



## Waters Upton Parish Council

Minutes of the meeting of Waters Upton Parish Council which took place on **Wednesday 22<sup>nd</sup> July 2020 at 7.30pm via Zoom.**

**PRESENT:** Councillors:                    B Rothwell (Chairman)  
    E Thomas  
    H Roberts  
    J Quin

**In attendance:**                            Katrina Baker (Clerk)  
    Cllr S Bentley (Ward Member)  
    7 Members of the public

### 20/3846      **WELCOME**

The Chairman, Councillor Rothwell, opened the meeting and thanked everyone for attending. The Chairman explained how the meeting would be hosted, for anyone who had not attended a Zoom meeting of the Parish Council previously.

### **PUBLIC SESSION**

Darren and Lauren Morgan were attending to present details of their planning application which had been included on the Agenda.

*“This is a family business and has been on this site for over 100 years. The aims of the project include to offer a better service to modern day standards. The extension is modest, low-profile and in keeping with the current building but meeting the needs of the Accessibility Guidelines. An uplift in trade will sustain employment opportunities within the business. As part of the work, it is intended to improve the access, ensure better visibility and improve car parking. The new access will be centralised and will provide 10 / 15 parking spaces to reduce the cars on the road”.*

A written statement had been received from residents at 2, The Paddocks, Parish Room Croft – this would be available to the Parish Councillors for the discussion within the Agenda.

### 20/3847      **APOLOGIES**

Councillor J Griffin	Leave of Absence	Approved
Councillor T Revitt	Does not use Zoom	Accepted

**RESOLVED that the apologies be accepted.**

### **DISPENSATIONS**

**RESOLVED that Waters Upton Parish Councillors will automatically be given a dispensation for non attendance at Parish Council meeting until 7<sup>th</sup> May 2021, in connection with the Coronavirus Act 2020.**

### 20/3848      **DECLARATIONS OF INTEREST**

Members were reminded of the need to declare an interest in any items on the agenda and should this be pecuniary, then Members should leave the meeting whilst the matter is discussed.

Katrina Baker (Clerk)	Also the Manager of Waters Upton Stores
Councillor Stephen Bentley	Sub Postmaster, Waters Upton Stores

Although neither of the above are decision-makers, in line with the rules on Transparency, these interests were declared.

As a Ward Member, Councillor Bentley had previously informed the applicants reference TWC/2020/0515 that he would support the decision of the Parish Council.

**20/3849 MINUTES OF THE FULL COUNCIL MEETING HELD IN JUNE 2020**

It was proposed by Councillor Roberts and seconded by Councillor Thomas, all were in favour and thus it was

**RESOLVED that the Minutes of the meeting held on 24<sup>th</sup> June 2020 be accepted and signed by the Chairman as a true record.**

**20/3850 MATTERS ARISING NOT INCLUDED ON THE AGENDA, FOR INFORMATION ONLY**

**a) Replacement Noticeboard, Sytch Lane**

Thanks were extended to Councillor Roberts for his assistance in identifying and ordering a suitable replacement noticeboard for use in Sytch Lane. This has a single hinged door and will have the Parish name and logo included in gold on a green background. It will be installed in the same location, on two posts (to be provided).

**b) Parish Spring Clean**

As agreed, this parish event will take place on Saturday, 25<sup>th</sup> July – it can also extend to Sunday, 26<sup>th</sup>, if weather conditions allow. There are strict guidelines regarding the restrictions and the following key points must be taken into consideration for the event:

- Designated locations must be identified and people working in twos in ‘bubbles’.
- The co-ordinator must have names, addresses and contact details, along with anyone else in their ‘bubble’. This is for track and trace purposes
- A risk assessment must take place before the event
- Social distancing requirements must be in place throughout the event
- Anyone showing symptoms of Covid-19 following the event, must notify the co-ordinator so that track and trace can be implemented and they must self isolate for two weeks.
- Equipment must be cleaned before, during and after the event.
- The blue bags etc. must be deposited at the Village Hall for collection by Idverde.
- Wipes and hand sanitiser will be available, with litter picks, bags, hoops, gloves and hi viz jackets.
- Hi viz jackets must be worn at all times
- Anyone undertaking tasks to remove highway weeds, cut back overgrown hedges or clean road signs, but do so as part of a couple so that one person is able to watch out for traffic or other hazards.

