

## Minutes of Woore Parish Council Meeting

Monday 9<sup>th</sup> June 2025, 7.30pm, The Victory Hall, Woore



### **PRESENT:**

Cllr M. Cowey (Chairman), Cllr R. Goodman (Vice Chair) Cllr C. Hamilton, Cllr J. Higgin, Cllr M. Austin, Cllr M. Carter and Cllr A. Gath.

### **IN ATTENDANCE:**

Ms C. Burnard (Clerk to the Council)

### **PUBLIC:**

There were no members of the public present.

### **25008 Declarations of Acceptance of Office for further Councillor (LGA 1972 s83)**

The Clerk confirmed that the Declaration of Acceptance of Office form for Cllr J. Higgin had been completed prior to the meeting in line with SALC guidelines and has been filed correctly.

The Chair reminded Councillors that there is still the pecuniary interest form to complete for all Councillors. The Clerk will organise for this to be done.

### **25009 Election of other officers as representatives to external bodies:**

- i) Shropshire Association of Local Councils/North Area Committee Representatives (two members, only one vote at meetings) - current members being Cllrs Higgin and Carter.

It was unanimously resolved that the current members remain unchanged.

- ii) Woore Victory Hall Representative (one member plus deputy) - current member being Cllr Goodman.

It was unanimously resolved that the current members remain unchanged.

- iii) Old Woore School Trust Representative (one member) – Cllr Higgin.

It was unanimously resolved that the current member remain unchanged.

- iv) Woore United Charities Representatives (two members) - current members Cllrs Cowey and Higgin.

It was unanimously resolved that the current members remain unchanged.

- v) Local Joint Committee (two members) - current member being Cllr Cowey only.

It was unanimously resolved that the current member remain unchanged.

- vi) Shropshire Council and Shropshire Association of Local Councils Town and Parish Council Forum (two members) - no current members.

The Chair and Vice Chair are unsure if this body is still active. Once they confirm, Woore Parish Council will appoint a representative.

It was unanimously resolved that the current members remain unchanged.

The Chair informed the Clerk that all of these external bodies must be informed of the representatives even if unchanged.

**25010 Establishment of Committees and Terms of Reference and to appoint at least three members, for the following:**

- i) Staffing Committee
- ii) Finance Committee
- iii) Planning Committee

It was unanimously agreed that if needed, the committees above would be formed with assistance from the Clerk so no appointments were made. This is due to the low number of Councillors (7) on the Parish Council.

**25011 Appointment of Members to act as the Parish Council's lead in relation to the following:**

It was unanimously agreed that the Parish Council leads would be as below.

- i) Movable Vehicle Activated Signs – Active members Cllrs Hamilton and Cowey.
- ii) Community Speedwatch – Active member being Cllr Hamilton
- iii) IT matters – Active members being Cllr Goodman and Cllr Austin.
- iv) Tree Wardens - Active members being Ms S.Tyson and Ms C.Bedson with Cllr Cowey as PC point of liaison.
- v) Path Wardens – Active members being Ms S.Tyson and Ms C.Bedson with Cllr Goodman as PC point of liaison.
- vi) Internal Controls (Financial Scrutineering) - Active members Cllrs Hamilton, Gath and Higgin
- vii) Parish Council Newsletter - Active member Cllr Goodman (along with Clerk)
- viii) Defibrillators – Active member being the Clerk only.
- ix) Parish Planting - Active member Cllr Higgin only.
- x) St Leonards Way Play Area - Active member the Clerk only.
- xi) Newcastle Road Land – Active member being Cllr Goodman.
- xii) Internal Auditor - Bernard Thomson appointed as Internal Auditor for year 2024/2025

**25012 Delegation of Authority: Delegation to the Clerk to respond to Planning Applications (in the absence of a scheduled meeting for 'routine' applications). Terms of reference for authority to be agreed.**

No comments received so it was unanimously **resolved** to approve the above item.

