

Wrockwardine Parish Council

Minutes of the Full Parish Council Meeting held on Wednesday 12th February 2025 at Wrockwardine Village Hall at 7.30p.m

Present:

Cllr P Cooper (Chairman)
Cllr E Ballantyne
Cllr K Ballantyne
Cllr P Bevis
Cllr R Eade
Cllr S Parr
Cllr J Savage
Cllr G Thomas
Cllr K Tonks

In Attendance:

PCSO Zoe Beven
PCSO Lynn Harris
3 Members of the Public
J Hancox (Clerk)

25/17 Welcome

The Chairman welcomed everyone to the meeting.

25/18 Apologies for absence

Cllr P Davis - Personal

25/19 Declaration of Interests & Dispensations

- a) Pecuniary – None declared
- b) Personal – None declared

25/20 Public Session

Members of the public asked about traffic issues and flooding at Burcott Row.

25/21 Police & PCSO

PCSO Beven gave an update on speeding through Wrockwardine and advised that 'slow down' stickers for wheelie bins had been handed out to residents.

PCSO Beven, PCSO Harris & 1 member of the public left the meeting at 7.55p.m

25/22 To confirm and agree the Minutes of the Previous Meeting

It was **RESOLVED** to confirm and sign the Minutes of the Council Meeting held on Wednesday 8th January 2025.

[Proposer: Cllr Eade; Seconder: Cllr Thomas; Vote: All that were present previously]

25/23 Borough Councillor's Report

Borough Cllr Tonks reported on:

- Resident's concern over the Local Plan proposals;
- Planters removed from Pemberton Road carpark and currently no reports of anti-social behaviour resuming;
- Poor phone signals around Admaston and Bratton.

Borough Cllr Thomas reported on:

- Concerns regarding Borough Councillors voting for the Local Plan before seeing the plans for improved infrastructure;
- Meeting on the Community Governance Review on 13/2/25.

1. Permissions & Refusals

Council noted the following:

TWC/2024/0881	Long Lane Farm, Long Lane	Change of use of land to equestrian use with menage & creation of new access (Retrospective) *Amended plans received*	Full Granted
TWC/2024/0865	Admaston Farm, Bratton Rd, Admaston	Erection of a single storey extension, replacement of existing conservatory, widening of existing access and driveway including part removal of existing wall and rebuilding, replacement of 4no. windows, repairs to timber frame members, installation of 4no. roll top clay chimney pots, installation of 1no. flue pipe, repainting of exterior of property and conversion of existing barn to an annexe (Full Planning Application)	Withdrawn
TWC/2024/0866	Admaston Farm, Bratton Rd, Admaston	Erection of a single storey extension, replacement of existing conservatory, replacement of 4no. windows, repairs to timber frame members, installation of 4no. roll top clay chimney pots, installation of 1no. flue pipe and repainting of exterior of property (Listed Building Application)	Withdrawn
TWC/2024/0880	26 Burnell Rd, Admaston	Erection of a single storey side & rear extension	Full Granted

2. New Applications

The following applications were considered:

TWC/2025/0031	6 Woodhall Close, Shawbirch	Erection of part 2 storey side extension & single storey rear extension	No Comment
TWC/2025/0074	One Stop, Unit 5 Allscott Meads Retail Centre, Aldescote Way, Allscott	Installation of 5no. air conditioning units & key clamp to rear elevation	No Comment

3. Applications received after the agenda was circulated

None received

25/25 Finance

a) Final Accounts Paid & Bank Reconciliations for January 2025

The details were noted and **RESOLVED**.

[Proposer: Cllr Parr; Second: Cllr Mrs Ballantyne; Vote: All]

b) Accounts to Date for Payment February 2025

The accounts were **RESOLVED** for payment.

[Proposer: Cllr Tonks; Second: Cllr Parr; Vote: All]

25/26 Traffic Matters

1. Traffic Meeting

A report following a meeting with T&W Highways Department held on 24/1/25 was circulated prior to the meeting (Appendix 1). Disappointment at the proposal put forward by T & W for traffic calming at Admaston was discussed as it was felt that it did not bear any resemblance to the scheme previously discussed and consulted with the residents over. Following a discussion it was **RESOLVED** not to accept the recommendations of the meeting but to request full costings for the original scheme agreed, which included solutions for both ends of Admaston and a mini-island, from T&W.

