

MINUTES OF WOORE PARISH COUNCIL

Monday 7th September 2015

Held at Woore Victory Hall

PRESENT:

Cllr M. Moore (Chairman), Cllr M. Blake (Vice Chairman), Cllr H. Blake, Cllr A. Allison, Cllr S. Clifford, Cllr A Ford, Cllr J Higgin and Cllr F. Woodcock

IN ATTENDANCE:

Shropshire Cllr J Cadwallader and Miss S. Pimlott, Clerk to the Parish Council (PC)

PUBLIC

Two members of the public, Mr West and Mr Cowey, attended the meeting.

15108 APOLOGIES FOR ABSENCE

Cllr Lightfoot apologised for being unable to attend the meeting for business reasons. Cllr Lightfoot's apologies were accepted.

15109 DECLARATIONS OF ANY PECUNIARY INTERESTS

There were no declarations.

15110 OPEN FORUM

It was proposed that Standing Orders be suspended for the duration of Agenda Item 15110. This was unanimously agreed by all those Cllrs then present (Cllrs Ford and Higgin arriving following this resolution), and the Chairman declared the Open Forum open.

Mr West, who resides close to the Village Green, expressed concern about children riding their bikes on the Green. He said that the way in which the children rode their bikes onto the public highway when leaving the Green was dangerous. He was also concerned about the Green being used for ball games.

Cllr Clifford said that playing football on the Green was acceptable. The wooden pavilion on the Green had been located and built to be capable of being used as an open goal.

Mr West said that there was no clear sign on the Green advising users about what activities were permitted on the Green. Cllr Clifford suggested that the signs on the Children's Play Area needed updating and that the Exercise Area behind the Victory Hall now required a suitable sign. He said that consideration should be given to a sign on the Green.

Cllr Ford asked when the road and footpath works were going to be carried out on the Audlem Road. The developers had paid Shropshire Council (SC) to carry out the works some time ago. Cllr Cadwallader said that works were in the Highway Programme and were due to be carried out. Both Cllrs Allison and Ford praised SC for the excellent work it had carried out in extending the existing footpath along the Newcastle Road.

Cllr Woodcock said that a parishioner had informed him that the deficient manhole covers on the south bound carriageway of the A51 between Woore and Ireland's Cross were due to be repaired in the next fortnight.

Cllr Woodcock also said that the only Staffordshire bus service which called at Woore had ceased to operate. A bus service from Newcastle to Bridgemere was calling at Woore, once in the morning on the way to Bridgemere and once on the way back to Newcastle in the afternoon.

Mr West also asked about the PC's decision to seek designation as a Neighbourhood Area. He had volunteered to sit on the Group which had been created to support this objective. So far as he was aware, the Group had not yet met. Cllr Clifford confirmed the Group had not met and that an update on the Neighbourhood Area was on the Agenda for this meeting.

At 7.30 pm, the Chairman brought the Open Forum to a conclusion.

15111 TO CONFIRM & SIGN MINUTES OF THE MEETINGS OF 13TH JULY AND 10TH AUGUST 2015

The Council resolved to adopt the Minutes of the Meetings of both 13th July and 10th August 2015.