**25013 Welcome / Present, Apologies and/or absent**

Apologies were received on behalf of Cllr T. Dainty due to work commitments.

It was unanimously **resolved** to accept all apologies.

**25014 Declarations of Disclosable Pecuniary or any other Interests**

Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests. Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of members' interests maintained by the Monitoring Officer. Members are reminded to declare any gifts and/or hospitality. (LGA 1972 s94).

**No declarations were received.**

### **25015 Open Forum: to last no longer than 15 minutes**

No members of the public were present, so the Chair opened the meeting to Councillors. Cllr J. Higgin mentioned to Councillors that the plant pots that are situated around the parish might be better suited in other places. She asked Councillors to have a think about where they would like to see the village planters placed if they were to be moved. She could then source a volunteer waterer for them. Cllr J. Higgin suggested some pots near the school would look nice providing they didn't block access. The Chair added that he wished to thank all the current volunteer waterers.

The Chair wished to inform councillors that according to the National Grid, 109 properties will be affected by a power outage on Friday 13<sup>th</sup> June from 9am to 1pm. The Clerk will update all residents via Facebook in the coming days.

### **25016 Approval of the Minutes of the meetings held on 19<sup>th</sup> May and 24<sup>th</sup> May 2025(Local Government Act 1972, s12p41(1))**

It was unanimously **resolved** to approve the minutes of the Parish meetings held on 19<sup>th</sup> and 24<sup>th</sup> May 2025.

### **25017 Matters arising: to cover any matters arising from Minutes referred to in 25016.**

The Chair stated that he has received no update from BT Openreach regarding the fibre broadband upgrade. The Chair is seeking information from alternative sources. Robert Rowen from BT Openreach has been invited to the Annual Parish Meeting on 23<sup>rd</sup> June 2025 however he is unable to attend. The Chair feels that the properties that still remain unconnected have been forgotten about, and this is highly unsatisfactory from OpenReach.

The Chair has received no updates regarding the flooding on Dorrington Lane however due to the election and the new councillors now in post, this is not unexpected.

There has been no updates on the Flash Farm flooding nor the sewage on Audlem Road. The Chair hopes that once Cllr Tom Dainty gets settled into his new role, things will get moving on these.

The Chair and Cllr A. Gath had a meeting in Wem last week with Cllr T. Dainty and MP Helen Morgan. This meeting was to discuss the Cooper Arms site being converted into affordable housing and a community car park along with other points of interest. The Chair updated Helen Morgan on the issues and received lots of information on Shropshire Council and what it hopes for the next 12 months. Helen Morgan informed Woore Parish Council of another parish that has acquired a disused pub and the Chair wished to meet with this parish however since then the Cooper Arms site has been sold STC. The Chair has no information about the purchasers or their plans.

### **25018 Housekeeping**

i) To review and agree adoption of the following policies / protocols:

- Financial Regulations
- Code of Conduct
- Complaints Policy
- Risk Assessment
- Defibrillator Operation & Maintenance Policy
- Grants/Donations Policy
- Privacy Policy
- Planning Application Policy & Procedure
- Bullying & Harassment

- Remote Meeting Protocol
- Protocol for Councillors & Clerks
- Martyn's Law

It was unanimously **agreed** to adopt the above policies and procedures for 2025/2026. The Clerk will update the website. The Chair reminded the Clerk that the new Standing Orders have not yet been circulated so this has been deferred to July's meeting.

ii) Confirmation of meeting dates/venue for 2025

The below meeting dates were proposed and unanimously **resolved** to approve.

- 23rd June - 2025 Annual Parish meeting
- 14th July 2025
- 11 Aug 2025 (provisional meeting – only hold if necessary)
- 8 Sept 2025
- 13 Oct 2025
- 10 Nov 2025
- 8 Dec 2025
- 12 Jan 2026
- 9 Feb 2026
- 9 March 2026
- 13 April 2026 (Annual Parish Meeting)

iii) To review Council's membership of SALC

It was unanimously **resolved** to approve Woore Parish Council membership of SALC.

