

**DAWLEY HAMLETS PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL**  
held on Wednesday 16<sup>th</sup> June 2021 at Horsehay Village Hall at 7.00 pm

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

**Also Present:** One member of the public  
K Ewence (Clerk)

**21/25 Introductions**

The Chairman opened the meeting by saying that the thoughts of the Parish Council were with the family of the young man who had tragically died in the Parish recently, it was noted that a number of arrests had been made and that T&WC are currently reviewing community safety in the area.

**7.04pm Cllr. Greenaway joined the meeting**

**21/26 Apologies for Absence**

Cllr. R Mehta

**21/27 Declarations of Interest**

Cllr. Barnes - Aqueduct Primary School, Friends of DHLNR

Cllr. Cooke - Great Dawley Town Council

Cllr. Hopkins - Planning

Cllr. Wennington - Friends of DHLNR

**21/28 Public Session**

None

**21/29 Minutes of the Previous Council Meeting**

It was proposed by Cllr. Hopkins, seconded by Cllr. Barnes and **RESOLVED** to approve the minutes of the meeting held on the 19<sup>th</sup> May 2021 as a true record.

**21/30 Councillors Reports**

Written reports were received and circulated in advance of the meeting from Cllrs. Barnes, Greenaway and Hopkins. The Chairman invited verbal updates:

**Cllr. Cooke:**

- Recently attended the Bus User Group, he reported that bus timetables are still sporadic and the introduction of electric buses is on hold.
- Recently attended the Town & Parish Council Climate Change meeting which had discussed a plant a tree scheme to mark the Queen's Platinum Jubilee in 2022.

**Cllr. Wennington:**

- Has a meeting with Citizens Advice tomorrow to progress our outreach scheme.

**Cllr. Hopkins:**

- Cllr. Hopkins said he was not satisfied with the level of consultation T&WC has had with the Parish Council and residents regarding Horsehay ward play areas, he had been unable to obtain clarification from T&WC as to where the

S106 money for the Farm Lane development is being spent and would like it to be spent on the Spring Village play area. The Chairman said that if there are safety issues on the play areas then there is no requirement to consult.

**Action:** Chairman to follow the matter up with Dave Ottley, T&WC Environmental Locality Officer.

**Cllr. Cassar:**

- Having continued discussions regarding the restoration of the Aqueduct Bridge. Western Power have agreed to contribute £200,000 to this project.

**Cllr. Barnes:**

- Detailed the requirement for a litter bin in Stonebridge Close, Aqueduct explaining that a makeshift bin had been put in place by residents and was being used. The matter was discussed and it was **RESOLVED** to purchase and install a new bin at a cost of £483.
- General maintenance jobs are now in hand at Pageant Drive play area and the next step is to have a play area equipment meeting with Dave Ottley, T&WC Environmental Locality Officer.
- Concern over a resident not receiving the gardening scheme service, this is being investigated.

**Cllr. Deakin:**

- Arranging a new cover for the Aqueduct Little Library due to vandalism.
- Residents raised concerns a path through the concrete works would be lost, this was discussed and it is understood that the path is being diverted to accommodate the new housing development.
- Willow Bank, Aqueduct, drain and dangerous tree issues reported to T&WC and resolved.

**Cllr. Greenaway:**

- Discovered that work is to start on Spring Village play area on Monday and that no notices had been issued. She contacted T&WC who said they were not aware that that was the contractors start date and Dave Ottley quickly arranged a mail shot to local residents. Cllr. Greenaway said she would like to see the goal posts installed as soon as possible so that they are available to use over the Summer.
- Concerned about the number of T&WC enforcement issues outstanding in the Parish.

**21/31 Community Action Team (CAT) Scheme**

The Clerk met with Paul Fenn on June 9<sup>th</sup>, the action plan was updated and circulated to Councillors in advance of the meeting. Regarding the road safety concerns on St. Luke's Road Mr Fenn is assisting with the possible introduction of a SID and has offered to assist the Parish Council with a PCC application to apply for financial support to implement road safety measures.

**21/32 Friends of Dawley Hamlets Local Nature Reserve (DHLNR)**

Cllr. Wennington reported that the LNR paths had been strimmed. He asked about S106 money being made available for the LNR and who would be replacing Mark Latham who recently left his post as T&WC's Ecology & Green Infrastructure Specialist. The Chairman will follow up these issues.

Cllr. Cassar has applied for a grant for the bird superhighway and reported that an entomology group had surveyed the site and were pleased with the number of insects in residence.

Cllr. Barnes said a successful litter pick had been completed and September events were currently being planned.

**21/33 Bridge Road & Horsehay Pool Project**

Cllr. Hopkins informed the meeting that he had contacted Debbie Germany, T&WC Waste & Neighbourhood Services Performance Service Delivery Manager, and was informed that there had been no recent progress on this project, there is currently no named officer leading the project and there are no timescales in place. The Chairman said he would follow up this matter, including the Red Kite management plan, with T&WC.

**21/34 Christmas Trees**

Plans and quotations for the proposed introduction of three Christmas trees in the parish were circulated to councillors in advance of the meeting and these were discussed in detail. It was **RESOLVED** to have three Christmas trees for the foreseeable future, GN Groundworks will provide the ground work for £1,230 and Turnock's will supply the lights on a three year contract at a cost of £2,070 per annum. The Parish Council also agreed that Cllr. Wennington could go ahead and arrange an electricity supply to the lamp posts at a reasonable cost. Set up costs will be funded from reserves and annual on-going costs will be funded from the schemes and project budget.

