

WROCKWARDINE PARISH COUNCIL

Admaston House, Wellington Road, Admaston, Telford, TF5 0BN
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PLEASE NOTE THE FOLLOWING MEETING OF THE PARISH COUNCIL

THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

The next meeting of **Wrockwardine Parish Council** is the Annual Parish Council Meeting and is on **Wednesday 14th May 2025** at **7.30 p.m** at **Admaston House Community Centre**. The business to be transacted at this Council meeting will be as set out on the agenda below:

Dated this: **7th May 2025**

Signed: **Julia Hancox**
(Clerk to the Council)

AGENDA

1. **Welcome (Outgoing Chairman)**
2. **Election of Chairman**
3. **Chairman's Declaration of Acceptance of Office** – to note signing
4. **Election of Vice-Chairman**
5. **Apologies for absence**
6. **Declaration of Interests: a) Pecuniary b) Personal**
7. **Public Session (15 mins)** - the Meeting will be adjourned for 15 minutes to allow presentations to the Chairman and Council from members of the public
8. **Police & PCSO** – to receive any updates & discuss any issues within the Parish
9. **Minutes** - to confirm the minutes of the Council Meeting held on Wednesday 9th April 2025
10. **Borough Councillor Reports** – to receive verbal reports
11. **Planning** (*details to date attached*)
 - 1) **Permissions & Refusals** – for information
 - 2) **New applications** – to consider comments to be submitted

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- 3) **New applications received after the agenda was circulated** – to consider any other applications received for consultation since Tuesday 6th April 2025

12. Finance

- a) **Final Accounts Paid and Bank Reconciliation for April 2025** – to confirm
- b) **Accounts to date for Payment May 2025** – to confirm
- c) **Insurance** – to consider annual contract quotes

13. Annual Governance & Accountability Review (AGAR) 2024/25

- 1. **To approve the Year End Accounts**
- 2. **To review & confirm the Asset Register as at 31/3/25**
- 3. **To receive the Internal Audit Report 2024/25**
- 4. **To note the retirement of the Internal Auditor**
- 5. **To agree content & approve AGAR Section 1 “Governance Statement”**
- 6. **To approve AGAR Section 2 “Accounting Statements”**
- 7. **Notification of Public Rights** – to approve the dates for the public rights of inspection: 3/6/25 – 14/7/25 (being 30 working days including the first 10 working days of July)

14. Appointment of Members to Committees

- 1. **Finance & General Purposes Committee**
 - a. **Election of Chairman for F&GP**
- 2. **Human Resources Committee**

15. Appointment of Representatives to Working Groups & Other Meetings

- 1. **Admaston House Trust**
- 2. **Allotments Group (Admaston)**
- 3. **Allscott Meads Group**
- 4. **Allscott Meads Allotments** – to consider formation of group to set up and develop the new site
- 5. **Armed Forces Covenant Representative**
- 6. **Bus User Group**
- 7. **Grounds Management & Maintenance Group**
- 8. **Haygate Fields Liaison Group**
- 9. **Mental Health Liaison Group**
- 10. **Leaton Quarry Liaison Group**
- 11. **Traffic Working Group**
- 12. **White Ribbon Accreditation Representative**
- 13. **Wrekin Area Committee**

16. Meetings of the Council - To approve the dates, venues & frequency of Full Council meetings for the next 12 months

17. Review of Documents & Policies – to consider any amendments and approve the documents

- 1. **Standing Orders**
- 2. **Financial Regulations** – *to note only as approved at March’s meeting*
- 3. **Risk Management Document**
- 4. **Policies**

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18. **Annual Subscriptions** – to consider membership & approve payment when due:
 1. **Membership of SALC** (Shropshire Association of Local Councils) which includes **Membership of NALC** (National Association of Local Councils) – at a cost of £2,164.52 and already listed at Item 12(b)
 2. **Membership of SLCC** (Society of Local Council Clerks) - £240.00 (2024 cost)
19. **Traffic Matters** – to receive an update if available
20. **Allscott Allotments** – to receive an update on legal matters and determine any actions
21. **Clerks Update** – to receive a written update on various matters previously discussed and/or agreed or to advise
22. **SID Statistics** – to receive data
23. **Grant Applications**
 1. **Request for Grant from Community Wellbeing Fund** – to consider application from SASA Wellbeing Hub
24. **Correspondence**
 - a. **Bratton Green Scoping Opinion** – to note details and date for drop in session
 - b. **Notification of Play Area RoSPA Inspection for June** – to note
25. **Date of the next meeting** - The next meeting is on **Wednesday 11th June 2025** at **Wrockwardine Village Hall** (to be confirmed) at **7.30p.m**

Item 11 Planning

Applications can be viewed on the Borough Council's Planning Portal

1. Permissions & Refusals – For information

| | | | |
|----------------------|--|---|-------------------------|
| TWC/2025/0159 | Site of 8 & 10 Shawburch Rd, Admaston | Erection of 8no. apartments with associated works | Full Refused |
| TWC/2025/0112 | The Pool House, 2 Admaston Spa, Admaston | Replacement of 6no. modern vertical sliding window sashes with sashes including slim double glazing *Amended Description**Amended Plans* | Listed Building Granted |

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2. New Applications – For Comments

None received

Appeal Application – TWC/2024/0682, Land Adjacent Homecroft, Cheshire Coppice Lane, Bratton – Outline application for the erection of 1no. self-build dwelling & access with all other matters reserved.

Details

Telford & Wrekin Council has received an appeal on the 01/05/2025, which has been made to the Secretary of State against its decision to refuse planning permission and I am writing to you as you were consulted on the application or you had shown an interest.

The appeal is to be considered on the basis of written statements of case and will be determined by an inspector who has been appointed by the Secretary of State. A guide to taking part in planning appeals is available from the GOV.UK website at <https://www.gov.uk/government/collections/taking-part-in-a-planning-listed-building-or-enforcement-appeal>.

Copies of any comments already made following the original application, unless they are confidential, will be made available to The Planning Inspectorate and the appellant and will be taken into account by the Inspector when determining the appeal. If you wish to make further comments, withdraw or modify your earlier comments in any way, you can do so on the Appeals Casework Portal at <https://acp.planninginspectorate.gov.uk> by 05/06/2025 against PINS reference APP/C3240/W/25/3364886. Any representations you make will be copied to ourselves and the appellant. Any representations made after this date will not usually be considered by the Inspector.

The appeal documents can be viewed on the planning online system at <https://secure.telford.gov.uk/planning/home.aspx>. The appeal decision letter will be published on the Council's planning online system and on <https://acp.planninginspectorate.gov.uk>.

3. Applications received after the agenda was circulated – to consider any other applications received for consultation since 6th May 2025. See <https://secure.telford.gov.uk/planning/home.aspx> for details of recently submitted applications