

# Stoke-upon-Tern Parish Council

**CHAIRMAN: Cllr S P Waters**

**CLERK: Mr. G Bould**

Dear Councillor,

You are hereby summoned to attend the Parish Council Meeting of Stoke-upon-Tern to be held on Wednesday 11<sup>th</sup> March 2020 commencing at **7.30 p.m.** at the Parish Hall, Stoke upon Tern in order to conduct the following business enclosed on the agenda below.

Signed: *Graham Bould* (Clerk)

Dated: 04/03/20

1. Welcome and Public Session

The Parish Councillors welcome any members of the Community to bring to the meeting matters of interest or concern, including any updates from the Police & RAF Shawbury. **Everyone is welcome.**

2. To receive apologies for absence and the necessary approval.

3. Disclosures of Personal and Prejudicial Interests

It is required by Section 94(1) of the Local Government Act, 1972, for any Member to disclose any pecuniary interest in relation to items included on this agenda. It is also necessary that any non-pecuniary interest be recorded. It is a legal requirement that any change to a Councillor's register of interests be notified to the monitoring officer.

4. To approve the minutes of the meeting held on Wednesday 22<sup>nd</sup> January 2020

5. Clerks Report.

6. Ollerton Pound.

7. Old Tip at Wistanswick.

8. Old Pump House Wistanswick.

9. Newsletter.

10. Task force update Clive Barracks, Tern Hill.

11. Neighbourhood Plan update.

12. Place Planning update.

13. Committees Terms of References. (previously circulated)

14. Glebe Field.

15. Cemetery Committee.

i) Policy update

16. Planning Committee.

i) Minutes of meetings.

17. Highway matters.

i) A41 update

18. Financial matters.

Clerk: Mr. Graham Bould, 18, Mendip Close Little Dawley, Telford, Shropshire. TF4 3JG.  
Phone: 01952 594758. 07792300702 (M) E-mail: [stokeparishcouncil@hotmail.co.uk](mailto:stokeparishcouncil@hotmail.co.uk)



# Stoke upon Tern Parish Council

**Chairman:** Cllr S P Waters

**Clerk:** Mr G Bould

Minutes of the Parish Council Meeting held on Wednesday 22<sup>nd</sup> January 2020 at Stoke-upon-Tern Village Hall starting at 7.30 pm.

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**Present:**

**Chairman:** Cllr P Waters

**Councillors:** Cllr K Newby, Cllr D Moore, Cllr Mrs S Planton, Cllr P Butters, Cllr Mrs S Bartram, Cllr R Wright, Cllr Mrs L Bearman and. Cllr K Beardmore.

**Clerk:** Mr G Bould.

**RAF Shawbury:** Wing Commander Jordan and Flight Sergeant Wood

**01.20 Welcome and Public Session.**

The Chairman welcomed members, partners and two Parishioners present at the meeting and invited any comments or concerns to be raised. Parishioners thanked the Parish Council for their intervention in terms of the play park at Dutton Close. The RAF personal present updated the Parish Council flying and to let the base have details of any complaints early so that they can be responded to early. The Parish Council agreed to email a link to their web site so the RAF could monitor planning applications. There being no further items the Chairman thanked those present for the points they had raised and moved to the next item of business.

**02.20. Apologies for absence.**

Cllr P Farmer (illness), Shropshire Councillor K Calder (holiday) and PC Alan Ambrose (West Mercia Police). The apologies were accepted.

**03.20. Disclosures of Personal and Prejudicial Interest:** None.

**04.20. To approve the minutes of the meeting held on the 11<sup>th</sup> December 2019.**

Cllr Mrs S Bartram proposed and Cllr R Wright seconded and the minutes were unanimously agreed and signed by the Chairman.

**05.20. Clerk Report.**

The Clerk Report is attached to the minutes and the following items were raised from the report.

- i. Cllr K Newby has followed through on the highways issue at Wistanswick and will draft a letter for dispatch to the landowners at Dutton Close with reference to encroachment of the play park.
- ii. Members agreed to a visit to a community led housing scheme to see how to develop the idea in terms of Langley Dale.
- iii. St Peters to be requested to submit an invoice for the 50/50 property improvement grant of £250
- iv. The Community Champions be advised about the potential of Smartwater packs for their areas with a view to updating the Police about the potential take up and the Parish Council bidding for grant aid from the Police and Crime Commissioners Office.
- v. Ollerton Lodge to Peplow Chapel public bridleway has had a response from Shropshire Council to the Planning Inspector after the Parish Council raised objections for none determination. The Planning Inspectors decision is awaited.

