

Wrockwardine Parish Council

Minutes of the Full Parish Council Meeting held on Wednesday 9th April 2025 at Wrockwardine Village Hall at 7.30p.m

Present:

Cllr P Cooper (Chairman)
Cllr P Bevis
Cllr P Davis
Cllr S Parr
Cllr J Savage
Cllr G Thomas
Cllr K Tonks

In Attendance:

PCSO Trudy Jones (West Mercia Police)
PCSO Zoe Bevan (West Mercia Police)
3 Members of the Public
J Hancox (Clerk)

25/57 Welcome

The Chairman welcomed everyone to the meeting.

25/58 Apologies for absence

Cllrs Mr & Mrs Ballantyne – Personal
Cllr Eade – Work commitments

25/59 Declaration of Interests & Dispensations

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

25/60 Public Session

Members of the public spoke about the land by the doctors highlighted for development in T&W's Local Plan and other sites in the plan and the traffic issues along Long Lane.

25/61 Police & PCSO

PCSO Trudy Jones reported on recent speed checks in the Parish and answered questions from Members about fly tipping and the publicised reduction in working hours for PCSOs.

PCSOs Trudy Jones & Zoe Bevan left the meeting at 7.50p.m

25/62 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 12th March 2025.

[Proposer: Cllr Davis; Seconder: Cllr Parr; Vote: All]

25/63 Borough Councillor's Reports

Borough Cllr Tonks reported on:

- Local Plan
- Parking issues
- Bike track at Pemberton Road
- Traffic Plan for Brandon Avenue

Borough Cllr Davis reported on:

- Progress finally being made on rectifying the issues at Haygate Fields

Borough Cllr Thomas reported on:

- Drainage issues at Leaton Lane and Charlton being investigated
- Local resident's concerns regarding the Local Plan

25/64 Planning

1. Permissions & Refusals

Council noted the following:

TWC/2025/0102	19 Wrekin View, Wrockwardine	Installation of 6no. dropped kerbs to extend existing dropped kerbs	Full Granted
TWC/2025/0069	One Stop, Unit 5 Allscott Meads Retail Centre, Adlescote Way, Allscott	Installation & display of 1no. externally illuminated fascia sign, 1no. non illuminated ACM Panel, 2no. non illuminated aluminium frames with 2no. poster cases & 1 no. v-shaped post sign	Advertisement Granted
TWC/2025/0031	6 Woodhall Close, Shawbirch	Erection of part 2 storey side extension & single storey rear extension	Full Granted

2. New Applications

The following applications were considered:

TWC/2025/0170	The Plough Inn, Allscott	Erection of open porch/canopy, covered area on the front elevation, single storey side & rear extension & reconfiguration of car parking following demolition of existing conservatory	Support
TWC/2025/0184	29 Linton Close, Bratton	Erection of a single storey rear extension & single storey side extension following demolition of existing conservatory	No Comment
TWC/2025/0243	Ivy Cottage, Long Lane	Erection of a 1.2m fence (Retrospective)	Object ***

*** Object on the grounds that this was removal of ancient hedgerow and this should be reinstated. Council also requested the Clerk to contact the Conservation Officer at T&W Council to ask them to look at the issue.

3. Applications received after the agenda was circulated

None

25/65 Finance

a) Final Accounts Paid & Bank Reconciliations for March 2025

The details were noted and **RESOLVED**.

[Proposer: Cllr Davis; Seconder: Cllr Parr; Vote: All]

b) Accounts to Date for Payment April 2025

The accounts were **RESOLVED** for payment.

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

c) **Budget 2025/26** - Member's noted receipt of the details of the budget for 2025/26 for information.

25/66 **Traffic Matters**

Details were circulated prior to the meeting (Appendix 1). Following a discussion, the following recommendations were **RESOLVED**:

That the Chairman responds to Dean Sargeant's letter dated 18/3/25 on a point-by-point basis and on options 1 and 2 of the report on Admaston Traffic Calming dated January 25 stating:

1. To accept the formation and associated works for a mini roundabout at the junction of Wellington Road/Shawbirch Road to be implemented as soon as possible as Phase 1 of the Admaston Traffic Calming proposals at a cost of £25,500.00;
2. To request full and detailed costings on the preferred options for 3no. speed tables located at 71/72 Station Road, south of the bus stops by Admaston House and outside 18 Shawbirch Road (current approximate costs are £138,000.00);
3. To end the provision of street lighting in Admaston and Wrockwardine (91no.) and hand responsibility back to Telford and Wrekin Council.

[Proposer: Cllr Parr; Seconded: Cllr Davis; Vote: All]

25/67 **Street Light Replacement**

It was **RESOLVED** to replace the light at Admaston Spa, damaged during the high winds in February, at a cost of £726.41 + VAT.

