

WROXETER & UPPINGTON PARISH COUNCIL

Minutes of the meeting held in the Wroxeter Vineyard Visitor Centre, Wroxeter on the 12th November 2018 at 7:30pm

Present: Councillors B Nelson (Chairman), V Amos, J Davies, P Davies, M Millington, S Rowland, I Sherwood

In attendance: Sarah Morris (Clerk), Councillor C Wild (Shropshire Council)

1. PUBLIC SESSION

There were no members of the public present.

2. TO RECEIVE APOLOGIES FOR ABSENCE - None.

3. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS & DISPENSATION REQUESTS - None.

4. TO CONFIRM & ACCEPT THE MINUTES OF THE MEETING OF 10TH SEPTEMBER 2018

It was **RESOLVED** to accept the minutes of the previous meeting.

5. MATTERS ARISING FROM THOSE MINUTES - None.

a) **Airband.** There had been no further issues reported to Parish Councillors. Cllr Wild had put Chris Taylor into contact with residents who had contacted her with queries and problems.

b) **Highway matters.** Further to the July meeting, Cllr Nelson had contacted Ian Walshaw who had advised that Ishmore Lane could not be redesignated, but that advisory signs could be installed to deter vehicles from using the road. It was **RESOLVED** to request installation of advisory signs to state 'Single track road with no passing places for ½ mile'.

6. REPORT FROM SHROPSHIRE COUNCILLOR

Environmental Maintenance Grant. The revised Environmental Maintenance Scheme was now agreed and the Parish Council would be able to bid for money from the Environmental Maintenance Grant, providing that the Parish Council could match fund the project. Cllr Wild suggested an application could be made for the visibility splay at key areas within the Parish. Councillors identified the key sites as the main Wroxeter crossroads (by the visitor centre) and the Lower Longwood crossroads, both of which would require at least monthly cutting during the summer months to maintain visibility. It was **RESOLVED** that the Clerk would seek a quote from a local contractor for this work and bring to the next meeting.

Ironbridge Power Station development. A planning application for the development was anticipated in Spring/Summer 2019. Cllr Wild again emphasised the implications for Wroxeter and Uppington of increased traffic once the homes were occupied and that there may be a need for improvement of the key routes through the parish towards Shrewsbury from Buildwas. Cllr Wild advised the Parish to respond to any relevant planning applications as they were submitted.

Highways budget. Although the budget continued to be stretched, additional funding was available for pothole repairs. It was **RESOLVED** that Cllr Nelson would contact Ian Walshaw to seek assurance that the previously reported potholes within the Parish, some of which had been marked up but not repaired, would be included within the repair schedule for 2019/20.

7. ASSET REVIEW

Councillors had inspected the Parish Council's assets and fed back on the condition:-

Bus shelter – Bluebell Crossroads	Condition fine, with some rot starting to set in.
Bus shelter – Lower Longwoods	Condition good
Noticeboard – Wroxeter	Condition good

Noticeboard – Uppington
Playground

New
Condition good as per ROSPA report. Rotten support
timbers on cradle swing to be replaced.

Cllr Amos presented a quote for £100 to replace the rotten timbers on the cradle swing. It was **RESOLVED** to instruct the contractor to replace the timbers (Proposed: Cllr J Davies, Seconded: Cllr M Millington, all agreed).

Cllr Nelson would inspect the outstanding assets, i.e. bus shelters in Wroxeter and Norton, and report back to the Clerk.

8. PLANNING MATTERS

(a) Planning notifications for information

Reference: 18/01378/FUL Orchard Barn, Rushton, Telford, Shropshire TF6 5AG
Erection of single storey extension with internal alterations (amended description)
Decision: Grant Permission

(b) Planning applications for comment - none

(c) Planning applications received between meetings - none

9. FINANCIAL MATTERS

(a) To approve bank reconciliation and budget report

It was **RESOLVED** to approve the bank reconciliation and budget report.

(b) To approve invoices for payment

It was **RESOLVED** to approve the following payments:-

Chq.	Payee	Description	Amount
497	S Morris	Clerk salary & expenses Oct/Nov	£397.80
498	HMRC	Clerk tax	£1.40
499	M Millington	Heating expenses	£10.00
500	Post Office Ltd (Shropshire Council)	ROSPA inspection	£96.00

10. GENERAL DATA PROTECTION REGULATIONS

It was **RESOLVED** to approve the template policies as circulated with the agenda: Privacy Notice (staff and Councillors), Security Incident Response Policy, Data Processing Log, Data Impact Assessment.

11. CORRESPONDENCE

a) **Letter from SDH Accounting** SDH Accounting had written to express interest in auditing the Parish Council end of year accounts 2018/19. It was **RESOLVED** that SDH Accounting be appointed as Auditor for 2018/19 end of year (Proposed: Cllr P Davies, Seconded: Cllr V Amos, all agreed)

b) **Email 1.11.18 SALC Area Committee** Next meeting 15.11.18, 6:30pm - noted

c) **Email 1.11.18 Citizens Advice Shropshire** Invitation to AGM 29.11.18, 5:30pm - noted

d) **Email 18.11.18 Town & Parish Council Forum** Next meeting 29.11.18 10am - noted

e) **Email 2.11.18 Cllr R Macy** Cabinet papers and upcoming Local Plan consultation - noted

12. PARISH MATTERS

Councillors highlighted the following parish matters:

a) Mattress in Patch Lane. Cllr Nelson had reported this in the summer but no action had been taken.

b) Potholes. Councillors highlighted the following locations of potholes which were becoming increasingly dangerous and in need of repair:

- Unnamed lane between Brickyard Farm and Baxter's Farm;
- Horseshoe Lane.

c) Water on Ishmore Lane. Standing water on the junction with Ironbridge Road after heavy rain was causing danger. Cllr Millington advised that this was due to a blocked drain.

- d) Deer on Ironbridge Road. Cllr Amos reported two accidents in which vehicles had been written off, and there had also been a number of near misses. It was suggested that road signs to advise drivers of the potential danger could be installed.
- e) Flooding on Smethcote Drive. Cllr Nelson informed Councillors that he had liaised between Shropshire Council and a resident who had reported flooding.

Cllr Nelson would report the parish matters identified in items a-d above to Shropshire Council and request action.

13. EMPLOYMENT MATTERS

It was **RESOLVED** to award one additional pay point to the Clerk with effect from 1st December 2018 (Proposed: Cllr Amos, Seconded: Cllr Millington, all agreed).

14. DATE OF NEXT MEETING

Monday 14th January 2019 at 7:30pm Visitor Centre, Wroxeter Vineyard

The Chairman declared the meeting closed at 8:18PM

Signed:..... Date:.....