**06.20. Ollerton Pound.**

- i. Nothing had been heard from either the land owner or Shropshire Council, Cllr K Newby agreed to follow up Shropshire Council



# **Stoke upon Tern Parish Council**

## **07.20. Old Tip at Wistanswick.**

- i. The fencing and gate at the old tip had been completed and members commented on what a good job had been done.

## **08.20. Old Pump House Wistanswick.**

- i. Feedback from Shropshire Council was still awaited on the transfer of the site.

## **09.20. Newsletter**

- i. The next newsletter is scheduled for the beginning of March 2020, articles to the editorial team for mid February 2020.

## **10.20. Task force update Clive Barracks, Tern Hill.**

- i. The next Task force meeting is scheduled for the 6th March 2020.

## **11.20. Neighbourhood Plan update.**

- i. An updated position statement had been received from Interim Planning Policy and Strategy Manager at Shropshire Council indicating that the Neighbourhood Plan would go to the Council Cabinet on the 12<sup>th</sup> February 2020 with a positive recommendation to agree the proposed changes including the areas of discussion with the Parish Council and to move to referendum. Once the report is fully drafted and ready to go a copy will be forwarded to the parish Council for information. Members welcomed the progress.

## **12.20. Place Planning.**

- i. Members received the 2019 Place Plan report and agreed that it be submitted for 2020 with no amendments.

## **13.20. Committees Terms of References.**

- i. Members received the draft restructure proposals for committees. A formal decision would be reached at the next Parish Council meeting. The Clerk would table a draft timetable of meeting dates pending that decision.

## **14.20. Parish Hall.**

- i. The Chairman of the Parish Council has been approached in terms of the Parish Hall management committee sustainability into the near future with the pending AGM in March 2020. Members although supportive of the hall agreed that before the Parish Council could intervene a formal resolution would be to be received by the Clerk for discussion. The Chairman agreed to circulate details of the pending AGM.

## **15.20. Cemetery Committee.**

- i. The resolved minutes were received by the Parish Council and are attached. In doing so members agreed all the outstanding policies except the fees and charges which was deferred to the Clerk for action to amend the wording on definitions of local inhabitants and to circulate prior to the next Parish Council meeting.

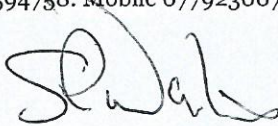
## **16.20. Planning Committee.**

- i. The resolved minutes were received by the Parish Council and are attached.

## **17.20. Highway matters.**

- i. Members to continue reporting potholes directly online.
- ii. The next A41 meeting is scheduled for the 7/2/20; the group continues to collect evidence.

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# Stoke upon Tern Parish Council

## 18.20. Financial Matters

1. **Precept:** Cllr K Newby proposed and Cllr R Wright seconded that the precept be raised by one thousand pounds to nineteen thousand pounds for 20/21. On being put to the vote eight members voted for the resolution and one member abstained.
2. **Payments:** The payments for approval were tabled and members agreed the amounts for payment set out below.

Cheque no.	Item and payment	Amount.
100666	Warwickshire & West Mercia CRC Ltd (footpath project)	£ 108.00
100667	Warwickshire & West Mercia CRC Ltd (car park project)	£ 54.00
100668	Graham Bould (clerks expenses)	£ 94.27
100669	James Pearce (gate & fencing old tip)	£892.03
SWALEC	December 2019	£ 130.04

## Future Agenda items.

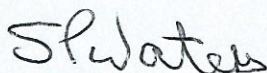
Glebe Field.

