



Minutes of the meeting of Waters Upton Parish Council which took place on **Wednesday 22<sup>nd</sup> September 2021 at 7.30pm** in **Waters Upton Village Hall**.

**PRESENT:** Councillors: H Roberts (Chairman)  
T Revitt  
E Thomas  
B Rothwell

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

**21/0092 WELCOME**

Councillor Roberts, Chairman, opened the meeting and thanked everyone for attending.

**PUBLIC SESSION**

- Repair and re-build of Swan Bridge and safety barriers. The work will commence on 11<sup>th</sup> October, for a period of 54 days. Sytch Lane will be closed at the junction nearest to the bridge. Traffic control will be in place on the A442. There may be a need for an overnight closure during the works – details will be available in advance.
- The VASs at Cold Hatton are still not working and TWC should be insisting that the manufacturers deal with this safety issue as a matter of urgency.
- The quality of footpaths and access to rights of way. Accessible rights of way are the responsibility of landowners, and we are very grateful to those who do keep the routes clear of obstacles. TWC is aware of the Parish Council's request for capital investment into the footpaths in Waters Upton and Crudgington.
- The Parish Room Croft project is progressing and two preliminary meetings of the Working Group have taken place. Notes of the meetings are available. The Parish Council has engaged the professional services of Derek Owen, APT@Telford & Wrekin Council. Options are under consideration for the three elements which are part of the Planning Consent. Funding was raised to purchase the land to include a play area for younger children, a part time car park (for use in conjunction with the Village Hall) and a Village Green area. Initial plans included sensory beds and raised planters with a track for use by the community for exercise and cycling, with a view to enable this to be used for village activities such as a fete.

**21/0093 APOLOGIES**

Councillor J Griffin	Personal Circumstances
Councillor J Quin	Family Commitments

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

<b>RESOLVED that the apologies of Cllrs Griffin and Quin be accepted.</b>
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**21/0094 DECLARATIONS OF INTEREST AND DISPENSATIONS**

There were no Declarations of Interest referring to matters on the Agenda.

**21/0095 MINUTES OF THE FULL COUNCIL MEETING HELD IN JULY 2021**

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

**RESOLVED that the Minutes of the meeting held on 28<sup>th</sup> July 2021 be accepted and signed by the Chairman as a true record.**

**21/0096 MATTERS ARISING NOT INCLUDED ON THE AGENDA, FOR INFORMATION ONLY**

The Chairman gave an update on matters from previous meetings that were not identified on the Agenda.

**a) Orchard Close**

The Clerk and Chairman had attended a zoom meeting with relevant TWC officers where it was agreed that a camera would be used to assess the pipework before completing the work to the rear of properties in Orchard Close. TWC remain responsible for the route under the highway, but all other responsibility is that of the riparian owners.

**b) Access to the ditch to the rear of The Lion Inn Car Park**

This was discussed at the same zoom meeting as a) above and it was confirmed that a slab base would be installed to ensure that access was available and that this location would be added to the schedule for regular maintenance to ensure that the route from the A442 to the ditch does not get blocked with silt.

**c) Armed Forces Covenant**

A certificate has been received and framed and copies will be available throughout the Parish.

**d) A442 – Severn Trent**

Severn Trent has agreed to replace the pipe along the A442 from Crudginton to Waters Upton, this will be an improved long-term solution and is likely to be installed in the verge on the school side of the road.

**21/0097 FINANCE & AUDIT**

**a) External Audit Report**

PKF Littlejohn, External Auditors appointed by the Audit Commission have completed the External Audit and there are no comments, recommendations or requests for action.  
The Chairman, on behalf of the Council, thanked the Clerk and acknowledged that this was an outstanding result.

**b) Payments**

The following payments, which had been circulated, were presented, it was proposed by the Chairman and seconded by Councillor Rothwell, that the payments be made by BACCs.

Clerk's Salary – July to September	LGA 1972	£900.00
PAYE – July to September	LGA 1972	£225.00

**RESOLVED that the payments, as listed be made.**

**c) Financial Report**

The Clerk reported that the Current Account Balance on the 10<sup>th</sup> December 2021 was £51,685.89.

**d) Finance & Governance**

Members will meet on 29<sup>th</sup> September to discuss the Parish Council Strategy and will take the opportunity to consider the earmarked reserves and budget ideas for 2022/23. There is a need to consider the Code of Conduct and to ensure the Parish Council meets its requirements regarding GDPR.

**e) DBS Checks**

Members will complete the application forms for personal enhanced DBS checks.

**21/0098 PLANNING**

**a) Planning Applications Updates**

Decision notices are available at [telford.gov.uk](http://telford.gov.uk) and copies are circulated to all Members.

