

## **Minutes of Woore Parish Council Meeting**

**Monday 13<sup>th</sup> March 2023, 7.30pm, The Victory Hall, Woore**



### **PRESENT:**

Cllr. M. Cowey (Chairman), Cllr G. Daville, Cllr, M. Carter, Cllr. R. Goodman, Cllr C. Hamilton, Cllr. M. Blake and Cllr. J. Higgin.

### **IN ATTENDANCE:**

Mrs H. Jackson (Clerk to the Council).

### **PUBLIC:**

There were 3 members of the public present.

### **22168 Welcome / Present, Apologies and/or absent**

Apologies were received from Cllr R. Aldcroft (Ward Councillor, Shropshire Council) due to personal commitments. It was unanimously **resolved** to accept apologies.

### **22169 Declarations of Disclosable Pecuniary or any other Interests**

Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests. 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 members' interests maintained by the Monitoring Officer. Members are reminded to declare any gifts and/or hospitality. (LGA 1972 s94).

No disclosable pecuniary interests were declared.

### **22170 Open Forum: to last no longer than 15 minutes**

No matters were raised by members of the Public or by Councillors.

### **22171 Approval of the Minutes:** of the meeting held on 13<sup>th</sup> February 2023 at 7.30pm.

It was **resolved** by majority to approve the minutes of the meeting, 13<sup>th</sup> February 2023, with no amendments.

### **22172 Matters arising:** to cover any matters arising from Minutes referred to in 22171.

Cllr Carter raised concerns over the condition of rail fencing at Audlem Road Village Green.

Cllr Carter raised concern over the height of trees on Audlem Road Village Green, it was noted that this would be referred to the grounds maintenance contractor for review. The earliest opportunity for trees to be cut back (unless presenting a danger) is October due to bird nesting season. Noted to check overhead cables.

The Chair requested that the quote for summer planting, currently being prepared by Cllr Higgin, include the addition of two new tubs to replace the damaged planters on the entrance to Woore Parish.

The Chair noted that streetlights currently out of order on London Road and by Woore School were reported but not fixed currently (Shropshire Council responsibility).

The Chair noted the issue regarding raw sewage on Audlem Road has still not been attended to by United Utilities but was being chased by WPC.

The Clerk reported a positive response from Shropshire Council regarding streetlight adoption, confirming the following:

- 5 No. Street lights on the Northlands -already -adopted from 20th October 2020 and are included in SC cyclic inspection regimes.
- 26 lights listed below will be adopted by Shropshire Council on 1st April 2023.
  - o 17 No on St Leonards Way estate (including Westfields Rise, Fairfield Rose, Blaizefield Close)
  - o 2 No in Pipe Gate (old road)
  - o 3 No on Dorrington Lane

- 4 No streetlights on The Grove (old part)
- Column condition survey to be carried out in advance of the adoption date to highlight any issues that require attention, although no work will commence until after the 1st April. After the survey is completed SC information systems will be updated indicating location and ownership and future jobs will be raised on the system and as necessary.
- Should be noted that any columns that are found to be structurally defective will be removed and replaced under a future Countywide programme of works. Indicative dates will be provided as failures are identified.
- During the survey SC will not record existing lantern type unless they are already LED and these will remain in situ. Work will be raised under the Council's Salix replacement programme to convert the remaining SOX lanterns to LED, based on the survey results, and will be included in the programme from 1st April 2023. Again, SC will provide indicative dates as lights are identified for replacement but are confident all will be replaced before Autumn 2024.
- As part of the survey and upgrades SC will ensure lighting records are updated to ensure energy payments are made to the supplier by the Council and from the 1st April.

The Clerk reported a response from Connexus Housing Association to queries relating to the number of social housing properties within the Parish, as following;

- Revenue from the sale of social housing will be invested to support refurbishment of other high-cost void properties and new development across Shropshire and Herefordshire – revenue from disposals in Herefordshire will likewise be used across Connexus in both Shropshire and Herefordshire.
- Current on-site development programme provided to WPC for circulation, there have been some 1285 homes acquired or built since 2015 – full list provided to Clerk. Where Connexus has not acquired/built in a certain area, this may be because there is no local housing demand identified, or it may be the local developer already has a relationship with a different Housing Association and does not offer their Section106 houses to Connexus. If the PC is aware of available land/housing need, Connexus is happy to discuss.
- Connexus currently own 36 properties in Woore Parish

