

# Wrockwardine Parish Council

## Minutes of the Full Parish Council Meeting held on Wednesday 12<sup>th</sup> March 2025 at Admaston House Community Centre at 7.30p.m

### Present:

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

### In Attendance:

Maria Cotton (Leaton Quarry)  
PCSO Trudy Jones (West Mercia Police)  
1 Member of the Public  
J Hancox (Clerk)

### 25/37 Welcome

The Chairman welcomed everyone to the meeting.

### 25/38 Apologies for absence

None

### 25/39 Declaration of Interests & Dispensations

- a) Pecuniary – None declared
- b) Personal – Cllrs Mr & Mrs Ballantyne declared an interest in planning application TWC/2025/0159

### 25/40 Public Session

One member of the public asked about traffic issues and Telford & Wrekin Council's Local Plan. Maria Cotton gave details about the Variation order 202 Stopping up of Highway at Leaton Lane (Item 25/44) and explained there were not any real changes to the original plan, but part of it had been missed and therefore an amendment was required.

*Maria Cotton left the meeting at 7.38p.m*

### 25/41 Police & PCSO

PCSO Trudy Jones requested specifics for the three priorities to be determined at Item 25/52.

*PCSO Trudy Jones left the meeting at 7.43p.m*

### 25/42 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 12<sup>th</sup> February 2025.

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

### 25/43 Borough Councillor's Report

Borough Cllr Tonks reported on:

- Recent walk about with PCSO's;
- Local Plan work;
- Traffic Regulation Orders.

Borough Cllr Thomas reported on:

- Speed cameras at Allscott;
- Gates and rights of way at Wrockwardine.

Borough Cllr Davis reported on:

- Haygate Fields and the problems on the development. T&W legal teams are now dealing with issues and some progress is being made.

25/44

## Planning

### 1. Permissions & Refusals

Council noted the following:

<b>TWC/2025/0074</b>	One Stop, Unit 5 Allscott Meads Retail Centre, Aldescote Way, Allscott	Installation of 5no. air conditioning units & key clamp to rear elevation	Full Granted
<b>TWC/2024/0856</b>	Chartley, 33 Shawbirch Rd, Admaston	Erection of a single storey rear extension & a new gable porch following demolition of existing front balcony	Full Granted
<b>TWC/2024/0921</b>	84 Station Rd, Admaston	Erection of single storey side extension, erection of canopy on rear elevation, alterations to existing dormer windows, installation of 1no. dormer window, rendering of whole property, installation of timber cladding to the rear elevation & replacement windows.	Full Granted

### 2. New Applications

The following applications were considered:

<b>TWC/2025/0112</b>	The Pool House, Admaston Spa, Admaston	Replacement of modern vertical sliding window sashes with sashes including slim double glazing	<b>No Comment</b>
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### Variation Order 202 The Stopping up of Highway (West Midlands)

The highway to be stopped is at Leaton in Telford & Wrekin shown on plan as a length of Leaton Lane. It commences 140 metres north east from grid reference E:361854, N:311585 extending in a south westerly direction for 540 metres – **No Comment**

### 3. Applications received after the agenda was circulated

*Cllrs Mr & Mrs Ballantyne left the meeting at 7.49p.m*

### **TWC/2025/0159 Site of 8 & 10 Shawbirch Road, Admaston Erection of 8no. apartments with associated works**

Following a discussion it was **RESOLVED** to object to the application with comments drafted by Cllr Tonks.

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

*Cllrs Mr & Mrs Ballantyne returned to the meeting at 7.55p.m*

**25/45 Finance**

**a) Final Accounts Paid & Bank Reconciliations for February 2025**

The details were noted and **RESOLVED**.

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

**b) Accounts to Date for Payment March 2025**

The accounts were **RESOLVED** for payment.

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

**c) Financial Regulations**

It was **RESOLVED** to accept the updated document.

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

**d) Street Lights Electricity Contract**

A briefing note was circulated prior to the meeting (Appendix 1). It was **RESOLVED** to continue the contract with Tomato Energy for a further 12 months given the lack of unmetered suppliers willing to take on micro-business customers.

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

**25/46 Annual Meeting of the Parish**

Following a discussion it was **RESOLVED** not to call an Annual Meeting of the Parish on the basis that, despite trying a new format, advertising, refreshments and together with the effort involved in 2024 the event had failed to attract attendees.

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

**25/47 Traffic Matters**

The letter sent to Dean Sargeant at Telford & Wrekin Council following last month's meeting had been acknowledged but no other response received. The Chairman confirmed he would contact Telford & Wrekin again before the next meeting to try and get an update.

