



Minutes of the meeting of Waters Upton Parish Council which took place on **Wednesday 28th June 2023 at 7.30pm** in **Waters Upton Village Hall**.

PRESENT: Councillors: H Roberts (Chairman)
K Hamilton
J Quin
E Thomas

In attendance: Katrina Baker (Clerk)
10 Members of the Public
Councillor S Bentley (TWC)
Mr A Ames, Headteacher, Crudgington Primary School
PCSOs

23/0033 WELCOME

The Chairman extended a warm welcome to members and the public and thanked everyone for attending.

Mr Adam Ames, Headteacher, Crudgington Primary School

Mr Ames gave a short update on 'life at Crudgington School' and explained that the Governors had made a decision to join the Learning Community Trust, which is a positive step forward as they get to work with other local schools but keep their own identity. There have been many benefits such as the investment in LED lighting, double glazed windows, fire system, emergency lighting and the school has been repainted. In addition to the fabric of the building, the staff and pupils benefit from a Counsellor being available one day per week and the school has an EWO, accountant and SENCO.

Permission has been granted for the provision of additional parking and a drop off / pick route around the school with thanks to Councillor Bentley and the Parish Council for brokering the purchase of suitable land to create a one-way system which will be safer for the children and enable the farm lane to be clear of traffic. It is hoped that work will take place over the summer in readiness for September.

There are currently 125 pupils for September, 23 are registered for the 20 places in Reception so a waiting list has been created. It is anticipated that more local children will be attending the school and therefore the number of pupils from outside of the catchment area will reduce.

The children's performance is very pleasing with results above average in KS1. The results for KS2 will be available soon and are expected to be positive. The teachers and children have worked really hard and are to be congratulated.

Mr Ames thanked the Parish Council for its ongoing support, which is always appreciated. The Parish Council thanked Mr Ames for taking time to attend and he left the meeting.

23/0034 PUBLIC SESSION

The following matters were raised:

- An update on the Quiet Lane Projects

- Issues relating to the rural bus on Heath Lane – Ercall Magna Parish

- Planning application (Hanford Terrace) – need to check reference drainage and sewage disposal

- Waters Upton Hall – a statement from a local resident was read – concern that not all enforcement issues have been resolved before new applications are being considered. It is important that local views are submitted onto the planning portal.

23/0035

APOLOGIES

Councillor C Ensor

Unwell

The apologies had been received on email but not seen before the meeting.

23/0036

VACANCY FOR A PARISH COUNCILLOR

Three nominations had been received for the vacancy which existed following the result of the uncontested election on 4th May 2023. Each had submitted a personal statement, which had been forwarded to Members following the closing date for nominations.

The Parish Council Standing Orders allow for a secret ballot and Members agreed that this would be the fairest way of voting.

- a) The applicants had an opportunity to offer further information
There was none
- b) Questions from Members
For completeness, one applicant was asked to confirm how they would have contact with local residents as they had not included this in their personal statement.
- c) Questions for Members
Members responded to additional questions.

The applicants were asked to leave the meeting. Members confidentially indicated their preferred candidate on a slip provided and the Clerk counted the votes – this was clarified by Councillor Quin.

The applicants returned to the meeting.

The Chairman thanked all candidates for their applications and congratulated Claire Mchadden as she was invited to join the meeting at the table having received a majority vote.

Claire Mchadden read and signed the Declaration of Acceptance of Office, which was witnessed by the Clerk as the proper officer of the Council. A Disclosure of Pecuniary Interests will be complete and will appear on the website with a copy being provided to Telford & Wrekin Council. Members welcomed Councillor Mchadden.

23/0037

DECLARATIONS OF INTEREST AND DISPENSATIONS

Councillor Roberts

Open Ditch and the Pear Tree House Development

Councillor Machadden

Owner of Pear Tree House

23/0038

MINUTES OF THE MEETING HELD ON 17th MAY 2023

It was proposed by Councillor Quin and seconded by Councillor Hamilton, all were in favour and thus it was

RESOLVED that the Minutes of the May meeting be accepted and signed by the Chairman.

23/0039

MATTERS ARISING FROM THE PREVIOUS MONTHLY MEETING

Councillor Mchadden declared an interest

Defective Drainage, A442

TWC is now in direct contact with the affected householders and the Parish Council will be updated when further information is available.