The Appeal hearing for the land adjacent to 1 & 2 The Poplars, Cold Hatton took place in August and the Appeal was dismissed. The owner(s) have until 24<sup>th</sup> February 2022 to comply and complete all the works listed in a comprehensive decision (copies are available on request).

**b) New Applications for consideration**

**i) TWC/2021/0761 Shray Hill Farm**

Demolition of the Barn and the creation of a Courtyard

**RESOLVED that the Parish Council would have no objection to the proposals.**

**ii) TWC/2021/0786 Bolas Manor**

Replacement Roof and associated matters.

**RESOLVED that the Parish Council would support this application.**

**iii) TWC/2021/0787 Bolas Manor**

Demolition of agricultural buildings and to restore to convert to one self-contained dwelling

**RESOLVED that Waters Upton Parish Council would support this application.**

**c) Waters Upton Neighbourhood Development Plan**

The Parish Council remains confident that the Waters Upton Neighbourhood Plan meets the needs of the community, although it is accepted that monitoring and updates will be required in the near future, taking into consideration the changes in Planning Legislation in recent times. The comments made on recent planning applications have been in accordance with the Neighbourhood Plan.

Members would be considering this further as part of the Parish Strategy, which will be included on the Finance & Governance Agenda.

**d) Other Planning Matters**

**i) The Stackyard**

Further meetings have taken place with Days New Homes, where ongoing matters continue to be included on the Agenda for updates.

- Bin Area – to be used by residents of Phase I and II to keep the bins and bags off the highway. Veolia has confirmed that they will collect from the bin store and encourage residents to use it. Residents are questioning the size and capacity of the area.
- Days Solicitors are negotiating regarding the ownership and responsibility, plus future maintenance, of the road to Phase I and the main highway from the village road to the bin store / turning area.
- Landscape Maintenance – this remains the responsibility of Days New Homes. They have been reminded about the greens spaces, car park area and path, lime trees and the right of way.
- Church Car Park – this is being used during the week by the workers on Phase II to ease the pressure of parking within The Stackyard site.
- The Car Park land will not transfer to the Parish Council / PCC at this time. There is outstanding work to be done to complete the area.
- There will be an opportunity to re-use the temporary fencing from the middle of the site as a boundary for the right of way, at the end of the construction of Phase II.
- Phase II is progressing well and is on target for completion mid-2022.

Members shared concerns regarding the condition on Phase I which removed permitted development rights from the site. Recent event relating to boundaries has triggered the erection of a variety of fences and hedges and it was agreed that the Parish Council should raise awareness of this with the Planning Authority.

The Parish Council is aware that TWC Legal Department is still considering the legal position regarding permitted development on the site.

ii) **The Swan site**

Since the cancellation of the two previously agreed meetings, the owner and financier are to meet the Chairman and Clerk at the Parish Centre on Thursday 23<sup>rd</sup> September, at 10am, this will be followed by site visit.

Whilst this meeting is to discuss the provision of the Asset of Community Value(ACV), Members asked that the Chairman takes the opportunity to discuss the dangerous condition of the site, the encroachment onto River Lane, the dropped drain at the entrance, the damaged sign to Swan Court and the fact that the site is accessible.

iii) **Dairy Crest Site – Crugetone Way**

The Chairman and Clerk had met with Andy Sheldon of Shropshire Homes, with Councillor Steve Bentley for an update on the progress of the development. It was pleasing to hear that all is going well and that many of the houses are now reserved with some already sold and occupied.

Shropshire Homes are negotiating with Railtrack regarding the access to the site under the bridge for Phase II. There has already been some interest in the small commercial units.

Discussions are taking place with TWC regarding the provision and location of the Pelican Crossing, to assist pedestrians to cross the A442, especially to access Crudgington School. It is important that this is located the other side of the triangle junction from the Crossroads so that it can be within the 20mph school zone.

**21/0099 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) Information from SALC**

SALC has continued to provide weekly updates regarding a wide range of information. Members are encouraged to peruse the information and any matters they wish to raise can be included on an agenda for discussion.

**c) Swan Bridge**

Work to repair and rebuild Swan Bridge is scheduled to start on 11<sup>th</sup> October and could take 54 days. A new barrier will also be included. There had been some concerns that the A442 would be closed, but this is not the case, the junction with Sytch Lane will be closed, however access to properties will be available throughout via the Northern and Central junctions.

TWC are still of the opinion that the 40mph zone should return to its original location following completion of the work. However, the Parish Council, on behalf of the residents of Sytch Lane and Swan Court / Old Rectory Fields believe that the current (temporary) location makes the junctions safer. With the provision of the ACV at The Swan, more vehicles could use the Swan junction and therefore to have the traffic slowing down before the Sytch Lane junction is a more sensible location.

Residents are encouraged to forward their opinions to TWC – the Parish Council will write to all residents and will include the contact details.

