

Chelmarsh Parish Council

Parish Council meeting held on Tuesday 27th June 2023 at 7.30pm in Chelmarsh Parish Hall.

Present: Cllrs P Thomas, Vice-Chair who Chaired the meeting, S Garrett, D Garrett, A Cadwallader, R Bebb.

Clerk: Mrs F Morris

Parishioners: zero

0) Parishioner's time: None present.

1) Apologies for absence: Received from Cllrs R Woods and T Cole.

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.

None declared.

3) Minutes of last meeting – 23rd May 2023:

These were circulated with the agenda and were proposed, seconded, and **RESOLVED to accept as a true record.**

4) Matters arising from minutes:

a) Clerk's update:

Astbury Road reply to Eardington PC from Peter Gould:

We are just waiting for our term maintenance contractor Kier, to get their temporary works approved before they can start on site. As soon as this is completed, they will be able to advise us of start and completion dates. An update will be sent out by their communications team in due course.

Astbury Falls – 27.6.23.

Good morning Andy,

I have just been informed that about 5.30am this morning the road signs and barriers were thrown into the hedge on Astbury Lane and a vehicle pulling a heavily laden trailer was driven across the bridge.

Could you please arrange for someone to inspect the bridge and replace the road signs. Is there any possibility of placing concrete blocks to prevent a recurrence a similar incident?

Many thanks

Eileen Reynolds

Clerk to Eardington Parish Council

Reply to Eardington Chairman:

I have notified our contractor who will arrange for the fencing and signs to be re-erected. The works are planned to be completed by the [14th July](#). If the proposed date is delayed, I have asked for heavy weight concrete blocks to be erected at the site

Regards

Peter Gould

Bridges and Structures Engineer

Highways Maintenance Place Directorate

The Astbury – lodge delivery:

Clerk was only notified late the night before about the latest lodge delivery so emailed and asked for more notice in future. Reply was:

I do apologise on behalf of the lodge manufacturer, I found out about this transport approximately three minutes before I sent you the email yesterday.

Normally I would be able to give you at least a few days' notice.

Apologies again but thanks for your help in this as always, much appreciated.

It does appear that there had been some kind of 'protest' on the day, but we have no further details.

There had also been a 'near miss' at the junction to Astbury o Chelmarsh bank due to signage blocking half the road.

b) Any others:

A few potholes had been filled in recently.

New gate at playground appears to be dragging slightly and cannot be pushed right back. Chairman and Clerk met with John Higgins prior to the meeting who has agreed to rectify this.

Clerk had been told that three lots of dog mess had to be cleared from the field by someone who went to use the field with her children.

People are not putting their dogs on leads when on the field, despite signage.

5) Planning applications/permissions/refusals received:

a. Reference: 23/02313/PMBPA (validated: 01/06/2023)

Address: Proposed Residential Barn Conversions North of Lower Sutton Farm, Hampton Loade, Bridgnorth, Shropshire

Proposal: Application for prior approval under Part 3, Class Q of the Town & Country Planning (General Permitted Development) (England) Order 2015 for the conversion of agricultural buildings to form two dwellings

Applicant: Mr Robert Collins (Lower Sutton Farm, Hampton Loade, Bridgnorth, Shropshire, WV16 6BQ)

After discussing these plans fully Cllrs raised no objections, subject to Building Regs/Conditions being adhered to.

b. Reference: 23/01671/CPE (validated: 19/04/2023)

Address: The Nest, Hampton Loade, Bridgnorth, Shropshire, WV16 6BN

Proposal: Application for a Lawful Development Certificate for the existing use of the residential extension built in 2017

Decision: **Certificate - Lawful**

c. PLANNING REFERENCE: 23/02388/FUL DEVELOPMENT PROPOSED: Proposed front and side / rear extensions LOCATION: The Poplars, Covert Lane, Chelmarsh, Bridgnorth, Shropshire. OS REFERENCE: 372449 - 286514 APPLICANT: Mr Johnson

Councillors looked at these plans but felt that this would not affect anyone, and no objections were raised, subject to Building Regs/Conditions being adhered to.

d. Planning Enforcement Cases for 19/06/2023 relating to parish of Chelmarsh; Clerk confirmed there are three at present.

e. Any others received after issue of agenda: None.

6) Reports:

a) Shropshire Councillor's report: No report received but Cllr Tindall had mentioned in a previous email about the Boundary Review that he had written to SC saying that 'from my perspective neither Chelmarsh nor Eardington look towards Highley but may well do so towards Bridgnorth.'

Cllrs did not feel that this was the case as people use both Highley and Bridgnorth Dr's but needed more information before a decision was made.

