

UPPER ARLEY PARISH COUNCIL

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The Minutes of the Annual Meeting of Upper Arley Parish Council held at Arley Memorial Hall on Wednesday 30th May 2018

Present: Cllr G Rickhuss, Cllr Mrs E Dale, Cllr Mrs S Rickhuss, Cllrs E Gatehouse, J Lawley, B G Lilley and A Potter.

In Attendance: Mrs A Preece (Clerk), District Councillor P Harrison, PCSO Jeni Bray accompanied by a trainee PCSO and one member of the public.

1. Election of Chairman and signing of Declaration of Acceptance of Office: Cllr Graham Rickhuss was elected as Chairman and signed the Declaration of Acceptance of Office.

2. Election of Vice Chairman: Cllr Arthur Cheadle was elected as Vice Chairman.

3. Apologies: Apologies were received and accepted from Cllr A Cheadle, Cllr Mrs L Jackson, District/County Councillor R Vale and District Councillor N Harris.

4. Declarations of Interest: None.

Cllr Mrs Dale arrived at 7.35 p.m.

The meeting was adjourned for **Public Question Time** notes of which are appended to these minutes.

5. Dispensations: No dispensation requests received by the Clerk.

6. Council's Scheme of Delegation: Members were appointed to the following Committees

Staffing Committee – the Chairman, Vice Chairman and Cllr Lilley
Finance Committee – the Chairman, Cllr Mrs Jackson and Cllr Potter.

To the following outside bodies

County Association of Local Councils and Parish Forum – the Chairman and Cllr Mrs Rickhuss
Arley Memorial Hall Committee – Cllr Mrs Dale
Shatterford Village Hall Committee – Cllr Potter
Pound Green and Button Oak Community Hall – no representation

7. Minutes: The Minutes of the Parish Council Meeting held on Wednesday the 25th April 2018 at Shatterford Village Hall were approved.

The Chairman invited PCSO Jenni Bray to give her report. She introduced Amy who is a new recruit and gaining experience with PCSO Bray. There has been no crime reported in last month. Cllr Gatehouse reported concerns regarding people on horseback and speeding vehicles in Pound Green and asked if there could be a Police presence at around 8.30 a.m.

8. District and County Council Matters: Cllr Harrison was introduced to Members. Clerk read out the reports provided by Cllr Mrs R Vale and Cllr N Harris.

9. Items Requiring Discussion/Decision:

- a. Severn Trent: Final part of work not yet completed
- b. Car Park: Members resolved to withdraw the planning application for the proposed extension to the car park.
- c. Public Toilets: The Chairman and the Clerk are meeting with Linda Collis and Kathryn Underhill from Wyre Forest District Council on 4th June 2018 to discuss the possible asset transfer. Clerk had received a complaint regarding the toilets being used as changing rooms.
- d. Meeting Locations: The amended list of locations for future meetings was noted.
- e. Standing Orders: Members resolved to adopt the updated Standing Orders.

10. Service Reports:

- a. Lengthsman Report. Lengthsman time sheets circulated. J Webb Contractors will continue to mow the grass around the bungalows in Arley Lane. Work to be done on the green in Trimpley Lane.
- b. Parish Paths Report. No report received.
- c. Police Report. See report following agenda item 7.

11. Highways Issues: Work not completed on the path leading to the footbridge though barriers were put in place and have now blown over.

12. Financial Report and Payment of Accounts.

- a. Council noted bank balances at the 23rd May 2018.
- b. Council approved payments as per the list with the addition of the following payments; Lengthsman £260 and Wyre Forest District Council £94.50 for black bags.
- c. Members ratified the payments on the list.
- d. Annual Financial Return: The Annual Governance Statement for submission to the external auditors PKF Littlejohn was signed by the Chairman.
- e. Annual Financial Return: The Accounting Statement for submission to the external auditors PKF Littlejohn was signed by the Chairman.
- f. Clerk's Salary: Members approved the NJC increase in Clerk's salary from £12.56 to £12.81 per hour implemented from the 1st April 2018.
- g. Members are asked to consider and make a decision on the grant application from Button Oak Community Fete: Funds were being raised for the Midlands Air Ambulance. Members resolved to make a direct donation of £250.

Cllr Mrs Dale advised that she had secured a defibrillator from Alveley First Responders for Shatterford Village.

13. Planning and Development Control:

a. Planning Applications

None

b. Planning Decisions

18/0243/FULL THE PATCHES TRIMPLEY LANE SHATTERFORD

Partial rebuilding and alterations of existing agricultural building. Approved.

18/0261/TCA 5 HIGH TERRACE ARLEY

Fell Willow. Approved.

14. Correspondence for Information: Clerk read out the correspondence report.

15. Road Accident Report: None.

16. Clerk's Report: Clerk read out the report.

17. Councillor's Reports and items for future agendas: Cllr Mrs Dale asked if Alveley First Responders could be invited to a future meeting. Cllr Lilley raised concerns regarding the telephone lines in Upper Arley Village, there are insufficient lines available to meet the demand resulting in some residents being disconnected.

18. Date of Next Meeting – 7.30 p.m. 27th June 2018 at Pound Green and Button Oak Village Hall.

The meeting closed at 21.05 p.m.

Signed.....

Chairman to Upper Arley Parish Council

Notes of Public Question Time

One member of the public was in attendance, no issues were raised.