

DAWLEY HAMLETS COUNCIL
MINUTES OF THE MEETING OF THE PARISH COUNCIL
held on Wednesday 15th July 2020 at 7.00 pm virtually by Zoom

PRESENT: Cllr. A Burford (Chairman)
Cllrs. K Barnes, B Cooke, C Cassar, D Hopkins,
R Mehta, B Onions (by telephone) and B Wennington
Borough Councillor J Greenaway
Two Members of the Public (7.07pm)

Also Present: K Ewence (Clerk)

20/20 Introductions

The Chairman welcomed everyone to the meeting.

20/21 Apologies for Absence

None

20/22 Declarations of Interest

As per register, also:

Chairman – Citizens Advice, Mind (Grants)
Cllr. Barnes – Aqueduct Primary School (Grants)
Cllr. Onions – Horsehay Village Hall (Grants)
Cllr. Wennington – Citizens Advice (Grants)

20/23 Public Session

No members of the public were present.

20/24 Minutes of the Previous Council Meeting:

It was proposed by Cllr. Wennington, seconded by Cllr. Cooke and **RESOLVED** to approve the minutes of the meeting held on 17th June 2020 as a true record.

20/25 Public Session

At 7.07pm two members of the public joined the meeting and explained their concerns regarding safety on St. Luke's Road, Doseley, the Chairman said that these concerns had previously been raised with Adam Brookes, the T&WC Service Manager for Highways and Network Management, and that Mr Brookes had said that T&WC were investigating a scheme to discourage through traffic with a view to reducing traffic volume. The Chairman informed the meeting that Mr Brookes would be attending the September Council meeting and invited the members of the public to attend also so that he could address their concerns directly.

7.15 pm two members of the public left the meeting.

20/26 Councillor Jane Pinter's Resignation

The Council received a letter of resignation from Cllr. Pinter dated 5th July 2020. The resignation was accepted by the Council. It was **RESOLVED** to advertise the vacancy on Monday 20th July 2020.

20/27 Councillors Reports

Written reports were submitted to councillors and clerk in advance of the meeting by Cllrs. Barnes, Cassar, Hopkins and Wennington. Cllr. Onions received only Cllr. Hopkins report.

The Chairman asked Councillors and Borough Councillor Greenaway if they would like to provide any verbal reports and if they had any actions which needed agreement. The following actions were agreed:

- The Chairman would write to the Borough Council requesting that the Parish Council be involved in the negotiations regarding the issues relating to the David Wilson Homes, Doseley development second access.
- Cllr. Hopkins could arrange and authorise for Idverde to lay stone down on the footpath between Farm Lane and Horsehay golf course to prevent the path from becoming muddy when wet.
- Cllr. Mehta would follow up the investigation into Bridge Road traffic calming and address possibility of additional provision being made further up onto Station Road towards the junction with Springhill Road at the next meeting of Great Dawley Town Council in September.
- The Council agreed to accept the second quote obtained by Cllr. Barnes to repair the Little Dawley war memorial wall and clear back the undergrowth for £180 and agreed Cllr. Barnes could make arrangements for the work to be done.
- Cllr. Barnes asked the Clerk for further clarification regarding the arrangements for the Parish's children with regard to the Great Dawley Breakfast Scheme.
- Cllr. Greenaway asked for suggestions within the Parish for locations where parking stands for cycle parking could be installed as part of a sustainable travel scheme, the deadline for suggestions is July 24th.
- Cllr. Greenaway confirmed her commitment of £1,000 Borough Councillor's Pride Fund towards improvements to Spring Village/Horsehay play area.
- The Council **RESOLVED** to match-fund Cllr. Greenaway's contribution to the Laptops for Schools scheme for the remainder of her Pride Fund money being £83.33.

20/28 Mark Latham, Ecology & Green Infrastructure Specialist, T&WC

The Chairman informed the meeting that Mr Latham was unwell and, therefore, unable to attend tonight's meeting to provide an update on the progress of the Green Guarantee Sites in the Parish but he would be asked to attend the next meeting in September.

20/29 Dawley Hamlets Local Nature Reserve

Councillors updated the meeting regarding events which the Friends of DHLNR had organised, issues with off-road bikes and wildlife crime and explained that they were hopeful that the LNR might receive its designation later in the year.

8.15 pm Cllr. Barnes left the meeting briefly.

20/30 St. Luke's Church, Doseley Lychgate

The condition of the lychgate, which is owned by the Parish Council, and the recent offer of assistance to repair it from a member of the public were considered. The Clerk informed the meeting that she had received confirmation from Libby Harper, T&WC Planning officer, that if the Council wished to replace the stone on the lychgate with slates, as long as they were the same shape and size, that planning permission would not be required, also Dave Ottley, T&WC Public Realm Officer, had offered to carry out the preparatory work free of charge. It was **RESOLVED** that Cllr. Hopkins would liaise with Mr Ottley and the member of the public with a view to completing the repair work.

8.21 pm Borough Councillor Greenaway left the meeting.

20/31 Working Group Meeting 2nd July 2020

The Council considered and **RESOLVED** to accept the recommendations of the working group meeting held on the 2nd July 2020 and to set aside the normal grant policy to consider awarding grants to organisations which are supporting our Parish residents through the Covid-19 pandemic.