15112 TO DISCUSS MATTERS ARISING FROM THE MINUTES AND NOT INCLUDED IN THE AGENDA

1. **Neighbourhood Plan (15075 and 15098).** In February 2014, the Planning Group (the Group) had agreed to provide consultancy services to the PC. The Clerk reported that she had contacted the Group to check whether it would provide the previously agreed services at the same price. The Group had replied that, given the length of time which had elapsed since the original quote, it would need to review that quote and would like the opportunity to tender for the consultancy services when the PC was ready to proceed. Cllrs expressed disappointed with this outcome. At the time when the PC had looked for consultants, it had proved difficult to find any willing to provide the services required. The Clerk suggested that more consultants might now be prepared to provide such services. Cllr Cadwallader said that Market Drayton Town Council was employing consultants to assist it. It was agreed that the Clerk would speak to the Clerk to the Town Council and to the Clerks to neighbouring PCs to obtain details of consultants with the relevant experience.
The Clerk reported that SC's planning officer, Mr A. Mortimer, had finally replied to the PC's correspondence in which it had wanted to know why no progress had been made by SC to consult on the PC's application for designation as a Neighbourhood Area.
Mr Mortimer's reply enclosed a further Application Form and reiterated the procedures which SC would follow after the PC had returned the further Form. It was agreed that the Clerk would complete and return this further Form.
Cllrs expressed dissatisfaction about the complete lack of progress since the PC had met with Mr Mortimer and completed and returned SC's original Form. It was also agreed that Mr Mortimer's assumption that the PC's proposal was generated for negative reasons was unhelpful.
Mr Mortimer had offered to meet the Parish Council again. It was agreed that the Clerk should invite Mr Mortimer to attend the next PC Meeting.
2. **Highway Areas of Community Concern (15099).** The Clerk advised she had provided Mr Gradwell, SC's Northern Area Highways Officer, with Woore Parish Council's Submission of Areas of Highway Community Concern.
3. **15/02085/REM and 15/02806/REM (15106).** The PC's objections to both these planning applications, as recorded in the PC's Minutes of the 10th August, have been lodged with SC and are visible online on SC's Planning Portal.
The Clerk reported that she had also raised additional concerns in respect of inconsistent Landscape Plans and the omission from the applications of some matters which had been deemed necessary or desirable when outline permission for the Site had been granted.
4. **Tree Preservation Order (15100).** The Clerk said that she had written to SC's Amenity, Tree and Woodland Protection Officer (Ms A. King), to raise the PC's concerns about the felling of the two oak trees on the Site which is the subject of the planning applications referred to at 3 above. The felling appeared to be in breach of the outline planning conditions. The Council has yet to respond to this letter.
Ms King has now agreed, in addition to her opposing of the proposed landscaping scheme for the Site referred to at 3 above, to protect the remaining oak tree just outside the Site with a TPO.
5. **Lengthsman and Grasscutter Services (15049 and 15096).** The Clerk reported that she had met with Mr Jeffries and Mr Hawkins, parishioners, and with the grasscutter, but had yet to meet the lengthsman. The Clerk will report to the Council, following the end of this year's growing season, on the services delivered by the lengthsman, grasscutter and SC. This will assist the PC in deciding what services to provide across the Parish in the 2016 growing season and the best way to deliver those services.

15113 PLANNING

1. **15/02992/FUL.** Installation of roof mounted solar panels at the Corner House, 3 Syllenhurst Barns, Nantwich Road, Woore. Following a discussion in respect of this application, it was resolved that the PC would support the application, subject to SC resolving any concerns which it might have about the application if, as was thought, the building was listed.
2. The Clerk asked the Cllrs to agree to the adoption of a rota for the selection of the Lead Cllr to consult parishioners on any new planning applications. The rota would replace the current ad hoc time consuming procedure of the Clerk ringing round Cllrs to find a Lead Cllr. It would also ensure that the role of Lead Cllr was shared fairly between Cllrs. Cllrs would be eligible to be the PC's Lead Cllr for applications across the Parish and not simply for the areas in which they live. It was resolved that a Lead Councillor rota be adopted for future planning applications. The rota is to be drawn up by the Clerk.
3. **Freedom of Information Request re Section 106 Agreement – Phoenix Field.** The Chairman advised that he did not have a pecuniary interest in this Agenda Item which would prevent him from taking part in the discussion of it. However, he considered that he did have a personal interest and so he had decided not to take part in the discussion. The Chairman then withdrew from the meeting. In the absence of the Chairman, the Vice Chairman took the Chair. The Vice Chairman, who had proposed the motion, explained he was not satisfied with SC's replies to the PC's earlier correspondence seeking an explanation of why the Section 106 Agreement (the Agreement) had been discharged without the PC's views about that discharge being first obtained. He wanted to understand the chain of events after Shropshire Council's letter of 18th February 2014 (which stated the area to be a Local Amenity Area, i.e. public open space for use by the general public) and to discover who was responsible for the decision to discharge the Agreement, why that decision had been taken without any reference to PC and SC Cllrs and what advice had been sought and given about the decision to discharge the Agreement. A Freedom of Information (FOI) request by the PC, in the absence of a full response from SC, might provide answers to some or all of these questions. Cllrs expressed concern that there appeared to be a complete lack of openness and transparency about the discharge of the Agreement. All parishioners and, in particular, the residents of Phoenix Rise at Pipe Gate were directly affected by the discharge of the Agreement. Parishioners appeared to have lost public amenity or community land and no one knew why. It was also stated that, if the correct procedures had not been followed, then the decision should "fall away" and the process restarted. It was resolved that the Clerk should make an FOI request on behalf of the PC in the form set out in the Agenda.
4. The Chairman returned to the meeting. He said that he considered that the PC should fund a Cllr to receive training on the procedures which the PC would have to follow so that the Parish could be designated as a Neighbourhood Area. The Vice Chairman advised the PC that suitable courses (modules CG4006 and CG4007) were provided by the Society of Local Council Clerks and validated by the University of Gloucester. The cost of the modules was approximately £500 each. The Vice Chairman said that he would be prepared to undertake the training. Cllr Clifford proposed an amendment to the motion, so that a parishioner or Cllr could be trained. This amendment was put to a vote and not carried. Following a further discussion, it was resolved that the PC should fund a Cllr to undertake the course modules identified by the Vice Chairman and that the Vice Chairman should be the Cllr who undertakes those modules.

