

**DAWLEY HAMLETS PARISH COUNCIL**  
MINUTES OF THE MEETING OF THE PARISH COUNCIL  
held on Wednesday 21<sup>st</sup> April 2021 at 7.56 pm virtually by Zoom

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**PRESENT:** Cllr. A Burford (Chairman)  
Cllrs. K Barnes, C Cassar, B Cooke, D Hopkins, B Wennington

**Also Present:** Dave Ottley Environmental Locality Officer, T&WC  
Two Members of the Public  
K Ewence (Clerk)

**20/147 Introductions**

The Chairman welcomed everyone to the meeting including two members of the public.

**20/148 Apologies for Absence**

Cllr. R Mehta

**20/149 Declarations of Interest**

Cllr. Barnes – Aqueduct Primary School, Friends of DHLNR  
Cllr. Cooke - Great Dawley Town Council  
Cllr. Wennington – Friends of DHLNR

**20/150 Public Session**

One member of the public informed the meeting that he, Cllr. Hopkins and Borough Cllr. Greenaway met with representatives of T&WC to discuss the flooding problem at Moreton Coppice Pool and that the issue is on-going.

**20/151 Minutes of the Previous Council Meeting**

It was proposed by Cllr. Cooke, seconded by Cllr. Hopkins and **RESOLVED** to approve the minutes of the meeting held on the 17<sup>th</sup> March 2021 as a true record.

**20/152 Community Action Team (CAT) Scheme**

The Clerk informed the meeting that the first CAT meeting was held on April 12<sup>th</sup>, in attendance as well as herself were the Chairman, Cllr. Hopkins, Cllr. Wennington and Paul Fenn, T&WC Group Manager, Public Protection. An action plan had been created and would be updated and circulated before each council meeting. The next meeting will be held on May 12<sup>th</sup> and councillors can add issues to the action list by attending or passing details to the clerk.

**20/153 Councillors Reports**

The Chairman invited verbal updates:

**Cllr. Hopkins:**

- Continued to receive complaints regarding a fly tipping issue in the Horsehay ward and was concerned about T&WC's delay in dealing with the problem.
- Felt that the T&WC traffic consultation process was failing to provide residents with detailed outcomes leaving them considering the process to be pointless.
- Requested an update on the Bridge Road/Horsehay Pool project and to have sight of the management plan. It was **AGREED** that the Parish Council would write to Debbie Germany, T&WC Waste & Neighbourhood Services Performance Service Delivery Manager, to request this.

### **8.10pm Dave Ottley joined the meeting.**

#### **Cllr. K Barnes**

- Reported dealing with a resident issue and cases of anti-social behaviour.
- Received reports of houses shaking due to development work on Majestic Way, this will be monitored by the developer and they will write to the residents concerned.
- One of the little libraries recently installed has been stolen but donations and offers to supply three new ones had been received and it was **AGREED** that one would be sited by Horsehay Pool.
- Reported that Pageant Drive parking issues were on-going and followed up some unfinished steps.

#### **Chairman**

- Informed the meeting that Section 106 money had been allocated to DHLNR and it was **AGREED** that Cllr. Wennington would contact Mark Latham, T&WC Ecology & Green Infrastructure Specialist, on behalf of the Friends of DHLNR to enquire about the details of the funding which is to be made available.
- The Chairman had reflected on Cllr. Hopkins concerns regarding the fly-tipping issue and suggested that the Parish Council write to Paul Fenn to express disappointment that there had been no action taken yet regarding this matter. This was **AGREED**.

#### **20/154 Dave Ottley, Environmental Locality Officer, T&WC**

The Chairman welcomed Mr Ottley to the meeting and he updated the meeting on the improvements to be carried out at the Spring Village and Shirefields play areas. The total cost of the agreed work is £27,000, funding is in place and work will commence the first week in June at Spring Village play area. Mr Ottley will circulate the plans via the clerk. One member of the public suggested a notice of the improvements was displayed at Spring Village play area, Mr Ottley agreed to arrange this and also agreed to have Idverde check and tidy the unsafe fence between the play area and the horse field.

Improvements to Pageant Drive play area were also discussed.

**AGREED** that Mr Ottley would draw up a wish list of play area improvements with indicative costs, including goal post options for Spring Village, and at the next meeting the Parish Council would discuss which improvements it would be able to fund.