Members to contact the Clerk a week before the next meeting

The meeting closed at 9.30pm

Date of next meeting: **Wednesday 11<sup>th</sup> March 2020 at 7.30pm**

Signed:



**Chairman**  
**11<sup>th</sup> March 2020**



## Clerks Report January 2020

### 1. Action by others:

- a. Cllr K Newby: Wistanswick problems with tractors, trailers and other larger farm vehicles hitting their property wall. Dutton Close play area and boundaries.
- b. Shropshire Councillor Karen Calder in terms of outstanding highway matters: The two year wait for several poles to be either extended or erected to take the digital speed monitors across settlements like Stoke Heath, Wistanswick, Stoke on Tern and Eaton upon Tern. The increase in speed along Rosehill Road from 30mph to 40mph which the Police have indicated can be enforced. A number of broken signs in need of replacement, slow warning signs outside Langley Dale and Wistanswick. The Squirrel Inn sign be removal from the Hodnet by-pass.
- c. Cllr Mrs S Bartram: Name badges.
- d. Buckingham Palace Garden Party: Cllr K Newby is preparing the paperwork to nominate the Chairman for one of the SALC nominations to attend.

### 2. Clerks actions:

- a. Highway issues by Stoke School: Police Highway Patrol's to investigate.
- b. Gritting routes: routes requested from Shropshire none forth coming.
- c. The Maurice Chandler S&LC CIL: The Chairman of the Centre rang the Clerk before Christmas and a request was made to forward potential project ideas for the Place Plan, none have been received.
- d. Dutton Close Play Park CIL: awaiting three new updated tenders.
- e. Riverside Drive: Five way meeting organised for the end of January 2020.
- f. Langley Dale Community Led Housing Scheme: Suggested site visits to a couple of existing/developing Community Led Housing Schemes by the Parish Council.
- g. Internal Auditor: DM Moore.
- h. St Peters: the Church has approached the Chairman in terms of the 50/50 £250 grant; an email has been dispatched requesting that the project is set out.
- i. Wistanswick URC: the Chapel has been approached again for the details of new cemetery metal gates that require grant funding from the 50/50 £250 grant.
- j. BT Boxes: circulated.
- k. Smartwater: the Police have again made an approach to the PC in terms of Smartwater marking (a kit is available at the meeting). Members are asked to consider if and then how they may want to support this project. The Police and Crime Commissioner provides twenty five percent funding for any initiative.
- l. Ollerton Lodge to Peplow Chapel (Public Bridleway): Shropshire Council have lodged their reasons for not dealing with this application as staff sickness and maternity leave and have indicated to the Inspectorate that the application is within a priority of 10 to be actioned when the maternity leave finishes in March 2020.

### 3. Clerks work programme:

- a. Email traffic continues to grow, looking at taking out some elements sent to members.
- b. Street Lighting Contract (June 2020): Terms of reference being developed, four potential contractors to be approached. Highline, West Mercia Energy, EON & ESUK.
- c. Warren Park and Langley Dale Community Champions: still require some more work with members and parishioners to develop.
- d. Parish Hall: requires additional work in preparation for their AGM particularly with members and parishioners willing to become elected to the management committee.