[Proposer: Cllr Mr Ballantyne; Second: Cllr Tonks; Vote: All]

1 member of the public left at 8.23p.m

2. SIDs

A briefing note was circulated prior to the meeting (Appendix 2) and, following a discussion, it was **RESOLVED** to continue with the current arrangement of six sites until the traffic calming solution for Admaston was installed and then to review what was required. One new socket and post to be installed Allscott Meads and to consider spending the rest of the grant available on a new solar powered SID unit for there.

[Proposer: Cllr Eade; Second: Cllr Mrs Ballantyne; Vote: All]

25/27 Allcott Allotments

The Clerk advised that the car park adjacent to the new allotment site was not part of the land transfer but would remain in the ownership of British Sugar with no automatic rights of use for allotment holders and would be on a first come first served basis. However, the Parish Council would be responsible for its maintenance and upkeep. Following a discussion, Council agreed it was not happy to take on responsibility of the car park if it gave no benefit to site users and asked the Clerk to follow this up with the Parish Council's solicitor.

1 member of the public left at 8.53p.m

25/28 Emails

Following a discussion it was **RESOLVED** to use the initial and surname for the new email addresses (jbloggs@wrockwardineparishcouncil.gov.uk).

[Proposer: Cllr Parr; Second: Cllr Tonks; Vote: All]

25/29 Admaston Green Hedge

Following a discussion it was **RESOLVED** to cut the hedge at Admaston Green, bordering the footpath, further back and to clear the footpath to the original border at a cost of £240.00 + VAT.

[Proposer: Cllr Tonks; Second: Cllr Eade; Vote: All]

- 25/30 Other Meetings**
1. Wrekin Area Committee 22/1/25 - the minutes were noted.
2. Admaston House 22/1/25 – There were no updates or matters to be considered.
- 25/31 Boundary Review**
A timeline from Telford & Wrekin Council should be available after the meeting on 13th February 2025.
- 25/32 Parish Update**
Details of the update were noted (Appendix 3). Following a discussion it was **RESOLVED** to retrospectively agree for the application of the Pride Funding Grant of £1,500 from Borough Cllr Thomas and for this to be spent on low level solar lighting for Wrockwardine Playing Fields car park.
[Proposer: Cllr Parr; Seconder: Cllr Eade; Vote: All]
- 25/33 SID Statistics**
The data was noted (Appendix 4).
- 25/34 Grant Applications**
None received
- 25/35 Correspondence**
None received
- 25/36 Date of the next meeting**
It was confirmed that the next meeting would be held on **Wednesday 12th March 2025** at **Admaston House**.

The meeting closed at 9.10p.m

Signed **P Cooper** Date **12/3/25**
(Chairman)

Item 25/25

Finance

(a) Final Accounts Paid & Bank Reconciliation January 2025

Payee	Description	Net	VAT	Cost
Nobridge Ltd	Grass Cutting	776.16	155.24	931.40
Safepoint	Lone Worker Protection	300.00	60.00	360.00
C Hughes Groundcare	Grass Cutting	850.00	170.00	1,020.00
Unity Trust Bank	Monthly Banking Fee	7.80	00.00	7.80
B Cartwright	SID Management	300.00	00.00	300.00
Hugo Fox	Website Provision	9.99	2.00	11.99
IdVerde	Bin Emptying	266.00	53.20	319.20
Tomato Energy	Lighting Supply (4 months)	3,425.00	513.98	3,938.98
E Ballantyne	Councillor Expenses	11.18	0.52	11.70
ICO	Data Protection Fee	35.00	00.00	35.00
Various	Office Management	40.99	0.00	40.99
Various	Staffing Costs	2,910.63	00.00	2,910.63
Total payments		8,932.75	954.94	9,887.69

Bank Reconciliation – January 2025

Unity Current Account	
Current A/C balance 1/1/25	50,681.52
Minus payments made January	9,887.69
Add receipts January	00.00
Balance 31/1/25	40,793.83
Unity Bank Statement 162	40,793.83

Other Banks	
Unity Instant Access A/C Statement	128,777.29
Nationwide Business A/C Balance 31/3/24	75,005.98

Total Balance all Banks	244,577.10
Minus Earmarked Reserves as shown	93,105.00
Total spend amount as at 31/12/24 (includes budget spend circa £37k gross for rest of 2024/25)	151,472.10