### **8.47pm Mr Ottley left the meeting.**

#### **20/155 Friends of Dawley Hamlets Local Nature Reserve (DHLNR)**

Cllr. Barnes reported that a remote litter pick had started and that the Friends Group had provided Easter decorations to the pupils of Aqueduct Primary School.

Cllr. Wennington reported that the new car park lining had been favourably received and the Chairman thanked Cllr. Wennington for his work regarding this matter.

#### **20/156 Annual Grounds Maintenance Contracts**

The Clerk informed the meeting that Idverde had offered to deliver the Parish Council 2021/22 grounds maintenance contracts at the same cost as last year, £3,420 for the additional tasks and £2,760 for the twice a year maintenance of the southern end of DHLNR. Idverde said they had taken on board comments regarding the areas highlighted by Councillors as not being attended to as well as the Parish Council would have liked and informed us that from this year they would be using 'Confirm' a system which records all tasks which are undertaken with before and after photos and which they will be able to share with us on request. **RESOLVED** to accept these

quotations.

Idverde have offered to meet up with councillors from each ward to discuss additional maintenance work needed, if this work is not included in T&WC's contract with Idverde the Parish Council would be provided with a quotation to consider whether they wish to fund the work. It was **AGREED** that two meetings, one in each ward will be arranged by the Clerk.

#### **20/157 Station Road & Bridge Road Traffic Calming Scheme**

Details and funding for this scheme will be discussed at the next meeting.

#### **20/158 Allotment Provision**

The feasibility of allotment provision within the Parish will be discussed at the next meeting.

#### **20/159 Cllr. Beryl Onions**

The Clerk reported that Cllr. Onions' family are in support of the idea of a picture hung in Horsehay Village Hall dedicated to her and also a memorial bench if this is what the Parish Council decide. The Horsehay Village Hall Committee are also in agreement regarding the picture. Cllr. Hopkins said the next stage would be to agree the dedication and picture framing. Dave Ottley kindly provided the details of two suppliers of memorial benches. One member of the public suggested locating the bench in the 'Little Green Space' a place near Cllr. Onion's home which she would have walked past frequently. It was agreed that the dedication and benches be given further consideration at the next meeting.

**9.00pm one member of the public left the meeting.**

#### **20/160 Planning Applications:**

##### **a) The meeting considered the following applications:**

<b>Application or enforcement number</b>	<b>Appeal number</b>	<b>Site Address</b>	<b>Description of proposal</b>	<b>Date consultation received</b>	<b>Reply by date</b>
<b>TWC/2019/0516</b>	N/A	77 Lawley Gate, Lawley, Telford, Shropshire, TF4 2NZ	Erection of a single storey side and rear extension *** AMENDED PLANS RECEIVED ***	20/04/2021	05/05/2021
<b>TWC/2021/0337</b>	N/A	20 Woodhouse Lane, Horsehay, Telford, Shropshire, TF4 3BL	Erection of a first floor side extension and single storey rear extension	14/04/2021	06/05/2021
<b>TWC/2021/0053</b>	N/A	Former Doseley Works (Phase 3D), Doseley, Telford, Shropshire	Reserved matters application for the erection of 35no. dwellings and garages including details of appearance, landscaping, layout and scale pursuant to outline application TWC/2012/0650 *** AMENDED PLANS AND DESCRIPTION ***	14/04/2021	28/04/2021
<b>TWC/2021/0323</b>	N/A	Land adjacent Cheshire Cheese PH, Doseley Road, Doseley, Telford, Shropshire	Variation of condition 15 (Development carried out in accordance with deposited plans) on planning application TWC/2018/0297 (Reserved matters application for the erection of 13no. dwellings) to allow substitution of house types	09/04/2021	

<b>TWC/2021/0302</b>	N/A	14 Sovereign Close, Aqueduct, Telford, Shropshire, TF4 3RY	Erection of a front porch and two storey side and rear extension	06/04/2021	27/04/2021
<b>TWC/2021/0278</b>	N/A	The New Bungalow, Frame Lane, Doseley, Telford, Shropshire, TF4 3BQ	Erection of two storey side and front extension, installation of 2no. dormer windows to front elevation and boundary fencing alterations	30/03/2021	22/04/2021
<b>TWC/2021/0274</b>	N/A	63 Malvern Crescent, Little Dawley, Telford, Shropshire, TF4 3JF	Erection of a single storey side extension and a rear conservatory (Part-Retrospective)	26/03/2021	18/04/2021
<b>TWC/2021/0053</b>	N/A	Former Doseley Works (Phase 3D), Doseley, Telford, Shropshire	Reserved matters application for the erection of 35no. dwellings and garages including details of appearance, landscaping, layout and scale pursuant to outline application TWC/2012/0650 *** AMENDED PLANS AND DESCRIPTION ***	22/03/2021	07/04/2021