Following the event, all equipment must be returned to Oaklands, Waters Upton, where it will remain for 72 hours before being cleaned and returned.

Anyone showing symptoms within a two week period following the event, must notify the co-ordinator so that she can contact everyone in the same ‘bubble’.

**20/3851 FINANCE & AUDIT**

**a) Payments**

Under the scheme of delegation, payments had been made since the last meeting, with authorisation being checked and the cheques signed by two Members. Councillor Rothwell is now an authorised cheque signatory.

**b) Receipts**

£100 donation, in lieu of community support (from Waters Upton Stores)  
£256.00 – insurance reimbursement, Waters Upton Stores  
£1400 – reimbursement of expenditure, Wrekin Housing Group

**c) Current Account**

The balance at the end of June, 2020 was £40,855.00.

**20/3852 PLANNING**

**a) Planning Applications Updates**

The three applications for the Diary Crest site have been granted permission. However, an amendment has recently been received and will be considered by the Parish Council.

**b) New Applications for consideration**

**TWC/2020/0515**                      **Yew Tree Farm, Bolas Heath**  
Residential Dwelling Extensions

**RESOLVED that Waters Upton Parish Council has no objections to the proposals as they are in-keeping with the development.**

**TWC/2020/0575**                      **Morgans Country Butchers**  
Business Extensions, changes to the access and non-illuminated signs

Councillor Thomas read a statement from the residents of 2, The Paddocks, Parish Room Croft – they were in general support of the application but asked questions regarding parking and lighting.

All Members had an opportunity to share their views on the proposals. All were in general support of the extensions, but raised concerns regarding insufficient parking provision within the site. There had, previously, been unacceptable damage to the verges outside of The Chestnuts due to inconsiderate parking. This also caused issues around visibility for residents and congestion and obstruction in this part of the village.

The Chairman invited the applicants to respond and a commitment was given that they are creating a car park to the rear of the premises for the family and staff vehicles (around 10). They will also make arrangements for the adjacent paddock to be used as overflow parking for busy periods. However, it was also believed that a bigger shop would mean that customers can be served quicker so the queues would be shorter. It was also confirmed that the relocating of the access will mean that cars can park on both sides of the parking area, within the boundary and that there will be an area for customers to turn around and drive out of the yard, so there will be no vehicles reversing onto the village road.

With regards to the lighting concerns, it was confirmed that their contractor had been instructed to ensure that appropriate LED security lighting will be included so that it does not affect wildlife and it does not cause a nuisance for neighbours (as required in the Waters Upton Neighbourhood Plan).

**RESOLVED that Waters Upton Parish Council would support the application, with conditions that the agreements of the applicant regarding parking and lighting be included.**

**c) Waters Upton Neighbourhood Plan**

Members considered the Waters Upton Neighbourhood Plan and its importance in the determination of planning applications in the Parish. As part of the monitoring and review, the Parish Council confirmed that the WUNP continues to meet the needs of the Parish at this time.

**d) Other Planning Matters**

**i) FOI Request**

TWC has acknowledged the Parish Council request and it is anticipated that a response should be available by 10<sup>th</sup> August 2020. This information will be included in the submission, which is being supported by the solicitor.

**20/3853      CORRESPONDENCE**

**Items received for information – please contact the Clerk if you wish to read any of these documents or if you require additional information.**

a) All correspondence has been shared with Members throughout the period since the last meeting. Members have not requested that any should be included on the agenda.

**b) TWC - laptops**

A further communication had been received from TWC, this time requesting funding for laptops to support young people in their education. This will appear on a future agenda when more information is available regarding this and the Kindleness project.