**d) TWC Bus Survey**

The online survey was extended to 5<sup>th</sup> September and many more responses were completed, including a significant amount of paper copies, which were collected by a TWC officer to ensure that they were received.

**e) Jubilee Beacon and Green Canopy Initiatives**

Members considered the provision of a Beacon to be lit as part of a Country Wide initiative on the Friday of the special Bank Holiday weekend.

**RESOLVED that Waters Upton Parish Council would not purchase a gas beacon for this purpose, due to the effect on climate change but also that it would be difficult to find a suitable elevated public place.**

**RESOLVED that we would accept the offer of a free tree from TWC to be planted in the Parish as part of the Green Canopy Scheme. Members would consider locations within the Parish for it to be planted. If locations can be found in all villages in Waters Upton Parish, additional trees will be purchased / accepted.**

Councillor Thomas reported that she had ordered 800 trees to be planted in Waters Upton to 're-forest' the village for all future generations to enjoy.

**f) Healthwatch**

Information had been circulated and Members agreed that a representative should be invited to a future meeting to give a presentation on their work and answer any questions.

**g) Crudgington Green Consultation**

Members were aware of the consultation letters that had been sent to all residents in Crudgington Green regarding its status as a Public Right of Way, suitable for pedestrians, cyclists, horses and carts. All residents are encouraged to respond and to offer any historical information that have available regarding its use in the past.

**RESOLVED that the Parish Council would not object to its designation, but would include that it should remain a Private Road. It is important that it is not used as a diversion route, if the A442 / B5063 are closed at the Crudgington Crossroads junction as the route is not suitable for HGVS or high volumes of traffic.**

**21/0100 HIGHWAYS AND TRANSPORT**

**a) Update on Outstanding Highway Matters**

There are a number of outstanding highways matters, all of which have been raised by the Parish Council.

**b) Community Speedwatch**

The scheme is now operational with volunteers working in teams of three, at six locations across the three agreed sites in Crudgington, Waters Upton and Great Bolas. A number of letters have been sent to drivers following the results, which are forwarded to West Mercia Police for action.

More volunteers have expressed an interest in taking part and a training session will be arranged in an evening in the Village Hall.

**c) Highways Officer**

The Highways Officer that we have been liaising with on new areas of concern and with regards to all the outstanding matters, is leaving TWC. A replacement officer has been appointed and takes up the post in Mid-October. A meeting will be arranged to update them on our outstanding issues.

The Parish Council has written to R T-B to thank her for her efforts, help and support – this has been much appreciated. Members wish her 'good luck' as she joins the Navy.

**d) 'Beware – Children Crossing'**

Concerns have been expressed that the traffic from Howle direction entering Great Bolas is travelling too fast and could mean that the children who cross the road to wait for the school transport are at risk. Whilst the speedwatch team visit this site, it was proposed by Councillor Quin and seconded by Councillor Rothwell, all were in favour and thus it was

**RESOLVED that the Parish Council would purchase a sign – 'Beware – Children Crossing – please slow down' and it will be erected on the Howle to Great Bolas Road as you enter the village.**

**e) TW Grit Bin Survey**

The Parish Council owns one grit bin, and TWC has confirmed that no payment is due for refills from last winter and in fact, we are in credit by one refill. TWC is to undertake a review of grit bin locations. Waters Upton Parish Council will request that the bin (outside of 2 The Stackyard) be relocated to the top of River Lane.

**Snow Warden**

Information and Guidance has been sent to Cllr Quin, for information.

**f) Catsbitch Lane, Waters Upton**

The Lane is designated as Unsuitable for HGVs. However, it has recently been used as a short cut from the B5062 at Shray Hill to the A442 at Waters Upton. The large vehicles with trailers caused much damage to the trees and this was reported, via Huntapac, to the contractors and use of the Lane was stopped. Whilst it is accepted that tractors must have access to the fields, it is important that the Lane is not abused.

**21/0101 CLIMATE CHANGE**

The Chairman reminded Members and the community of the £4000 grant which has been received to support the community. It is anticipated that projects can be offered to the Village Hall, churches, Library and School as well as offering support and information to residents. The first meeting of the Working Group will be held during October and a report will be available to the next meeting.

**21/0102 WEST MERCIA POLICE AND NEIGHBOURHOOD WATCH**

**Newsletter**

A copy has been distributed to Members, it will appear on the website and copies are available on request.

**The role of the Rural Support Officer**

The community are pleased to have a rural support officer, who is regularly seen around the Parish and who responds to local queries and concerns in a timely manner. The Police & Crime Commissioner is continuing to support the position, however transport is not always available when required. Being visible in the community is essential and there is a proposal under consideration for the rural Parishes, Wellington & Newport Town Councils and local businesses to contribute to a dedicated vehicle available for the post-holder. Members considered this and agreed that they would look positively on any application for funding that came forward from WMP in order that it could be included in the budget for 2022/3.