Earmarked Reserves	
Traffic Calming Admaston	40,000
Street Light Replacement Admaston	24,000
Playing Fields Maintenance	6,000
Grant Additional NAL Sockets	3,400
Bus Shelter Walcot	3,303
Football Pitch	3,000
Wrockwardine	
Ward Fund Grant Bus Shelter Walcot	1,500
Grant towards PCSO Vehicle	2,000
B5063 Contribution	1,000
Grounds Maintenance	1,000
Urgent Work Fund	
Outdoor Gyms (Commuted Sum)	660
Feasibility Study Admaston	550
Traffic Calming	
Grant for Bird & Bat Boxes	192
Community Wellbeing	1,500
Allscott Meads Allotments	5,000
Total	93,105

(b) Accounts to Date for Payment February 2025

Payee	Description	Net	VAT	Cost
Nobridge Ltd	Grass Cutting	776.16	155.24	931.40
C Hughes Groundcare	Grass/hedge Cutting/other work	1,120.00	224.00	1,344.00
B Cartwright	SID Management	300.00	00.00	300.00
Hugo Fox	Website Provision	9.99	2.00	11.99
E-On	Lighting Maintenance	179.08	35.82	214.90
Cllr E Ballantyne	Councillor Expenses	13.98	0.65	14.63
Viking Direct	Council Equipment – Filing Cabinet	339.15	67.83	406.98
IdVerde	Bin Emptying	266.00	53.20	319.20
Various	Office Management	162.91	23.07	185.98
Various	Staffing Costs	2,910.63	00.00	2,910.63
Total payments		6,077.90	561.81	6,639.71

Signed: **J Hancox** (Clerk & RFO) Date: **12/3/25**

Signed: **P Cooper** (Chairman) Date: **12/3/25**

Appendix 1

Item 25/26 (1)

Traffic Meeting 24/01/2025

Notes of the meeting

Present: Cllr Tonks; Cllr Cooper; Cllr Thomas; Chris Pearson (T&W); Phil Lorenz (T&W)

Admaston Traffic Calming Scheme

Chris Pearson brought a design proposal for traffic calming measures. This was not necessarily in line with the original suggestions but would provide a raised table ramp whilst improving the zebra crossing at a cost of £32,000. If the Parish Council were to accept this new proposal, Chris has asked the PC to also fund a CCTV circuit to assess the drainage at a cost of £500 - £1000 (tbc). If the PC were to accept this design and fund the CCTV circuit, the timescale would be 6 – 8 months due to the fact that the road would need to be closed. If the PC decides it would prefer this in a different location, the timescale would be extended whilst a new design is drawn up and drainage etc. assessed. Chris informed the meeting that a raised table ramp cannot be with 30 – 50 meters of a bridge so this makes the original proposal for positioning difficult anyway.

The Highways Team have only come up with one design due to them requiring funding information. Cllr Cooper suggested that SJ Roberts are willing to put some funding towards the traffic management scheme (amount tbc) which would mean the PC would have funding for another ramp on Shawbirch Road. However, the positioning of this would need to be considered as the overbridge opposite Aldermead Close would impact the position of this. The bus stop may also need to be moved.

Additional Work

With regard to the mini roundabout, a TOPO survey has been carried out and the island will fit in but has currently not been costed. Chris Pearson to email costings of this.

The line painting on Admaston Bridge indicating a pedestrian walkway, should also be completed within 6 – 8 weeks.

Unfortunately, following the topographical survey on Wellington Road, it would not be possible to have a raised table ramp between the bus stop laybys due to the sizing required.

B5063 signage

These works should be completed with the next 6 – 8 weeks and will include the gateway signage and road repeater signs.

Wrockwardine

Various white lining has been completed in Wrockwardine based on programmed works. However, certain sections of this are unable to be completed due to the road width being under the required 5.5 meters. Any other programmed work that can be completed will be done within 6 – 8 weeks.

The requested traffic counts have taken place and will be emailed to Cllr Thomas imminently.

There will also be 'no lorry' signs added on Burcott Lane. The layby that has been causing concern on the B5061 will have bus stop signs painted in which will mean that enforcement measures can be in place for lorries.