It was agreed that the Clerk emails Cllr Tindall asking him to ensure that he can attend the next meeting or if need be the PC would host a meeting and invite Eardington, Billingsley, Glazeley along. Clerk urged asked Cllrs not to mix this up (Shropshire Cllr review with a Parish Council review due later.

b) Police: Poster put up on boards. New Officer is now PC Oliver Jones instead of PC Strangwood. PCSO Fletcher was hoping to attend tonight, but she is unable to drive at present, PCSO Shelly Hyde is being moved to Shifnal and Broseley, but will maintain cover for us until a new PCSO is appointed. Photo of motorbike Speeding had been sent to Police, but the registration could not be read so they were unable to identify rider.

c) Parish Hall – fete 8th July. Clerk will remind them to check for any dog mess on the field.

7) Finance:

a) **Accounts for approval:** These had been emailed to Cllrs and Clerk also provided a copy:

- i. Sign off accounts as presented by Clerk: Clerk explained accounts, no questions asked, and it was **RESOLVED to approve/sign accounts.**
- ii. To consider Internal Auditor's report – Read out by Clerk and it was **RESOLVED to accept this.**
- iii. To complete Annual Audit form AGAR section 1 – All completed and **RESOLVED that Clerk and Chairman sign this.**
- iv. To complete Annual Audit form section 2 – accounting statements/certificate of exemption – **RESOLVED and signed by Clerk and Chairman.**
- v. To approve Asset Register – **RESOLVED to approve this.**

b) Accounts for payment:

- Clerks' salary – standing order.
- HMRC PAYE - £100.40
- Street Lighting Maintenance Renewal Contract invoice £35.68
- Data Protection fee - Reminder to renew ICO:00013387894 - £40.00
- Insurance Renewal Confirmation [Version Ref: 116070054] - £417.56 on 3-year contract
- John Higgins Account - £1230, approved last meeting and paid.
It was proposed, seconded, and **RESOLVED that all these are paid via BACS.**
- Any other accounts received since issue of agenda - none.

c) Income since last meeting - £37.45 clothes bank (May), VAT return – £823.51, SC – EMG - £1500.

8) Parish problems:

- Problems raised by Cllrs:
 - ✓ Potholes, especially Chelmarsh Bank
 - ✓ Speeding
 - ✓ White lining needs replacing
 - ✓ Double hedges need cutting. Clerk explained that she had been contacted by a landowner who had an implement, which was on the back of a trailer, caught on some wire or something and this could easily have swerved into an oncoming vehicle. Clerk had reported this incident to SC but will report this again.
 - ✓ Hedge opposite Garland also belongs to SC and just up the road at 'Cut throat,' although landowner has already cut this.

- ✓ No turning sign at The Yeomans not yet replaced.
 - Highley Health and Wellbeing Group – updates. Letters sent out to patients, but no comments had been received.
- 9) Correspondence: including Emails sent to Cllrs: All noted as received unless comments made:
- SALC Information Bulletins
 - SC – Electoral Roll/alterations
 - Boundary Review – discussed earlier.
 - PCC newsletter - May 2023
 - SALC - Health & Wellbeing - two-part online event - 20th & 27th July 2023, 6.30pm - 8pm
 - Letter from R Williams & R Evans re: Use of Cricket field. Clerk read this out, but it was queried whether music could be played after midnight on a Saturday. **RESOLVED to reply saying the PC prefer midnight cut off.**
 - South Staffs Water – River Silt removal – any problems reported? None.
 - Lengthsman Scheme – discussions took place regarding this scheme, and it was **RESOLVED to ask Richard Millington to attend the next meeting to discuss the options.**
 - Bridgnorth and Shifnal Area Committee Meeting 19th June 2023 – any report? No one attended, but Clerk pointed out that fees for the Area Committee will not be charged next year.
 - Ian Russell - New FixMyStreet updates on report: 'Potholes' – forwarded to SC.
 - To confirm permission granted to Jiggy Wrigglers for use of playground. Accepted.
 - Google Analytics 4 – Web Orchard
 - SALC - TOWN & PARISH COUNCILS and PARISH MEETINGS & D-DAY 80 - 6TH JUNE 2024
 - NALC Legal Update – June 2023
 - SALC - CONSULTATION: Shropshire Council Statement of Licensing Policy 2024-2029 – On SC website
 - The Astbury lodge delivery – dealt with under Clerk's report.
 - How to Spot a Phishing Email – Web Orchard
 - Any other after issue of agenda
 - Town and Parish Council survey 2023 – Police. Clerk will complete.
 - Tracy Johnson - Place Plan Review - Engagement and Guidance. Cllr Thomas had sent comments to Clerk, which by other Cllrs.
 - Update regarding the NHS letter to Highley patients – asked if any feedback after letters had been sent out? None.

11) Date of next meeting: **25th July 2023**

There being no other business the meeting closed at. 9.55pm.

Payments to make/confirm:

Clerk's salary - £xx paid by standing order.

HMRC PAYE - £100.40

John Higgins - £1230.00

Gallagher Insurance - £417.56 3-year contract

Information Commissioner - £40

Eon Street lighting contract - £35.68

Signed: Chairman

Date: