

CLIVE PARISH COUNCIL

COUNCIL MINUTES 20 FEB 2025

Minutes of the Clive Parish Council meeting, held in Clive Village Hall on Thurs 20th Feb 2025, at 7.30pm.

Present: Cllrs Ian Donoghue (Vice Chairman), Sandy Goldwyn (Chairman), Rob Dennis, Mark Haines-Eynon, Lisa Morgan, Andrew Rushworth, Peter Slark.

In attendance: Lydia Bardsley (Proper Officer), Jack Heath (representing RFA), Public: 1
Meeting started at 7.30pm

118/24: CHAIRMAN'S WELCOME

The Chairman welcomed everyone and opened the meeting.

119/24: TO RECEIVE APOLOGIES FOR ABSENCE

Apologies had been received from Rob Piper (RAF Shawbury), and SC Cllr Simon Jones. It was **RESOLVED** to note these apologies.

120/24: DISCLOSURE OF PECUNIARY INTERESTS & DISPENSATION REQUESTS

No declarations made.

121/24: 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.

Members of the public spoke on the following agenda items:

Questions were asked about upcoming road closures and how the work is approved to take place. It was explained that SC Highways receive applications for road works and that they consider and give the necessary approval for work permits, and that process this takes into consideration other planned works and diversions on the highways network.

122/24: MINUTES

To approve and authorise signing the [Council meeting minutes dated 16 Jan 2025](#).

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

It was **AGREED** to bring forward agenda item 126/24 Planning applications:

126/24: PLANNING APPLICATIONS – Council to agree/ratify responses

- a) **Address:** [15 Field Drive, Clive, ref: 25/00463/FUL](#) – Council to agree response

Proposal: Alterations, extensions and improvements to existing dwelling and associated works

Comments deadline: 14.03.2025

Cllrs went through their planning policy checklist. It was **RESOLVED** to SUPPORT with no objections.

- b) **Address:** [Renshaw's Field, Jubilee Street, Clive, ref: 25/00477/TPO](#) – Council to agree response

Proposal: Fell 5no. Cedars protected by The North Shropshire District Council (Clive) TPO 1980 (Ref: NS/00003/80)

Comments deadline: 06.03.2025

It is **NOTED** that already remedial work is due to be undertaken soon on the trees in accordance with the previously approved [TPO tree works planning application 25/00026/TPO](#). Cllrs shared correspondence from local tree warden who objected to the proposal to the fell trees (though no official comment was on the planning portal at the time of the meeting). It was also **NOTED** that two SC tree officers assessed the trees separately and both concur with the original RFA tree inspection report and recommendations, and that the RFA's insurance is still intact.

After discussion, it was **RESOLVED** to OBJECT with the following comments:

The PC very much sympathises with the residents who feel unsafe, but none of the tree reports provide evidence of the risk of imminent failure of the trees. The independent tree report in this new application (25/00477/TPO) is fairly consistent with the arborist report and the assessment of the Shropshire Council tree officers from the previous application in terms of level of risk, and there is insufficient evidence of risk to justify removing the TPOs in order to have the trees felled.

Jack Heath (RFA) left the meeting at: 19.54.

It was **AGREED** to resume the normal order of agenda items.

123/24: CASUAL VACANCY - Council to consider applications received and co-opt a new Councillor

NOTED: No applications received. It was **AGREED** to extend the deadline for applications until 9pm Sunday 16th March. The Clerk will update co-option poster and website news post, and Cllr Goldwyn will share on social media.

124/24: CLERK REPORT - Consider matters arising since the last Council meeting

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

125/24: PARISH MATTERS – Council to discuss and agree actions

a) [Shropshire Local Plan examination](#) – Council to receive update and agree any actions

It was **NOTED** that SC has responded to Planning Inspectors regarding soundness concerns. All correspondence and documents can be accessed via the [Shropshire Local Plan Examination calendar](#). It was **AGREED** that there is no action for Clive PC to take except to continue to monitor the situation.

b) Mobile network coverage in Clive – Receive update from Atlas Tower Group, consider community feedback on proposals, and agree actions

The Council **NOTED** the positive feedback from residents about candidate sites no. 2 and 8 which were preferred by that household. Residents had previously been informed via the newsletter that candidate sites 1, 2, and 7 had been discounted due to various reasons. ATG has confirmed that only sites 6 and 8 are still being considered at present. Site 6 has been revised again and ATG are in discussions with the landowner. Photomontages will be available to share once the landowner has given consent for the revised location of site 6 to be taken forward. It was **NOTED** that ATG had received no response from the landowner at site 8, so this site will be automatically discounted after a certain amount of time.

c) Parish Council assets - Council to agree who will undertake checks before March meeting

1 member of the public left the meeting at: 20.03.

