

Donington with Boscobel Parish Council

**Minutes of the Meeting of Donington with Boscobel Parish Council
held on Tuesday 17th October 2023 at the Methodist Church Hall, Albrighton at 7pm**

In attendance: Cllrs David Beechey, Lee Chatburn, Suzy Francis, Dawn Harper, Christine Jones, Robert Parry, Virginia Sankey, Phil Ogle, Adrian Robinson and the Parish Clerk (Vanessa Voysey)

2023.62 Welcome by the Chair

The Chairman welcomed everyone to the meeting

2023.63 Apologies for absence and reasons:

There were no apologies for absence at this time

2023.64 Declarations of Interest: a) Pecuniary b) Personal

Cllr David Williams declared a personal interest in Remembrance Day Funding as the Treasurer of the Royal British Legion, and an employee of MW Medics

2023.65 Public Session:

There were no questions from the public at this time

2023.66 Minutes:

It was proposed, seconded, and resolved to confirm the minutes of the Council meeting held on Tuesday 19th September 2023 as a true record

2023.67 Matters Arising

a) St Cuthbert's Meadow Working Party

Cllr Lee Chatburn gave an update of the St Cuthbert's Meadow Working Party, noting that the last meeting had been cancelled due to ill-health of members.

As the last Parish Council has agreed to the purchase of signs, three quotes will be obtained for the next meeting.

It was agreed to ask for the kissing gate being replaced at Newport Road to be kept for use elsewhere. It will require some welding repair.

b) St Cuthbert's Bridge

Cllr Lee Chatburn said he had confirmation from Shropshire Council's bridge officer that the quote for a replacement bridge is £21,091.28 net. It is a galvanised bridge and the price will include removing the old bridge and replacing it with the new one. He noted that the repair work is very good but that it does bolt onto old wood. Replacing the bridge is project to consider for Spring or Summer next year.

There was some discussion on the potential deterioration of the bridge. Cllr Suzy Francis questioned the liability for safety. The Parish Clerk noted that the Parish Council had a high level of reserves, as mentioned in the Internal Audit, and that there was sufficient money to cover the cost of the replacement bridge without impacting significantly on other potential maintenance repairs.

Cllr Adrian Robinson proposed to replace the bridge with the Shropshire Council quote of £21,091.28. This was seconded by Cllr Lee Chatburn.

Cllr Robert Parry proposed to delay a decision until a full financial breakdown for the complete area is available. There was no seconder for this proposed amendment and it therefore fell.

It was proposed, seconded, and resolved, to replace St Cuthbert's Bridge with the quote from Shropshire Council at the cost of £21,091.28 net.

2023.68 New Business

a) Road Signs

The road signs at Brooklands Road at the junction with Station Road are unreadable on one side, and propped up against a wall on the other. It was agreed that this should be reported on Fix My Street by the Parish Clerk.

Cllr Phil Ogle requested that the missing bin on Grange Park should be reported on Fix My Street. Cllr Suzy Francis raised the concern of overflowing dog waste bins in Cosford, including by the Oval and on Virginia Road, this was also to be reported via Fix My Street.

b) Asset Register

It was agreed to review the Asset Register and to include geo-locational information. The Parish Clerk said that she would circulate a spreadsheet copy of the Asset Register prior to the next meeting. Cllr Phil Ogle suggested that Councillors walked around the parish as part of the review.

c) Councillor Surgeries

It was noted that regrettably, two surgeries had been cancelled, one because of a storm in July. It was agreed to plan surgeries for next year and that a working party review this, the working party will be Cllrs Christine Jones, Phil Ogle and David Williams.

2023.69 Correspondence: For Action

a) Red House Trust Letter

Cllr Lee Chatburn reported that he had scrutinised the complaints policy and had drafted a letter of response. It was agreed that Cllr Suzy Francis should review the policy and the letter, and make any suggestions to the Vice-Chairman (Cllr Chatburn) and the Parish Clerk before the letter is sent out to the sender and the Village Hall Trustees.

b) Planting of memorial tree for Arthur Parry

An invitation letter for a commemoration of former the oak tree Parish Councillor Arthur Parry

has been received by the Clerk. Members of the Parish Council are invited to attend an commemoration at 12 o'clock on 21st November 2023 on what would be his 100th birthday, to place a tree guard around an oak tree planted for him at the cross roads of Rectory Road, Shackerley Lane, Sydnal Lane and Mill Lane. Cllrs David Beechey and Virginia Sankey confirmed that they were able to attend to represent the Parish Council.

- c) To consider any correspondence sent after the publication of the Agenda

The Parish Clerk noted that the Polling Station Review had decided upon no change for the voting arrangements for residents of the Parish.

