

# Hopton Wafers Parish Council

**Minutes of Parish Council Meeting held on Monday 15<sup>th</sup> May 2023 at Doddington Village Hall commencing at 7pm.**

Present: Cllr Mark Humpage, Cllr Barry Buffery, Cllr Harold Deane, Cllr Sue Turner, Cllr Maria Cook, Cllr Andy Jones, Cllr Paul Blakeway, Cllr Linda Clayton, Cllr Gwilym Butler and the Clerk Mrs S Jones.

Cllr Mark Humpage welcomed everyone to the meeting.

- 159/01 Election of Chairman and receive signed Declaration of Acceptance of Office  
Cllr Mark Humpage was elected Chairman (proposed Cllr Buffery, seconded Cllr Jones). Cllr Humpage signed the Declaration of Acceptance of Office and took the Chair for the meeting..
- 159/02 Election of Vice-Chairman and receive signed Declaration of Acceptance of Office  
Cllr Sue Turner was elected Vice-Chairman (proposed Cllr Clayton, seconded Cllr Deane). Cllr Turner signed the Declaration of Acceptance of Office.
- 159/03 To receive and accept apologies and reasons for Absence from Members  
Unitary Cllr Simon Harris
- 159/04 Declarations of Interest  
Cllr Clayton declared an interest in Agenda Item 159/10 (a) (i) Planning Application and took no part in this item when discussed.  
Cllr Blakeway declared an interest in Agenda Item 159/10 (a) (i) Planning Application and took no part in this item when discussed.
- 159/05 Public Participation Session  
There were 5 members of public present.
- 159/06 To confirm the Minutes of Parish Council Meeting held on Monday 17<sup>th</sup> April 2023  
The Minutes of the Parish Council Meeting held on Monday 17<sup>th</sup> April 2023 were taken as read and signed.
- 159/07 Matters Arising - Clerk/Lengthsman and Councillor Reports  
**Clerk's Report**  
**Highways issues**  
i) Unfortunately, Mr Jon Eastwood from WSP was unable to attend this meeting but has offered to attend a site visit to meet representatives of the Parish and Councillors Butler and Harris. Clerk to arrange.  
ii) The Bridleway sign at Bridgeway 0537/UN2/2 at Doddington has been added to the Outdoor Access Team list off works.  
**Bank Mandate**  
The clerk presented a bank mandate form for signature to change the correspondence address for banking purposes to the new clerk's address. Form duly signed by signatories.  
**Vehicle Activated Signs**  
No further updates have been received on the installation of the VAS – Clerk to chase.
- 159/08 Annual Review of Council procedures and Committees  
i) Council agreed the councillors' roles, appointments to committees and representatives to outside bodies as follows:  
Chairman – Cllr Mark Humpage.  
Vice-Chair – Cllr Sue Turner.  
Emergency Officer – Cllr Maria Cook.  
Parish Plan Review reps – Cllr Linda Clayton, Cllr Sue Turner and Cllr Mark Humpage.  
Highway Maintenance Reps – Cllr Harold Deane (Co-ordinator) and Cllr Tim Evans.  
Staffing Group – Cllr Tim Evans, Cllr Linda Clayton, Cllr Andy Jones and Cllr Mark Humpage.  
Disciplinary and Grievance Group – Cllr Harold Deane, Cllr Paul Blakeway and Cllr Mark Humpage.  
Appeals – Chairman, Cllr Barry Buffery in first instance.  
Website management: Cllr Mark Humpage, Clerk Mrs Sue Jones.  
Facebook management: Cllr Mark Humpage, Cllr Maria Cook and Cllr Linda Clayton.

Initials

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## Appointments to outside Committees

SALC Reps – Cllr Barry Buffery (reserve Cllr Andy Jones).

LJC/Place Plan Reps – Cllr Sue Turner and Cllr Barry Buffery.

Clee Hill Commoners Association Rep – Cllr Linda Clayton (reserve Cllr Maria Cook).

Cleobury Patient's Voice Rep – Cllr Linda Clayton.

- ii) Council RESOLVED to set the dates and venues for Parish Council meetings for the forthcoming year as follows:

<b>Date of Meeting</b>	<b>Venue</b>
Monday 12 <sup>th</sup> June 2023	Hopton Wafers Village Hall
Monday 10 <sup>th</sup> July 2023	Doddington Village Hall
Monday 14 <sup>th</sup> August 2023	Hopton Wafers Village Hall
Monday 11 <sup>th</sup> September 2023	Doddington Village Hall
Monday 9 <sup>th</sup> October 2023	Hopton Wafers Village Hall
Monday 13 <sup>th</sup> November 2023	Doddington Village Hall
Monday 11 <sup>th</sup> December 2023	Hopton Wafers Village Hall
Monday 8 <sup>th</sup> January 2024	Doddington Village Hall
Monday 12 <sup>th</sup> February 2024	Hopton Wafers Village Hall
Monday 11 <sup>th</sup> March 2024	Doddington Village Hall
Monday 8 <sup>th</sup> April 2024	Hopton Wafers Village Hall
Monday 13 <sup>th</sup> May 2024	Doddington Village Hall

It was noted that there are groundworks planned at Doddington Village Hall that could have an impact on the availability of the Hall for hire, Cleeton Village Hall was suggested as an alternative if required.