	1 bed bungalow	2 bed bungalow	2 bed house	3 bed house	4 bed house	Total
Woore	13	8	3	10	2	36
Grove Crescent, Woore, CREWE, Cheshire	0	8	0	0	0	8
Kenrick Close, Woore, CREWE, Cheshire	13	0	0	0	0	13
Northlands, Woore, CREWE, Cheshire	0	0	2	6	0	8
Westlands, Woore, CREWE, Cheshire	0	0	1	2	2	5
Woodside, Audlem Road, Woore, CREWE, Cheshire	0	0	0	2	0	2
<b>Total</b>	<b>13</b>	<b>8</b>	<b>3</b>	<b>10</b>	<b>2</b>	<b>36</b>

- 
- All are in being maintained and lettings.
- There is no timeframe for the refurbishment/disposal of remaining properties, this is an ongoing plan.
- 6 Crossways / 3 Northlands properties been advertised for sale with Barbers in Market Drayton and the PC was notified directly.

The Clerk noted an outstanding action with Cllr Aldcroft to liaise with SC on other associations with properties within the Parish. Cllr Blake also raised concern over the current condition of some of these properties given three have been sold in quick succession, referencing that it is 'not economically viable for Connexus to carry out the works required to bring it up to a lettable standard and also meet the energy efficiency targets we have to meet in the future'.

The Clerk confirmed that bank signatories are now updated.

The Clerk noted that an advert for Councillor vacancies would be printed in the Parish Magazine, distributed to all residents in the Parish in March.

**22173 HS2:** to receive an update from the HS2 working party on mitigation/road modification discussions and related matters.

The working party noted that all actions since the previous council meeting had been circulated to Councillors. A summary was provided as below;

- Despite the publicly announced 2-year delay, early construction work programme will commence as planned, with the Kier contract currently in place until 2025.
- Night closures planned for core sampling works 2<sup>nd</sup>-17<sup>th</sup> May, traffic controls to be confirmed.
- Remote meeting invitations monthly (12 months) received for working party, awaiting concept design approval for road modifications.
- HS2 Engagement Officer replaced again by Victoria Roberts.
- Passing point historical hedges planned for removal, awaiting timeframe for works.
- Schedule 17 lorry routes response submitted to Staffordshire County Council (SCC). No update from SC on if it has responded with comments. Cllr Carter queried if the representative responsible for abdicating responsibility on behalf of SC, to SCC, has the legal authority to do so.
- Councillors discussed the seemingly continued lack of response from SC on HS2 related matters, the failure to provide an update on outstanding actions and to respond to important issues. Much discussion took place and all Councillors offered comment. It was noted that there is no formal Woore Action Group for HS2 any longer and the campaign is lacking in resident support.
- It was unanimously **resolved** to support a statement from Woore Parish Council, to the press, detailing dissatisfaction over the lack of support from Shropshire Council, particularly regarding transparency around HS2.

**22174 Shropshire Council Representative Report:** for Cllr R. Aldcroft to provide report/update on any relevant matters.

Cllr Aldcroft shared a report in advance of the meeting, a summary of which is below.

**SEND Transport** - *medium-term financial savings proposals published in December 2022 identified that the council would review the transport arrangements for education placements to ensure efficient use of resources, and work is underway to explore what those options are. Whatever options are identified, these options will not reduce or remove any of the transport assistance services that Shropshire Council has a statutory duty to fulfil for children with special educational needs and/or disabilities and those who remain living in their family home.*

**Shrewsbury Sports Village** - *operated by Shropshire Community Leisure Trust Ltd in partnership with Serco Leisure on behalf of Shropshire Council, launched hi-tech multi-purpose fitness space BOX12 at the centre. BOX12 provides a 36-minute circuit-based workout, consisting of 12, three-minute rounds. Sessions can be instructor-led for those needing some guidance, but the state-of-the-art technology used by BOX12 means exercisers flying solo can also use the fitness space and be guided electronically while they work out. BOX12 is free to current members, while any non-members can try it for £5 per session.*

**Woore HS2 Section 17** - *information has now been forwarded by Staffordshire Council to WPC in order that they can comment to Staffordshire's consultation which closes on 10th of March. News of a minimum delay of two years to section 2A of the HS2. Be clear that Shropshire Council will continue to support the mitigations and other issues regarding HS2 throughout this pause and when the project starts again. At full County Council I tabled a question regarding HS2 of which the Chairman has a copy. I was given a response to a supplementary question, in relation to dedicated officers and supervision over the next ten years.*

The Chair queried the SC response in light of the conversation earlier in the meeting.