It was **AGREED** that Cllrs will inspect the assets as follows:

Cllr Haines-Eynon – Millennium stones x 3

Cllr Goldwyn – benches, notice boards, and AED

Clerk – office equipment

Cllr Rushworth – will inspect everything else on asset register.

d) Parish Council AED – Council to consider quotes and agree supplier for replacement battery

After discussion it was **RESOLVED** to order a new battery from MedUK at a cost of £234.00 (of which £39.00 VAT). The Clerk will place the order and ask MedUK to install asap.

e) Gov.uk domains – Council to receive update on gov.uk domain emails, and agree actions

It was **NOTED** that the new gov.uk website seems to be working fine. Clerk is now using new gov.uk email account and is updating contact details on various Council accounts and with existing contacts gradually. Most Cllrs are using their new gov.uk emails now. It was **AGREED** that Cllrs will have gov.uk emails set up on devices by Mon 24th Feb and Clerk will only use gov.uk emails to contact Cllrs from that date onwards.

It was **FURTHER AGREED** that new Cllr email addresses will be added on the PC website and shared in the next Clive & Grinshill newsletter.

f) Wellbeing benches – Council to consider funding opportunity and agree actions

After discussion, it was **RESOLVED** to provisionally request funding for benches in the following locations:

- Somewhere on Hillside –NB. Sansaw Estate and/or residents would need to give permission depending on

specific location

- Replace bench beneath Church spire (Clive All Saints)

Clerk will pass this info on to SALC.

g) Local elections May 2025 – Council to receive update and agree actions

It was **NOTED** that the next Local Elections are due to take place on May 1st 2025. The Clerk would be attending elections training with SALC on 25th Feb and would share the necessary info after that point. The following advice from NALC legal was also **NOTED**:

“The 2025 local election date is 1 May, and councillors would ordinarily take office on 5 May. As that day is a bank holiday, our view is that councillors will now take office on 6 May, making the relevant 14-day meeting period [when the Annual Council meeting has to be held] for the purposes of paragraph 7 (2) of Schedule 12 to the Local Government Act 1972. **7 May to 22 May inclusive**. [...] We are also asked about the **earliest date a council annual meeting** can be held where there is no contested election. Our view is that where there is no contested election, so it is known whom to summons, the summons can be served with the requisite three clear days’ notice, which could be the day councillors take office [i.e. 6 May].”

Clerk also shared some dates from Electoral Commission Guidance which was **NOTED**:

- Notice of Elections to be published no later than 25 March.
- Delivery of nomination papers – from date on Notice of Elections up to 4pm Weds 2 April.
- Deadline for receiving applications for registration (to vote) – Fri 11 April
- Publication of Statement of Persons Nominated - 4pm on Thursday 3 April
- Publication of notice of poll - Wednesday 23 April

h) Annual Parish and Annual Council meetings – Council to consider and agree meeting dates

As per the above NALC advice, it was **AGREED** to provisionally schedule the **Annual Council Meeting for Thurs 15th May**. For the Annual Parish Meeting, it was **AGREED** to ask ATG and Freedom Fibre for their availability to give a presentation in Clive and then to check venue availability with Village Hall Committee. Once date has been arranged, Clerk will ask the usual groups for an update/report for the meeting, e.g. Clive CofE School, Sansaw estate, police, VHC, RFA etc.

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

It was **NOTED** that the flashing school sign opposite Britland is still damaged, at least 4 weeks after the initial report on FMS by a member of the public. It was **AGREED** Clerk will add to existing report/re-report to request urgent repair.

j) VAS signs and police speed enforcement - Council to receive updates and agree actions

It was **NOTED** that Quarry View VAS is ready to be shipped but Council is struggling to find a courier that will take the equipment. It was **AGREED** the Clerk will ask MMD to book courier on our behalf and CPC will reimburse them. It was **FURTHER NOTED** that VAT training had confirmed that VAT can only be reclaimed when orders are placed by the Clerk (not Cllrs).

126/24: PLANNING APPLICATIONS – Council to agree/ratify responses

This item was considered earlier in the meeting, after agenda item 122/24 Minutes.

127/24: SHROPSHIRE COUNCIL/INSPECTOR PLANNING DECISIONS – Council to note

- a) Address: [Proposed Residential Development Land East Of Clive Hall, ref: 24/02959/FUL](#) – Pending consideration
- b) Address: [Renshaw's Field, Clive, ref: 25/00026/TPO](#) - Permission granted

It was **NOTED** that work is due to be undertaken on 13th March.

128/24: CONSULTATIONS/SURVEYS

a) SALC and SLCC Local Council survey – Council to agree response

It was **AGREED** the Clerk will send draft survey round to Councillors for input and will submit responses before deadline of 7th March.

129/24: FINANCE – Council to consider and approve

a) Finance reports Jan 2025 (Receipts and Payments, Bank statement, bank reconciliation)

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

b) 2025-26 pay scales – Council to note update re. proposed Local Govt pay scales for 2025-26 and consider impact on PC budget

It was **AGREED** that Clerk will monitor and share updates.