[Proposer: Cllr Davis; Seconded: Cllr Tonks; Vote: All]

25/68 **Wrockwardine Playing Fields**

1. **Car Park** – Cllr Cooper updated Council on the current progress of the work. SJ Roberts hope to start work after the Easter Break (after work has finished on the Allscott Meads allotments site). Following a discussion with SJ Roberts it was deemed necessary on health & safety grounds to close the whole play area whilst the work is carried out which could potentially take up to 4 weeks.

2. **Goal Post Quote** – Following a discussion it was **RESOLVED** to accept the quote for £2,000 + VAT for the installation of 2 new goal posts following the removal of the existing post.

[Proposer: Cllr Davis; Seconded: Cllr Parr; Vote: All]

Cllr Davis left the meeting at 8.22p.m

25/69 **Local Plan**

Following a discussion it was **RESOLVED** that Cllr Tonks, Cllr Thomas and Cllr Cooper would draft comments for submission to T&W Council. The main points for consideration were:

- Lack of infrastructure to support the proposed sites for development
- Impact on local services such as doctors and dentists
- Recruitment and retention of staff for proposed schools
- Ability to attract businesses to retail units
- Unrealistic employment figures quoted in the plan
- Roads and how dual carriageways could be developed
- Flooding issues already prevalent on rural sites
- Every school in vicinity is over-subscribed so if have to travel becomes less eco-friendly
- That infrastructure exists in South Telford

[Proposer: Cllr Parr; Seconded: Cllr Bevis; Vote: All]

2 members of the public left at 8.36p.m

25/70 Other Meetings

1. Allscott Meads Meeting 20/3/25 – Details were circulated previously and these were noted with no comments.

25/71 Parish Update

Details of the update were noted (Appendix 2).

25/72 SID Statistics

The data was noted (Appendix 3).

One member of the public left at 8.43p.m

25/73 Grant Applications

Crucial Crew – Following a discussion it was **RESOLVED** to award £250 towards the cost of the day to support the Year 6's from both St Peter's Bratton and Allscott Meads Primary schools who would be attending the event.

[Proposer: Cllr Tonks; Seconder: Cllr Bevis; Vote: All]

25/74 Correspondence

None to note.

25/75 Date of the next meeting

The Chairman thanked everyone for their help and support over the last 12 months and it was confirmed that the next meeting, the Annual Meeting of the Parish Council, would be held on **Wednesday 14th May 2025** at **Admaston House Community Centre**.

The meeting closed at 8.50p.m

Signed _____ *P Cooper* _____ Date 14th May 2025
(Chairman)

Item 25/65

Finance

(a) Final Accounts Paid & Bank Reconciliation March 2025

Payee	Description	Net	VAT	Cost
Nobridge Ltd	Grass Cutting	776.16	155.24	x931.40
C Hughes Groundcare	Grass Cutting	850.00	170.00	x1,020.00
C Hughes Groundcare	Hedge Cutting	240.00	48.00	x288.00
Unity Trust Bank	Monthly Banking Fee	8.70	00.00	x8.70
B Cartwright	SID Management	300.00	00.00	x300.00
Cllr P Cooper	Chairman's Allowance	300.00	00.00	x300.00
LiquidNet Ltd	Web Domain	32.56	6.51	x39.07
Hugo Fox	Website Provision	9.99	2.00	x11.99
IdVerde	Bin Emptying	266.00	53.20	x319.20
Tomato Energy	Street Lighting Supply	921.92	174.84	x1,096.76
E Ballantyne	Councillor Expenses	17.11	0.52	x17.63
Various	Office Management	100.90	11.98	x112.88
Various	Staffing Costs	2,940.73	00.00	x2,940.73
Total Payments		6,764.07	622.29	7,386.36

Bank Reconciliation – March 2025

Unity Current Account	
Current A/C balance 1/3/25	34,380.30
Minus payments made March	7,386.36
Add receipts March	
Breedon Limited (Car Park)	10,000.00
Balance 31/3/25	36,993.94
Unity Bank Statement 164	36,993.94

Other Banks	
Unity Instant Access A/C Statement 133	129,588.06
Includes interest £810.77	
Nationwide Business A/C Balance 31/3/25	78,142.78
includes interest £3,136.80	

Total Balance all Banks	244,724.78
Minus Earmarked Reserves as shown	94,555.00
Total spend amount as at 28/2/25 (includes budget spend circa £10k gross for rest of 2024/25)	150,169.78

