

**DAWLEY HAMLETS PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL**  
**held on Wednesday 19<sup>th</sup> July 2023 at Aqueduct Primary School at 7.00pm**

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**PRESENT:** Cllr. B Wennington (Chair)  
Cllrs. K. Barnes, M Rogers and S Wennington

**Also Present:** PC Dunn and PC Bertie  
Dean Sargeant - T&WC Director for Neighbourhood & Enforcement Services  
Adam Brookes - T&WC Service Delivery Manager for Highways, Engineering & Project Delivery  
Andy Burford - Dawley & Aqueduct Borough Councillor  
Richard Ware – Aqueduct Primary School Governor  
One Member of the Public  
K Ewence (Clerk)

**23/41 Introductions**

The Chair welcomed everyone to the meeting including representatives from the police and T&WC.

**23/42 Apologies for Absence**

Cllrs. Z Hannington, S Highway, R Mehta, L Parker and I Preece

**23/43 Declarations of Interest**

Cllr. Barnes – DHLNR  
Cllr. Wennington – DHLNR

**23/44 Castlefields Way, Aqueduct, Road Safety**

The Chair informed the meeting that this item was added to the agenda due to concerns regarding a serious road accident which had recently occurred on Castlefields Way. Everyone present expressed their upset and concern about the incident and wished the little girl involved a full and speedy recovery.

Police officers provided details and an update of the incident as far as they were able but stated that the information they could provide was limited as the incident was still under investigation and the cause of the accident had not yet been determined. Cllr. Barnes said she believed that the speed limit on Castlefields Way should be reduced from 40mph to 30mph and had a petition to support this which had received almost 500 signatures. Cllr. Barnes handed out copies of emails regarding this matter which had been sent to T&WC and voiced her frustrations that they had not been responded to, the T&WC officers present said they would review the matter and respond via the Clerk. School Governor, Richard Ware, agreed to send a list of questions and concerns on behalf of the school to T&WC via the Clerk. Possible safety measures which could be introduced on Castlefields Way and the surrounding roads and Aqueduct Primary School along with road safety education were discussed at length and it was agreed that further consideration would be given to this matter at the next Parish Council meeting by which time the police should have completed their investigation into the incident. PC Bertie agreed to complete a 20mph advisory compliance check on Friday 22<sup>nd</sup> September.

**7.54pm PC Dunn, PC Bertie, Dean Sargeant and Adam Brookes left the meeting.**

**23/45 Public Session**

Mr Ware suggested that it would be useful to have some seating in Pageant Drive play

park. The Chair said that borough councillor pride fund money was being considered to fund this.

Mr Ware said that concerns had been raised on social media regarding water safety. The Chair said that he had met with representatives from T&WC on 4<sup>th</sup> July to discuss these concerns and two throw lines were going to be installed at the Little Dawley Pools.

Mr Ware raised the issue of the Willow Bank parking proposals and was informed that these had been cancelled by T&WC as the consultation results had been inconclusive. Borough Councillor Burford said that he and Borough Councillor Parker will be meeting with T&WC highways department to discuss this issue and would feedback to the Parish Council.

#### **23/46 Minutes of the Previous Council Meeting**

It was **RESOLVED** to approve the minutes of the meeting held on the 21<sup>st</sup> June 2023 as a true record.

#### **23/47 Councillors Reports**

The Chair, Cllr, Barnes and Cllr, Hannington circulated their reports in advance of the meeting and the contents were noted.

