



**DAWLEY HAMLETS PARISH COUNCIL**

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**To All Members of Dawley Hamlets Parish Council**

**Date Issued:** 11<sup>th</sup> September 2025

You are hereby summoned to attend the **Full Council Meeting** of Dawley Hamlets Parish Council to be held on:

**Date:** Wednesday, 17th September 2025

**Time:** 7:00 PM

**Venue:** Horsehay Village Hall

**AGENDA**

1. **Welcome**  
The Chairman will welcome everyone to the meeting.
2. **Apologies for Absence**  
To receive apologies from Councillors unable to attend.
3. **Leave of Absence Request**  
To consider Cllr. Ian Preece's request for a leave of absence until 15th October 2025.
4. **Declarations of Interest and Dispensation Requests**  
Councillors are reminded to declare any pecuniary interests in matters to be discussed that are not already included in their register of interests.
5. **Public Session**  
To receive reports or comments from members of the public on current matters relating to the parish.
6. **PCSO Suzy Myatt – West Mercia Police Safer Neighbourhood Team**  
To receive an update on policing matters within the parish.
7. **Goal Post for Phoenix Triple Fields**  
To consider the purchase of a goal post for Phoenix Triple Fields.
8. **Telford & Wrekin Council Community Governance Review 2025**  
To consider the latest proposals from the Boundary Review Committee.

**9. Minutes**

To approve the minutes of the Council meeting held on 16th July 2025 (available on the Council website).

**10. Councillors' Reports**

To receive reports from Councillors on current matters relating to the parish.

**11. Community Action Team (CAT)**

To receive an update on recent activities and current issues addressed by the Neighbourhood Enforcement Team and Public Realm Maintenance Operative.

**12. Local Nature Reserves (LNRs) in the Parish**

To receive updates from LNR friends' groups.

**13. Remembrance Sunday – 9th November 2025**

- a) To agree arrangements for the Little Dawley Service of Remembrance
- b) To appoint a Parish Council representative for the Little Dawley and Aqueduct Services of Remembrance
- c) To approve the purchase of wreaths and refreshments

**14. Autumn/Winter 2025 Newsletter and Christmas**

To review the newsletter's content and distribution strategy and discuss plans for Christmas.

**15. Planning Applications**

To consider planning applications and permissions received.

**16. Finance & Administration**

- a) To approve the monthly receipts and payments
- b) To approve the monthly budget report and bank reconciliation
- c) To receive the 2024/25 external audit report from PKF Littlejohn LLP

**17. Correspondence**

To consider any correspondence received.

**18. Items for the Next Agenda**

Councillors to propose items for inclusion on the next agenda.

**19. Date and Location of the Next Meeting**

To confirm the next meeting: Wednesday, 15th October 2025 at 7:00 PM at Aqueduct Primary School.