



Minutes of the meeting of Waters Upton Parish Council which took place on **Wednesday 28<sup>th</sup> September 2022 at 7.30pm** in **Waters Upton Village Hall**.

**PRESENT:** Councillors: H Roberts (Chairman)  
T Revitt  
K Hamilton  
E Thomas (from 22/0319)

**In attendance:** Katrina Baker (Clerk)  
Cllr S Bentley (TWC)  
8 Members of the Public

**22/0314 WELCOME**

The Chairman extended a warm welcome to Members and the public to this historic occasion and thanked everyone for attending.

**PERIOD OF REFLECTION**

The Chairman asked attendees to stand for a minute's silence in memory of HM Queen Elizabeth II.

The Chairman had represented the Parish Council at the Proclamation at Telford Town Park and The High Sheriff had provided a Scroll to be read within the Parish for the Accession of King Charles III. The Chairman read the Proclamation before the standing attendees to discharge his duty.

**GOD SAVE THE KING**

**22/0315 PUBLIC SESSION**

The following matters were raised:

- Stackyard Right of Way Path – need for fencing
- Enforcement relating to the field at the end of Catsbitch Lane
- Work on the trees and footpath at front of The Stackyard site
- STW leak opposite 23 Waters Upton and reinstatement of verges following work along A442

**22/0316 APOLOGIES**

Councillor Quin	Holiday
Councillor Thomas	Will arrive later

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

<b>RESOLVED that the apologies be accepted.</b>
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**VACANCY**

The Chairman had received the resignation from Bryan Rothwell and a Notice of Vacancy had been published. No election had been called and the vacancy will now appear on the next Agenda for co-option. Anyone interested in being considered for the position should submit a personal statement to the Clerk, in writing, by 21<sup>st</sup> October. The Chairman confirmed that applications from residents across the Parish would be welcomed.

A vote of thanks was recorded for the work undertaken by Mr Rothwell, particularly during his time as Chairman.

**22/0317 DECLARATIONS OF INTEREST AND DISPENSATIONS**

None

**22/0318 MINUTES OF THE MEETING HELD ON 27<sup>TH</sup> JULY 2022**

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

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

*Councillor Thomas arrived*

**22/0319 MATTERS ARISING FROM THE PREVIOUS MONTHLY MEETINGS**

**Rear of Bharat and Shanti House**

The Chairman said it was very frustrating that progress is so slow for the work required at the rear of Bharat and Shanti House. Officers are aware of the issues and it is hoped the work identified will be undertaken as soon as possible – especially due to the contamination evident in the open ditch.

Provision of the fencing and locked gate at the bottom of the car park is the responsibility of TWC and this needs addressing in order to ensure the safety of the community.

**Rear of Orchard Close**

A reminder regarding the need to remove roots from the route to the rear of Orchard Close is vitally important.

**Outside Crudgington School**

The police have agreed to attend outside of Crudgington School, whenever possible, to remind drivers of the 20mph limit at school times. The lights are now working in a morning and afternoon and drivers who reduce their speed are appreciated by the families.

**22/0320 FINANCE AND GOVERNANCE**

**a) Finance & Governance Meeting**

The Minutes of the meeting have been circulated for information. The next meeting will take place on 20<sup>th</sup> October at 7.30pm in the Village Hall.

**b) Payments**

There were no payments for authorisation at the meeting.

**c) Financial Report**

The Financial Report confirmed a Current Account balance of £46,465.31 and the second instalment of the precept (£12530) will be received at the end of the month.

**d) External Audit and AGAR**

The report had been received from PKF Littlejohn with no matters raised and no actions required. The Chairman thanked the Clerk for her work to ensure that our finances are accurate and in accordance with the Financial Regulations and AGAR.

**e) Grant Application**

A grant application from Hope House Children's Hospice will be included on the Agenda for the upcoming Finance Meeting.

