



## Waters Upton Parish Council

Minutes of the meeting of Waters Upton Parish Council for the 2024/25 municipal year which took place on **Wednesday 26<sup>th</sup> June 2024 at 7.30pm** in **Waters Upton Village Hall**.

**PRESENT:** Councillors: J Quin  
H Roberts  
T Revitt  
K Hamilton  
R Lee

**In attendance:** Katrina Baker (Clerk)  
5 Members of the Public  
PCSO Josh and Zoe  
Dawn – Hope House Hospices

### 24/0051 WELCOME

Councillor Quin opened the meeting and thanked everyone for attending. A warm welcome was extended to Dawn from Hope House Children's Hospices and PCSOs.

#### Hope House

Dawn thanked the Parish Council for nominating Hope House as its Charity of the Year and announced that the total raised was £3718.47.

Dawn shared some information about the Hospice, the support it provides for young people and their families and how it is funded.

A photograph was taken as Members and representatives of the community handed over a big cheque in recognition of the total raised.

Visits to Hope House can be arranged – please contact the Clerk if you are interested in the work of the Hospice, fund-raising or visiting the house in Oswestry.

The chairman thanked Dawn for attending and she left the meeting.

#### West Mercia Police

PCSO Josh had been able to bring along the Rural Support Vehicle as he has now passed the necessary additional training to enable him to drive it.

Members had a photograph taken with PCSOs Josh and Zoe, with the vehicle which has been funded by the rural Parish Councils and is available 24/7 for the local SNTs from Wellington & Newport.

PC McNally has sent a report, with Josh, confirming that rural crime is on the decline at the moment, maybe as a result of the successful Operation Gander on 24<sup>th</sup> May.

There had been a recent RTA outside of Crudgington School – no-one was hurt, but four vehicles were involved and two of the safety bollards had been dislodged and needed to be replaced.

Josh is starting a What's APP Rural Watch Group.

The chairman thanked Josh and Zoe for attending and they left the meeting.

### PARISH MATTERS

#### The Swan Development

Questions were asked regarding the work now taking place at The Swan, in relation to the current application for variation of conditions. The Community were clear in their view that the Asset of Community Value should be finished and available to the community before the residential units can be sold. This is to ensure that the ACV is completed and not abandoned.

### **Potholes in Catsbritch Lane**

Numerous reports have been submitted relating to the potholes in Catsbritch Lane – some of which are deep and therefore dangerous, particularly for pedestrians, cyclists and horses.

The Clerk will follow up the reports and hope that repairs are made as soon as possible.

A request for a proper resurface will be forwarded, but this is unlikely to happen until the road is re-opened following completion of Crudgington Roundabout.

### **Overgrown Footpaths**

Around the parish there are many overgrown hedges which reduce the size of footpaths or obstruct them to prevent access particularly for pushchair or wheelchair users. In some places, people have to walk on the road as the footpath is not passable.

Concern was expressed, again, that the path from Sytch Lane to Cold Hatton is not passable.

**24/0052**

#### **APOLOGIES**

Councillor C Woodhouse                      Health

**RESOLVED that the apologies be accepted.**

Councillor S Bentley                      Purdah

**24/0053**

#### **DECLARATIONS OF INTEREST AND DISPENSATIONS**

Councillor H Roberts                      Waters Upton Village Hall

Councillor T Revitt                      Waters Upton Village Hall

K Baker                      Waters Upton Village Hall

**24/0054**

#### **MINUTES OF THE MEETING HELD ON 22<sup>nd</sup> MAY 2024**

It was proposed by Councillor Revitt 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.**

Members also confirmed that the Minutes of the Annual Meeting of the Council were an accurate record – these will be signed at the Annual Meeting in 2025.

**24/0055**

#### **MATTERS ARISING FROM THE PREVIOUS MONTHLY MEETING**

##### **Severn Trent Water**

An email received today has confirmed that STW will be attending a follow-on meeting in the Village Hall during July when more information will be available.

**24/0056**

#### **FINANCE AND GOVERNANCE**

##### **a) Financial Reports**

##### **Payments**

R David AAT                      Internal Audit                      £150.00

Scribe                      Accounts Package                      £331.20

**RESOLVED that these payments be made in accordance with the Financial Regulations.**

##### **Current Financial Position**

The overall Parish Council balance is £97,468.53 at the end of the financial year. 50% of the precept for 2024/25 has been received.

The balance on the PWLB loan is £4431.89.

##### **b) End of Year Accounts**

Copies of all relevant documents have been provided to all members, for information, prior to the meeting. These included the Balance Sheet, Bank Reconciliation, Explanation of Variances, the Asset Register and Reserves. The Internal Audit Report and Internal Audit Letter had been received and there were no recommendations or areas of concern identified.

i) **AGAR Section One**

Members considered the Section One – Annual Governance Statement and accepted their responsibility to ensure that there is a sound system of internal control. It was proposed by the Chairman, seconded by Councillor Hamilton, all were in favour and thus it was

**RESOLVED that the Chairman should sign Section One of the AGAR for 2023/24 on behalf of the Council.**

ii) **AGAR Section Two**

Members had perused Section Two and having received a copy of the Receipts and Payment Account and Bank Reconciliation, it was proposed by Councillor Quin, seconded by Councillor Roberts – all were in favour and thus it was

**RESOLVED that the Chairman should sign Section Two of the AGAR for 2023/24 .**

iii) **Dates for the public rights etc.**

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

**RESOLVED that the Notice for the Public Rights and Publication of Unaudited Annual Governance & Accountability Return should commence on Monday, 1<sup>st</sup> July and end on Friday, 4<sup>th</sup> August 2024.**

c) **Grant Applications**

a) **Crudgington School – application for funding for a Outdoor Sun Shade**

It was proposed by Councillor Roberts, seconded by Councillor Hamilton, with two votes against and three votes in favour, it was

**RESOLVED that a grant of £239.98 be awarded to Crudgington School PTA in accordance with Section 137 of the LGA 1972.**

b) **St John's Church Noticeboard – application for funding for a replacement noticeboard**

Members discussed the application, especially considering the fact that the Parish Council has already provided two noticeboards for Great Bolas village. However, it was proposed by Councillor Hamilton, seconded by Councillor Roberts and all were in favour, thus it was

**RESOLVED that a contribution of £100 be offered towards this project to provide a further noticeboard in the churchyard.**

d) **Register of Gifts and Hospitality**

Members were reminded of the need to declare an gifts or hospitality offered to them or received.

e) **Risk Management**

It was confirmed that the Risk Management Policy and Plan is current. The information is used to ensure adequate and appropriate insurance. This has been taken into consideration within the insurance renewal.

**CHAIRMAN'S REPORT & COMMUNICATION****Community Speedwatch**

It is 10 years since Community Speedwatch was launched and there are now groups taking part in this initiative across the Country. In order to continue the project, more volunteers will need to be trained. We have been hindered by the traffic control on the A442 and therefore there have been few recording sessions in recent months. It was agreed that the equipment should be returned to WMP to be allocated to a different team for the time-being. Following completion of the roadworks, the Parish Council will re-assess the three speedwatch locations in the Parish and re-apply for a new scheme.

We have been supported by Mark Booth who is moving to a new role within WMP. Members wished to record their thanks to Mark, for his help, support and guidance and to wish him well in his new role.

Mark had provided anniversary badges which were distributed to the Community Speedwatch Volunteers.

Members would consider an additional SID in the future, as these are effective and are gathering useful information for WMP and TWC with regards to traffic speeds within the Parish.

**CLERK'S REPORT****Village Hall Wi-Fi**

*Councillors H Roberts & T Revitt declared an interest, but had dispensation to take part in the discussion.*

The Router has been purchased and installed. Thanks were extended to the Parish Council for its support. It had previously been agreed that the Parish Council would consider the reimbursement of the installation costs. However, the Village Hall Management Committee had agreed to fund the installation and on-going costs.

**Council Tax Queries**

Following a reminder, TWC has now responded to all the questions previously provided to them with regards to the calculations and levels of Council Tax, including the Polce & Fire elements of the total.

**PLANNING****a) Planning Updates**

DMMO – WU 002 Restricted Byway – Bolas Heath

TWC had confirmed that the DMMO was confirmed on 6<sup>th</sup> June 2024.

Rights of Way markers will be in position.

**b) Planning Applications for Consideration**

i) TWC/2024/0440 36A Great Bolas

Replacement Porch and Two-Storey rear extension

Members were aware of the neighbour concerns regarding these proposals. Whilst there was no objection to the replacement porch, Members considered in detail the proposals for the two-storey extension.

**Having taken all the points into consideration, Members resolved that they could not support this application and the Parish Council response to the consultation would include:**

- **Over-development of the site**
- **Closeness to the boundaries**
- **Size and scale not in keeping with the original property or location**
- **Inconsiderate of neighbours**

**Other points of concern included**

- **Additional accommodation would have an effect on the drainage requirements and car parking. It would not be possible to use the existing shared septic tank and a designed foul water drainage system will be required with appropriate permissions.**
- **Access to the rear of the property is via a narrow private lane. There appears to be insufficient space for large HGVs and any deliveries would need to be by small appropriate vehicles. There is no suitable provision for turning into the property and concerns were expressed regarding**

**the protection of the church sandstone wall, other property boundaries, the water tower and field boundary.**

- **The lane, to the rear of the property, is an access route, well used by pedestrians and horses.**

- ii) TWC/2024/0454 Lavender House, Stars Lane, Cold Hatton  
Front porch and single storey extension

**RESOLVED that Waters Upton Parish Council would support the proposals as they were considered to be modest and in-keeping.**

**c) Waters Upton Neighbourhood Plan**

- i) The Parish Council continues to monitor the Neighbourhood Plan for effectiveness and its policies are used in the determination of planning applications.
- ii) A meeting with the Development Team at TWC will take place in July in order to commence a public consultation on any proposed amendments to the current Neighbourhood Plan. A draft document has been produced taking into consideration all the points raised at the public meetings held in the Village Hall.

