

CLIVE PARISH COUNCIL

COUNCIL MINUTES 17 APRIL 2025

Minutes of the Clive Parish Council meeting, held in Clive Village Hall on Thurs 17th April 2025, at 7.30pm.

Present: Cllrs Rob Dennis, Ian Donoghue (Vice Chairman), Sandy Goldwyn (Chairman), Lisa Morgan, Peter Slark.

In attendance: Lydia Bardsley (Proper Officer), Public: 0

Meeting started at 7.30pm

153/24: CHAIRMAN'S WELCOME

The Chairman welcomed everyone and opened the meeting. The Clerk reminded Cllrs that we are still in a pre-election period and the Council must follow the code of recommended practice on local authority publicity during the pre-election period. This means that local authorities should not publish any publicity on controversial issues or report views or proposals in such a way that identifies them with any individual members or groups of members, this applies to any format (e.g. newsletters, website, social media, Council minutes, etc.)

154/24: TO RECEIVE APOLOGIES FOR ABSENCE

Apologies had been received from Cllrs Mark Haines-Eynon and Andrew Rushworth, and Rob Piper (RAF Shawbury). It was **RESOLVED** to note these apologies.

155/24: DISCLOSURE OF PECUNIARY INTERESTS & DISPENSATION REQUESTS

No declarations made.

156/24: OPEN FORUM

A period set aside to allow the public the opportunity to speak on an agenda item (maximum 3 minutes per person).

Public participation is only permitted during this session and is at the Chairman's discretion.

No members of the public present.

157/24: MINUTES

To approve and authorise signing the [Council meeting minutes dated 20 March 2025](#).

It was **RESOLVED** to approve and sign the above minutes as a true and accurate record.

158/24: CLERK REPORT - Consider matters arising since the last Council meeting

The Clerk's report had been circulated previously and was **NOTED**.

159/24: PARISH MATTERS – Council to discuss and agree actions

- a) Wellbeing benches – Council to receive update if available and agree actions

No updates available.

- b) Annual Parish meeting – Council to receive update and agree actions

Clerk had sent Village Hall availability for a May meeting to Atlas Tower Group, they could come to Clive on Tues 20th May. Freedom Fibre had confirmed they had no availability to send a representative to Clive for a talk at the APM. It was **AGREED** to hold the Annual Parish Meeting on Tues 20th May. Clerk will confirm date with Village Hall MC, ATG, and other invitees.

The Clerk had already invited the following local organisations to give/send annual reports at the APM:

Clive CofE school, Village Hall MC, RFA, Sansaw estate, Wem SNT, Clive & Grinshill newsletter, History Group.

It was **AGREED** that the Clerk will also invite the following organisations and request a report: CSW volunteers, Village Hub, wildflower volunteers.

- c) VE Day 80 – Council to consider and agree any actions

It was **NOTED** that there is nothing planned currently for the PC to support.

- d) Highways concerns (incl. road closures) - Council to receive updates and agree actions

It was **AGREED** that the Clerk will reply to member of the public to advise the bus will in all likelihood be impacted between the hours stated.

It was **NOTED** that there had also been a last minute Severn Trent closure in the parish earlier in the week with no prior notice to the PC. Cllrs will pass details to Clerk to share with SC Streetworks team.

- e) VAS signs - Council to receive update on Quarry View VAS diagnostics, quotes for new batteries, and agree actions

The diagnostic report and upgrades to the VAS equipment were **NOTED**. The PC considered the quotes for 2 replacement batteries. It was **RESOLVED** to ask MMD if any movement on price is possible. If not Clerk will ask if MMD to send old batteries including the cable assembly, back and PC will buy replacements from a third party.

- f) Speed enforcement – Council to receive update on speed sign data and agree actions

Cllr Donoghue reported on quarterly VAS data from Station Rd VAS. Roughly 5% of traffic picked up was travelling above 35mph. No trend analysis available yet, he will do this subsequently.

Reports of traffic mirror possibly blocking Station Rd radar were **NOTED**. It was **NOTED** that radar is still picking up vehicles, but it was **AGREED** that Cllr Donoghue will double check the data to make sure there are no problems.

160/24: PLANNING APPLICATIONS – Council to agree/ratify responses

- a) Address: - [Ivydene, 2 New Street, Clive, ref: 25/01053/FUL](#) - Council to agree response

Proposal: Detached Garage

Comments deadline: 25.04.2025

It was **NOTED** that this is linked to a previously granted planning application (22/05219/FUL) and deals with changes to the detached garage part of the previously agreed proposals.

