**Minutes of Clungunford Parish Council**

**March 2021**

Clungunford Parish Council met via Zoom videoconferencing on **Wednesday 10th March 2021 at 7pm**.

**Present:** Chairman: Cllr Jonathan Roberts; Cllr Keith Arbery; Cllr Anne Gledhill; Cllr Rob Rees; Cllr Neville Rollason; Cllr Christine Tinker; Cllr Mike Tucker.

**Member of public attending**: Mr Mike Andrews

**Clerk**: Mr Max Maxwell

**Business**

**61. Declarations of interest.**

There were none.

**62. Apologies**

Apologies were received from Cllr Mary Bason, Cllr Elizabeth Lyster, and County Cllr Nigel Hartin. Cllr Hartin had circulated a note to parish councillors before the meeting.

**63. To agree the minutes of the last meeting.**

These were agreed and will be signed by the chair.

**64. Matters arising from previous minutes.**

There were none.

**65. Planning.**

**a. The council noted the decisions for the following planning applications:**

**a.(i)**

Planning Decisions published on 06/01/2021 relating to parish of: Clungunford  
Reference:  20/03164/REM  (validated: 19/08/2020)  
Address:  Proposed Dwelling East Of Rectory Court, Clungunford, Shropshire  
Proposal:  Approval of reserved matters (appearance, landscaping, layout and scale) pursuant to 17/06163/OUT for the erection of a single dwelling to include access  
Decision:  Grant Permission

**a.(ii)**

Reference:  20/03988/FUL  (validated: 01/10/2020)  
Address:  Cherry Trees, 1 Rowton Cottage, Rowton, Aston On Clun, Craven Arms, Shropshire, SY7 0PA  
Proposal:  Erection of detached garage/store with study/workshop above  
Decision:  Grant Permission

**b. The council considered the following planning applications and agreed the comments below:**

**b.(i)**

Reference:  21/00244/FUL  (validated: 24/02/2021)  
Address:  Gardeners Cottage , Broome Road, Clungunford, SY7 0PN  
Proposal:  Erection of greenhouse and storage shed  
Applicant: Mr And Mrs S Honour

View online at:  <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QN1JJDTDK0B00>

* The council will make no comment on this application.

**b.(ii)**

Reference:  21/00775/FUL  (validated: 26/02/2021)  
Address:  Street Record, Chapel Road, Clungunford, Shropshire  
Proposal:  Installation of external wall insulation, with render finish, to include associated alterations to eaves and verges; relocation of rainwater goods and SVP - relating to property nos. 2, 4 and 5 Chapel Road  
Applicant: Connexus Housing Ltd (Fao: Mr B Quinn, The Gateway, The Auction Yard, Craven Arms, SY7 9BW)  
  
View online at:  <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QOL3KHTDKQM00>

* The council will make the following comment on this application [and also for b.(iii)]:

Clungunford Parish Council objects to this planning application. There is insufficient information to understand:

* + the finished appearance of the work;
  + the impact on neighbours (particularly those in adjoining attached properties);
  + what protection is offered to third parties affected by the work., including any party-wall proceedings.

The council is very concerned about the visual impact the work would produce, especially where one semi-detached unit is developed and the adjoining unit is not. The application is in a conservation area and the council believe that the proposed work would gravely alter the existing street view and be out-of-character for the buildings.

The council is also concerned by the lack of consultation with neighbouring properties that will be directly affected by the work where it abuts their property.

**b.(iii)**  
Reference:  21/00777/FUL  (validated: 26/02/2021)  
Address:  Church View, Church Road, Clungunford, Shropshire, SY7 0PS  
Proposal:  Installation of external wall insulation, with render finish, to include associated alterations to eaves and verges; relocation of rainwater goods and SVP - relating to property nos. 2 and 3 Church View  
Applicant: M Connexus Housing Ltd (Fao: Mr B Quinn, The Gateway, The Auction Yard, Craven Arms, SY7 9BW)  
  
View online at:  <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QOL3PTTDKQQ00>

* Please see b(ii) above.