**b) The following permissions were noted:**

**PERMISSIONS:**

**Full Granted**

**TWC/2020/0907** - 4 William Ball Drive, Horsehay, Telford, Shropshire, TF4 2SQ. Conversion of existing detached garage to a home office and storage space, installation of 2no. roof lights to the south west elevation of the garage and an extension of the existing blocked paved driveway and path \*\*\*AMENDED DESCRIPTION\*\*\*

**TWC/2021/0120** - 33 Fellows Close, Little Dawley, Telford, Shropshire, TF4 3RN. Erection of a single storey front extension.

**TWC/2021/0217** - 11 Elvin Close, Horsehay, Telford, Shropshire, TF4 3US. Proposed garage conversion to living space and replacement of existing conservatory roof.

**Tree Preservation Order Granted**

**TWC/2021/0134** - 16 Garbett Road, Aqueduct, Telford, Shropshire, TF4 3RX. Tree works to 1no. Oak tree to prune back 2 metres from dwelling and 1.5 to 2m from overhang of neighbouring property to improve daylight and prevent squirrel intrusion.

**20/161 Finance & Administration:**

**a) Budget Monitoring Report & Bank Reconciliation Statement**

The Parish Council was asked to consider the latest budget monitoring report and bank reconciliation statement together with the latest bank statements which were tabled.

**RESOLVED** – to approve the budget monitoring report and bank reconciliation statement.

**b) List of Cheques Presented for Payment Approval:**

The Parish Council was asked to consider the following cheques presented for payment and approval:

Payee/Reason	Cheque No.	Date	Net	VAT	Total
Staff Costs	001391/2	17 April 2021	1,225.11	0.00	1,225.11
HMRC Tax & NI	001393	17 April 2021	238.36	0.00	238.36
SCC Pension Fund	001394	17 April 2021	357.97	0.00	357.97
M Bethall Newsletter Distribution	001395	17 April 2021	400.00	0.00	400.00
SJF Design & Print Newsletter	001396	17 April 2021	463.00	0.00	463.00
R F Busby - Book Library	001397	17 April 2021	40.00	0.00	40.00
			<b>2,724.44</b>	<b>0.00</b>	<b>2,724.44</b>

**RESOLVED** – to approve and pay as tabled.

**c) Parish Council Insurance Quotations**

The Parish Council annual insurance policy ceases on 31<sup>st</sup> May. The Clerk had obtained quotations from four insurance companies presenting quotations and details for each company for one and/or three-year policies and circulated them to Councillors in advance of the meeting. It was **RESOLVED** to opt for the lowest quotation which was Zurich for a three-year term.

**9.09pm one member of the public left the meeting.**

**20/162 Location of Future Meetings**

The Chairman informed the meeting that under current Coronavirus legislation Parish Council meetings could only continue to be held virtually until 6<sup>th</sup> May 2021. It was **RESOLVED** that after that date main Council meetings would be held in the main hall at Horsehay Village Hall until September 2021 and the availability of the main hall as the meeting room would be reviewed at that meeting. There have been a number of legal challenges against returning to face to face meetings in May, if any are successful and allow it, the Parish Council will continue to conduct meetings remotely until July 2021 when they will review the situation once again.

**20/163 Correspondence**

None.

**20/164 Items for the next agenda**

Allotment Provision  
Station Road & Bridge Road Traffic Calming Scheme  
Cllr. Onion's memorials and tributes

**20/165 Date of the next meeting – The Annual Meeting of the Parish Council is on Wednesday 19<sup>th</sup> May 2021 at 7pm at Horsehay Village Hall**

There being no further business, the meeting closed at 9.15pm.  
Confusion over admission into the meeting meant Borough Cllr. Greenaway did not attend to give her verbal update.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Chairman