130/24: PAYMENTS

a) Payments to be ratified/approved at the meeting

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

- Clerk, Feb staffing costs (incl. expenses), £754.84 (no VAT)
- NEST, Feb pension contributions (emp'ee and emp'er), £52.99 (no VAT), by direct debit.
- HMRC, Feb PAYE and NICs, £6.20 (no VAT)
- Hugo Fox, website provision (March), £11.99 (of which £2.00 VAT) – due 05.03.2025 by direct debit

It was **AGREED** to cancel the payment to Cllr Sandy Goldwyn for reimbursement for AED cabinet lock replacement, as this is being refunded. Clerk will set up a new payment to reimburse the postage costs next month.

131/24: POLICIES

- a) Action Plan (quarterly review) – Council to review and agree updates
- b) Privacy notices - Council to review and approve
- c) Remote meetings protocol - Council to review and approve
- d) Community Engagement Policy - Council to review and approve
- e) Risk Management Policy – Council to review and approve

It was **RESOLVED** to approve the above items a-e.

132/24: REPORTS

a) Sansaw Estates – Consider a report from the estate

No report received.

b) RAF Shawbury - Consider a report

The Clerk had shared the following report previously which was **NOTED**:

• **Night Flying**

The current period continues until 7 March. Night flying periods are usually for seven weeks with three weeks in between periods. There will be posts on the RAF Shawbury Facebook/Twitter advising on the night flying periods and they are grateful for the tolerance of this essential training. There is also information on the RAF Shawbury webpage with contact details for complaints or concerns. Night flying will commence typically 30 mins after sunset and may continue until 02:30.

• **Helicopter Liaison Group**

The Helicopter Liaison Group has been replaced by a 6-monthly Newsletter which is distributed to all Shropshire and Telford and Wrekin Town and Parish Councils. There will still be options for regional groups to be addressed by appropriate RAF Shawbury executives if warranted. Contact RAF Shawbury if there are concerns:

RAF Shawbury website: <https://www.raf.mod.uk/our-organisation/stations/raf-shawbury/>

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

• **Airfield Works Programme**

Work is progressing well. Where possible the main Contractor is sub-contracting local companies to bring benefit to the local area and lower the carbon footprint wherever possible.

• **Hi-Viz for Horse Riders**

Recent hi-vis restock has been allocated, no update on when it will be restocked. 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 [Winter Edition \(2024 Edition 4\) 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.

c) **Shropshire Councillor's Report - Consider a report from SC Cllr Simon Jones**

No report available.

d) **Police report – Consider reports**

The police report for Feb was **NOTED**.

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

Clerk reported on VAT training (18.02.2025) and has shared slides and notes in One Drive. It was **NOTED** that VAT cannot be reclaimed on purchases made by a Cllr (only the Clerk), but VAT can be reclaimed on Amazon purchases as it is UK VAT registered. NB. Knockin PC Cllrs have agreed to split the cost of the VAT training course. Clerk is also hoping to attend SALC elections briefing/training on Tues 25th Feb.

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

It was **NOTED** that AED checks had been completed on 06/02/2025 and 20/02/2025. These checks were logged for PC records. Battery is now at one bar and Clerk will order replacement from MedUK (see agenda item 125/24d). It was **FURTHER NOTED** that the cabinet lock pad had been seizing up, so a replacement had been ordered and installed temporarily. The original lock has now been repaired under lifetime warranty, and will be posted back shortly, so the replacement lock will be returned for a refund.

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

No report received.

133/24: CORRESPONDENCE RECEIVED

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

- a) SALC weekly briefings 20.01.2025 and 18.02.2025
- b) Avian Flu outbreak updates (22.01.2025, 26.01.2025, 27.01.2025)
- c) SALC training opportunities (23.01.2025 and 30.01.2025)
- d) SC Fly tipping briefing (27.01.2025) **NOTED** that all poultry owners have to register so should be notified directly by Defra in future.
- e) SALC weekly briefing (elections) (29.01.2025)
- f) Buckingham Palace Garden Party nominations (30.01.2025)
- g) SLCC weekly news digest, incl. 2025-26 Local Govt Pay Claim (03.02.2025)
- h) SC Planning Portal scheduled maintenance for 17.02.2025 (06.02.2025)
- i) West Mercia PCC newsletter (14.02.2025)
- j) Road works: [Unnamed road Clive to Preston Brockhurst, \(24-27.02.2025, 8.00 – 17.00\), Freedom Fibre](#)

134/24: 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.**

- Local Plan update
- Casual vacancy co-option
- Asset inspections update
- Annual Parish Meeting ideas

135/24: NEXT MEETING – Council to agree

After discussion, it was **RESOLVED** that the next ordinary Council meeting would be held on **Thurs 20th March 2025**, 7.30pm at Clive Village Hall.

There being no further business, the Chairman thanked everyone for their participation and closed the meeting at: 20.43pm.

Confirmed as accurate: _____ Chairman

Date: _____