**Grove school Community Steering Group** - *this relatively new group met for the third time at the Grove School on Monday 6th March. Comprising Police, Health, CAP, Governor, Youth Workers, County and Town Councillors with a brief to involve, inform and motivate the students and parents to promote the Grove School as a community involved establishment.*

**Safer Neighbourhood Team (Police)** - *Big Welcome to Ian McIntosh who knows the town and area very well having been brought up in Market Drayton and schooled at the Grove. In fact, he was amazed to be sat in a*

meeting in one of his previous classrooms, never thinking that he'd be there as a Police Officer many years later.

**Housing** - At Full Council (Thursday 2 March 2023), the motion was passed for up to 30 new homes to be bought to initially house homeless Afghan refugees and Ukrainian guests, who have been displaced by conflict. When no longer needed for this use, these homes will then be allocated to applicants from the housing register or used as temporary accommodation. The money to buy these homes will be made up of three parts and includes money from the Government's Local Authority Housing Fund. This fund was made available in December 2022 to targeted councils to buy housing stock, build new homes, convert existing non-residential properties, and refurbish dilapidated housing or empty homes into accommodation for families.

**Social Housing Woore** - In terms of the compulsory purchase of Shropshire Council (SC) land in the Woore area, there is no guarantee that any monies involved will be reinvested within Woore Parish.

## **22175 Planning:**

- a) **Decisions:** to acknowledge all planning decisions made between 13<sup>th</sup> February 2023 and 13<sup>th</sup> March 2023.

The following decisions were reported:

Reference: **23/00504/FUL** (validated: 15/02/2023)  
Address: Fields Barn, Bearstone, Market Drayton, Shropshire, TF9 4HG  
Proposal: Erection of a self-contained annex ancillary to main dwelling  
Decision: Withdrawn

\*It was noted that the following Enforcement Case notice was received in relation to land relating to the above application:

Date Received: 13/03/2023  
Reference: 23/09494/ENF  
Status: Pending Consideration  
Address: Fields Barn, Bearstone, Market Drayton, Shropshire, TF9 4HG  
Description of Issue: Alleged breach of planning control with construction of outbuildings without planning permission.

Reference: **23/00021/FUL** (validated: 05/01/2023)  
Address: College Fields Farm, Dorrington Lane, Woore, Crewe, Shropshire, CW3 9RT  
Proposal: Conversion of existing barns into 4no residential units  
Decision: Refuse

Cllr Blake queried why SC can not recharge applicants for the cost of notifying neighbouring properties regarding notice for planning applications, rather than simply removing the notice process entirely. It was recommended that this be noted as a question for Tracy Darke, during her attendance at the APM 17<sup>th</sup> April.

- b) **Northern Planning Committee Meeting 21<sup>st</sup> June 2022:** to receive an update on action in response to the granting of permission for the following application and possible action to pursue the judicial review \*subject to notice of section 106 agreement.

Reference: Planning Application Reference 22/01789/OUT  
Address: Land at Station Yard, Pipe Gate, Market Drayton, Shropshire

No update to report. Parish Council continues to monitor the SC planning portal for updates, the case is with the Case Officer. The Clerk noted that the developer had reached out to the Parish Council to request a meeting but it was declined unless the request was put in writing for consideration by Full Council. No formal request has been received to date.

**22176 Committee and Representatives Reports:** for Councillors/representatives to provide reports/updates on any relevant matters as required.

- a) For Councillors/representatives to provide reports/updates on any relevant matters as required.

**SC Remote Meeting Working Party** – No updates to provide. Next meeting 27<sup>th</sup> March 2023.

**Trees & Footpaths** – No report to provide. Outdoor Partnership invited to 27<sup>th</sup> March Remote meeting with SC to provide an update on outstanding issues.

**Village Hall** – Cllr Goodman circulated a report prior to the meeting.

- Committee meeting did not take place on 6<sup>th</sup> March due to too many absences, next meeting is 3<sup>rd</sup> April 2023.
- Events
  - o Film Night - 11<sup>th</sup> March
  - o Café Friday - 24<sup>th</sup> March
  - o Barn Dance - 15<sup>th</sup> April (ticket sales slow)
  - o Coronation - The Hall has confirmed it will provide premises free of charge for a community event (Sunday 7<sup>th</sup> May), but they may not be able to provide helpers.
- Sub-committee continues work on the HS2 bid. The Chair noted that the '2-year delay' should not be reason to pause any applications for funding.