**f) Civility & Respect Pledge**

A copy of the recommendation from NALC had been circulated and it was proposed by Councillor Revitt and seconded by Councillor Hamilton, all were in favour and thus it was

**RESOLVED that Waters Upton Parish Council signs up to the Pledge and confirms that it will**

- **Treat all Councillors, Clerk, Members of the Public, Representatives of Partner Organisations and Volunteers with civility & respect in their role**
- **Promote the Council's Training Policy**
- **Sign up to the Code of Conduct for Councillors**
- **Have in place good governance arrangements including a Dignity at Work Policy**
- **Commit to seek professional help at early stages of any issues**
- **Commit to call out bullying and harassment**
- **Continue to learn from best practice**
- **Support the continued lobbying for changes in legislation to include sanctions for elected members where appropriate.**

## 22/0321 PLANNING

### a) Planning Applications Updates End of Catsbritch Lane

It has been necessary for the Enforcement Officer to visit the site following alleged unauthorised work including the removal of a hedge and siting of a caravan. The visit has taken place and the officer is investigating all matters.

### Moor Bank Farm

The Enforcement Officer has visited and confirmed that there are parts of construction that are incomplete, however the owner intends to start landscaping soon. This will include the bund and trees. He is committed to resolving the outstanding matters during this planting season.

### b) Planning Applications for Consideration

TWC/2022/0746

36 Crudgington

Erection of a single storey side and rear extension with balcony

**RESOLVED to have no objections but to ask the case officer to take into consideration any comments they receive from neighbours.**

### c) Waters Upton Neighbourhood Plan

Councillors Roberts & Revitt attended a meeting with representatives of TWCs Strategy Policy Unit. An advice note has been received and circulated. Members agreed that the Parish Council must first engage with the communities across the Parish, requesting their views on the current Plan and options for updating the objectives and policies. The process to review the Neighbourhood Development Plan can take two years and will need to be led by an Authorised Body and independently inspected.

The Waters Upton Neighbourhood Plan continues to offer guidance on current planning applications.

### d) Other Planning Matters

#### i) The Stackyard, Waters Upton

It is good news that the car park surfacing is nearing completion. This is for use by visitors to the Church. It cannot be available as overflow car parking for The Stackyard. A maintenance plan will be in place. A significant amount of work will be required on the Lime Trees at the front of the site and the area underneath them, prior to a safety inspection, before the transfer to the Parish Council. Work is also required on the footpath in front of numbers one and two, to provide flexipave. The work to complete the highway within the site has been finished. This will not transfer to the Parish Council as it is included in the property deeds of the properties in Phase One. The entrance to the site remains unadopted and residents have shared ownership responsibilities. The Parish Council and users of the PCC car park area have right of access to and from the car park on foot and in vehicles. Work is required on the church wall and a tree adjacent to the wall will need to be removed. The new central area is nearing completion and the bollards (to prevent parking) have been installed. The legal order for the diversion of the right of way is now with TWC Legal Department. The fence is to be erected, for safety. The grassed area to the side of right of way at the front of the site will transfer back to the landowner. Details of the ownership and responsibility for the boundary fence and bin area are to be confirmed. The Parish Council is collecting all the information regarding the planning conditions and related responsibilities and will invite all residents to a meeting to discuss the matters and answer outstanding questions.

#### ii) The Swan, Waters Upton

A reminder has been sent by TWC regarding the Untidy Land Order. A request for confirmation regarding the sale / letting of the residential developments has been sent to TWC.

## 22/0322 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) TW/PTC Agreement**

The Agreement has been confirmed by TWC Cabinet and has now replaced the Parish Charter. Members are encouraged to have a copy available for monitoring purposes.

**d) Planning and Development Seminar Presentations**

A PDF containing all the presentations from the series of seminars had been provided to all Members, for use as a reference documents. The Parish Council will re-visit these as a reminder throughout the year.