15114 CO OPTION OF A PARISH COUNCILLOR

The Clerk advised that the closing date for applications to fill the Parish Cllr vacancy was now closed. One application had been received and this was from Michael Edward Cowey, who resided at Mistletoe Bungalow, Candle Lane, Woore CW3 9RB.

Mr Cowey had also provided a letter setting out the reasons why he wanted to be a PC. This letter was read out by the Clerk and Mr Cowey was asked a number of supplementary questions by the Cllrs.

It was resolved to co-opt Mr Cowey as a Cllr.

15115 APPOINTMENT OF A SALC REPRESENTATIVE

It was resolved that the PC would nominate Cllrs Ford and Higgin, between them, to represent the PC at SALC meetings. It was also agreed that the Clerk should attend SALC meetings.

15116 SUSPENSION OF STANDING ORDERS

It was resolved to suspend Standing Orders so as to enable the Tree and Path Wardens to speak at PC meetings, at the discretion of the Chairman, until the next Annual General Meeting of the Council.

15117 REPRESENTATIVE'S REPORTS

- (a) **Tree and Path Wardens' Report** - The Path Wardens had contacted the Clerk prior to the meeting to say that they would not be providing a Report or attending the Meeting. The Clerk reported that, following a complaint about overhanging branches and hedges making the footpath between the Swan and the Village Green impassable, work had been carried out to clear the footpath. A further complaint had been made about the weeds and long grass at the front of the Swan. The Clerk had reported this to the brewery chain which owned the Swan and she had been told this concern was going on to be passed to the incoming tenants of the Swan.
- (b) **Moveable Vehicle Activated Signs (MVAS)** - The Vice Chairman gave an update on the most recent data from the MVAS. The Cllrs commented that they thought the deployment of MVAS had reduced the speed of traffic driving through the village and thanked the Vice Chairman for all his continuing efforts in deploying the MVAS.
- (c) **Shropshire Councillor** - Cllr Cadwallader confirmed that no public transport was funded by SC which now called at Woore. The SC Community Car Scheme identified Mrs H Grocott of Moss House, Gravenhunger as the nominated lead for the Scheme in Woore. Cllr Cadwallader reported that it was unclear how much that Scheme was being used.

15118 PARISH COUNCIL NEWSLETTER

Following a brief discussion, it was suggested that the forthcoming edition of the Newsletter should include the latest information about the delivery of high speed broadband.

15119 GOVERNANCE PROCEDURES

The Clerk advised that she, together with the Chair and Vice Chair, were undertaking a review of PC Procedures to ensure their compliance with recent changes in legislation. She would start with a Donations Procedure, Financial Regulations and Standing Orders.

The Clerk suggested that the PC should resolve to adopt the Loggerheads Parish Council Donations Procedure and Donation Application Form, subject to them being amended to read Woore PC in place of Loggerheads PC. The Cllrs resolved to adopt in principle both the Procedure and Application Form. It was agreed that the Cllrs should provide the Clerk with any proposed minor amendments they might wish to make prior to the next meeting, when the PC would resolve to adopt the final version of the Procedure and Application Form.

15120 PAYMENT OF ACCOUNTS

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| 1. S.H. Pimlott | |
| I. Salary | £1081.48 |
| II. Expenses | £255.19 |
| 2. Inland Revenue | £270.38 |
| 3. Tony Seabridge (Groundworks at the rear of Victory Hall) | £296.00 |
| 4. Anthony Loosemore (repair/restoration of Pipe Gate | |

Notice Board)	£257.13
5. Shropshire Association of Local Councils (course fee)	£20.00

The Council unanimously resolved to pay the above accounts.

15121 CLERK'S CORRESPONDENCE

The correspondence circulated by the Clerk prior to the meeting and referred to in the Agenda was noted.

Date of Next Parish Council Meeting: Monday 12th October 2015 at 7.15 pm

The Meeting closed at 9.45 pm.

Signed:

Malcolm Blake,

**Chairman of the Meeting held on 12th
October 2015**

Dated: