

**DAWLEY HAMLETS PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL**  
**held on Wednesday 15<sup>th</sup> November 2023 at Horsehay Village Hall**  
**at 7.00pm**

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**PRESENT:** Cllr. B Wennington (Chair)  
Cllrs. K Barnes (arrived 7.08pm), Z Hannington (arrived 7.38pm), S Heighway,  
I Preece (arrived 7.11pm), M Rogers and S Wennington

**Also Present:** PCSO Claire Ellis and PCSO Shane Goodman  
Three members of the public  
K Ewence (Clerk)

**23/94 Welcome and Introductions**

The Chair welcomed everyone to the meeting and all those present introduced themselves.

**23/95 Apologies for Absence**

Cllr. R Mehta and Cllr. L Parker  
Cllr. Z Hannington had sent apologies as she had another meeting but was able to attend at 7.38pm

**23/96 Declarations of Interest and Dispensation Requests**

Cllr. Heighway – GDTC, Madeley TC  
Cllr. B Wennington – DHLNR

**23/97 Policing Team**

The Chair welcomed PCSO Claire Ellis and PCSO Shane Goodman to the meeting. PCSO Ellis explained that they were attending in place of PC Sam Bertie who was on a rest day but that he had provided an update.

PC Bertie was working with Adam Brookes from T&WC on a PCC Community Fund application for larger road signs on Castlefields Way, Aqueduct, though the outcome was not guaranteed. PC Bertie had met with Tammy Lockley, Aqueduct Primary School Headteacher, and agreed that the school children would be involved in a road safety campaign. The outcome of the road traffic accident on Castlefields Way in July was that no one was at fault. Speed checks will recommence in a couple of weeks. PCSO Ellis also reported that the Aqueduct Speedwatch group was almost ready to begin on Majestic Way.

Clerk to check if repeater signed can be displayed in a 30mph zone and if the speed check sign on Castlefields Way can show a 'frown face' over 30mph rather than a blank screen as it does currently.

PCSO Claire Ellis and PCSO Shane Goodman left the meeting at 7.21pm.

**23/98 Public Session**

One member of the public said that a resident on Gittings Drive had not received a newsletter, the Clerk said a copy was available on the website and she would make a note of this to ensure it was included on the next delivery round.

One member of the public present had submitted a letter to the Parish Council in advance of the meeting, this letter had been circulated to Councillors, the letter related to the T&WC Community Governance Review and suggested that Ellis Peters Drive and the surrounding roads should reside within the Dawley Hamlets Parish boundary, the letter said that the change to the boundary would be welcomed by residents. The

Chair said that the matter would be discussed under agenda item 10 and encouraged the member of public and other residents to ensure they submitted their own admissions to the T&WC review committee.

The member of the public also enquired about the erection of a 5g mast on Castlefields Way. The Chair said that this had been publicised by T&WC who had received no objections.

**Councillor Hannington arrived at 7.38pm**

**There was a short interval while the Council changed meeting rooms**

**23/99 Minutes of the Previous Council Meeting**

It was **RESOLVED** to approve the minutes of the meeting held on the 18<sup>th</sup> October 2023 as a true record.

**23/100 Councillors Reports**

Cllr. Hannington's report was circulated to Councillors in advance of the meeting and the following contents were noted:

- Horsehay Methodist Church roundabout still remains uncut
- Disable parking issues in Woodhouse Lane
- The Horsehay bridle path is waterlogged, still awaiting T&WC to place illuminous band around the bollard

Cllr. Rogers

- Reported that all the dog fouling signs in Aqueduct are in a poor state and need to be replaced. **ACTION:** Clerk to notify T&WC

Cllr. Heighway:

- Pleased to report that Tesco Local in Dawley Hight Street was now open.

Cllr. Preece:

- Reported flooding and drainage issues resulting from the recent bad weather
- Reported that all the Parish grit bins had been refilled

Cllr. Barnes:

- Logged that the path from the Unicorn to Little Dawley Fields required attention
- Attended the Lightmoor Delivery Group meeting, discussed footpaths and safe walkways
- Reported flooding issues including Southview Road
- Has had a wooden panel cut for the Little Library
- Reported the Little Dawley War Memorial remembrance service was a great success and said that the Dawley Scouts would like to take part next year. The Chair thanked Cllr. Barnes for her help in organising the service.

**23/101 Community Action Team (CAT) Scheme**

The updated action plan for October and a new action plan for November were circulated to Councillors in advance of the meeting and the contents were noted.

**23/102 Updates From Local Nature Reserve Friends Groups in the Parish**

**a) Horsehay Pool and Simpsons Pool LNR**

Mr Hopkins submitted a report on behalf of the FoHP&E in advance of the meeting, it was circulated to Councillors and the contents were noted.

**b) Dawley Hamlets LNR**

The Chair informed the meeting that Smallwood would continue their work on

the LNR until after Christmas and that the Friends group were investigating the installing markers at all the entrances on the reserve.

Cllr. Barnes said that the Friends Group were holding a Winter event starting on the 29<sup>th</sup> December.

### 23/103 Telford & Wrekin Community Governance Review 2023/24

A detailed discussion regarding this matter continued on from the last meeting. It was **RESOLVED** that Councillors would submit their final comments to the Clerk by Friday 17<sup>th</sup> November, they would be collated by the Clerk and approved by the Chair before being submitted to T&WC by the deadline of the 20<sup>th</sup> November 2023.

### 23/104 Parish Council Christmas Events

- a) **Senior Residents Christmas party** – the Clerk informed the meeting that this event will be held on Friday 1<sup>st</sup> December – all 120 places were filled but everyone had been accommodated and the tickets were ready to be posted out. The Chair, Cllr. S Wennington and the Clerk will host the event which unfortunately is on the same day as one of GDTCs Christmas parties and clashes with some Councillors work commitments.
- b) **Aqueduct Primary School Pantomime** – this event is funded by the Parish Council will be held on 6<sup>th</sup> December, Cllrs S Heighway and S Wennington have volunteered to represent the Parish Council at this event.
- c) **Christmas Trees** – the Chair confirmed that the three parish Christmas trees are now in place and the lights will be switched on at 4pm tomorrow evening, Thursday 16<sup>th</sup> December.

### 23/105 Planning Applications:

The meeting considered the following applications:

Application or enforcement number	Appeal number	Site Address	Description of proposal	Date consultation received	Reply by date
TA/2023/1304	N/A	Horsehay Court, Horsehay, Telford, Shropshire	Rebuilding of a 1no. metre ornamental wall	13/11/2023	04/12/2023
TWC/2023/0481	N/A	Site of Haven Boarding Kennels & Cattery, The Ridges, 1 Lightmoor Road, Lightmoor, Telford, Shropshire	Demolition of existing buildings (including 1no. dwelling) and erection of 9no. dwellings ****AMENDED PLANS (INCLUDING LOCATION PLAN) AND ADDITIONAL HIGHWAYS INFORMATION SUBMITTED****	27/10/2023	17/11/2023
TWC/2023/0797	N/A	Aqueduct Surgery, Majestic Way, Aqueduct, Telford, Shropshire, TF4 3RB	Change of use from doctors surgery (Use Class E) to dwelling house (Use Class C3) (Part-Retrospective)	26/10/2023	16/11/2023

**Planning application TWC/2023/0481- Site of Haven Boarding Kennels & Cattery- the Parish Council had previously objected to and called in this application to be heard by the T&WC planning committee. Amended plans had been issued, these were discussed and it was RESOLVED to continue with the objection and call in as the Parish Council's original concerns are unchanged. As previously**

**agreed, Cllr. Barnes will represent the Parish Council at the T&WC planning committee meeting.**

Planning application TWC/2023/0797 - Aqueduct Surgery, Majestic Way – the Parish Council discussed the application and **RESOLVED** to object to the application and call it in to be heard by the T&WC planning committee, the Chair will represent the council at the planning committee meeting.

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

**Full Granted:**

**TWC/2020/0912 - 6-14 Horsehay Court, Horsehay, Telford, Shropshire, TF4 3PU**

Variation of condition 10 of planning application TWC/2020/0395 to seek consent for the treatment of the end of building elevation which is now visible along with revisions to the internal layouts and fenestration detailing of the relevant units \*\*\*\*AMENDED PLANS RECEIVED\*\*\*\* \*\*\*\*AMENDED DESCRIPTION\*\*\*\*

**TWC/2023/0237 - Barns adjacent Woodlands Farm, Woodlands Lane, Horsehay, Telford, Shropshire**

Variation of condition 21 (deposited plans) of planning permission TWC/2022/0646 (Demolition of cart shed and blockwork barn and conversion of barns to 4no. dwellings and the erection of 4no. dwellings) to allow amendments to previously approved plans including the splitting of unit A2 and A3 and internal alterations to unit B

**TWC/2023/0320 - 9 Leasowe Green, Lightmoor, Telford, Shropshire, TF4 3QX**

Erection of a single storey rear extension to the dwelling and a single storey rear extension to the detached garage following demolition of the existing single storey rear extension and conservatory\*\*\*Amended plans received\*\*\*

**Reserved Matters Granted:**

**TWC/2021/0323 - 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.

**23/106 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 circulated to all Councillors in advance of the meeting.

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

**b) List of Payments Presented for Approval:**

The Parish Council was asked to consider the following on-line payments presented for approval and payment:

Payee/Reason	Payt Method	Date	Net	VAT	Total
Staff Costs - Nov 2023	Bank Transfer	15 November 2023	1,728.20	0.00	1,728.20
HMRC Tax & NI - Nov 2023	Bank Transfer	15 November 2023	517.49	0.00	517.49
SCC Pension Fund - Nov 2023	Bank Transfer	15 November 2023	544.05	0.00	544.05
Staff Costs - Dec 2023	Bank Transfer	15 November 2023	1,382.19	0.00	1,382.19
HMRC Tax & NI - Dec 2023	Bank Transfer	15 November 2023	273.82	0.00	273.82
SCC Pension Fund - Dec 2023	Bank Transfer	15 November 2023	407.55	0.00	407.55
SALC - Chair Training	Bank Transfer	15 November 2023	37.50	0.00	37.50
T&WC - Bostock Crescent Street Lighting	Bank Transfer	15 November 2023	2,448.90	489.78	2,938.68
BOCT - Christmas Trees	Bank Transfer	15 November 2023	1,640.00	0.00	1,640.00
Cllr Barnes - Memorial Service Refreshments	Bank Transfer	15 November 2023	50.00	0.00	50.00
SLCC - Annual Membership	Bank Transfer	15 November 2023	188.00	0.00	188.00
			<b>9,217.70</b>	<b>489.78</b>	<b>9,707.48</b>

**RESOLVED** - to approve these payments.

**c) To Consider Approval of Payments in Advance**

Due to the December recess the Council considered the following to be approved for payment and subject to retrospective confirmation at the January 2024 meeting:

- £2,070 plus VAT – Turnocks, tree light suppliers
- £200 – Tom Bryne, Senior Residents Christmas party entertainer
- up to £280 – drinks, raffle prizes and crackers for Senior Residents

Christmas party

- £88 – Little Dawley notice board repair

Cllr. Preece said he would like to contribute £250 from his Borough Councillors Pride Fund to the Parish Councils Senior Residents Christmas party and that it was likely that Cllr. Mehta would like to do the same.

**d) To consider the recommendations of the Annual Planning and Budget Setting working group meeting held on the 9<sup>th</sup> November 2023 and set the budget for 2024/25**

The minutes of this meeting were circulated in advance and presented to the meeting by the Clerk and accepted. It was **RESOLVED** to:

- renew the CAT contract, the option selected was a 5-year fixed rate contract for the equivalent of one NEO for 10 hours per week plus maintenance of one CCTV at a fixed cost of £9,152.50 pa
- to set a budget for 2024/25 of £80,500 consisting of a precept of £79,500 and income earned from bank interest of £1,000
- accept the new allocation of reserves

**e) Precept Warrant:**

It was **RESOLVED** to sign the precept warrant for £79,500 for 2024/25. The precept warrant was signed by the Chairman, Cllr. Hannington, Cllr. S Wennington and the Clerk.

**23/107 Correspondence**

A letter had been received from a resident regarding the T&WC Local Plan review, this was circulated to Councillors in advance and discussed at the meeting. It was **RESOLVED** that the Chair would submit a response on behalf of the Council upon receipt of written comments from Councillors.

**23/108 Items for the next agenda**

- Invite Chris Pearson, T&WC Road Safety and Traffic Engineering Team Leader

- Maintenance of the Parish Council meadow in Little Dawley
- Bench at Little Dawley
- IT training for residents

**23/109 Date of the next meeting – Wednesday 17<sup>th</sup> January 2024 at 7pm at Aqueduct Primary School**

There being no further business, the meeting closed at 8.38pm.

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

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

**Chairman**

DRAFT