**22/0323**

**HIGHWAYS AND TRANSPORT**

**a) Updates**

**Fence to the North of Swan Bridge**

This has been delayed and it is hoped it will be completed in October.

**Meeson Junction at Shray Hill**

This work (as agreed in April at the site visit) has not been completed.

**Village Footpath, Waters Upton**

Areas in need of structural repair, prior to resurfacing have been identified. Flexipave will be used near to the Village Hall, in order to protect the tree roots and prolong the lifetime of the path.

**A442, Cold Hatton**

Members were shocked to have received the latest email from TWC regarding the 40mph scheme at Cold Hatton. Members recalled the initial consultation and the Highways Liaison Meeting with officers of TWC and the agreement regarding the messages to be provided on the VAS.

At the site meeting, with Ercall Magna Parish Council, it was discussed that replacement front panels could be ordered to ensure that the correct message is available on both VAS screens. This was felt to be important by both Parish Councils, who had part-funded the scheme. The 'new' highways officer has informed the Parish Council that the VAS on site is what was ordered by the officer at the time. However, the minutes of meetings confirm what should have been ordered. It continues to be the wish of the Parish Councils to have the agreed signage and therefore the Clerk will respond to enquire about the cost of providing the correct signs (as agreed) before further consideration is given to this matter.

**Sign and Bollards outside of Bharat, Waters Upton**

A replacement sign and post have been requested. An enquiry has been submitted enquiring about the replacement of the bollards, which are now unsightly and ineffective.

**VAS at Crudington**

TWC has confirmed that this will need to be replaced as it has not been possible to effectively repair it.

**b) Speed Indicator Device Scheme**

The delay to complete this scheme is unacceptable. Pressure will be put onto TWC to bring this project forward with some urgency. The new site for the Waters Upton NALC socket will be in the verge between the Village Hall Car Park and Parish Room Croft entrance.

**22/0324**

**CLIMATE CHANGE WORKING GROUP**

The Chairman reported that the second monitoring form has been submitted to TWC with details of the projects that have been successfully completed with the grant funding that was made available. The heaters are ready to be installed in the Village Hall (stronger beams have been necessary). A scheme is proposed for the Parish Centre that will include solar panels and battery storage - additional grant funding may be necessary.

**22/0325**

**PARISH PROJECTS**

**a) Dog Fouling**

The Parish Council has been asked to send out a letter, copies have been included in the newsletter, reminding dog walkers about the need to pick up after their dogs for the safety of other dogs and in particular older and younger people. Copies of the letter will be available around the Parish.

**b) Parish Room Croft**

The Parish Council will continue with the work on the Village Green and create the car parking spaces in the coming weeks. There will be a need to level the area and some top soil may be needed.

**POLICE AND NEIGHBOURHOOD WATCH****PCSO**

The meeting welcomed PCSO Collumbell, and everyone thanked him for attending and also for his presence around the Parish on a regular basis. This is much appreciated by all residents.

Ivan updated the meeting on operation SNAP and encouraged people to send in their dashcam footage of alleged speeding offenders or any other anti social behaviour on our roads.

The Parish Council looks forward to welcoming PC Rob McNally to a future meeting.

**Newsletter**

Copies have been distributed and are available on request.

**Community Speedwatch**

Further training sessions will take place in October, anyone interested in taking part can register their interest – a date and time will be available shortly. Regular sessions will continue.

**Neighbourhood Watch**

Huw Roberts and Sue Finzi continue to be the Area Co-Ordinators of the two Neighbourhood Watch schemes, and thanks are extended to other local co-ordinators. The use of the NW What's App group is good to alert residents to local issues. Membership of this group is to be encouraged.

It is hoped that the outcome of our grant application to the PCC will be available soon and we can work towards introducing NW and Smartwater to Crudginton Fields and other new developments in the Parish.