**c) Information from SALC**

Regular information and updates are shared with all members. The offer of the High Sheriff to attend a future PC

meeting has been taken up by the Rural Forum in order that she can meet a number of rural parish councils at one meeting.

NALC has provided information regarding face to face meetings – it will not be possible for the Parish Council to meet in the Village Hall for some time.

The Minutes of the last WAC meeting, have been circulated to Members, for information.

#### **20/3854 CHAIRMAN'S REPORT**

None

#### **COUNCILLORS REPORTS**

Councillor Roberts had attended the first Parish Council Working Group meeting, on Climate Change to support TWC in its aim to become Carbon Neutral by 2030. A tool kit is to be provided by TWC which will assist PTCs in gathering the necessary data and information for them to consider a policy.

#### **20/3855 CLERK'S REPORT**

All matters have been included on the Agenda.

#### **20/3856 REPORT FROM TELFORD & WREKIN COUNCIL**

Councillor Stephen Bentley, one of the Ward Members for Edgmond and Ercall Magna reported the following:

- It is important that the Parish Council responds to the draft Housing Strategy by 21<sup>st</sup> August – all Members are asked to forward their thoughts so that a response can be drafted. It would be good to include Road Safety, Climate Change and Age Discrepancy – there is an identified need for houses for younger / first time buyers.
- Councillor Bentley confirmed he would be pleased to fully support the planning application for Morgans Butchers and thanked the applicants for their commitments to resolved the parking and lighting issues, for the benefit of the community.
- Great Bolas Bridge will be closed for a period of 8 – 12 weeks, during this time TWC is working towards a plan to 'narrow' the sides to prevent unacceptable use by large HGVs, this will assist in protecting the structure from further damage.
- Work needs to continue to liaise with TWC Planners and Shropshire Homes, to bring forward a suitable scheme for Crudgington Crossroads
- A meeting with the TWC Solicitor will take place on 31<sup>st</sup> July to question the legalities of decisions made reference The Stackyard and to enquire why certain questions raised have still not been answered.
- The TWC laptop scheme has unanswered questions, information is required regarding the policing and use of such equipment when used at home – support for further provision within school may be better. However, Government Funding has been made available – unsure as to what the additional funding will provide.

#### **20/3857 WEST MERCIA POLICE REPORT**

Members were disappointed that WMP do not attend meetings or send reports. No responses have been received to specific requests for action and information and it was agreed that this should be brought to the attention of the PCC. The Parish Council is clear in its view that WMP need to give consideration to how they engage with local communities.

Councillor Thomas updated the meeting with information regarding a request from WMP to use the Waters Upton Neighbourhood Watch App as an example of good practice.

#### **20/3858 PARISH MATTERS**

##### **a) Sustainable Transport Funding**

TWC has announced that funding will be available to provide 4 bicycle stands in each Parish. The Ward Member can also request them for additional sites. It was agreed that the following sites would be put forward:

- Great Bolas Play Area
- Crudgington Play Area
- Field View, Waters Upton
- Waters Upton Village Hall
- Churches
- Morgans Butchers

**b) Enforcement Matters**

A update on local enforcement matters will be requested.

**c) Quiet Lanes Initiative**

The road assessments had been completed and a scheme proposed. Unfortunately, this has been delayed due to the current situation. However TWC will work towards identifying Catsbitch Lane / The Tyrrell and Meeson Road as soon as possible.

**20/3859**

**NEXT MEETING**

23<sup>rd</sup> September 2020 7.30pm Full Council Via Zoom (or WUVH)

The Chairman thanked Members for their important contributions to the meeting and thanked the residents for attending. There being no further business, the Chairman closed the meeting at 8.35pm.

**Signed .....**

**Date .....**

*These Minutes are produced in draft form. E & OE until confirmed as a true record by Full Council at the next meeting on 23<sup>rd</sup> September 2020.*