**25019 Shropshire Council Representative Report: for Cllr T. Dainty to provide reports/updates on any relevant matters.**

Due to Cllr T. Dainty's absence, the Chair read out the following report on his behalf.

*"The Coopers Arms –*

*Following the meeting between Cllr Mike Cowey, Cllr Tony Garth, Helen Morgan MP and myself, I have spoken to Cllr Dave Walker (Cabinet Member for Planning) & Cllr Heather Kidd (Leader of Shropshire Council). Both of whom have offered their support for the scheme and see no reason why it cannot be taken forward.*

*I propose that we should have another sit down, including Cllr James Owen (Cabinet Member for Housing & Leisure) as the best way to progress the acquisition of The Coopers Arms.*

*Heather Kidd has previously successfully managed to get affordable homes built in Chirbury, a useful voice to have onside.*

*Helen Morgan has offered her full backing in acquiring and furthering the community car park and affordable housing movement.*

*Dave Walker has suggested contacting Tim Shrosbree, the Comm Led Housing Enabler, who handled the surveys for housing need for Right Homes Right, something I will get on asap.*

*Empty Homes –*

*In reference to the empty bungalows on the Kendrick Close, the Empty Homes Team at Shropshire Council remain elusive but I will get there and we can begin to sort that particular issue.*

*Flooding Issues –*

*With the help of John Bellis, I will be moving to restructure the Flooding Department at Shropshire Council, resulting in more admin and dedicated inhouse teams who will be responsible for the necessary maintenance that is currently being neglected at sites such as the culvert on the Cheshire Border.*

*Woore Parish AGM –*

*Cllr Alex Wagner, Deputy Leader and Cabinet Member for Communities has agreed to attend the Woore Parish Council AGM as a continued attempt to repair relationships between Shropshire Council and the Parishes it serves.”*

Since this report was received from Cllr T. Dainty, the Coopers Arms has been marked as sold STC so he offered the following update -

*“Whilst that’s certainly unideal and quite irritating given the size of the opportunity missed by the council, there is always a chance that the contracts are not exchanged, and the sale falls through.*

*I will continue my conversations, even if the sale does go through this example could well be the pressure point, we need to bring the council onside with the next thing that Woore needs.*

*Apologies we couldn’t mobilise fast enough to salvage the scheme.”*

**25020 Committee and Representatives Reports: for Councillors/representatives to provide reports/updates on any relevant matters.**

Cllr R. Goodman wished to inform Councillors that it’s the Village Hall’s 75<sup>th</sup> anniversary in early November 2025. They are hoping to hold a big event welcoming the whole parish to celebrate.

Cllr C. Hamilton had no updates from the community speedwatch as the volunteers have been unable to get out recently. He believes the new speed indicator devices are working well to slow down vehicles. Cllr C. Hamilton informed Councillors that there had been a minor issue with the batteries in the new devices running out much quicker than expected which the providers are looking into.

There has been no SALC meeting due to the elections.

The Chair updated Councillors that there has been very little progress made on the Woore Neighbourhood Plan. This will be discussed in more detail in July’s meeting.

There have been two complaints regarding footpaths. One being the footpath 0236/26/1 from Pipegate to Priory Gardens and the second being footpath 0236/36/1 from Irelands Cross to Dorrington. Both footpaths are impassable so these have been sent to the enforcement officers at Shropshire Council to resolve as the Parish Council has done all it can.

Sally Tyson raised a point about the electric fence on the Cherry Tree Lane bridle path being a trip hazard. The landowner has been informed and will hopefully make this safe for walkers.

The Chairmans meeting scheduled for 16<sup>th</sup> June has been pushed back to 10<sup>th</sup> July. The Chair will update Councillors on this in August’s meeting.

**25021 Planning:**

a) to adopt already submitted response to the following application, as circulated to Councillors prior to meeting;

i) Reference: 25/01393/FUL (Validated 17.04.2025)

Address: 4 Westlands, Dorrington Lane, Woore, Crewe, Shropshire

Proposal: Proposed Double Storey Side Extension and Single Storey Rear Extension inc. front extensions and canopy feature.