2023.70 Correspondence: For Information

The following were noted:

- a) Temporary Road Closure on Shaw Lane, Albrighton 30th October 2023 to 10th November 2023. New storm sewer that starts in High Street and then heads to Shaw Lane, stopping at the Old Barn House. Works promoter: Shropshire Council
- b) Temporary Road Closure: Worcester Road, Cosford, 22nd to 23rd October 2023, Road Closure-Network Rail -Tactile inspection of rail over road bridge. 09:00 17:00. Works promoter Network Rail Infrastructure Ltd
- c) Temporary Road Closure: Neachley Lane, 7th to 8th November 2023. 9.30 to 15.30. To provide safe working zone for access to lay new duct, approx. 310m of duct to be completed in order to serve new customer connection. Works Promoter: Openreach.

2023.71 Planning

a) Applications:

23/04365/VAR: Neachley Paddock, Neachley Lane, Removal of conditions nos. 2 and 3 on planning permission ref: BR/APP/FUL/08/0556 to allow full residential occupation
No comment

b) Permission Granted:

The following was noted:

23/03564/VAR: Variation of Condition No. 2 attached to planning permission 22/03409/FUL dated 06 October 2023. Proposed Barn Conversion SE Of Cosford Grange Farm, Cosford.

- c) **Application Withdrawn:** none at this time
- d) **Permission Refusals:** none at this time
- e) **Any other planning matters:** none at this time

2023.72 Finance

1) Payments –

It was proposed, seconded and resolved to approve the following payments:

Clerk	Clerk's salary (October)	£611.90	LGA 1972 s 112 (2) LGA 1972 s 111
HMRC	Tax	£36	LGA 1972 s.111
Clerk	Travel Expenses (October)	£13.50	LGA 1972 s.112
Hugo Fox	Website (October)	£11.99	LGA 1972 s.111
Centrewire	Kissing Gate	£847.20	Open Spaces 1906 ss 9 & 10

2) Payments made following a decision made at the meeting of September 19th 2023:

The following were noted:

CCTV – Albrighton Parish Council - £1500
Community Bus - Melville Club - £500 (outstanding)

3) To note any income received:

The following were noted:

Dividend – £385.53 to the Public Sector Deposit Fund (August) and £405.05 (September)

4) Bank Reconciliation – it was proposed, seconded, and resolved, to receive and approve the bank reconciliation until the end of September 2023

5) Spend to Date – it was proposed, seconded, and resolved, to receive and approve the spend to date to the end of September 2023

2023.73 Reports:

(a) **SALC** (Cllr D. Beechey): there was none at this time

(b) **RAF Cosford** (Sq. Ldr. C. Wilson): none at this time – Cllr David Williams noted that he had spoken to Squadron Leader Wilson about the discussions between RAF Cosford and Shropshire Council about flooding

(c) **Nature Reserve Report** (E.Byrne): none at this time

(d) **Clerk's Report:** it was agreed that the Parish Clerk should draft a budget for the November meeting for discussion

(e) **Royal British Legion** (Cllr D. Williams): the weekend prior to the meeting there was a standard laying in St Cuthbert's Church and a new standard dedicated on Sunday.

It was agreed the Parish Council purchase a wreath for Remembrance Day.

(f) Royal British Legion – 2023 Poppy Appeal & Remembrance Day

The Vice-Chairman, Lee Chatburn, took this item as the Chairman, Cllr David Williams, had declared a personal interest in this item as Treasurer of the Royal British Legion and an employee of MW Medics.

It was proposed, seconded, and resolved, to offer £250 towards medical cover and refreshments for the Remembrance Day event.

(g) Footpaths (Cllr V Sankey): all Parish footpaths are accessible. The oak tree on the permissive footpath has been replaced by the White family and is now doing better. An RAF personnel volunteer has been seen clearing the overgrown footpath between the RAF entrance and the garden centre. It was agreed by the Parish Council to send an email of thanks via Sq Ldr Wilson.

(h) RAF Cosford Cadets (Cllr R. Parry): traditionally the Cadets have helped tidy up the War Memorial before Remembrance Day. Cllr Adrian Robinson said that this year Albrighton Parish Council had paid for it to be cleaned, however, sweeping up leaves would be much appreciated.

(i) War Memorial Working Party (L Chatburn): Albrighton Parish Council has signed off a Purchase Order for the contractor who will be undertaking the memorial works. A request of between 50 to 75% of the costs will be made to the War Memorial Trust.

(j) Any other reports: Cllr Robert Parry suggested that a future meeting, possibly January, be held at the Air Ambulance HQ. It was noted that any venue holding a Parish Council meeting would need to be fully accessible to the public.

2023.74 Training

Training information is available on: www.alcshropshire.co.uk/training

2023.75 Date of the Next Meeting 21.11.23

Items for the agenda to be notified to the clerk by **14.11.23**