**25/48 Allscott Allotments**

Following a discussion the Clerk was asked to advise the Council's solicitor that the Parish Council did not want to take on responsibility for the carpark if it was not for the sole use of the allotment holders.

**25/49 Local Plan**

The plan had not been published prior to the meeting. It was agreed that it should be made clear that this is not a consultation on what is planned, but will be to do with the legality and logistics of the plan. Item to be carried forward to April's meeting for the Parish Council's response to the consultation.

**25/50 Community Governance Review**

Following a discussion it was agreed that Cllr Tonks would forward the original comments of the Parish Council to the Clerk for them to be circulated before submitting them to the review.

**25/51 Other Matters**

**1. Finials** – update at next meeting

**2. Siberian Elm, Admaston House Car Park** – It had previously been agreed to formulate a long-term plan for the elm. Cllr Eade to contact the Tree Officer at Telford & Wrekin to move this forward.

*1 member of the public left at 9.00p.m*

- 25/52 Parish Update**  
Details of the update were noted (Appendix 2). It was agreed that the areas of concern for the West Midlands Police Charter would be:  
**Anti-social Behaviour** – Specifically around Wrockwardine Playing Fields and surrounding lanes  
**Thefts** – Charlton specifically sheds; Wrockwardine & rural and bulgalries at Bratton  
**Speeding** – Specifically Admaston, B4394 (Allscott Meads) and Long Lane particularly at evenings and weekends.
- 25/53 SID Statistics**  
The data was noted (Appendix 3).
- 25/54 Grant Applications**  
None received
- 25/55 Correspondence**  
**1. Play Area Survey** – Noted and Clerk asked to respond regarding state of BMX track at Admaston  
**2. Scrutiny** – Noted and Clerk asked to register lack of communication from the Highways Department.
- 25/56 Date of the next meeting**  
It was confirmed that the next meeting would be held on **Wednesday 9<sup>th</sup> April 2025** at **Wrockwardine Village Hall**.

*The meeting closed at 9.05p.m*

Signed \_\_\_\_\_ **P Cooper** \_\_\_\_\_ Date **9/4/25** \_\_\_\_\_  
(Chairman)

## Item 25/45

### Finance

#### (a) Final Accounts Paid & Bank Reconciliation February 2025

Payee	Description	Net	VAT	Cost
Nobridge Ltd	Grass Cutting	776.16	155.24	931.40
Eon	Street Lighting Maintenance	179.08	35.82	214.90
C Hughes Groundcare	Grass/Hedge Cutting & other work	1,120.00	224.00	1,344.00
Unity Trust Bank	Monthly Banking Fee	9.75	00.00	9.75
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	Street Lighting Supply	1,020.54	193.53	1,214.07
E Ballantyne	Councillor Expenses	13.98	0.65	14.63
Various	Office Management	502.06	90.90	592.96
Various	Staffing Costs	2,910.63	00.00	2,910.63
Total payments		7,108.19	755.34	7,863.53

#### Bank Reconciliation – February 2025

Unity Current Account	
Current A/C balance 1/2/25	40,793.83
Minus payments made February	7,863.53
Add receipts February	
T&W Grant Solar Lighting	1,450.00
Balance 28/2/25	34,380.30
Unity Bank Statement 163	34,380.30

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	238,163.57
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)	143,608.57

#### 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 Urgent	1,000
Work Fund	
Outdoor Gyms (Commuted Sum)	660
Feasibility Study Admaston Traffic Calming	550
Grant for Bird & Bat Boxes	192
Community Wellbeing	1,500
Allscott Meads Allotments	5,000
Grant Solar Lighting	1,450
<b>Total</b>	<b>94,555</b>

**(b) Accounts to Date for Payment March 2025**

<b>Payee</b>	<b>Description</b>	<b>Net</b>	<b>VAT</b>	<b>Cost</b>
Nobridge Ltd	Grass Cutting	776.16	155.24	931.40
C Hughes Groundcare	Grass/hedge Cutting/other work	1,090.00	218.00	1,308.00
B Cartwright	SID Management	300.00	00.00	300.00
Hugo Fox	Website Provision	9.99	2.00	11.99
Cllr P Cooper	Chairman's Allowance	300.00	00.00	300.00
Tomato Energy	Street Lighting Supply	529.32	105.86	635.18
Cllr E Ballantyne	Councillor Expenses	17.11	0.52	17.63
IdVerde	Bin Emptying	266.00	53.20	319.20
Various	Office Management	133.46	18.49	151.95
Various	Staffing Costs	2,940.73	00.00	2,940.73
<b>Total payments</b>		<b>6,362.77</b>	<b>553.31</b>	<b>6,916.08</b>

Signed:   **J Hancox**   (Clerk & RFO)      Date:   **9/4/25**  

Signed:   **P Cooper**   (Chairman)      Date:   **9/4/25**

## Appendix 1

### Item 25/45

#### (d) Street Lights Electricity Contract

##### Details

The contract is for the supply of non-metered electricity for street lighting (91 posts) in the Parish. The current contract is with Tomato Energy. Unfortunately many of the larger companies (Npower, E-On etc) will not provide un-metered accounts for smaller businesses meaning there are a lack of suppliers to compare costs with.