Comments submitted as below -

*“Woore Parish Council SUPPORTS this application subject to there being no detrimental or overbearing impact, loss of light or any amenity issues to neighbouring property.”*

ii) Reference: 25/00963/FUL (Validated 01.05.2025)

Address: Proposed Dwelling North West of Brookside Farm, Dorrington Lane, Woore, Shropshire

Proposal: Erection of Three Bedroom Affordable House.

Comments submitted as below –

*“Woore Parish Council Objects to Planning Application 25/00963/FUL Proposed Dwelling North West of Brookside Farm, Dorrington Lane, Woore, Shropshire and comment as follows:*

- 1. The proposed Development is outside the Woore Neighbourhood Plan Development Area and due to its location not suitable for an Affordable Home which the development as submitted would result in potential harm to the adjoining neighbouring amenity. Policy HOU3 Design of the Woore Neighbourhood Plan A) Where adjoining open countryside they should provide a sympathetic built-to-unbuilt area transition.*
- 2. Under Policy HOU3 - Design G) New developments should take account of eco and environmentally sustainable technology and materials. No evidence in support of this policy on the application or detailed drawings.*
- 3. On the Planning Application Form it states no trees or hedges, but the applicant provides a Tree Report.*
- 4. The applicant states they are not in a Flood Risk area and not within 20 metres of a water course, Dorrington Lane is subject to regular flooding and the entrance to the site is only a road width from a stream/brook that runs down Dorrington Lane.*
- 5. Regarding the issue of Foul Sewage and the response unknown on the Planning Application Form, Woore Parish Council constantly advise of the issue regarding capacity of the current infrastructure.*
- 6. On the Highways Assessment it states at 2.1 "The application site is close to the villages of Woore and Knighton, with easy access into the surrounding villages / towns. Public transport facilities are also available from this location". There are no footpath's for easy access to Woore or Knighton likewise no Public Transport facilities available. So, in the opinion of Woore Parish Council, not an ideal location for an Affordable House.*
- 7. The Consultees comments received from SC Affordable Housing states "The applicant has not qualified under the build your own affordable home scheme. If they wish to proceed with a single plot exception site application, they will need to fill in an application form to see if they meet the criteria". The Parish Council support this requirement before any further consideration by Shropshire Council Planning to this application.*

*The applicant made a previous application 20/04440/FUL Erection of a detached dwelling which was refused in December 2020 with the following reason:*

#### **REASONS FOR REFUSAL**

- 1. The land to which this application relates is countryside land and is located within an area known as Dorrington. Dorrington sits to the south / west of Woore and Irelands Cross and does not fall within the designated development boundary for the Woore area or within any allocated community hubs or clusters as identified within the Shropshire Core Strategy. The recently adopted Woore neighbourhood plan clearly states, to prevent fragmented development, windfall development adjoining the village is not deemed acceptable, unless it is an exception site for affordable housing, or other development that is normally allowed in the countryside which is not the case in this instance. Furthermore, insufficient information has*

*been provided in order to appropriately assessed the development from a highways and transport perspective. Additionally, the development as submitted would result in potential harm to the adjoining neighbouring amenity*

*Woore Parish Council feel this is still relevant and is not an exceptional site for Affordable Housing."*

iii) Reference: 25/01708/VAR (Validated 18.05.2025)

Address: Flash Farm House, Nantwich Road, Woore, Shropshire

Proposal: Removal of Condition No.6 (occupation) attached to planning permission 14/01444/FUL dated 16/05/2014 (resubmission)

Comments submitted as below -

*"Woore Parish Council supported Planning Application 22/00042/VAR and the Parish Council SUPPORTS the application subject to consultee comments. The Electric Charging Point & Heat Pump Technology support the Woore Neighbourhood Policy HOU3-Design."*

b) To acknowledge all planning decisions made between 10th March and 13th April 2025

i) Reference: 25/01393/FUL (Validated 17.04.2025)

Address: 4 Westlands, Dorrington Lane, Woore, Crewe, Shropshire

Proposal: Proposed Double Storey Side Extension and Single Storey Rear Extension inc. front extensions and canopy feature.