##### **Cllr. Rogers:**

- Informed the meeting that the play surface on the Pageant Drive play park was damaged, he was notified this has been reported to T&WC
- Concerns had been raised regarding fishermen in the parish using nearby woods as toilet facilities

##### **Cllr. Barnes:**

- Requested an update on the temporary closure of Lightmoor Road. **Action:** Clerk to request an update from Borough Councillors

##### **Borough Councillor Burford:**

- Informed the meeting that the police were in the process of arranging a residents meeting regarding ASB on Stonebridge Close, Aqueduct, and he will notify the Parish Council of the date of the meeting once it is agreed

#### **23/48 Community Action Team (CAT) Scheme**

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

#### **23/49 Updates From Local Nature Reserve Friends Groups in the Parish**

- a) Reports were received and circulated in advance of the meeting from FoHP&E regarding the Horsehay Pool and Simpsons Pool LNR and from the Chair and Cllr. Barnes regarding DHLNR, the contents of the reports were noted.
- b) Cllr. Mehta and Cllr. Preece had asked in advance of the meeting that the Parish Council consider match-funding their Councillors Pride Fund contributions totalling £500 to the FoHP&E, this is for planting reeds at the North end of Horsehay Pool. It was **RESOLVED** to match-fund the contribution.
- c) The Parish Council considered extending the DHLNR paths maintenance contract for another year with Mark Seabury, the cost would remain unchanged at £3,800 per annum for two visits in Autumn and Spring. It was **RESOLVED** to extend the contract for 12 months.

#### **23/50 Gardening Service Update**

The Clerk informed the meeting that Great Dawley Town Council had provided a mid-season update reporting that there are currently 25 Dawley Hamlets parish residents

receiving the gardening service and the estimated cost of the service for the year would be £2,500 - £3,000. This information was noted.

**23/51 Representatives on Outside Bodies**

The Parish Council **RESOLVED** to appoint the Chair and Cllr S Wennington as representatives to the following outside bodies:

**Chair:**

Dawley Community Allotments Group  
Friends of DHLNR  
Neighbourhood Crime Reduction Group  
SALC & NALC

**Cllr. S Wennington:**

Climate Change Working Group  
Mental Health Champion

**23/52 Schedule of Meetings**

The schedule of the remaining meetings for 2023/24 were discussed and it was **RESOLVED** to retain the current schedule and meet on the 3<sup>rd</sup> Wednesday of each month at 7pm excluding August and December and as long as availability permits it the meetings will be held alternately at Horsehay Village Hall and Aqueduct Primary School.

**23/53 Newsletter A/W 2023 and Christmas 2023**

- a) The next newsletter was discussed and it was **RESOLVED**:
  - SJF Print & Design would produce the newsletter, there is no price increase since S/S 2023.
  - The Clerk will arrange delivery of the newsletter, payment should be no greater than what has been paid in the past for this service.
  - The Clerk will circulate a list of newsletter contents to councillors for approval.
- b) Arrangements for the Parish Christmas trees 2023 were discussed. The Clerk informed the meeting that the Parish Council was entering the third year of a three-year Christmas lights contract with Turnocks Ltd and that the Christmas tree supplier, BOCT, had been approached for a quote. The Council said it was pleased with the quality and the service from the Christmas tree supplier and it was **RESOLVED** to avoid delay that the suppliers quote would be accepted if the price was no more than 15% greater than last year's price.
- c) The arrangements for the senior residents Christmas party on 1<sup>st</sup> December were discussed and it was **RESOLVED** to book Tom Bryne to supply the entertainment at a cost of £200 and MW Medics to supply the first aid cover at a cost of £70.
- d) The Council discussed funding for this year's Aqueduct Primary School pantomime and it was **RESOLVED** to fund the cost which is £649.

## 23/54 Planning Applications:

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

Application or enforcement number	Appeal number	Site Address	Description of proposal	▲ Date consultation received	▲ Reply by date
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	06/07/2023	27/07/2023
TWC/2023/0451	N/A	40 St Johns Walk, Lawley Village, Telford, Shropshire, TF4 2FT	Installation of a disabled ramp on front elevation, external lift on rear elevation and the installation of solar panels on rear roof slope	23/06/2023	14/07/2023

It was **RESOLVED** to submit an objection to application number TWC/2023/0481 and request that it be called in to be heard by the T&WC planning committee. The Chair agreed to draft the objection and Cllr. Barnes volunteered to present it for the Parish Council at the planning committee meeting (date to be confirmed).