**Policing Charter**

The three priorities would remain:

Speeding and inappropriate use of lanes by HGVs

Hare Coursing and other similar crimes

Anti Social Behaviour

**21/0103 CHAIRMAN'S COMMUNICATIONS**

The Chairman had been invited to a series of Climate Change events and workshops on Carbon Literacy. Details are available if anyone is interested in attending to represent the Parish Council.

Cllr Roberts would be attending a SALC CC Awareness event and will report back to the Working Group meeting.

**21/0104 CLERK'S REPORT**

The Clerk has continued to represent the Parish Council at a number of events, training sessions and workshops, including

GDPR

London Bridge

Neighbourhood Planning

Wrekin Area Committee of SALC

SALC Executive

**DBS**

Members are required to complete the necessary form, and provide the ID required, to the Clerk so that the process can be started.

**London Bridge Protocol**

All PTCs are advised to confirm the protocol and procedures in order to be prepared and to ensure that local residents are aware of them as well as where to find the relevant articles and details.

Members agreed that Waters Upton Parish would host a Proclamation on Day 2 and that this should take place on the Village Green, adjacent to the Village Hall.

A detailed plan and procedure will be written and shared for use in the villages within the Parish.

**COUNCILLOR'S REPORT**

**Jubilee Weekend**

Councillor Thomas is arranging a Parish Fete on 5<sup>th</sup> June 2022. A range of activities have already been agreed and thanks are extended to everyone who has volunteered to organise an element of the event. A road closure, Castsbritch Lane to River Lane, will be requested. Arrangements to date include: Pram Race, Crafts, Tractor of Balloons, Go-Carts, Disco, BBQ, Licensed Bar, Hook A Duck, and a Tombola. A flyer will be produced and delivered to all houses in the Parish asking for other ideas and volunteers. It is anticipated that a fund-raising table top sale will be organised in October / November. It was proposed by Councillor Rothwell and seconded by Councillor Revitt that £2000 be included in the budget for Jubilee Weekend Activities so that other villages and local organisations can apply for a grant to assist them in organising an event over the weekend of 2<sup>nd</sup> to 5<sup>th</sup> June.

#### **21/0105 PARISH ROOM CROFT**

Two Working Group meetings have now taken place with Derek Owen. Derek has been employed by the Parish Council and as a member of the TWC Planning Team will bring forward ideas for the three elements of the site and then work with the Parish Council and community on a consultation process, followed by the procurement and project management of the site. The notes of the meetings are available.

There will be three elements of the site, a village green, a part time car park, for use by village hall users and a play area for younger children. The Working Group includes representatives of the Village Hall Management Committee, The Trust, the School, residents and the Parish Council and will work with TWC to bring forward plans and ideas for the three elements which will be used in a public consultation.

Fund raising continues for the play area, however, the Village Green will need to be available (as a minimum) for the Jubilee Celebrations in June 2022.

The idea of willow tunnels, natural equipment and less formal structures will be considered further, especially as these will complement the Sensory Areas already planned for the site. The inclusion of a track has a range of uses for all ages and abilities and will be included, however the location of this has not yet been finalised.

The Parish Council will be asking the Village Hall for access from their car park to the Croft during the works, in order to protect the access from The Paddocks.

#### **21/0106 REPORT FROM TELFORD & WREKIN COUNCIL**

Councillor Bentley and the Clerk had met with Mr Patel from the Lion, regarding the use of his car park facility and we are very grateful that he has agreed to allow the use (morning and afternoon only) for the walking bus for a further temporary period until Christmas. This will give some time for alternatives to be considered and discussed with the School, TWC and landowners. Parents have been made aware and the gates will be closed at all other times during the day.

A 'Ward Walk' had taken place in August, with officers of TWC and Councillor Burrell to highlight areas of concern across the Ward where work is required, with some urgency, and yet there are continued delays. In Waters Upton Parish, this has included A442 Cold Hatton and Crudgington, the SID project, Waters Upton Bridge repairs, completion of the B5062 speed awareness initiative and many more. The event took three hours, and a report was received, but the Ward Members were disappointed that many issues had not been included and there were no timescales for completion. They are awaiting a response and will share this with the Parish Council on receipt.

#### **21/0107 PARISH MATTERS**

##### **Work to repair Swan Bridge**

Details are available on request and a copy of the information, dates and diversion will be added to the Sytch Lane Noticeboard.

#### **21/0091 NEXT MEETING**

27<sup>th</sup> October 2021

7.30pm

Full Council

Waters Upton Village Hall

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 9.15pm.

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 27<sup>th</sup> October 2021.*