the AGAR Notice of Conclusion of Audit date of 7th September 2021. The Clerk confirmed that the notice was available on the website and in the Parish noticeboard.

21079 Clerk's Report and Correspondence

To receive a summary of Reports and Correspondence for the period from 9th August to 14th September 2021.

The Clerk noted that all correspondence for the period had been circulated, nothing the below;

- Mobile Police van visit scheduled for 13th September had been postponed, with the next scheduled visit now 25th October.
- West Midlands Ambulance Service are closing 10 community bases following a review, including the base in Market Drayton. There will be a consultation to follow.
- Parking issues outside the housing development on the A51 were attended by PC Alan Ambrose and his team. No further issues have been reported.
- The Clerk attended the Highways Clerks Working Party (remote) on 8th September, which was well supported. Further updates will be provided in due course with the next meetings scheduled for 21st October and 1st December.

The meeting closed at 9.45pm.

DATE OF NEXT PARISH COUNCIL MEETING

11th October 2021, 7.30pm and 8th November 2021, 7.30pm

Signed.....(Chair)

Dated 11th October 2021

Agenda Item	Motion	Cllr	For	Against	Abstain
21070 Prop: Carter, M Second: Cowey, M	Approval of the Minutes of the Meeting held on 9th August 2021 (Local Government Act 1972, s12p41(1)).	Cowey, M	X		
		Davies, K			X
		Beeston, D	X		
	Item deferred until 11th October meeting.	Hamilton, C			X
		Blake, M			X
		Carter, M	X		
		Goodman			X

Agenda Item	Motion	Cllr	For	Against	Abstain
21074	St. Leonards Play Area Maintenance Works: to resolve to approve a proposal to complete ground works to improve safety of the grass/verge area surrounding the children's play area.	Cowey, M	X		
Prop: Carter, M Second: Cowey, M		Davies, K	X		
		Beeston, D	X		
		Hamilton, C	X		
		Blake, M			X
		Carter, M			X
Goodman		X			