Decision: Permission Granted

ii) Reference: 25/00949/FUL (Validated 19.03.2025)

Address: 23 Phoenix Rise, Pipe Gate, Market Drayton, Shropshire TR9 4HQ

Proposal: Garage conversion, new bay window, canopy over front door and new windows to side elevation.

Decision: Permission Granted

iii) Reference: 25/01046/FUL (Validated 25.03.2025)

Address: 30 Grove Crescent, Woore, Crewe, Shropshire, CW3 9SX

Proposal: Erection of two storey and single storey extensions and external alternations.

Decision: Permission Granted

iv) Reference: 25/01349/VAR (Validated 14.05.2025)

Address: Hill Farm, Pipe Gate, Market Drayton, Shropshire, TF9 4HA

Proposal: Variation of conditions 2 (approved plans), 3 (external materials), 5 (access, parking and turning), 8 (bat boxes), 9 (bird boxes), 10 (external lighting) and 14 (tree protection fencing) of planning application 24/04067/FUL to reposition the dwelling in a central location on the plot and rewording of conditions to relate to submitted plans to comply with conditions

Decision: Permission Granted

v) Reference: 25/00963/FUL (Validated 01.05.2025)

Address: Proposed Dwelling North West of Brookside Farm, Dorrington Lane, Woore, Shropshire

Proposal: Erection of Three Bedroom Affordable House.

Decision: Permission Denied

## 25022 Finance

i) Invoices/payments & receipts: to resolve to approve the below detailed expenditure:

Date	Recipient	Reason for Payment	Cheque Number	Net Amount	VAT Amount	Power of Expenditure
09.06.2025	Chelsea Burnard	Clerk Salary (May) - Gross Pay Income Tax deduction Expenses - Postage Milk <u>Total</u>		£247.20 -£49.40  £3.60 £1.20 <u>£202.60</u>	- -  -  	LGA 1972 s. 112 (2) LGA 1972 s. 112 (2)  LGA 1972 s. 112 LGA 1972 s. 112
09.06.2025	Cllr R Goodman	HugoFox Monthly Charge		£11.99	£0.00	LGA 1972 s. 111
09.06.2025	Tony Seabridge	Grass Cuttings April/May 25		£510.00	£102.00	HA 1980 s. 96

Cllr J. Higgin asked if Westholmes Nurseries had sent their invoice in for the planters. The Clerk confirmed it had been received but after the agenda was finalised. The Chair motioned that it be added to June's meeting to prevent any payment delays. An additional cheque for £992.00 is to be raised.

It was unanimously **resolved** to approve the payments for April 2025.

## 25023 Clerk's Report and Correspondence

To receive a summary of Reports and Correspondence for the period from 15<sup>th</sup> April and 8<sup>th</sup> June 2025.

The Clerk confirmed that the application for the Environmental Maintenance Grant has been successfully submitted. The Chair added that this grant is for £750 and is to help the Parish Council pay for any maintenance costs that we incur for the maintenance of land owned by Shropshire Council. The Chair hopes we will be successful as we have been in previous years.

The Chair informed Councillors that he had a meeting recently with a man who used to work within the parish and is willing to work with us again in the capacity of lengthsman. There is a long task list of overdue work, but the Chair is hopeful he can help us make a start on these. The Chair will update Councillors once the employment is confirmed.

The Chair is in talks with HS2 Limited to ascertain the ownership of the Manor bed in the hopes we can get the area tidied up. This matter is still ongoing.

The meeting closed at 9.30pm.

DATE OF NEXT PARISH COUNCIL MEETING

Annual Parish Council Meeting 23<sup>rd</sup> June 2025, 7.30PM

Signed.....(Chair)

DRAFT