### b) The following permissions were noted:

#### **PERMISSIONS:**

#### **FULL GRANTED:**

**TWC/2023/0278** - 2 Ashtree Park, Horsehay, Telford, Shropshire, TF4 2LD

Erection of a single storey side and rear extension

**TWC/2023/0295** - 7 Elvin Close, Horsehay, Telford, Shropshire, TF4 3US

Erection of single storey side and rear extension following demolition of existing conservatory

**TWC/2022/0684** - Mallard Cottage, 1 Pool Side, Horsehay, Telford, Shropshire, TF4 2NG

Erection of a single storey front extension \*\*\*\*AMENDED PLANS RECEIVED\*\*\*\*

\*\*\*\*AMENDED DESCRIPTION\*\*\*\*

**TWC/2023/0351** - 65 Mount Pleasant Drive, Brookside, Telford, Shropshire, TF3 1QN

Erection of a single storey rear extension, front porch and conversion of the existing ground floor garage into a habitable space

#### **TREE IN CONSERVATION AREA GRANTED:**

**TWC/2023/0313** - 2 William Ball Drive, Horsehay, Telford, Shropshire, TF4 2SQ

Felling of 1no. Conifer tree (Tree I)

- c) Following consideration, it was **RESOLVED** that during the summer recess planning decisions should be delegated to the Clerk after consulting with the Chairman.

**8.36pm Borough Councillor Andy Burford left the meeting.**

## 23/55 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 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 (July 23)	Bank Transfer	19 July 2023	1,332.87	0.00	1,332.87
HMRC Tax & NI (July 23)	Bank Transfer	19 July 2023	238.90	0.00	238.90
SCC Pension Fund (July 23)	Bank Transfer	19 July 2023	388.05	0.00	388.05
Staff Costs (Aug 23)	Bank Transfer	19 July 2023	1,332.67	0.00	1,332.67
HMRC Tax & NI (Aug 23)	Bank Transfer	19 July 2023	239.10	0.00	239.10
SCC Pension Fund (Aug 23)	Bank Transfer	19 July 2023	388.05	0.00	388.05
T&WC - Coronation Party Catering	Bank Transfer	19 July 2023	1,699.50	339.90	2,039.40
T&WC - Coronation Grant Repayment of Balance	Bank Transfer	19 July 2023	285.82	0.00	285.82
SALC - Clerk and Councillor Training	Bank Transfer	19 July 2023	70.00	0.00	70.00
SALC - Councillor Training	Bank Transfer	19 July 2023	20.00	0.00	20.00
Buildadep't - Little Dawley Notice Board	Bank Transfer	19 July 2023	1,400.00	0.00	1,400.00
Mark Costello - Foundation Stone Repair	Bank Transfer	19 July 2023	180.00	0.00	180.00
Cllr.Barnes - Reimbursement Gift Purchase	Bank Transfer	19 July 2023	32.70	4.74	37.44
			<b>7,607.66</b>	<b>344.64</b>	<b>7,952.30</b>

**RESOLVED** - to approve these payments.

**23/56 Correspondence**

The Chair informed the meeting that Mark Costello had successfully repaired the foundation stone and had quoted £180 to mount it back in place. It was **RESOLVED** to accept the quotation.

The Clerk informed the meeting that she had emailed Councillors two new dates for the CAT Day of Action and asked them to respond with their preferences. The member of public present at the meeting expressed an interest in attending, the Clerk said this would be arranged and she would be contacted in due course.

**23/57 Items for the next agenda**

- Castlefields Way road safety update
- Invite Chris Pearson, T&WC Road Safety and Traffic Engineering Team Leader, for an update on Horsehay roads traffic calming

**23/58 Date of the next meeting – Wednesday 20<sup>th</sup> September 2023, at 7pm at Horsehay Village Hall.**

There being no further business, the meeting closed at 8.53pm.

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

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

Chairman