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 Wrockwardine	3,000
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 (Commutated Sum)	660
Feasibility Study Admaston	550
Traffic Calming	
Grant for Bird & Bat Boxes	192
Community Wellbeing	1,500
Allscott Meads Allotments	5,000
Grant Solar Lighting	1,450
Total	94,555

(b) Accounts to Date for Payment April 2025

Payee	Description	Net	VAT	Cost
Nobridge Ltd	Grass Cutting	776.16	155.24	x931.40
C Hughes Groundcare	Grass Cutting	850.00	170.00	x1,020.00
B Cartwright	SID Management	300.00	00.00	x300.00
Telford & Wrekin Council	Emergency Street Light Maintenance	108.14	21.63	x129.77
Hugo Fox	Website Provision	9.99	2.00	x11.99
E-On	Street Lighting Maintenance	98.00	19.60	x117.60
Tomato Energy	Street Lighting Supply	338.25	67.65	x405.90
Cllr E Ballantyne	Councillor Expenses	13.97	0.65	x14.62
IdVerde	Bin Emptying	266.00	53.20	x319.20
Various	Office Management	85.91	3.03	88.94
Various	Staffing Costs	3,043.76	00.00	3,043.76
Total Payments		5,890.18	493.00	6,383.18

Signed: **J Hancox** (Clerk & RFO) Date: **14/5/25**

Signed: **P Cooper** (Chairman) Date: **14/5/25**

Appendix 1

Item 25/66

Traffic Matters

ADMASTON TRAFFIC CALMING

Background

Members of the Parish Council met with Telford and Wrekin Highway Engineers on the 24/1/25 to discuss traffic matters throughout the Parish. Following this a proposal was put forward for a raised table crossing at the pedestrian crossing on Station Road near Sutton Road. This was totally different to the scheme that had been agreed and that had been subject to public consultation. On 12/2/25 Full Council agreed that the Chairman would escalate matters and the Clerk, on behalf of the Council through the Chairman, wrote a strongly worded letter dated 25/2/25 to Dean Sargent, Director, Neighbourhood and Enforcement Services at Telford and Wrekin Council.

Information

A response was received dated 18/3/25 responding to traffic matters on a point-by-point basis together with a desktop feasibility report for Admaston Traffic Calming dated January 25. Some of the timescales agreed at the meeting on 24/1/25 were now different as quoted in Mr Sargeant's response.

On the 27/3/25 the Clerk and Cllrs Bevis, Ballantyne, Cooper and Tonks met to go through the options in the desktop feasibility report, which are:

1 Mini Roundabout at Wellington Road/Station Road.....	£25,500.00
2 Location 1 A speed table 71/72 Station Road.....	£37,000.00
3 Location 2 A speed table outside 66 Station Road.....	£47,500.00
4 Location 3 A speed table outside 2/4 Meadow Dale Drive, Station Rd	£53,500.00
5 Location 4 A speed table immediately south of the bus stops outside Admaston House	£49,500.00
6 Location 5 A speed table outside 18 Shawbirch Road.....	£51,500.00
7 Location 6 A speed table outside 25 Shawbirch Road.....	£40,000.00

Please note the above costings are approximate and are significantly higher than the one quoted at the meeting on 24/1/25 for a raised table crossing on Station Road which was £32,000.00.

It was noted that Telford and Wrekin Council had previously said they were going to fund raising the pedestrian crossing on Station Road and it was also noted that they had historically indicated that they would financially support some of the works for traffic calming through Admaston.

The options provided were discussed and the significantly higher costs relating to additional street lighting, gullies required, were questioned (i.e. full width speed tables quoted but would there not be a gap required kerbsides for cyclists therefore no need for gullies). Handing back the existing street lighting in Admaston and Wrockwardine to Telford and Wrekin Council was discussed as this could save approximately £15k - £20k per annum on provision and maintenance. There is also £24k in earmarked reserves for updating to solar lighting as the current lighting degenerates. The cost of the eventual replacement of all the lighting columns in Admaston and Wrockwardine (91 lights in total) could be circa £100k.

It was also noted that despite significant residential developments within the Parish, aside from Allscott Meads, no financial contributions had ever been forthcoming from any Section 106 monies.

The VAT re-claim for 2024/25 is approximately £8.5k. This would generally fall into general reserves but could also be used.

Conclusion

The following should be considered:

1. The required scheme for traffic calming through Admaston should consist of mini roundabout at Wellington Road/Shawbirch Road - £25,000.00 (approximate)
speed tables at 71/72 Station Road, south of the bus stop by Admaston House and outside 18 Shawbirch Road - £37,000.00, £49,500.00 & £51,500.00 respectively (approximate).
Total Costings = £163,500.00

Because the total approximate costs significantly exceed the Parish Council and Partners budget allocations (currently £40k in earmarked reserves & £30k from SJ Roberts), the group recommended that subject to Full Council approval more detailed proposals, with accurate costs be provided for the three chosen speed tables but also to proceed immediately with the provision of the mini roundabout at Wellington Road/Shawbirch Road at a cost of £25500.00 as Phase 1 of the Admaston Traffic Calming Scheme.