Defective Drainage, Top of village and Orchard Close

This matter has been ongoing since 2018 and these further delays are not acceptable to the residents. We had been informed that an engineer had visited and placed dye in the water courses, but no information has been received as yet. The outstanding work that we are aware of (clearing tree roots) has not been completed and is being pursued with Dean Sargeant at TWC where a meeting has been requested to raise the awareness of unacceptable delays and inaccurate information.

The Chairman has purchased on behalf of the Parish Council sewer maps of the entire village – these will be useful when looking at future applications and identifying where problem areas may be. Recent visits to the village have included Severn Trent and it was agreed that a representative be invited to attend a meeting with the Parish Council to ascertain how the sewer system works in the village. It would be interesting to know the starting point, where it is pumped, where it is gravity fed and how it links to the main sewer system via the pumping station.

23/0040 FINANCE AND GOVERNANCE**a) Financial Report**

The balance in the Current Account is £44,764.17 and £45,000 is invested in the CCLA which had received interest of £177.58 on 2nd June 2023.

A meeting of Finance & Governance will take place to determine the level of earmarked reserves and to consider how the interest from the investment will be incorporated into the budget.

The balance on the PWLB loan is now £6,114.27.

b) Payments

A list of accounts for payment had been circulated to members for their information. It was proposed by Councillor Roberts and seconded by Councillor Quin, all were in favour and thus it was

RESOLVED that the payments be made in accordance with the Council's Financial Regulations.

Decking Oil for play areas	LGA 1972 s111	£79.99
Clerk's Salary April to June 2023	LGA 1972 s112	£1099.24
PAYE	LGA 1972 s112	£274.60
Internal Audit Fee 2022/23	LGA 1972	£140.00
Re-concrete the base of the rocket at Great Bolas Play Park	LGA 1972 s111	£95.00

c) End of Year Accounts & Audit

Details of the end of year accounts had been circulated, for information. This included the Bank Reconciliation, Explanation of Variances and the Asset Register at the end of March 2023.

d) Annual Governance & Accountability Return 2022/23**i) Internal Audit Report**

A copy of the AGAR Internal Audit and the Auditor's Letter had been circulated and will appear on the website.

ii) Section One

Members considered the Annual Governance Statement and confirmed the acceptance of the principles. This was signed by the Chairman and the Clerk.

iii) Section Two

Members had received a copy of the Annual Return which related to the Accounting Statements for 2022/23. This was signed by the Chairman and the Clerk.

iv) To Confirm the Dates for the period for the Exercise of Public Rights

Members agreed that the published dates should be Monday 3rd July to Friday 11th August inclusive.

It was proposed by Councillor Quin and seconded by Councillor Hamilton that the AGAR be completed and forwarded to the External Auditor, PKF Littlejohn, in accordance with the Account & Audit Regulations. All were in favour and thus it was

RESOLVED that the AGAR be completed, signed and forwarded to the External Auditor.

e) VAT return 2022/23

A claim, for £4,203.75, has been submitted.

f) Grant Applications

A grant application had been received for the Crucial Crew School Experience. All schools across the Borough have the opportunity to send Year 6 pupils to this experience. It was proposed by Councillor

Quin, seconded by Councillor Mchadden, all were in favour and thus it was

RESOLVED that £177 (the amount of interest on the CCLA account for May 2023) in support of the Yr 6 pupils from Crudginton School attending Crucial Crew.

23/0041 PLANNING

a) Planning Applications Updates

- i) TWC/2023/0338 Greenacres House

It had been RESOLVED that the Parish Council would have no objections to the proposals.

b) Planning Applications for Consideration

TWC/2023/0380/381 The Potteries, Waters Upton Hall

Change of Use from Garden Store to a Residential Annex and Internal Works and staircase

Members agreed to consider the two applications, both retrospective, within one discussion.

Members were informed that a time-extension has been requested by the applicant, due to health reasons.

Members had heard the views from a neighbour earlier in the meeting and had objected previously due to the works being undertaken on a Listed Building without consent.

This development remains under Enforcement Notices in accordance with the Appeal determined by the Secretary of State in 2022. It had been confirmed that no action on such notices is a criminal act and therefore members were clear in their view that no new applications should come forward until all enforcement notices have been appropriately completed.

RESOLVED that the Parish Council would confirm that it cannot support the application and members believe that all enforcement matters should be completed before any other applications are considered.

Planning permissions and building regulations are essential, particularly on a Listed Building and retrospective applications should be avoided, otherwise dangerous precedents are set.