**d) Other Planning Matters**

**i) Enforcement**

The Planning Enforcement Officer had provided an update:

**Waters Upton Hall**

A site meeting will take place in the near future to 'pick things back up' with the planning officer and owners.

**The Poplars**

This is a live case at the Magistrates Court. The Defendant pleaded guilty at the first hearing but has since made an application to vacate his plea which will be heard in the coming weeks.

**Moorbank Farm**

The enforcement file has been closed with a new application approved. A further site visit can be carried out if required when new information has emerged.

**ii) Right of Access – Swan Court to Pinfold Croft**

11 Evidence Statements have been submitted in favour of the route being available for pedestrians and 1 against. These have been submitted to TWC with regards to a DMMO application.

**iii) Noise Complaint**

Details of a noise complaint, and other elements, have been passed to the Parish Council for information and refer to neighbour concerns relating to Moorbank Farm. This will be registered with TWC Enforcement Team and site visits and monitoring are likely to take place.

Members expressed concerns regarding the enforcement of Planning Application conditions as it is noted that the conditions relating to the original planning consent have still not been completed, this includes the essential 'bund'. Members are also concerned about the farmhouse development on the original farm site.

**24/0059**

**HIGHWAYS**

**a) Report**

The Clerk continues to liaise with TWC regarding a number of outstanding highway matters. The speed on the A442 remains a concern, especially from Hodnet to Shawbirch. Following the meeting with the Asst PCC regarding possible average speed cameras, two sites had been identified and further information and data had been made available for consideration. This was at the same time as the A41 was being considered. Whilst it is accepted that resources are limited and these projects are expensive, it is important to keep pressure on the authorities and the police to keep our roads safe. It has been suggested that a meeting should take place with Hodnet, Waters Upton, Ercall Magna and Wrockwardine Parishes, Wellington Town Council and the relevant Ward Members – communication with the Highways Officers will continue.

**b) Flooding**

It remains disappointing that work has not been undertaken on Meeson Road - a request for an update will be sent to TWC.

- c) **Traffic Accident Damage**  
Members shared concerns regarding damage to fences, hedges, street furniture, signs, verges etc. that often occurs at the time of a road traffic collision.  
In order to understand how the process works, especially regarding insurance and funding to rectify damage, an enquiry will be sent to TWC and the WMP for further information.
- d) **Sign Survey**  
Members were reminded that it is some 4 years ago when TWC first asked for all rural parishes to undertake a survey of road signs. This was done, and resulted in a list of signs and actions needed. Following three site visits, an email was received to ask the Parish Council to confirm it had the funding available to replace all the signs as listed, before the work could be ordered.  
The provision of road signs is the responsibility of TWC, not the Parish Council – a query was raised as to why the Parish Council should fund such replacements, but no reply had been received.

**24/0060 ENVIRONMENTAL**

- a) **Report**  
Concerns increase with regards to the lack of maintenance in the Parish referring in particular to grass cutting, road sweeping, drain gullies etc.  
This will be taken up with TWC before the Parish Council agrees to undertake more local maintenance.
- b) **Rights of Way**  
Local residents have identified routes of Rights of Way which are blocked and impassable with no way markers and have come across resistance by landowners. However, there has been an offer to walk the routes, check access and identify what work is required. This could result in a route map and description being included in the newsletter so that more people walk the rights of way – this helps to keep them open and accessible.  
  
A Right of Way map will be requested from TWC to ensure correct routes are included.

**24/0061 WEST MERCIA POLICE**

- a) **Safer Neighbourhood Team**  
It was good to have Josh and Zoe at the meeting and Inspector Sanders has confirmed a date for the next meeting of the rural Parishes.
- b) **Priorities**  
Traffic Speed and Anti-social driving remain the two priorities for Waters Upton Parish. We are grateful to the SNT for the speed monitoring which has been undertaken regularly during the past 3 months.

**24/0062 TELFORD & WREKIN COUNCIL**

Councillor Bentley continues to support local residents with correspondence to TWC. However, actions have been limited due to the current period of Purdah.

A meeting is to take place with Dean Sargeant, in order that all the outstanding matters can be raised, to obtain some realistic timescales for action. This particularly relates to Highways & Environmental Matters.

**24/0063 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) **Crudgington Nomination – Village Of The Year**  
The Parish Council is grateful for the nomination of Crudgington. However, due to the current highway works it was agreed that this should be postponed. The Parish Council will consider a Parish nomination, including all the villages, in a future competition when the communities across the Parish can work together to ensure that the Parish is worthy of a nomination.

d) **Climate Change Conference – date for your diary**  
18<sup>th</sup> October 2024 at Woodside

**24/0064 PARISH MATTERS**  
Parish Litter Pick to be arranged.  
New website goes live on 1<sup>st</sup> July  
Rights of Way – offers of help to identify routes and install way markers.

**24/0065 NEXT MEETING**  
24<sup>th</sup> July 2024                      7.30pm                      Full Council Meeting

The Chairman thanked Members for their important contributions to a successful meeting and closed the meeting at 9.05pm.

**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 24<sup>th</sup> July 2024*