**Chairmans Networking** – Next meeting scheduled 15<sup>th</sup> March, update to follow.

- b) To appoint a representative for the following roles:

- a. Old Woore School Trust

It was unanimously **resolved** to appoint Cllr. Jilly Higgin as representative with immediate effect.

- b. Financial Signatory (3no existing)

It was unanimously **resolved** to appoint Cllr. Colin Hamilton as an additional (forth) Signatory with immediate effect. Clerk to action.

- c. Member for Clerks Hours working party.

It was unanimously **resolved** to appoint Cllr. Malcolm Carter and Cllr. Rachel Goodman as representatives with immediate effect alongside Cllr. Malcolm Blake.

**MVAS / Community Speed Watch** – No data currently available, however the rotation for positioning will see the MVAS move to Crossways for a few weeks. CSW team still awaiting training of 2no volunteers. Advert in the Parish magazine seeking additional volunteers.

**Fix My Street** – Report circulated to Councillors in advance of the meeting and uploaded to the WPC website. Clerk Highways meeting 14<sup>th</sup> March, Clerk to query lack of response from SC to the outstanding issues.

**22177 Kings Coronation:** To approve a budget of £2,000 for the Kings Coronation celebrations of 7<sup>th</sup>/8<sup>th</sup> May 2023, including, in principle, the headline activity for the celebrations as outlined in a proposal made by Cllr. J. Higgin.

Cllr Higgin referred to a report circulated to Councillors ahead of the meeting. It summarised proposed plans for the Coronation celebration as follows;

- Sunday 7<sup>th</sup> May 2023
- 1030am Church Service (St Leonards) with the Bishop of Shrewsbury in attendance
- 1130am coffee and tea in the church
- 1.00pm Village Hall Parish BBQ – music, food, refreshments
- Coronation memento for children of Woore School
- Art competition for children of Woore School (national competition for a Coronation bench)
- Coronation crowns to be made and erected on all 4 entrances to the Parish
- Flag poles, flags and bunting to be hung (including businesses who didn't receive a flag for the Jubilee)
- There was a thought whether to charge a minimal fee for the BBQ food and all monies would be donated to a charity of the village choice.
- Estimated cost of £1700 with a contingency requested.

It was **resolved** unanimously to approve a fund of £2,250 for costs associated with the Coronation celebrations for the Parish. Advert to follow in the Parish magazine and further details to be discussed in due course.

**22178 West Mercia Police Local Policing Community Charter Contract:** to adopt top three priorities for FY 22\_24 as recommended by Police Charter representative Cllr C. Hamilton.

The Clerk referred to a proposal circulated prior to the meeting.

It was unanimously **resolved** to respond to the Charter Survey with the following priorities;

1. Speeding
2. Thefts (farms)
3. Police presence and response

**22179 0365 Email Renewal:** to approve FY23-24 renewal of O365 licenses for all current Councillors (7no) and Clerk (1no) in line with pre-approved budget and at the cost of £490.80 for 12 months.

The Clerk explained that renewal of the Microsoft 0365 licenses is due and reminded Councillors of the arrangement. It was unanimously **resolved** to renew licences for 12 months as follows, using the current provider.

Microsoft 365 Business Basic	7	£54	£378
Microsoft 365 Business Standard	1	£112.80	£112.80
			<u>Total £490.80</u>

**22180 Lengthsman / Grounds Maintenance Contract Review:** to approve a proposal for continuation of services for both Lengthsman and ground maintenance contracts noting any amendments for FY 23-24.

The Clerk provided an update on all matters attaining to the contract renewal for Lengthsman and Grounds Maintenance (grass cutting / general maintenance) duties, including reference to a full list of duties for each, circulated prior to the meeting. It was unanimously **resolved** that a continuation of services at the existing pricing could be agreed for duties as defined by the Clerk. It was noted that weed spraying would no longer be provisioned by the incumbent provider due to safety risks due to operating on the highways where speeding is an issue. It was agreed that the Clerk would contact Shropshire Council to determine if weed spraying is a service provided by them.

**22181 Environmental Maintenance Grant:** to resolve to accept the grant application as presented by the Clerk, for 3 years match funding to the value of £4,440 (£1,480.00 for 1 year) for ground maintenance and Lengthsman duties falling within grant criteria.

The Clerk noted that an application for £1,480 was submitted on 23<sup>rd</sup> February 2023. It was unanimously **resolved** to approve the EMG grant to the value of £1,480 for ground maintenance and Lengthsman duties falling within grant criteria. This is 50% match funded by Woore PC and falls well within the budget assigned for grounds maintenance for FY 2023/24.