2. The Parish Council advise Telford and Wrekin Council of their intention to transfer back all stock of existing street lighting in Admaston and Wrockwardine.

Recommendation

To resolve that:

The Chairman responds to Dean Sargeant's letter dated 18/3/25 on a point-by-point basis and on options 1 and 2 of the report on Admaston Traffic Calming dated January 25 stating:

1. To accept the formation and associated works for a mini roundabout at the junction of Wellington Road/Shawbirch Road be implemented as soon as possible as Phase 1 of the Admaston Traffic Calming proposals at a cost of £25,500.00
2. To request full and detailed costings on the preferred options for 3no. speed tables located at 71/72 Station Road, south of the bus stops by Admaston House and outside 18 Shawbirch Road (current approximate costs are £138,000.00)
3. To end the provision of street lighting in Admaston and Wrockwardine (91no.) and hand responsibility back to Telford and Wrekin Council.

Councillor P J Cooper

Chairman

2nd April 2025

Appendix 2

Item 25/71

New Email Addresses

The Clerk has provided everyone with their new email address. From Monday. It is now a requirement not a recommendation to use .gov.uk email addresses (JPAG 2025). On Monday 14th April 2025 the Clerk will send a test email to everyone and, a response will be required to ensure everyone is up and running. Once everyone has confirmed they can receive and send, all correspondence regarding Parish Council matters should be sent via .gov.uk addresses. The Clerk anticipates that go live will be from 21st April 2025 to give time to update play area signs/website/Facebook etc. The Clerk will run the current email address alongside until satisfied that everything and everyone has been updated.

Allotments

Work is continuing on the site, pathways in and configuration of plots, including the raised plots, has taken place. No response from the solicitors yet regarding the issue of the car park. There has been an increase in the number of people asking about plots and, it is anticipated that demand will be higher than supply. The Clerk plans to send out a "Registration Form" to ascertain details of all those who have shown an interest and to confirm they are still interested. It is likely a meeting will be needed soon for the Parish Council to determine the way forward with setting up the "Allotment Society", agreements, rules etc. Please consider whether you would like to help with this and be on the group.

Walcot Bus Shelter

The shelter is currently being built and we are just waiting for a date for installation.

Internal/External Audit

Work is still ongoing in anticipation of completion of the AGAR by May's meeting.

Clerk Annual Leave

The Clerk updated on forthcoming annual leave dates.

J Hancox
Clerk & RFO
April 2025

Appendix 3

Item 25/72

SID Statistics April 2025

Xxxx indicates most recent data

Shawbirch Road, Admaston, South

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
2/10/24-13/10/24	12	11,053	921	64,250 vehicles 85 th Percentile 20.6mph & 30.8mph
10/12/24 – 22/12/24	13	11,564	882	
17/3/25 – 30/3/25	14	16,269	1,162	80,750 vehicles 85 th percentile 31.1 & 30.9 mph

Shawbirch Road, Admaston, North

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
17/9/24 – 29/9/24	13	10,764	828	44,100 vehicles 85 th percentile speed 32.2mph
4/3/25 - 16/3/25	13	11,861	912	55,000 vehicles 85 th percentile speed 31.9mph

Wellington Road, Admaston, North

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
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
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
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
17/3/25 – 30/3/25	14	3,950	282	

Station Road, Admaston, South

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
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
4/3/25 – 16/3/25	13	4,530	348	

Rushmore Lane, Allscott

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
26/11/24-8/12/24	14	1,556	111	South
18/2/25-2/3/25	13	1,123	86	North
5/2/25 – 16/5/25	12	1,165	97	South

The Avenue, Wrockwardine, East

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
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
5/2/25 – 16/2/25	12	3,907	325	7,400 vehicles 85 th percentile 24.5mph

The Avenue, Wrockwardine, West

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
3/9/24 -15/9/24	13	2,631	204	Total vehicles approx. 6,660
17/2/25 – 2/3/25	13	3,167	243	Total vehicles approx. 6,340 85 th percentile 24.1mph

High Ercall Road, Bratton, South (new location)

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
29/10/24-10/11/24	13	732	56	27,300 vehicles 85 th Percentile 36.9mph & 36.4mph
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)

Date	Days there	No vehicles exceeding	Daily average	Additional Comments
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