**b.(iv)**

Reference:  21/00794/FUL  (validated: 02/03/2021)  
Address:  Newffrydd, Hoptonheath, Craven Arms, Shropshire, SY7 0QD  
Proposal:  Application under Section 73A of the Town And Country Planning Act 1990 for the change of use of former garage building into tearoom and beauty salon  
Applicant: Mr A Baker (Oakheath, Hopton Heath, Craven Arms, SY7 0QD)  
  
View online at:  <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QOL41NTDKRO00>

* The council will make the following comment on this application:

Clungunford Parish Council support this application but wish to raise concerns about provision of parking for customers. Parking is currently offered on a shared access road that is not suitable for this purpose. The parish council wish to see alternative parking capacity provided elsewhere on the property.

**66. Community Government Review.**

Clungunford Parish council resolved not to make any representation to this review.

**67. Report from Internal Audit Review Committee held on 10th February 2021.**

Cllr Tucker provided an overview of this meeting as laid out in its minutes. The daft budget was agreed and it was noted that the budget for 2021/22 will be tabled before the whole council in November 2021 as is usually the case.

**68. Report from *ad hoc* Planning Committee held on 20th February 2020.**

The council noted that there were no comments on the following application:

Planning Reference 21/00482/TCA

PROPOSED TREE WORKS: Works to reduce Lawson's cypress by 6m (T1), remove lowest limb heading to house of 1No Ash Tree (T2), remove lowest limb heading into garden of 1No Ash Tree (T3) within Clungunford Conservation Area

LOCATION: 1-2 , Church Road, Clungunford, SY7 0PR, .

OS REFERENCE: 339658 - 278670

**69. Correspondence.**

* Email from county councillor Hartin. To consider if the parish council should adopt encrypted Zoom meetings.

The council agreed to continue Zoom meetings but for them not to be encrypted as this would prevent anyone joining the meeting by landline. It was hoped that meetings may take place in person soon.

**Action**: clerk to inform Cllr Hartin

**70. Finances.**

The following were authorised:

* SALC training for Cllrs Rees and Tinker (new councillor course) – 2 x £30 = £60
* SALC training for clerk (VAT for parish councils) - £30
* Church clock annual service cost - £286.80 (note that half of this cost has been met by St Cuthbert’s PCC)

**71. Parish litter pick.**

The council supports this year’s litter pick taking place. Cllr Roberts informed the council that it will be arranged for Saturday 27th March starting at 10am at the village hall.

**72. Arrangements for parish elections on 6th May 2021.**

The council noted the following points about nominations for the parish council elections this year:

* Shropshire council have a dedicated web page for guidance – [link here](https://www.shropshire.gov.uk/elections-and-electoral-registration/voting-and-elections/town-and-parish-elections-6-may-2021/);
* Nomination documents must be returned between 16th March and 8th April;
* Individuals are responsible for returning their own papers which must be delivered by hand (there is a venue in Ludlow – the Helena Lane Community Centre - as well as at Shirehall);
* Delivery of papers will be by appointment in timed slots (10 mins per nomination) and informal assurance checks will be offered;
* The clerk can provide candidates with the electoral numbers of proposers and seconders.

**73. Parish matters.**

* Cllr Rollason indicated that the surface of the lane at Shelderton towards Leintwardine is in poor condition again.
* Cllr Roberts reported on the outcome of an informal Local Joint Committee (LJC) where Shropshire council Highways management were present. The difficulties with potholes and roads seem to be systemic across the county and there is little prospect of significant improvement without increased funding.
* Cllr Roberts also noted that the track at the end of Abcott lane is being used for timber wagons and that this should be monitored.

**74. Date of next meeting and plans for annual Parish Meeting.**

The next parish council meeting will be held at **6pm on Wednesday 26th May** followed by the Annual Parish Meeting. It is hoped that these can be in-person events.

The meeting concluded at 8.25pm

**Max Maxwell**

**Clerk to Clungunford Parish Council**

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