**22182 Standing Orders:** to review and agree adoption of the revised Standing Orders March 2023.

The Clerk referred to the draft Standing Orders circulated prior to the meeting and noted the significant changes in the amended version.

It was unanimously **resolved** to adopt the Standing Orders (March 2023) with immediate effect.

**22183 Councillor Co-option:** to approve Parish magazine advertising for Councillor vacancies, Kings Coronation and volunteers for Litter picking/planting, within a budget of £50.

It was unanimously **resolved** to approve spend up to £50 for adverts to be placed in the Parish magazine.

**22184 Village Hall Defibrillator:** to acknowledge additional spend of £191.94 for a replacement external cabinet lockable door, bringing total spend to £603.42 (£103.42 over budget of £500 as approved 12<sup>th</sup> December 2022 item 22132).

It was unanimously **resolved** to approve the replacement of the defibrillator cabinet door for outside of the Village Hall, at a cost of £159.95 plus VAT. It was noted that a defibrillator training course should be provided to volunteers, Clerk to investigate.

## 22185 Finance

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

It was unanimously **resolved** to approve the following payments as presented.

Date	Recipient	Reason for Payment	Cheque Number	Net Amount	VAT Amount	Power of Expenditure
13.03.23	Helen Jackson	Clerk Salary (Feb): Gross Pay Bank Holiday Pay NI deduction Income Tax deduction (repay) Mileage Expenses Sundry *printer ink, padlocks, litter picking vests, litter picking gloves, lengthsman vest, defib dehumidifiers	1895	£648.50 £0.00 £0.00 £0.00 £0.00 £45.42 £112.93  <u>£806.85</u> <u>£829.14</u>	       £0.00 £22.29	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 1963 s.5 LG (FP)A 1963 s.5
28.02.23	Wel Medical	Cabinet door replacement (VH defib)	1896	£159.95	£31.99	LGA 1972 s.137
15.02.23	Acorn Electrical	Defib cabinet mount and electric supply (VH defib)	1897	£150.00	£30.00	LGA 1972 s.137
02.03.23	SSE	Electricity supply streetlights 1 <sup>st</sup> Feb-1 <sup>st</sup> March	1898	£183.86	£14.80	PCA 157 ss.3(1) & 7, HA 1980 s.301

ii) **Bank reconciliation:** for the Council to receive and accept the February month end bank reconciliation.

The Clerk agreed to circulate a full report post meeting and presented the months bank reconciliation figures as follows;

Current Account	£100.00
Reserve Account	£117,300.63
Total Balance	£117,400.63
Unpresented Cheques	£1,967.94
Closing Balance	£115,432.69

Split as follows;	
Recreational Fund	£10,106.00
CIL Fund	£52,063.24
General Fund	£53,263.45

**22186 Clerk's Report and Correspondence:** to receive a summary of Reports and Correspondence for the period from 13<sup>th</sup> February 2023 to 8<sup>th</sup> March 2023.

The clerk noted the following:

- Contact made with Star Pubs (owners Cooper Arms) to request site visit to clear up litter and debris from the external areas which are looking particularly bad whilst the pub sits dormant. Confirmed no progress on finding a tenant currently.
- Roadworks Bearstone Road 23<sup>rd</sup> May 2023.
- Applicant Barn India Development requested feedback from the PC on change of use for the development. PC declined and referred to pre-planning advice from SC.

All other correspondence for the period stated above was circulated to Councillors prior to the meeting.

Items noted for the April agenda include:

- Summer planting proposal
- Coronation update
- WPC asset register

---

The meeting closed at 9.36pm.

#### **DATE OF NEXT PARISH COUNCIL MEETING**

17<sup>th</sup> April 2023, 7.30pm and Annual Parish Meeting (followed by Ordinary Parish Council Meeting 9.30pm) and 15<sup>th</sup> May 2023, 7.30pm

Signed.....(Chair)

Dated 17<sup>th</sup> April 2023

<b>Agenda Item</b>	<b>Motion</b>	<b>Cllr</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>22171</b>  <b>Prop:</b> <b>Goodman, R</b>  <b>Second:</b> <b>Daville, G</b>	<b>Approval of the Minutes:</b> of the Extraordinary Meeting held on 13 <sup>th</sup> February 2023.	Goodman, R	X		
		Daville, G	X		
		Carter, M	X		
		Cowey, M	X		
		Hamilton, C	X		
		Higgin, J	X		
		Blake, M			X