The PC went through the planning protocol checklist. After discussion it was **RESOLVED** to MAKE REPRESENTATION with no comments.

161/24: SHROPSHIRE COUNCIL/INSPECTOR PLANNING DECISIONS – Council to note

- a) Address: [Sherwood Croft, Clive – ref: 25/00725/FUL](#) - Pending consideration
b) Address: [3 Sunny Bank, Station Road, Clive - ref: 25/00818/FUL](#) - Pending consideration
c) Address: [15 Field Drive, Clive, ref: 25/00463/FUL](#) – Permission granted
d) Address: [Renshaw's Field, Jubilee Street, Clive, ref: 25/00477/TPO –](#) Part approved, part refused.
e) Address: [Fernleigh, High Street, Clive, ref: 24/10318/ENF](#) - Enforcement notice issued

162/24: FINANCE – Council to consider and approve

- a) Finance reports Year-end March 2025 (Receipts and Payments, Bank statement, bank reconciliation)

It was **RESOLVED** to note and approve the above.

- b) Year-end budget monitoring report

It was **RESOLVED** to note and approve the above.

- c) External audit and exemption certificate – Council to note selection for intermediate review, confirm eligibility for exemption, and sign certificate

The Council **NOTED** it had been selected for intermediate review. It was **RESOLVED** that the Council meets the eligibility criteria for exemption from external audit for the 2024-25 year, and the Chair and clerk duly signed the exemption certificate. It was **FURTHER NOTED** that as the PC is exempt from external audit, no additional documentation needs to be submitted to the external auditor.

- d) Asset register year-end 2025

It was **RESOLVED** to approve the year-end asset register for 2024-2025.

- e) VAT reclaim 2024-25 – Council to receive update

The VAT spend for 2024-25 was **NOTED**. The Clerk had submitted the associated VAT reclaim to HMRC.

- f) Internal audit update – Council to receive update

It was **NOTED** that the Internal Audit for 2024-25 has been completed, and the AGAR Internal Audit report and full internal audit report were both **NOTED**. No issues were found and all internal control objectives were met.

163/24: PAYMENTS

- a) Payments to be ratified/approved at the meeting

It was **RESOLVED** to approve the following payments:

- Clerk, April staffing costs (incl. expenses), £781.04 (no VAT)
- NEST, April pension contributions (emp'ee and emp'er), £52.99 (no VAT), by direct debit.

- HMRC, April PAYE and NICs, £51.02 (no VAT)
- Hugo Fox, website provision, £11.99 (of which £2.00 VAT)
- PWLB, Renshaw's Field loan repayment, £2087.52 (no VAT) – due 29.04.2025
- PWLB, Village Hall loan repayment, £429.13 (no VAT) – due 06.05.2025

164/24: POLICIES

- Action Plan (Quarterly Review) – **RESOLVED** to approve with suggested changes
- ICO Publication Scheme and Guide to Information - **RESOLVED** to approve
- Complaints Procedure - **RESOLVED** to approve
- Grievance & Disciplinary Procedures - **RESOLVED** to approve
- Health & safety Policy - **RESOLVED** to approve
- General Reserves Policy - **RESOLVED** to approve
- IT Security Procedures - **RESOLVED** to approve
- Councillor-Clerk Protocol - **RESOLVED** to approve

165/24: REPORTS

- Sansaw Estates – Consider a report from the estate**

Nothing to report from Sansaw estate.

- RAF Shawbury - Consider a report and helicopter liaison newsletter**

The Clerk shared the following report which was **NOTED** by the Council:

- **Night Flying**

The next period: 31 March - 15 May, usually for seven weeks with three weeks in between periods. They are grateful for the tolerance of this essential training. See the RAF Shawbury webpage for complaints or concerns. Night flying commences typically 30 mins after sunset and may continue until 02:30.

- **Helicopter Liaison Group**

The latest Helicopter Liaison Group Newsletter (No1 of 2025) has been issued and should be distributed to all Shropshire and Telford and Wrekin Town and Parish Councils. There are options for regional groups to be addressed by appropriate RAF Shawbury executives if warranted.

- **Upcoming Events**

Landowners' and Rider Awareness Day will be held on 22 May. Invitations have gone out to the supporting Landowners and Horse Riders Groups.