TWC/2023/0412 1 Hanford Terrace, Catsbritch Lane

Erection of part two storey and part single story rear and side extensions and a detached residential annex to the rear of the property

The history of these railway cottages should be kept in mind and therefore any extension must be sympathetic to the existing properties and the materials used must be in keeping.

Due to the knowledge of current sewage and drainage issues in this part of the village, details of an accessible sewer system must be available.

When considering the residential annex - this is a significant distance from the substantive property and members wished to have confirmation that access for emergency vehicles will be available, this is even more important if the annex is to be used by a vulnerable person.

RESOLVED that the Parish Council has no objections to the provision of a residential annex and extensions to the property. However, the design must be in keeping and the materials must be appropriate to ensure the history of the cottages is not compromised. The annex must remain part of the substantive property and access for emergency vehicles should be available. It is also necessary to ensure that an appropriate and adequate sewage and drainage system is available.

TWC/2023/0448 46 Great Bolas

Re-submission of TWC/2014/0614 Change of Use of garage to holiday lets with internal layout changes and external material finishes, raising the roof to accommodate a first floor and terrace to the rear, in association with the existing dwelling.

On investigation of the application and comparison to the previously approved plans, the proposals are significantly different. The proposals will be a visual change and will create a separate property. The footprint is different and it appears to be a new construction rather than a conversion which is contrary to the Neighbourhood Plan as Great Bolas is not a settlement identified for new development. The description is no longer accurate for the proposals.

RESOLVED that the Parish Council cannot support this application as it is not a re-submission of a previous application. The proposals are different and the development would result in a separate dwelling. Should an application come forward for holiday lets, the Members would be looking for additional parking spaces and a condition that the development must remain as a holiday let and not be available for re-sale as residential units.

c) Waters Upton Neighbourhood Plan

Thanks were extended to the local residents who have put their names forward to work on the monitoring and review of the current Neighbourhood Plan. A meeting will take place in the Village Hall on Wednesday, 23rd August at 7.30pm. Local residents are welcome to attend. A copy of the current plan is available on request.

Members have taken the Plan into consideration at tonight's meeting when considering the planning applications.

d) Other Planning Matters

- i) A written update had been received from the Enforcement Officer in preparation for tonight's meeting.

The Poplars

Now in the final stages of completing the Legal Statement.

Waters Upton Hall

A schedule of works has been submitted and will commence on 4th July – the work is to be overseen by a LPA officer.

Land at junction of Catsbitch Lane with B5062

Although the overgrown appearance is now more in-keeping with an agricultural site, the container and caravan need to be addressed. The Enforcement Officer will be discussing further action after the 18th July.

Moorbank Farm

The Enforcement Officer has requested that an application be submitted for the 3 additional silos, as well as a formal request that the outstanding work be completed.

- ii) **Wrekin Forest School, Kynnersley Moors**

For clarification, the site is not in Waters Upton Parish, however the Parish Council has been contacted by residents from Crudgington who have submitted complaints to TWC regarding noise from the site, the number and type of events and the increase in traffic on the Moors Road.

There is a current planning application under consideration – it is anticipated that when determined it will regularise the use of the site. It has three elements: the forest school, a campsite and an events licence.

The Clerk, and Councillor Bentley, have had discussions with the residents and with the owners of the site and some improvements have been agreed. However, further discussions for the owners with the Planning Officers are necessary prior to the application being determined. Questions have been raised regarding the use of the site and what permissions are already in place along with what permitted development exists.

- iii) **Moorbank Farm, Crudgington**

The Enforcement Officer has visited following the report from the Parish Council. An Environmental Health investigation is also under way in respect of the report regarding increased smells from the site. Local residents have been asked to contact TWC direct with their own concerns.

23/0042

CORRESPONDENCE

- a) **All correspondence received for the attention of the Councillors has been circulated and no requests had been received for items to be added to this agenda.**

- b) **Information from Shropshire Association of Local Councils**

All information and News Bulletins are shared with Members and useful information and guidance is included in the publications, which include advice from NALC and other organisations.

- c) **Wrekin Area Committee – Minutes have been circulated**
- d) **Rural Forum – Minutes have been circulated**
- e) **Police & Crime Commission – Parish & Town Council survey – defer to the next meeting**
- f) **Training and Development Schedule – dates have been circulated, all members are encouraged to attend as many as possible. These all take place on TEAMS – a link will be provided in July.**

23/0043

HIGHWAYS AND TRANSPORT

a) Updates

The sign audit was completed and it is hoped that work to ensure effective signage will be seen soon.