**Graham Bould (Clerk)**

**(Items for further agendas to be sent to the Clerk at least a week before each meeting)**



			£21,784.16	
Date	Cheque no	Particulars	Receipts	Payments
03/04/2019	100609	cancelled cheque		£0.00
23/04/2019	DD	SWALEC		£130.04
26/04/2019	CR	Shropshire Council (precept)	£18,000.00	
30/04/2019	CR	interest	£3.53	
07/05/2019	CR	HMRC (VAT)	£1,193.70	
08/05/2019	100610	Premier Surfacing Contractors Ltd (cemetry)		£5,508.00
08/05/2019	100611	The Glebe (rental)		£67.50
08/05/2019	100612	D M Payroll Services Ltd (data protection)		£133.30
08/05/2019	100613	SALC (affiliation)		£514.09
08/05/2019	100614	Graham Bould (expences)		£242.66
08/05/2019	100615	HMRC (PAYE)		£116.20
08/05/2019	100616	Graham Bould (Q1 salary)		£1,874.50
08/05/2019	100617	Derrick Moore (internal audit)		£80.75
08/05/2019	100618	Zurich Municipal (insurance)		£306.09
20/05/2019	DD	SWALEC		£126.02
21/05/2019	CR	JR Rix and Sons (53:19/20)	£45.00	
22/05/2019	CR	Haycocks (56: 19/20)	£45.00	
31/05/2019	CR	interest	£5.37	
05/06/2020	CR	Sutton upon Tern PC (contribution to Tern Hill Master Planning)	£941.37	
18/06/2018	CR	Shropshire Coucncil (grant support)	£750.00	
21/06/2019	DD	ICO		£35.00
21/06/2019	DD	SWALEC		£138.09
25/06/2019	100619	Urban Vision (Master Planning)		£2,232.75
25/06/2019	100620	Graham Bould (baccs payment for newsletter)		£229.40
25/06/2019	100621	Sue Bartram (printer toner)		£7.95
25/06/2019	100622	Graham Bould (expences)		£63.00
01/07/2019	CR	interest	£4.74	
02/07/2019	CR	W.Rogers & Sons (57: 19/20)	£45.00	
31/07/2019	CR	interest	£4.54	
04/07/2019	SO	PWLB (loan)		£358.94
19/07/2019	DD	SWALEC		£117.97
14/08/2019	100623	Sutton upon Tern PC (second hand notice board)		£50.00
14/08/2019	100624	Highline Electrical Ltd (street lighting survey and report)		£310.80
14/08/2019	100625	HMRC (PAYE)		£116.40
14/08/2019	100626	Graham Bould (Q2 salary)		£1,874.30
14/08/2019	100627	Graham Bould (expences)		£105.56
19/08/2019	DD	SWALEC		£130.04
20/08/2019	CR	Owens (61: 19/20)	£45.00	
29/08/2019	CR	interest	£4.39	
20/09/2019	DD	SWALEC		£134.07
30/09/2019	CR	interest	£3.99	
02/10/2019	100628	P K F Littlejohn LLP (audit)		£240.00
02/10/2019	100629	D M Payroll Services Ltd (payroll)		£30.00
02/10/2019	100630	Warwickshire & West Mercia CRC Ltd (footpath project)		£54.00
02/10/2019	100631	Warwickshire & West Mercia CRC Ltd (footpath project)		£54.00
02/10/2019	100632	Graham Bould (expences)		£103.31
02/10/2019	100633	Graham Bould (baccs payment for newsletter)		£229.40
02/10/2019	100634	Stoke on Tern Parish Hall (room hire)		£100.00
02/10/2019	100635	David Probert (renovation of notice board - cemetery)		£325.00
02/10/2019	100636	David Probert (planters, notice board erection, gravel, slabbs - cemetery)		£595.00
02/10/2019	100637	Wistanswick Community Champions (community services)		£1,500.00
02/10/2019	100638	Eco Control Solutions (knotweed contract)		£1,432.80
02/10/2019	100639	The Glebe (rental)		£67.50
02/10/2019	100640	Heathcote Community Champions (community services)		£440.00
02/10/2019	100641	Eaton upon Tern Community Committee (community services)		£1,500.00
02/10/2019	100642	Wistanswick Institute (building 50/50 grant)		£250.00
02/10/2019	100643	Dutton Close RA (community services)		£1,500.00
04/10/2019	CR	reversal of cheque100641	£1,500.00	
04/10/2019	DR	charge unpaid item		£15.00
10/10/2019	CR	reversal of cheque100629	£30.00	
10/10/2019	CR	reversal of cheque100643	£1,500.00	
10/10/2019	DR	charge unpaid item		£15.00
10/10/2019	DR	charge unpaid item		£15.00
11/10/2019	CR	reversal of cheque 100638	£1,432.80	
11/10/2019	DR	charge unpaid item		£15.00
17/10/2019	DD	SWALEC		£121.99
28/10/2019	CR	reversal of cheque 100637	£1,500.00	
28/10/2019	DR	charge unpaid item		£15.00
31/10/2019	CR	Summerfield Ann Harrison (66: 19/20)	£45.00	
31/10/2019	CR	interest	£3.90	
13/11/2019	100644	Royal British Legion (poppy wreath)		£17.00
13/11/2019	CR	Roger Taylor Auto Services (60: 19/20)	£45.00	
13/11/2019	CR	J Hetgarty (64: 19/20)	£45.00	
19/11/2019	CR	interest	£0.73	
21/11/2019	DD	SWALEC		£130.04
11/12/2019	100645	Eco Control Solutions (knotweed contract)		£1,432.80
11/12/2019	100646	Wistanswick Community Champions (community services)		£1,500.00
11/12/2019	100647	Eaton upon Tern Community Committee (community services)		£1,500.00
11/12/2019	100648	Dutton Close RA (community services)		£1,500.00
11/12/2019	100649	DM Payroll Services Ltd (payroll)		£30.00
11/12/2019	100650	DM Payroll Services Ltd (payroll)		£30.00