20/32 Grants:

Cllr. Mehta declared an interest in the Telford & Wrekin Interfaith Council.

a) Ordinary Grant Applications

The Council were asked to consider awarding the following ordinary grant applications:

East Shropshire Talking Newspaper £200

Telford Angling Association £288.60

Aqueduct Primary School for books £300

Aqueduct Primary School for a defibrillator £300

The Council considered these requests and **RESOLVED** to award the requested amounts to all applicants apart from Aqueduct Primary School for a defibrillator, it was decided to defer the decision until the September meeting and in the meantime clarification would be sought as to where the defibrillator would be sited and if the wider community would have access to use it if needed.

b) Covid-19 Grant Applications

The Council were asked to consider awarding the following Covid-19 grants:

Dawley Food Bank (Dawley Christian Centre) £1,000

Family Connect Telford (PODS) - £750

Horsehay Village Hall - £1,000

Impact Telford Counselling Service £1,000

Telford & Wrekin Interfaith Council £1,000

Kindle Kindness £1,000

T&W CVS All Age Carers Centre £400

Telford Crisis Support (Food Bank) £1,000

Telford Mind £1,000

Telford Senior Citizens Forum £1,000

Citizens Advice - £1,000

The Council considered these requests at length and **RESOLVED** to award the requested amount to all applicants. Cllr. Barnes abstained from voting.

c) Pride Fund Match-Funding

The Council were asked to consider match- funding the following pride fund awards:

Cllr. Pinter – Laptops for Schools - £1,700

Cllr. Mehta – Laptops for Schools - £1,000

The Chairman reminded the Council that there was an agreement in principle that the Parish Council matched the pride funding awarded by Borough Councillors in the Parish. It was **RESOLVED** that the Parish Council would match fund these pride fund awards.

20/33 Cllr. Mehta declared an interest as he is a member of the T&WC Planning Committee.

a) **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
TWC/2020/0569	N/A	11 Frame Lane, Doseley, Telford, Shropshire, TF4 3BQ	Alterations to existing vehicular access	10/07/2020	
TWC/2020/0550	N/A	Land between Glenholme & 59 Pool Hill Road, Horsehay, Telford, Shropshire	Variation of condition 6 of planning application TWC/2019/0627 (erection of 5no. dwellings with associated access) to realign plot 4 due to proximity of sewer	06/07/2020	
TWC/2020/0490	N/A	10 Spring Village, Horsehay, Telford, Shropshire, TF4 2LY	Erection of first floor side extension and two storey front and side extension	17/06/2020	08/07/2020

The following permissions were noted:

None.

- b) It was **RESOLVED** that if the planning meeting regarding application TWC/2020/0466 Land at Majestic Way was scheduled before the next Parish Council meeting that Cllrs. Barnes and Wennington would arrange the Parish Council representation. It was also **RESOLVED** that if any of the following planning applications were scheduled before the next Council meeting, William Ball Drive, DWH second access or Doseley Industrial Estate, that Cllr. Hopkins would represent the Parish Council at these planning meetings.
- c) **Consideration of Delegated Powers during August:**
Following consideration it was **RESOLVED** that during the recess planning decisions should be delegated to the Clerk after consulting with the Chairman.
- d) It was **RESOLVED** that Cllr. Hopkins would arrange and authorise Idverde to install a bollard or similar in the gap on the green area on Horsehay Pool to prevent cars being driven onto the grass.

20/34 **Finance & Administration:**

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

The 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 was Presented for Payment Approval:**

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

Payee/Reason	Cheque No.	Date	£	£	£
			Net	VAT	Total
Grant Award - Horsehay Village Hall	001292	17 June 2020	300.00	0.00	300.00
Grant Award - Lightmoor Primary School PTA	001293	17 June 2020	300.00	0.00	300.00
Grant Award - Telford Mining Memorial Fund	001294	17 June 2020	300.00	0.00	300.00
Staff Costs (Jul & Aug 2020)	001295/6/7	15 July 2020	2,385.52	0.00	2,385.52
HMRC Tax & NI (Jul 2020)	001298	15 July 2020	186.32	0.00	186.32
HMRC Tax & NI (Aug 2020)	001299	15 July 2020	186.32	0.00	186.32
SCC Pension Fund (Jul & Aug 2020)	001300	15 July 2020	677.02	0.00	677.02
Staff Costs - Postage, Toner, Zoom Subs & Software Protection	001301	15 July 2020	263.60	47.40	311.00
			4,598.78	47.40	4,646.18

RESOLVED – to approve and pay as tabled.

c) Introduction of Electronic Bank Payments

The clerk circulated new guidelines and explained the process to be introduced for making on-line bank payments in line with the Council's financial regulations, it was **RESOLVED** to adopt the guidance and the payment process and give the Clerk the authority to make on-line payments through the Parish Council's Royal Bank of Scotland bank account.

20/35 Correspondence

Grant award acknowledgment and thanks from Hope House and the Mining Memorial Fund.

It was agreed that an electronic card would be sent to Cllr. Pinter thanking her for her public service as Councillor of Dawley Hamlets Parish Council, Aqueduct Ward.

20/36 Items for the next agenda

Invite Adams Brookes and Mark Latham to attend.

20/37 Date of the next meeting – Wednesday 16th September 2020 at 7.00pm held virtually by Zoom.

There being no further business, the meeting closed at 9.06pm.

Signed: _____

Date: _____

Chairman