

Mrs J Savage and Mr G Baxter, both in attendance, stated their interest in being co-opted into office. Member's discussed how co-option could be undertaken.

It was **RESOLVED** to suspend Standing Orders

Cllr Mrs Seymour asked whether the Borough's process for co-option was being followed and, the clerk confirmed that it was.

It was **RESOLVED** to re-instate Standing Orders

Cllr Mr Ballantyne proposed that both Mrs Savage and Mr Baxter were co-opted immediately because, had they been nominated through the election process, they would have been elected automatically. It was therefore **RESOLVED** that Mrs Savage and Mr Baxter be co-opted to the Office of Parish Councillor for the Admaston & Bratton Ward. Both signed their Declaration of Acceptance of Office, witnessed by the clerk, and took their place at the meeting table.

Introductions took place.

19/67 Public Session

No members of the public were present.

19/68 Borough Councillors Report

Cllr Mrs Seymour reported that the Conservatives lost seven councillors in the election, a loss believed due to the current national situation. Cllr Seymour made the Council aware of the proposed merger of the Telford & Wrekin and the Shropshire Clinical Commissioning Groups and explained they would form a new Commissioning Group. The Chair asked what the role of the CCG was, and Cllr Seymour advised it was the clinical commissioning of NHS services.

19/69 To Confirm and Agree the Minutes of the Previous Meeting

It was **RESOLVED** to confirm and sign the Minutes of the Meeting held on 10th April 2019.

19/70 Committees/Working Groups

Finance & General Purposes Committee – The Chair explained the purpose of the committee and proposed it was retained. Following discussion, it was proposed that the work done by the committee should be incorporated within the monthly Parish Council meeting and reviewed in the future if this proved difficult to manage. It was **RESOLVED** there would be no F&GP Committee this forthcoming year.

Traffic Working Group – The Chair gave background to the formation of the Group, explained its purpose, what it had achieved so far and, extended the hope that there would be more action this year. Cllr Baxter requested to be a part of the Group. It was **RESOLVED** that the Group members were The Chair, Cllr Mr Ballantyne, Cllr Bevis, Cllr Baxter and Mr Barry Cartwright (It was confirmed that the Working Group was not open to the public, but that the public could be co-opted on to it, as with Mr Cartwright).

19/71 Representation on Outside Bodies

Wrekin Area Committee – The Chair proposed that this remain, as before, and it was **RESOLVED** that the Chair and the clerk would attend.

Admaston House Trust – The Chair explained the function of attending this meeting was to share information and work more closely with the Trust. It was **RESOLVED** that Cllr Baxter would attend.

Quarry Liaison Group – It was **RESOLVED** that the Chair, Cllr Bevis, Cllr Mrs Savage and Cllr Thomas would form this group.

19/72 Meetings of the Council

It was **RESOLVED** that the Council would continue to meet on the 2nd Wednesday of the month, other than August. The meetings would again alternate between Admaston House and Wrockwardine Parish Hall.

19/73 Councillor Training

The Chair stated the importance of up to date training for all councillors. The clerk will circulate the list of SALC training available until the end of the year. **Clerk to action**

19/74 Planning Matters

a) To consider applications and receive permissions and refusals

1. Applications

TWC/2019/0356	Photovoltaic Solar Farm, Charlton	Siting of 1no. storage container
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Members discussed the application. Cllr Mr Ballantyne suggested that the colour green was not a colour of the countryside and asked that the Council ask that serious consideration be given to an alternative colour for the container such as slate grey or Westmorland Blue, this would help it blend in with the surrounding countryside and make it more aesthetically pleasing. **Clerk to action**

TWC/2019/033	Rivendell House, Bratton Road, Bratton	Conversion of existing loft space
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Application was withdrawn on 14/5/2019

2. **To consider applications received after the date of the agenda**
None received
3. **Permissions**
None received
4. **To receive any permissions received after the date of the agenda**
None received

b) Local Plans awareness

The Chair asked for this item to be kept on the agenda for awareness of local plans. A discussion took place regarding the current planning processes and issues with them. The Chair stated the example of Rushmoor Lane where retrospective planning permission had been regularly used, despite complaints from the Parish Council and residents. Cllr Bevis shared this view and commented that he was astounded at what had been done at that site. Cllr Mr Ballantyne commented on the national process and the inevitability that a balance had to be drawn between conflicting interests and how these issues are reflected across the country. Whilst members agreed it was still not right for planning processes not to be adhered they felt the issues were with Westminster and acknowledged that the Borough Council has resource issues for enforcing conditions.

It was **RESOLVED** to suspend Standing Orders

Cllr Mrs Seymour stated that it would be difficult to change things fundamentally and difficult to know when things are not done correctly because of lacking expertise in the field. It was again acknowledged that the Borough does not have enough staff to deal with all the issues. Cllr Seymour confirmed that she had talked to a colleague on the Plans Board and asked for a meeting with a senior officer at T&W. The Chair agreed these were small steps and suggested that she work with Cllr Seymour to effect improvements. Members agreed they were comfortable for this to be taken forward.

It was **RESOLVED** to reinstate Standing Orders.

