# **You are hereby invited to the Meeting of the Parish Council on**

# **Monday 8th March 2021 via zoom at 7.30 pm.**

## Members of the public are welcome to attend the meeting. To find out how please contact the clerk via email. [clerk@littlewenlock-pc.co.uk](mailto:clerk@littlewenlock-pc.co.uk)

### **1. Public Session.**

### **2. Record members present.**

### **3. Receive apologies and reasons for absence.**

### **4. Dispensations and declaration of personal or prejudicial interests.**

### **5. Minutes of the meeting held on 8th February 2021 and confidential minutes.**

### **6. Borough of Telford and Wrekin Liaison.**

### **7. Finance.**

### a. Consider payment of invoices.

1.

2. Mrs J Madeley £558.00 Chq 2157

3. Mrs J Madeley Expenses £126.63 Chq 2158

4. HMRC £38.00 Chq 2159

5. E. on £192.00 chq 2160

6. Med UK Group Ltd £1828.80 Chq 2155

7. SSE. Information at meeting.

b. Debit Card use one payment of £66.50 for newsletter and extra information sheets.

c. Bank Reconciliation. Feb 21

d. Nominate a councillor to be the second person to access various online records for pension.

e. Grants Policy.

f. Insurance Quotes including Parish Online.

g. Consider purchase of a litter bin for Coalmoor Lane/Road. (see report).

i. Consider opening a bank account with relevant banking authorisation. Update.

**8. Planning:**

### **a. New Applications:**

* TWC/2021/0158 Erection of a side and rear first floor extension and installation of a rear porch. 32 Coalmoor Lane Little Wenlock.
* TWC/2021/190 Change of use from former quarry to educational fieldwork centre including the erection of 3no. Iron-Age roundhouses, 1no. multi-purpose activity structure, warden’s accommodation & 6no. camping pods. Maddocks Hill and Quarry, Little Wenlock, Telford, Shropshire.

**b. Decisions:**

* TWC/2020/0976 Erection of a Agri equestrian centre consisting of 20 enclosed stables with ancillary areas and habitable accommodation, the erection of a 6 bay Dutch Barn, creation of a menage and associated car parking (retrospective). **Refusal of full planning permission.**
* TWC/2020/1070 Erection of a first-floor extension over the existing garage including an extension to garage and construction of an entrance porch. Ty Wrocen, MaltHouse Bank Little Wenlock.

**Full Planning Permission.**

**c. Enforcement notice. Former Huntington Lane Mine Site.**

**d. Any other planning matters.**

**9. Climate Change and parish and town councils.**

a. Newsletter special.

b. Letter from Telford and Wrekin Council. Forwarded with agenda pack.

**10. Defibrillator:** see report.

**11. Annual Parish Meeting.** (see report).

### **12. Community Safety**

a. Traffic Management scheme At The Wrekin.

b. Traffic management schemes around the parish.

**13. Clerk’s Report.**

**14. Management of meetings after 6th May.**

**a.** Consider writing to MP urging Government to allow the option of virtual meetings going beyond May 6th. (see report).

b. Consider future meeting arrangements.

### **15. Individual Councillors Report and updates:**

### **a.** Update from Rights of Way Telford and Wrekin.

### **b.** Village hall and playing fields committee.

### **16. Correspondence:**

a. Consider adding Telford and Wrekin’s Livewell widget to website?

b. Telford and Wrekin Climate Change Fund.

c. Various communications from a resident re The Wrekin one way system.

d. Letter from Ramblers at the heart of walking. (circulated to all Telford and Wrekin Parish Councils).

**17. Date of next schedule meeting 12th April 2021**

## Report

## 7f. Parish Online

## The Cost would be £40 plus Reclaimable VAT, includes 20% discount for being a member of SALC.

## There is an option to have the product free if insured with BHIB. Clerk is obtaining quotes to see if this is of benefit.

## A copy of the two presentations has been circulated. It gives details of all the data available and can be added. Clerk can see many uses for this. It can be shared with all councillors. I.e., Councillors can have access to it for parish council purposes. It is a licensed product and use is limited to parish council use only.

## 7g. A resident of Coalmoor Lane has requested a litter bin for the new users of Coalmoor Lane to deposit their rubbish and doggy doo. Since first lockdown Coalmoor Lane has become a circular dog walking route for residents of urban Telford. The cost will be £483.00. Telford and Wrekin will install and empty. The no longer pay for new litter bins only replacement of damaged or worn-out bins.

## 7i. Clerk has investigated banks. Lloyds Bank is the only high street bank that offers the two authorising online system. There is Unity Trust Bank that does but no high street presence. RBS charge for the use of online banking payments. Lloyds have yet to allow switch.