Allscott Meads

The speed limit consultation has now been completed and the limits will be as follows:

- Admaston to railway bridge – 50mph
- Railway bridge to social club – 30mph
- Social club to Walcot – 40mph
- Walcot to railway bridge – 50mph

There is consideration for signalisation at the 15mph railway bridge due to structural damage.

Cllr Thomas & Cllr Cooper discussed the NAL socket at Allscott Meads and met with Phil Lorenz following the meeting to identify the positioning for this.

Long Lane

The traffic calming scheme has been designed and is currently with Balfour Beatty for costings. The reduction to a 50mph speed limit through Long Lane has been confirmed. They are also awaiting a TOPO survey to assess the potential for a ghost island at the Ugly Duckling junction.

Recommendation

It is proposed that the Parish Council:

- 1) Accept the new design and positioning idea for the first raised table ramp which combines with the zebra crossing
- 2) Fund the CCTV drainage circuit at a maximum cost of £1,000
- 3) Consider positioning of second tabletop ramp on Shawbirch Road if funds allow
- 4) Consider the costs of the mini-island once costings emailed over
- 5) Decide on overall scheme based on proposals and costings

Prepared by Cllr Tonks

February 2025

Appendix 2

Item 25/26 (2)

SID's Briefing Note

Further to Item 10(1) the 3 additional SID locations have been agreed with T&W for Allscott Meads, Charlton and Burcot Lane. Grant money of £3,400 is available in Earmarked Reserves for installation of the NAL sockets to support these.

With the addition of 3 extra sites, this will put an additional burden on the existing 2 SID units, already rotated around 6 sites. One unit is outdated and whilst flashes the speed, does not provide the requisite information for reporting to T&W. If the Parish Council rotates the 2 SIDs around 9 sites this will incur an additional fee of £20 per month.

However, the Parish Council may wish to purchase additional units, either from traffic calming earmarked reserves, or sourcing and applying for additional grant monies to ensure greater coverage across the Parish. Approximate cost of a SID is dependent on the spec but on average between £3-£5k each. On top of the initial outlay the costings for moving all SIDs around the sites would be as:

Existing SIDS	£300.00 per month
Existing + 1 new	£450.00 per month
Existing + 2 new	£600.00 per month

These costings are based on mounting poles being in permanent positions, however, it is understood that T&W do not want permanent posts and therefore if the 3 new sites require the pole to be moved this would incur an additional cost of £50 per month. A pole made of aluminium would also need to be purchased as the steel ones are very heavy and difficult to move, although permission to use this would have to be sought from T&W to ensure it complies with their requirements.

The Parish Council need to consider the following:

1. Whether to purchase an additional 1 or 2 SID units or continue to use 2 and move them around 9 sites
2. Whether to accept the additional costings in either scenario which could also include the purchase of an aluminium post (if allowed)

J Hancox
Clerk& RFO
February 2025

Appendix 3

Item 25/32

Parish Update February 2025

Wrockwardine Car Park

No start date received for when work will commence.

Borough Councillor Thomas advised the Clerk of £1500 Pride Funding Grant which needed to be applied for before the end of January and perhaps could be used for some solar lighting in the carpark. To not miss out on grant money available, the Clerk made a successful submission for the grant. Members therefore need to note and agree this retrospectively and consider the spend, some low-level post type solar lighting has been suggested as this would not disturb neighbours, cause light pollution and is more affordable.

Play Area Repairs

The repairs are still being undertaken. The Clerk will provide a detailed update once the work is fully completed. The two benches at Walcot that were not Parish Council owned had deteriorated and posed a risk and have therefore been removed by Telford & Wrekin Council.

Reply from T&W Council regarding Chairman's enquiry regarding Solar Farm Policy

A reply was received 7/2/25:

Dear Cllr Cooper

Further to your letter of the 24th January 2025 to the Chief Executive David Sidaway, he has asked me to respond to you directly. With reference to Council policy on solar farms I have discussed with our Strategic Planning team. The Council are in the process of reviewing the Telford & Wrekin Local Plan. The Publication version of the plan contains a strengthened policy framework to ensure that where applications for solar development come forward they are in the right locations and help contribute towards achieving carbon neutrality. The updated plan will also help ensure that where new buildings come forward these are energy efficient. The Council did seek submissions for renewable energy sites however no submissions were received as part of the call for sites process.