19/75 Parish Matters

a) RoSPA Inspection – Mr Farrington reported via Cllr Bevis that the playgrounds had been inspected and there was nothing to report. Members discussed payment for Mr Farrington's services and whether he could continue carrying out the inspections, which it was acknowledged were time consuming. The Chair said she would seek Mr Farrington's views and that RoSPA be asked as to a fee for a visual check of equipment. Cllr Ballantyne asked whether the Youth Shelter and the outdoor gym are inspected, and the clerk said she would check. **Chair & clerk to action**

b) Allotments – The Chair reported how the unrest within the Society meant that it was not operating as it should. The EGM scheduled for Friday 17th May 2019 had been called by members of the Society. The Chair, Cllr Bevis and the clerk will attend. Discussion took place amongst members regarding eligibility for plots and that new applicants should be within a limited radius of the Parish, members did not reach a decision regarding this and wanted to know the location of the current plot-holders and those currently on the waiting list before making it. This information will be brought to the next meeting. The Chair confirmed that the purpose of the Parish Council's attendance at the EGM was to tighten up the constitution, rules and the agreement with the Parish Council. Thereafter it was likely that a new membership committee would be formed by

the members themselves. Cllr Ballantyne indicated that he was happy to leave the judgements and details at the meeting to the Chair and Cllr Bevis and, that it should be made clear that if not resolved, the provision could be withdrawn. Cllr Mrs Savage queried the accounts of the Society and the Chair confirmed that whilst there was money there, in its current form, the Society were unable to use it. The Chair suggested that the accounts themselves were probably not up to date because of the current situation and with new people joining the society. Further details and updates will be reported at the meeting in June.

- c) **Parish Newsletter & Communications** – The Chair advised that the deadline for inclusion in the church newsletter (which is the 14th of every other month) had passed. Cllr Thomas suggested electronic newsletters shared via social media. The Chair explained that the Parish’s newsletter last year garnered little response from residents and that the community approach was favoured. Suggestions for the next publication were; welcoming new members and an update on the SIDs.

d) **Reports on local meetings** –

Admaston House Trust – the Chair attended the meeting which was not quorate and was therefore an informal discussion. Cllr Baxter asked about attendance at local groups and Cllr Ballantyne advised that local groups are asked to the Annual Parish Meeting.

Meeting with Angie Astley, T&W - The Chair and Cllr Mr Ballantyne attended and gave a summary of their discussions there. The Chair took the list at Appendix A, alongside the Chair’s APM report. The purpose of the meeting was to find a way of working together. Angie Astley had sent the Chair an email following the meeting thanking for the points raised and assured her that the Borough would start looking at them.

The Chair brought the items under Traffic Matters item 19/79 to this agenda item as they were relevant to discuss at this point. Details of the Borough Council’s proposals for traffic calming in Admaston, using Parish Council’s reserve of £25k were distributed and the background given to the new members. Cllr Mr Ballantyne went through the details and these were discussed. It was agreed that these were a starting point and more would follow.

The Chair reported that the sign at Allscott had now been down for 12 months, which was totally unacceptable.

- e) **Public Pride** – The Chair updated members on the completion of the notice board at Admaston and work was starting on the Charlton bus shelter. The telephone kiosk at Allscott will be repaired and repainted next. The clerk was asked to investigate the cleaning of the other bus shelter in Admaston as the fee for this was considered high. **Clerk to action**

f) **War Memorial** – Cllr Mr Ballantyne offered to source an alternative to the costings provided by the clerk, which were felt to be too high. **Cllr Mr Ballantyne to action**

g) **Admaston Green Track** – Two tenders had been submitted and the clerk confirmed prices of £8,857 + VAT and £13,512 + VAT (this could be reduced by £1,984 + VAT if different edging were used). The Chair stated her intention to meet both contractors separately, on site, to discuss the proposals further before a decision made. Cllr Mrs Ballantyne asked if maintenance was included in the tender and, the Chair confirmed it was, for three years with provision to provide a quote for ongoing maintenance after that.

Cllr Bevis asked about the plastic matting for the Orchard, which was previously being dealt with by a member no longer on the Council. The clerk was asked to investigate. **Clerk to action**

19/76 Finance

a) **Accounts for payment** – list & cheques

TABLED

b) **Bank reconciliations**

TABLED

c) **New signatories** – it was **RESOLVED** that these would be The Chair, Cllr Mr Ballantyne, Cllr Mrs Savage and Cllr Paul Bevis.

d) **Internal Audit Report** – The clerk confirmed that the Internal Auditor had completed the audit and reported that:

“The standard of administration and system of internal controls relating to the audit areas examined throughout the financial year were considered to be of a satisfactory standard, which adequately meets the needs of the Council”

e) **Annual Governance Statement (AGAR)** – Members considered the questions on the statement and answered them accordingly. The Chair signed the statement to confirm it was approved.

The Clerk confirmed the dates of the period for the ‘Exercise of Public Rights’ would commence on Monday 17th June 2019 and end on Friday 26th July 2019.

19/77 Review of Standing Orders & Financial Regulations

It was **RESOLVED** to keep the current Standing Orders and Financial Regulations but that both needed updating. The clerk was asked to email the documents to Members for them to look at. An EGM would be arranged to consider amendments. **Clerk to action**

19/78 Updating Risk Assessment & other documents

The Internal Auditor suggested that the current risk assessment needed updating and the clerk suggested that all current policies be examined and refreshed along with some additional ones not currently held. The clerk was asked to begin work on these so that members could review them. **Clerk to action**

19/79 Traffic Matters

Cllr Bevis asked for the road surfaces in Wrockwardine be put on the agenda for discussion next month. He also asked for one of the trees in The Avenue be reported to the Borough as unsafe. **Clerk to action**

19/80 Correspondence

The clerk confirmed receipt of two Grant Applications. Cllr Ballantyne reminded members that it had previously been agreed that grant applications would be considered in March and July only. The clerk was asked to write and confirm that the applications would be considered in July. **Clerk to action**

19/81 To note the date of the next meeting – The next meeting to be held on **Wednesday 12th June 2019** at **Wrockwardine Parish Hall** at **7.30p.m.**

The meeting closed at 10.10p.m

Signed _____ Date _____
(Chairman)