- **Airfield Works Programme**

Work is progressing well and will maintain the airfield operating surfaces for many more years to ensure flying training continues.

- **Hi-Viz for Horse Riders**

The next delivery is expected in May. Watch social media posts (Facebook and X) or [website](#), for information on their High Visibility Campaign for 2025.

- **Drones**

Please check the [Drone Code](#) on the CAA website to be aware of restrictions near all airfields, civil and military.

- **Aries Magazine**

The [Spring Edition \(2025 Edition 1\) is available online](#)

- **Course Community Projects**

They are seeking ideas for Community Projects for 2025, trainees are usually available to help for a day as a willing workforce, but tools and equipment would need to be provided. Please be flexible with dates as time for course projects is timetabled.

- **RAF Shawbury Contacts and Website**

Low Flying Complaints Email: SHY-LowFlying@mod.gov.uk

Low Flying Complaints Telephone: 01939 251712

Engagement and Media general enquiries Email: SHY-EngagementMediaTeam@modgovuk.onmicrosoft.com

Website: <https://www.raf.mod.uk/our-organisation/stations/raf-shawbury/>

- Shropshire Councillor's Report - Consider a report**

No report received.

- Police report – Consider reports**

The police update for March was **NOTED**.

- e) **Reports from meetings/training - Consider reports from Cllrs/Clerk on training/meetings attended**

Village Hall Management Committee meeting date is Mon 28th April – Please pass any questions/etc., to Cllr Donoghue. Clerk is hoping to attend a SC briefing on new digital DPIs on either 24th/28th April 2025 and will share info with Cllrs.

- f) **AED checks – Receive reports from latest AED inspections and agree actions**

It was **NOTED** that AED checks had been completed on 21/03/2025, 03/04/2025 and 17/04/2025, with all in order. These checks were logged for PC records.

- g) **Community Speed Watch – Consider a report and agree actions**

It was **NOTED** that CSW volunteers had run a speed watch session in early April linked to the Police's Operation SPOTLIGHT campaign; this was on Wem Road out of Clive. They caught three drivers with speeds over 35mph in one hour's activity. Volunteers had also conducted a speed watch session today on Station Rd. 25 cars were seen with zero speeders. Next speed watch session will be on Hebron Close.

166/24: CORRESPONDENCE RECEIVED

It was **RESOLVED** to note the following:

- a) SALC weekly briefings (02.04.2025) **NOTED**
b) SALC/NALC update on Practitioners Guide and model standing orders (03.04.2025)

It was **NOTED** that there will be a new assertion on the AGAR for 2025-26 re. digital and data compliance. The PC already meets best practice criteria by using a gov.uk domain for its website and Clerk and Cllr email accounts, but checks and additional work may be needed to ensure the other criteria are met.

- c) We Don't Buy Crime SmartWater Scheme (01.04.2025) **NOTED**
d) Notice of uncontested election for Clive Parish (10.04.2025) – Council to agree actions

It was **NOTED** that there were 7 candidates for 8 seats on the Council so all candidates will be elected uncontested in May, leaving one vacant seat. As per relevant guidance, it was **AGREED** that the Clerk will prepare a poster to advertise the vacant seat ASAP and the PC will aim to co-opt as soon as possible after the local elections.

- e) Road works: [Station Road, Clive, 28.04.2025 \(Freedom Fibre\)](#)
f) Road works: [Station Road, Clive, 15.06.2025 \(Cadent Gas\)](#)
g) Road works: [Wayside, Yorton, 03.06.2025 \(OpenReach, replace pole\)](#)
h) Road works: [Mine Bank, Clive, 24.06.2025 \(OpenReach, replace pole in verge\)](#)

167/24: FUTURE AGENDA ITEMS

Councillors are requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. **Councillors are respectfully reminded that this is not an opportunity for debate or decision making.**

- Co-option for vacant seat
- Council Insurance
- Annual return 2024-25
- Explanation of variances
- Period for exercise of public rights
- Parking at junctions

168/24: NEXT MEETING – Council to agree

After discussion, it was **RESOLVED** that the next Council meeting would be the **Annual Council Meeting** and will be held on **Thurs 15th May 2025**, 7.30pm at Clive Village Hall. The **Annual Parish Meeting** will be held on **Tues 20th May 2025**, 7.30pm at Clive Village Hall.

There being no further business, the Chairman thanked everyone for their participation and closed the meeting at: 8.28pm.

Confirmed as accurate: _____ Chairman Date: _____