**10. Defibrillator**

1. The New Works defibrillator is in situ.

**11. Telford and Wrekin Rights of way consultation**

## This is a public consultation so the Parish Council can send it a response to the questions in the consultation. The public can too. So, you as individuals can also comment if you wish.

## In summary a definitive map with DMMO orders since 1965 is now available online via this link

## [https://www.telford .gov.uk/info/20469/public\_rights\_of\_way](%20https://www.telford%20.gov.uk/info/20469/public_rights_of_way)

## There is underscore between each word of public\_ rights\_ of\_ way.

## The outstanding applications for modifications to the definitive map of which there are over 120 the consultation suggests will be dealt with following a policy written in the documentation sent to councillors.

## Comments from Councillors on the outstanding DMMOs

## 13 Clerk’s report

1. **Outstanding projects: reviewed at 31.12.2020.**

|  |  |
| --- | --- |
| Project | Completed/outstanding. |
| 1. Benchwalk leaflets. | Received and in the village hall cupboard. |
| 1. Legal agreement on the playing fields. | Waiting for final papers from solicitor. |
| 1. Interpretation board by the pub | Complete for now |
| 1. reflective tape. | One village sign now has reflective tape installed agenda for Jan 21 for decision on all the other signs. |
| 1. Doggy Doo Campaign |  |
| 1. Information Sheet | Distributed done |
| 1. Bus shelter Ivy | Bus shelter ivy removed. |
| 1. Doggy Doo Bags from Telford and Wrekin | Received. |
| 1. Future use of Little Wenlock.org. decisions need to be made about who manages the website, how information can be added or removed and in what form the requests will be received. |  |
| 1. Clerk’s hours | Decided new contract needed. |
| 1. Various grant applications. | Reviewed and decided upon which ones to give to. |
| 1. Email addresses. | Done |
| 1. Rights of way update. | Some works done. |
| 1. Grant awards policy |  |
| 1. Review of some policies. |  |
|  |  |

2. Reported potholes on Coalmoor Lane

3. Facebook page set up. Interaction is now available.

4. Directed someone to Telford and Wrekin regarding Ercall Lane Car Park.

**14. Management of meetings after May 6th**

**This report is being written on Thursday 25th February and subject to change.**

The national road map out of lockdown has been announced. At this time indoor meetings in community facilities remain that public meetings cannot take place. No earlier than the 17th May indoor gatherings will be eased but meetings will have to be Covid compliant and no more than 30 people. This is an anomaly with the information below about electronic meeting authority ceasing.

A Parish Council meeting is a meeting open to the public and it can never be guaranteed that more 23 members of the public may wish to attend. (assuming 5 parish councillors, 1 clerk and 1 Borough Councillor).

It is not a common occurrence that more than 23 members of the public will attend but it could happen.

After the 6th May the option to no longer hold meetings via electronic means. This will mean if there are spikes of COVID-19 in either Shropshire (where I live) or Telford and rules are imposed that prevent public meetings. Parish and town Council meetings are open meetings to the public. Meaning that provision must be made to allow unlimited access to meetings. Whilst most Little Wenlock Parish Council meetings do not attract large numbers of the public. There could be a time when a subject could attract a large number. The option of holding an electronic meeting at times of local lock down may be useful.

The other two things included in the regulations enabling electronic meetings that affect Little Wenlock Parish Council is the election of chair and Annual Parish Meeting/open meeting.

This year at this time the Annual meeting of the parish council will need to go ahead. This being the meeting where the chair is elected, and various documents are approved.

At this time, the Annual Parish meeting will also need to go ahead. This meeting must go ahead between 1st March and 1st June. At this time no more than 30 people would be able to attend a meeting in the village hall.

Clerk is awaiting guidance from NALC.

The Parish Council needs to decide on how to proceed with its business.

Clerk already has full delegated powers to cover most eventualities. So that is one option that the clerk manages the business of the parish council with liaison with councillors.

The options for continuing business could be.

* Via email and decisions made and actions taken presented in a report to the next parish council meeting. Using the delegated powers.
* Electronic meetings continue with decisions being then made by clerk using delegated powers once it is no longer legal to meet and carry out the business of the Parish Council via electronic means.
* If allowed start meeting face to face but less often. Risking turning away residents after there are 30 people in the room until at least 21st June.
* If allowed, try to keep meeting as usual. Risking turning away residents after there are 30 people in the room until at least 21st June.

**Decisions to be made.**

1. Currently NALC is asking parish and town councils to write to their local MP urging them to lobby for the option of electronic meetings for the foreseeable future. Does The Parish Council want to do this?

1. How to hold meetings after 6th May.