

**DAWLEY HAMLETS PARISH COUNCIL**  
MINUTES OF THE MEETING OF THE PARISH COUNCIL  
held on Wednesday 26<sup>th</sup> January 2005 at Horsehay Village Hall at 7.15 p.m.

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**PRESENT** Cllr. A. Chetwood (Chairman)  
Cllrs. D. Gibson, R. Haire, A. Hickie, G. Onions and J. Lees  
Mr M. Goldstraw (Clerk)

**PUBLIC SESSION**

No members of the public were present.

**POLICE SESSION**

No police officers were present.

**05/001 APOLOGIES**

Apologies along with the reason for absence were received and accepted from Cllr. Pritchard.

Members expressed concern over the continued non attendance of Cllrs. Mrs. Wallis and Mrs. Robinson; the Clerk was asked to contact them and remind them of their responsibilities as Councillors.

**05/002 Minutes of the previous meeting**

The **Minutes of the Meeting held on 15<sup>th</sup> December 2004** were approved as a true record and signed by the Chairman.

**05/003 Risk Assessment**

The Clerk presented to the meeting a updated draft of the Financial Regulations.

*7.24 p.m. The Chairman suspended Standing Orders - the meeting room had been double booked and another user group was seeking access to the room - Standing Orders were suspended while a solution was sought.*

*Council agreed to move to another, smaller room (the need for a larger room being greater by the other user group).*

*7.30 p.m. The meeting was resumed in another room and Standing Orders reinstated.*

Members RESOLVED to study the revised Financial Regulations over the coming weeks and to come to a decision at the next meeting of Council.

**05/004 Newsletter**

The Clerk was asked to produce a basic newsletter in the format previously used by Council.

### **05/005 Quality Parish Council and Parish Plan**

The meeting reviewed the standards required to achieve the status of a Quality Parish Council and felt that they had every reason for striving towards achievement of such an aim. The Clerk explained that one of the basic requirements would be that he would need to update his qualifications and that Wrockwardine Parish Council had indicated that they would be willing to share the cost of this with DHPC on a 50/50 basis. It was RESOLVED that DHPC should share the cost of the Clerks study and qualification to the standard required to achieve Quality Status with WPC on a 50/50 basis. The Clerk was asked to thank WPC for their assistance.

Members felt that some thought would need to be given at the time of the next elections to achieving a 100% electoral mandate.

### **05/006 Freedom of Information Act 2000**

Having reviewed the Act and the guidelines supplied by both the Government and NALC, Members RESOLVED that they were confident that Council met the requirements of the Freedom of Information Act 2000.

### **05/007 Community Projects**

#### **Aqueduct Play Area**

Cllr. Chetwood reminded the meeting that although Council had declined the offer to purchase basket ball equipment from the Borough there was no reason why the re-marking of the area as a joint football pitch and basket ball ground should not take place at reasonable cost. Members agreed and it was RESOLVED to instruct the Borough to go ahead with the re-marking scheme.

#### **Youth Provision**

Members RESOLVED to provide the sum of £1500 to the Borough as a contribution to extend and improve youth provision for the youth of the parish.

### **05/008 Planning & Environmental Committee**

The minutes of the meeting held on 6<sup>th</sup> December 2004 were received.

Members discussed planning application W05/0001 which was received by the Clerk after the Planning & Environmental Committee meeting but was felt to be of pressing importance.

W05/0001                      Erection of 4no detached dwellings (outline) Red Roofs Deepfield Dawley.

Concerns were expressed that the access road to the site was an un-adopted road which ran through amenity land. The proposals required a number of passing places on the road to allow traffic to pass and members were concerned that the provision of such passing places may encourage fly tipping on the amenity land and the passing places themselves would in fact be an encroachment upon the land itself. More importantly the point at which the access road joined Deepfield Road was an existing hazard with heavy traffic

use which included buses. The Clerk was asked to pass on the concerns of Council to the Borough.

#### **05/009 Countryside Officer's Report**

The Clerk informed the meeting that there had been an incident of fly tipping on the site of the Wild Flower meadow which had been dealt with by the Council's handyman.

Cllr. Hickie reported that he had placed a laminated STROWP information poster in the notice board at Aqueduct and had a duplicate made which could be placed in another notice board in the Parish - Clerk to action.

The Clerk reported that the road markings at Bridge Road had finally been reinstated by the Borough and that action had finally been taken to reinstate the verges adjacent to the chip shop in Bridge Road - the Borough had informed the Clerk that they intended to place bollards around the verges to prevent future erosion.

The Chairman reported that resurfacing had taken place outside Little Dawley.

Members discussed the possibility of taking photographs of the Lightmoor Development site prior to any work commencing so that a before and after record could be kept. Cllr. Hickie agreed to take a series of photographs of the area.

Members discussed rights of way in the parish.

#### **05/010 Accounts**

**RECEIPTS & PAYMENTS** - It was **RESOLVED** that these be approved and paid as tabled.

**STATEMENT 152** was tabled along with the reconciliation's and was approved.

#### **Review of Banking Provision**

The Clerk informed the meeting that, having spoken again to the Co-Op Bank he had been given the impression that all that was required was to complete the forms and submit them for approval. Clerk to obtain details and signatures from authorised Members in order to complete the forms.

#### **Completion of Audit**

Members received the Auditors report for the year ending 31<sup>st</sup> March 2005 and noted that there were no points raised which affected the opinion of the auditors. Council noted the comments in Other matters not affecting the opinion of the auditors, those matters being:

1) That Council's valuation of assets should be reviewed to take account of current values plus any additional assets and;

2) That the value of HBOS shares should be included in the future brought forward balance on section 1 of the annual return.

The Clerk reported that he would ensure point one was complied with and as regard to point two, members were aware that the shares had recently been sold by Council and would therefore show up in the accounts as a sale of assets.

**05/011 Correspondence**

Winross Hacker Young  
Aq' Primary School  
GDPC

NALC  
T&WB  
CPRE  
T&WB

Audit report - noted.  
Thanks for £1000  
Worcestershire/Severn Middle Cams - to be brought to the attention o the Environment Cttee.  
Policy Updates - noted.  
Bus Users Group meeting - Cllr. Lees  
Shropshire Landscapes - Cllr. Hickie  
Transport Conference - Cllr. Lees.

**05/012 Any Other Items of Information**

Members reported that drains outside the Travellers Joy had become blocked by leaves - Clerk to report the matter to the Borough.

**05/013 Date of next meeting Wednesday 23<sup>rd</sup> February 2005 at Horsehay Village Hall at 7. 15 p.m.**

**There being no further business, the meeting closed at 8.14 p.m.**

**Signed.....**  
**Chairman**

**Date.....**