We previously used Cardinal Energy (a brokerage) to source the supply and, they have provided an update from 24/3/25:

Current (12 months)	Variable Rate (from 24/3/25 indefinitely)	Renewal Offer (12 months)
£8,170.03	£12,742.07	£8,808.59

There are 2 and 3 year deals available but Cardinal have advised that wholesale prices are currently forecast to decline in the coming years so a further 1-year contract is advised so this can be reviewed in 12 months-time and maybe secure a reduction in costs then.

24 months	£8,943.69 per annum
36 months	£8,943.69 per annum

All prices are excluding VAT.

##### Recommendation

To accept the 12-month renewal offer at a cost of £8,808.59 + VAT.

## **Appendix 2**

### **Item 25/52**

#### **Wrockwardine Parish Council**

#### **Parish Update March 2025**

##### **New Email Addresses**

The .gov.uk email addresses have been set up. The Clerk will be testing the [clerk@wrockwardineparishcouncil.gov.uk](mailto:clerk@wrockwardineparishcouncil.gov.uk) before sending individual details to everyone on how to set theirs up. Following this, the new emails will be tested and, when everyone is happy, a date will be agreed to start using these permanently.

##### **West Mercia Police Charter**

Top 3 issues required from the list:

Anti-social behaviour; anti-social driving; begging; child exploitation; criminal damage; doorstep peddlars; drugs; drunken behaviour; off roading; organised crime groups; other traffic offences; other traffic collisions; rough sleeping; speeding; Thefts (various); tourism, unlawful gatherings; wildlife crime.

##### **Wrockwardine Car Park**

The work has not started yet, still awaiting a date. The £10k contribution from Leaton Quarry has been received.

##### **Admaston Green**

Hedge work, pavement side has been completed. Issue nearly arose with a group who used the green without permission last year, were planning on using it again, only brought to our attention as they had asked Admaston House for use of their toilets & kitchen. The person organising it was spoken to by the clerk and advised to write/email for permission, with details of their public liability insurance etc. The group have since found an alternative venue.

##### **Play Area Maintenance**

The bulk of the work has been completed. Just a couple of jobs outstanding.

##### **Internal Audit**

Work has started on the internal audit so just to remind Councillors that this is quite a busy time for the Clerk!

J Hancox  
Clerk & RFO  
March 2025



## Appendix 3

### Item 25/53

### SID Statistics March 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 <sup>th</sup> 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 <sup>th</sup> 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 <sup>th</sup> percentile speed 29.7mph

**Station Road, Admaston, South**

<b>Date</b>	<b>Days there</b>	<b>No vehicles exceeding</b>	<b>Daily average</b>	<b>Additional Comments</b>
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 <sup>th</sup> percentile speed 32mph

**Rushmore Lane, Allscott**

<b>Date</b>	<b>Days there</b>	<b>No vehicles exceeding</b>	<b>Daily average</b>	<b>Additional Comments</b>
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
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**

<b>Date</b>	<b>Days there</b>	<b>No vehicles exceeding</b>	<b>Daily average</b>	<b>Additional Comments</b>
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 <sup>th</sup> percentile speed 24.6mph
5/2/25 – 16/2/25	12	3,907	325	7,400 vehicles 85 <sup>th</sup> percentile 24.5mph

**The Avenue, Wrockwardine, West**

<b>Date</b>	<b>Days there</b>	<b>No vehicles exceeding</b>	<b>Daily average</b>	<b>Additional Comments</b>
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
17/2/25 – 2/3/25	13	3,167	243	Total vehicles approx. 6,340 85 <sup>th</sup> percentile 24.1mph

**High Ercall Road, Bratton, South (new location)**

<b>Date</b>	<b>Days there</b>	<b>No vehicles exceeding</b>	<b>Daily average</b>	<b>Additional Comments</b>
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 <sup>th</sup> Percentile 36.9mph & 36.4mph/average speed 31.78 & 31.39mph
7/1/25- 19/1/25	13	402	31	25,750 vehicles 85 <sup>th</sup> 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 <sup>th</sup> percentile 39.4/average speed 34.53