*PCSO Collumbell left the meeting*

**CHAIRMAN'S COMMUNICATIONS****Parish Noticeboards**

The Chairman recorded thanks to Mr L Finzi for his assistance to erect the new parish noticeboards. We now have a facility in Sytch Lane, Cold Hatton, Great Bolas, Waters Upton and Crudginton. There will soon be one at Crudginton Fields and a smaller one at Meeson. Pin-boards will also be made available in the bus shelters at Great Bolas and Crudginton for local notices.

**Proclamation**

The Chairman had represented the Parish Council at the Proclamation in Telford Town Park.

**Section 106 funding, from Crudginton Development to Crudginton School**

Meetings are taking place with Cllr Bentley (Ward Member), Crudginton School, HLC Academy and TWC to ensure that the funding is ring-fenced for Crudginton School and local pupils.

**CLERK'S REPORT****STW Treatment Works, rear of Upton Stones**

STW have had to visit more frequently in recent weeks, as the treatment works has been blocked – investigations are taking place as to why this might be the case, especially after the recent upgrade.

**STW – installation of new pipework**

STW are nearing completion of the installation of the new blue plastic water pipe from Waters Upton to Crudginton inside of the fence adjacent to the A442. It has been necessary to remind them of the need to reinstate the verges and some fences and to be mindful of the wild flowers and bulbs planted in the verge.

**Helicopter Noise Liaison Group**

The next meeting will take place on 11<sup>th</sup> October 2022.

**TW Bus User Group**

The Minutes of the last meeting have been circulated to members and are available on request. They include details of the proposed new rural bus initiative.

### **Wrekin Area Committee**

The Clerk had represented the Parish Council at the meeting, the Minutes will be circulated. There had been two guest speakers – Mr David Spicer LLP, a Barrister and specialist in safeguarding and CSE – he will be working with PTCs to ensure that the local councils have a policy and procedure in place to support their communities. Superintendent James Dunn had also attended the meeting and gave a commitment for the SNT to engage with PTCs and for a member of the team to attend Parish Council meetings.

### **Tree outside Quarry View**

A meeting had taken place with TWC and the Arboricultural Officer has identified the work required and will place the order with the Tree Specialist.

### **Pinfold Croft to Swan Court**

Andrew Careless, the Rights of Way Officer, is to attend a meeting with the adjacent landowner and Clerk when he returns from holiday. This will be an opportunity to discuss the issue.

### **COUNCILLOR'S REPORT**

Councillor Thomas updated Members on the need to postpone the village BBQ, due to the sad passing of HM The Queen. Alternative arrangements for a future event will be discussed. The village is looking forward to future events on the Village Green – anyone with ideas are encouraged to contact the Parish Council.

**22/0328**

### **INFORMATION FROM TELFORD & WREKIN COUNCIL – Councillor Stephen Bentley**

A report had been circulated following the rural bus initiative announcement recently. This has been made possible with funding from Government which TWC has committed to this project for an initial two year period. As soon as the tender has been awarded, there will be an opportunity to discuss the routes and timetable with the successful company. There will be a need for local monitoring which we hope local resident bus users will assist with. This will ensure that we have evidence of use in preparation for negotiation following the two year initial project. It may be a case of use it or lose it.

During discussions with Crudgington School and TWC regarding section 106 funding for school transport, the need for transport for further education pupils was also discussed. There is a need for a provision to link the parish to Shrewsbury and Telford sixth form provision.

**22/0329**

### **PARISH MATTERS**

All matters had been raised within the meeting.

Members asked that thanks be extended to PCSO Ivan Collumbell for his sterling work in and around the Parish. This is much appreciated and helps to give confidence to local residents, particularly if they have a 'fear of crime'.

**22/0330**

### **NEXT MEETING**

26<sup>th</sup> October 2022

7.30pm

Full Council Meeting

Waters Upton Village Hall

The Chairman thanked Members for their important contributions to this meeting which closed at 8.35m.

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 26<sup>th</sup> October 2022.*