Further details of the Local Plan process can be found [here](#)

Kind regards

Ian Wykes

Team Leader - Climate Change & Sustainability

Communities, Customer & Commercial Services

Telford & Wrekin Council

General

The new cabinet for storage of files has been delivered and is in situ at Admaston House. The Parish Council have been given use of a large cupboard space which is on the top floor of the old building, adjacent to the kitchen facilities. The cabinet will be housed there and there is space for other PC items such as notice boards, banners etc.

J Hancox

Clerk & RFO

January 2025

Appendix 4

Item 25/33

SID Statistics February 2025

Xxxx indicates most recent data

Shawbirch Road, Admaston, South

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
6/8/24-18/8/24	13	14,392	1,107	
2/10/24-13/10/24	12	11,053	921	64,250 vehicles 85 th Percentile 20.6mph & 30.8mph/average speed 26.32mph & 26.45mph
10/12/24 – 22/12/24	13	11,564	882	

Shawbirch Road, Admaston, North

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
26/6/24 – 5/7/24	11	17,323	1,732	
17/9/24 – 29/9/24	13	10,764	828	44,100 vehicles 85 th percentile speed 32.2mph

Wellington Road, Admaston, North

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
5/2/24 – 11/2/24	13	12,919	994	
9/4/24 – 21/4/24	13	12,534	964	
15/10/24-27/10/24	13	10,086	775	
27/1/25-2/2/25	13	10,415	801	

Wellington Road, Admaston, South

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
16/1/24 - 28/1/24	13	2,934	226	
23/4/24 – 6/5/24	14	2,904	207	
29/10/24-10/11/24	13	3,104	239	
7/1/25 – 19/1/25	13	1,887	145	

Station Road, Admaston, North

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
26/3/24 – 7/4/24	14	4,551	325	26,250 vehicles
11/6/24 – 24/6/24	14	5,947	425	38,450 vehicles
10/12/24 – 22/12/24	13	4,157	318	32,900 vehicles 85 th percentile speed 29.7mph

Station Road, Admaston, South

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
25/6/24 – 5/7/24	11	4,382	398	31,450 vehicles
6/8/24 – 18/8/24	13	4,977	383	35,800 vehicles
17/9/24 – 27/9/24	11	4,669	424	85 th percentile speed 32mph

Rushmore Lane, Allscott

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
20/8/24 – 1/9/24	13	1,311	101	South

3/9/24 – 15/9/24	13	1,199	92	North
26/11/24-8/12/24	14	1,556	111	South

The Avenue, Wrockwardine, East

<u>Date</u>	<u>Days there</u>	<u>No vehicles exceeding</u>	<u>Daily average</u>	<u>Additional Comments</u>
24/5/24 – 9/6/24	17	3,741	220	Approx 7,130 vehicles total
20/8/24 – 1/9/24	13	3,560	274	6,050 vehicles
26/11/24-8/12/24	14	3,805	292	7,415 vehicles 85 th percentile speed 24.6mph

The Avenue, Wrockwardine, West

<u>Date</u>	<u>Days there</u>	<u>No vehicles exceeding</u>	<u>Daily average</u>	<u>Additional Comments</u>
27/2/24 – 10/3/24	13	3,187	245	Total vehicles approx. 6,850
3/9/24 -15/9/24	13	2,631	204	Total vehicles approx. 6,660

High Ercall Road, Bratton, South (new location)

<u>Date</u>	<u>Days there</u>	<u>No vehicles exceeding</u>	<u>Daily average</u>	<u>Additional Comments</u>
16/1/24-28/1/24	13	683	52	24,200 vehicles
23/4/24 – 6/5/24	14	1,047	75	21,745
29/10/24-10/11/24	13	732	56	27,300 vehicles 85 th Percentile 36.9mph & 36.4mph/average speed 31.78 & 31.39mph
7/1/25- 19/1/25	13	402	31	25,750 vehicles 85 th percentile 34.9/average speed 30.44

High Ercall Road, Bratton, North (new location)

<u>Date</u>	<u>Days there</u>	<u>No vehicles exceeding</u>	<u>Daily average</u>	<u>Additional Comments</u>
24/10/23-5/11/23	13	2,855	220	27,640 vehicles
21/1/25-2/2/25	13	3,149	157	29,000 vehicles; 85 th percentile 39.4/average speed 34.53