- iii) Council RESOLVED to approve the Standing Orders and Financial Regulations. All other Council policies are on a four-year cycle (subject to any legislative changes which will override this frequency).
- iv) Council reviewed the Asset Register and RESOLVED to confirm it was up-to-date. Risk Assessments were reviewed and Council RESOLVED to confirm that they were correct. The Insurance schedule was reviewed and the Council RESOLVED to confirm it was up-to-date.

## 159/09 Payments

- (a) Council RESOLVED to approve the following payments:
- (b) Mrs S Jones - Clerk's Wages (Replacement for April) - £314.82 (Cheque)
- (c) Mrs S Jones - Clerk's Wages (May) - £314.82 (Cheque)
- (d) HMRC – PAYE – (May) - £78.60 (Cheque)
- (e) SALC – Affiliation Fees - £387.88 (Cheque)
- (f) Hopton Wafers Village Hall – Room Hire - £120.00 (Cheque).
- (g) Arthur J Gallagher – Annual Insurance Premium - £496.04 (Cheque)

## 159/10 Planning Matters

- (a) New Planning Applications:
- i) Reference: 23/01547/FUL (validated: 11/04/2023)  
Address: Proposed Residential Development Land NE Of The Village Hall, Doddington, Hopton Wafers, Shropshire  
Proposal: Hybrid Application for -Full application for 3 No open market houses and 8 No Affordable dwellings together with two new road junctions and access roads, including new access to Village Hall following closure of its existing access and Outline application for the erection of 5 No Self-build houses on land south and east of A4117 (adjacent village hall) (re-submission) Applicant: Shropshire Rural Housing Association  
Outcome: Council RESOLVED to Object to this application with the same reasons as the original Application subject to a change in the wording of the Housing Survey that has been revised.

Initials.....

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(b) Planning Decisions – FOR INFORMATION ONLY:

- i) Reference: 22/01159/FUL (validated: 07/04/2022)  
Address: 6 Crumps Brook, Hopton Wafers, Shropshire, DY14 0EP  
Proposal: The existing use of the Timber Building shown marked red on the Block Plan for domestic purposes ancillary to No 6 Crump Brook being the original stone built dwelling place  
Decision: Certificate - Lawful

159/11 Unitary Councillors' Reports

The Unitary Councillors' report had been circulated to all members with the addition:

- i) Applications for The Childe Endowment Grant for 16–25-year-olds close at the end of May.  
ii) The Boundary Review – The Local Government commission are proposing that the existing Ward would be split into two. Firstly, Cleobury Mortimer town, plus Coreley, Milson and Neen Sollars PC but now also taking in Boraston and Nash. The other ward would be Hopton Wafers, Farlow, Wheathill, Stottesdon, Neen Savage, and Kinlet . They are proposing to call this ward the Stottesdon ward.  
iii) The Place Plan review has started a 12-week consultation with Town and Parish Councils.  
iv) Cllr Butler gave his apologies for the Annual Parish meeting on Saturday 20<sup>th</sup> May.

159/12 Parish Matters/Highways

- i) Speed Watch – At the last speed watch in Doddington a representative from the Village Hall committee challenged the volunteers that were parked in the car park saying they needed the permission of the Village Hall Committee to do so. The Speed Watch has parked there for the last 8 years without an issue. An alternative place to park has been found but this is disappointing as it is a community facility and a community job is be undertaken.  
There are 3 scheduled for June. One car was recorded as doing 63 MPH into Hopton Wafers and 11 were caught speeding in a one-hour period.  
ii) Cllr Jones reported that he had tried to enter a report on “Fixmystreet” for Earls Ditton Lane, but it showed as not being the responsibility of Shropshire Council. Cllr Buffery said he had reported issues previously, Cllr Jones to try and resubmit.  
iii) The Sign for the Cattle Grid on Stock Hall Lane needs cleaning and is overgrown. As the Lengthsman has not yet been appointed Cllr Jones offered to look at it.  
iv) An update was requested on the repairs to the Cattlegrid at Doddington, the clerk to chase.

159/13 Future Agenda Items

The accounts, annual return, the Place Plan, the Lengthsman and Boundary review will be discussed at the next meeting.

159/14 Date and Time of Next Meeting

The next Parish Council meeting will be held on Monday 12<sup>th</sup> June 2023, 7pm at Hopton Wafers Village Hall.

The Chair thanked everyone for attending and closed the meeting at 8.27pm.