Shah  
ACN/way  
4/3/20



# Stoke upon Tern Parish Council

Chairman: Cllr S P Waters

Clerk: Mr G Bould

## Minutes of Meeting held to Consider Planning Applications in the Parish

On January 10<sup>th</sup> 2020

1. Attendance

Councillors S P Waters, K Newby, S Planton, S Bartram, D Moore and K Beardmore  
No members of the public were in attendance

2. Apologies

None received

3. Declaration of Interest

None received

4. Matters Considered

Planning Application No 19/05437/FUL - Proposed Residential Development off Rosehill Road. Stoke Heath. The Planning Sub-Committee resolved to **OBJECT** to the application on the following grounds: a) the submitted proposals were out of keeping with the local rural character in that the house is out of scale and too large (more than twice the size of the adjacent Heathfield, one of the larger houses in the vicinity), and at 9.2m high is too high and therefore too dominant for its surroundings; b) the proposed brick entrance walls, high double gates and fencing are out of keeping with the rural setting and would result the loss of a mature tree and established hedges around the site, which should be retained; c) the proposed access point from Rosehill Road would require the removal of a mature oak tree despite the Tree Protection Plan submitted with the Application which says that no trees or hedges would be lost; d) no tree protection measures have actually been submitted with the Application; e) the proposed poured concrete apron in front of the house and garage are inappropriate in a rural setting where a porous surface would be more appropriate; f) there is also no reference to the proposed heating required for this large development, it is to be hoped that the Applicant would be proposing a renewable heat source, rather than oil fired; and g) the Parish Council note that it is also odd that the proposed solar panels are located on a west facing roof, rather than a southern elevation where they would be more effective.



Planning Application No 19/02385/FUL - Proposal to erect 38No dwellings at Stoke Heath Camp, Warrant Road, Stoke Heath – reconsultation. The Parish Council support the revised layout and building designs but still **OBJECT** to the Application at this stage as there is no information provided on the drainage of the site, the previously proposed location now being taken up with housing. It would also be beneficial to the health and well-being of the future residents for there to be a footpath link to the Public Footpath which runs immediately to the west of the site.

Following discussion of these matters and there being no other matters to discuss the meeting was closed at 10:45.

Councillor Sarah Planton  
Chairman of the Planning Sub-Committee

Signed



Sarah Planton

22-2 January 2020

Chairman of the Planning Sub-Committee

Clerk: Mr Graham Bould, 18 Mendip Close, Little Dawley, Telford, Shropshire TF4 3JG

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Minutes of meeting held by cemetery sub-committee at 2pm Friday 20/12/19 at the cemetery.

1.

Present - Pete Waters, Kenny Beardmore, David Moore, Trevor Goodwin (TG) and Keith Newby (KN).  
No members of the public were present.

2.

It was agreed that KN would take the minutes of the meeting.

3.

All members were present.

4.

KN declared a personal and prejudicial interest for the reason that TG has carried out work for him and probably will in the future, and that he would not vote on any decision or proposal.

5.

Comments on the final inspection were that the two depressions in the ground on the right hand side of the footpath looking up the site were to be left and filled and levelled over the years from grave-digging arisings.

This would avoid stockpiling against the end hedge boundary.

Isolated weeds would be sprayed with weed killer either by TG or a member.

TG would be happy to mow the grass at the same rate £30/cut but this would have to be discussed by full council.

The tree on the right hand boundary was discussed but felling or trimming would have to be discussed by full council.

The hedges on the left hand and front boundaries were also discussed but possible lowering would also have to be discussed by full council.

It was agreed by the three voting members for Graham Bould to release the cheque to TG for his invoice No.25 dated 12/11/2019 in the sum total of £1,800 including VAT.

6.

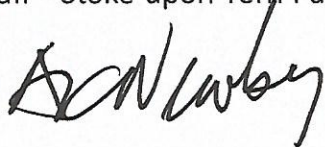
Future meetings were discussed but none were considered necessary at the present time – it was important for full council to agree or amend the proposed Cemetery Rules and Regulations, Regulations for Erection of Memorials, and Fees and Charges.

7.

The meeting closed at 2.30pm.

Keith Newby

Vice chair - Stoke upon Tern Parish Council.



22nd January 2020