The mirrors, promised for Shray Hill, have not yet been installed.

The highway drain covers on the B5062 and A442 have been replaced and made safe.

SID Project

A new contractor has been appointed to move the SID and post in accordance with our Parish Project. This starts on w/c 3rd July. A new position will be investigated, for between Bausleigh and Rivendell.

Community Speedwatch

Dates and times are being arranged for the volunteers to undertake more local sessions. Other sites will be passed to the West Mercia Police, for consideration.

23/0043

PARISH PROJECTS

Village Namesigns

Styles and designs will be obtained, with possible costs, for consideration at a future meeting. It is important that they are in-keeping with the rural character of the villages in the Parish.

23/0044

POLICE AND NEIGHBOURHOOD WATCH

The PCSOs Zoe and Gareth had a report from PC McNally which confirmed that there has been no local crime to report. However the theft of a trailer from Tibberton is being investigated by the Newport SNT. Other local activities resulted in some arrests and the suspects are awaiting court appearances relating to theft from farms and building sites, including taking diesel. Patrols have increased to offer reassurance to residents and smartwater is provided to all burglary victims.

There is little that the police can do regarding the poor driving observed at Crudginton Crossroads – it is anticipated that the provision of the roundabout will assist in making this dangerous junction much safer.

Regular newsletters are circulated.

The Charter Priorities now need to be re-done every 3 months – the Waters Upton response has been completed and will include a reason for the priority areas, as requested.

23/0045

CHAIRMAN'S COMMUNICATIONS

Councillor Roberts had attended the Rural Forum which is a good meeting for local councillors to attend, as officers are available to discuss local issues. The theme was highways. The next meeting will have Planning and Enforcement on its agenda.

The Helicopter Liaison Group meeting has been re-scheduled for July.

CLERK'S REPORT

a) Council Tax Review

The information has been forwarded to TWC and we await a reply. This links into the increased costs of Adult Social Care in the Borough.

b) Rural Transport

It was pleasing to hear that the use of the buses has been better than first anticipated – the company is

now considering requests for some minor amendments to the timetables and routes.

c) Crudgington Road Safety Scheme – Installation of the Roundabout

Confirmation had been received that work on the roundabout will be completed by June 2024 and some work may start in September to achieve this.

COUNCILLOR'S REPORT

Councillor Quin and the Clerk had welcomed students from Harper Adams University on a site visit to the village as part of their studies to look at land types, access, development opportunities etc. Their views were particularly interesting and there were lots of discussions in the Village Hall following their walk around the village.

23/0046

INFORMATION FROM TELFORD & WREKIN COUNCIL – Councillor Stephen Bentley

Councillor Bentley expressed his concerns over the possible reduction in contributions available for Adult Social Care Provision and encouraged everyone to respond to the consultation on line. This reduction is 'deplorable' he believes, especially at this time when personal budgets are already stretched.

He had continued to negotiate with officers of TWC, Environmental Health, the Environment Agency and STW regarding the local issues regarding sewage systems within the village. He remains frustrated that TWC officers are not acting quickly to resolve this significant issue for the community. He is also disappointed that factually incorrect information is being included in correspondence, which is totally unacceptable.

He has ensure that the Planning Officers are aware of the situation, especially as they will be considering the application for the development on the field at the rear of Quarry View, which does not have a sewage system to connect to.

He is committed to supporting and representing local residents at every opportunity when asked to do so.

23/0047

PARISH MATTERS

- a) Local Knowledge regarding the use of a cess pit and waste water routes is available, in relation to the Hanford Terrace application.
- b) The gulley at the bottom of River Lane is due to be cleared and the numerous reports will be addressed and further investigations may be necessary to ascertain the problem.
- c) The use of the STW treatment works at Upton Stones is to be investigated as it is often ineffective and STW has confirmed that no additional connections should be considered.

23/0048

NEXT MEETING

26 th July 2023	7.30pm	Waters Upton Village Hall	Full Council
23 rd August 2023	7.30pm	Waters Upton Village Hall	Neighbourhood Plan
September 2023			Finance & Governance

The Chairman thanked Members for their important contributions to this meeting and the local residents for their thoughts and views on local matters.

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 26th July 2023.