Cllr. Wennington was thanked for his investigations and work initiating this proposal.

**21/35 Strategic Planning Working Group Meeting**

The minutes from the meeting held on the 9<sup>th</sup> June 2021 were circulated to Councillors in advance of the meeting and it was **RESOLVED** to accept the minutes and adopt the recommendations.

**21/36 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/2021/0597	N/A	Elmwood, Spring Village, Horsehay, Telford, Shropshire, TF4 2LX	Erection of a garage (Part Retrospective)	15/06/2021	06/07/2021
TWC/2021/0581	N/A	5 Kiln Close, Lightmoor Village, Telford, Shropshire, TF4 3FS	Erection of a single storey side extension	11/06/2021	02/07/2021
TWC/2021/0337	N/A	20 Woodhouse Lane, Horsehay, Telford, Shropshire, TF4 3BL	Erection of a first floor side extension *****amended plans received*****	10/06/2021	
TWC/2021/0570	N/A	5 Horsehay Farm, Farm Lane, Horsehay, Telford, Shropshire, TF4 2NE	Garage conversion including a single storey side and rear extension and front porch	09/06/2021	30/06/2021
TWC/2021/0222	N/A	10 Spring Village, Horsehay, Telford, Shropshire, TF4 2LY	Erection of a first floor side extension ***Amended Red Line and Amended Plans***	03/06/2021	17/06/2021
TWC/2021/0553	N/A	12 Frame Lane, Doseley, Telford, Shropshire, TF4 3BQ	Erection of a single storey side extension	03/06/2021	24/06/2021
TWC/2021/0530	N/A	Former Doseley Works (Phase 3C1), Doseley, Telford, Shropshire	Reserved Matters Application for the erection of 25 dwellings and garages, including appearance, landscaping, layout and scale pursuant to outline planning permission TWC/2012/0650	28/05/2021	19/06/2021
TWC/2021/0487	N/A	3 Stainburn Road, Lawley Village, Telford, Shropshire, TF4 2FS	Replacement of existing timber windows and doors for UPVC	21/05/2021	12/06/2021

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

**Full Granted**

**TWC/2021/0466** - Normanhurst, 33 Holly Road, Little Dawley, Telford, Shropshire, TF4 3JE. Proposed single storey rear extension.

**TWC/2021/0421** - 16 Ralphs Close, Lawley Village, Telford, Shropshire, TF4 2FX  
Replacement of 12no. windows

**TWC/2021/0302** - 14 Sovereign Close, Aqueduct, Telford, Shropshire, TF4 3RY  
Erection of a two storey side extension, single storey rear extension and front porch  
\*\*\*\*AMENDED PLANS RECEIVED\*\*\*\* \*\*\*\*AMENDED DESCRIPTION\*\*\*\*

**Reserved Matters Granted**

**TWC/2021/0053** - 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 \*\*\*

**Tree In Conservation Area Granted**

**TWC/2021/0389** - 12 William Ball Drive, Horsehay, Telford, Shropshire, TF4 2SQ  
Crown thinning by 1.5m and removal of deadwood from 1no. Beech tree and removal of deadwood from 1no. Acer tree

**8.25pm one member of the public left the meeting.**

## 21/37 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	001404/5	16 June 2021	1,224.91	0.00	1,224.91
HMRC Tax & NI	001406	16 June 2021	238.56	0.00	238.56
SCC Pension Fund	001407	16 June 2021	357.97	0.00	357.97
Staff Costs - Travelling Expenses	001408	16 June 2021	92.30	2.67	94.97
Staff Costs - Zoom Subscription & Recorded Delivery	001409	16 June 2021	38.03	7.20	45.23
SDH Accounting Services - Internal Audit Fees	001410	16 June 2021	260.65	0.00	260.65
			<b>2,212.42</b>	<b>9.87</b>	<b>2,222.29</b>

## 21/38 Annual Audit and Governance & Accountability Return

### a) Final Receipts and Payments Account and Bank Reconciliation Statement as at 31.3.21

The Council reviewed the final receipts and payments account and bank reconciliation statement for the year ending 31.3.21.

**RESOLVED** - they be approved.

### b) Internal Auditors Report 2020/21 from SDH Audit & Accounting

The Council were asked to consider the internal auditors report for 2020/21 which was circulated in advance of the meeting. The overall conclusion of the report was:

*“The standard of administration and system of internal controls relating to the audit areas examined throughout the financial year were considered to be of a high standard and meet the needs of the Council and those recommended in The Practitioners’ Guides.”*

**RESOLVED** - to accept the report.

### c) The Annual Governance Statement

The Annual Governance Statement 2020/21 (Section 1, Page 4 of the AGAR) was completed and approved by **RESOLUTION**.

### d) The Accounting Statements

The Accounting Statements 2020/21 (Section 2, Page 5 of the AGAR) were noted and approved by **RESOLUTION**.

### e) Signing the Accounting Statements

The Accounting Statements were signed and dated by the Chairman.

### f) Dates for the Publication of Elector’s Rights

It was **RESOLVED** that the dates for the publication of elector’s rights would be 18<sup>th</sup> June – 29<sup>th</sup> July 2021 inclusive.

## 21/39 Correspondence

None.

## 21/40 Items for the next agenda

Grant awarding  
T&WC Play Areas in the Parish  
Road Safety Concerns – St. Luke’s and Surrounding Roads

**21/41 Date of the next meeting – Wednesday 21<sup>st</sup> July 2021 at 7pm at Horsehay Village Hall.**

There being no further business, the meeting closed at 8.35pm.

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

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

**Chairman**