

**DAWLEY HAMLETS PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL**  
**held on Wednesday 19<sup>th</sup> June 2024 at Horsehay Village Hall**  
**at 7.00pm**

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**PRESENT:** Cllr. B Wennington (Chair)  
Cllrs. Z Hannington, S Heighway and S Wennington  
**Also Present:** One member of the public  
K Ewence (Clerk)

**24/24 Welcome and Introductions**

Vice-Chair, Cllr. Heighway, signed his Declaration of Acceptance of Office form which was witnessed by the Clerk and took his seat at the meeting. The Chair had previously signed his Declaration of Acceptance of Office form on the 7<sup>th</sup> June 2024, this was also witnessed by the Clerk.

The Chair welcomed everyone to the meeting.

**24/25 Apologies for Absence**

Cllrs. K Barnes, R Mehta and I Preece  
Cllr Rogers is on leave of absence until September 2024

**24/26 Leave of Absence Request**

It was agreed to grant Cllr. Parker a leave of absence until September 2024

**24/27 Declarations of Interest and Dispensation Requests**

Chair – DHLNR

Cllr. S Heighway – GDTC and Madeley TC

Cllr, Z Hannington – GDTC, L&OPC, T&W Borough Cllr. for Lawley and Cabinet Member for Finance & Governance

**24/28 Public Session**

There were no reports from members of the public.

**24/29 Minutes of the Previous Council Meeting**

It was **RESOLVED** to approve the minutes of the meeting held on the 15<sup>th</sup> May 2024 as a true record.

**24/30 Councillors Reports**

**Chair:**

- The Chair informed the meeting that after coming out of hospital this month he had attended the Parish Council meeting with T&WC Highways Department via Teams on June 5<sup>th</sup> and the Parish Council senior residents summer party on June 7<sup>th</sup>.

**Cllr. Heighway:**

- Cllr. Heighway welcomed the Chair back after his illness and this sentiment was endorsed by all members of the Parish Council who were present at the meeting.

**Cllr. S Wennington:**

- Attended the Parish Council meeting with T&WC Highways Department via Teams on June 5th and the Parish Council senior residents summer party on June 7th.

**Cllr. Hannington:**

- Expressed her frustrations and concerns regarding residents' safety as T&WC had still not fitted a reflective collar to the bollard installed on the Horsehay bridleway last year. It was **RESOLVED** that the Parish Council would purchase the necessary materials to a maximum value of £20 and fit them to the bollard.
- Had requested that the overgrown Horsehay bridleway be cutback as it is getting very difficult for dog walkers to pass each other safely. As a result, T&WC had done a minor cutback which Cllr. Hannington said was insufficient and that she will submit a borough councillor member enquiry in an effort to get some proper maintenance carried out.
- Enquired whether there was any progress regarding Maninplace's plans to move into the old Aqueduct doctor's surgery. It was **RESOLVED** for the Clerk to contact Mr Olver once again for an update and to extend and invitation to our next meeting.

**24/31 Community Action Team (CAT)**

The updated action plan for May 2024 and a new action plan for June 2024 were circulated to Councillors in advance of the meeting and the contents were noted. The Clerk said that earlier today she had received an email regarding parking concerns on Ralphs Close, Lawley, from a resident via Lawley & Overdale PC, she requested that NEO patrol of this road was added to the action, this was actioned immediately and the first patrol took place within an hour of the request which was very good service.

**24/32 Local Nature Reserves (LNRs) in the Parish**

**a) DHLNR Paths Maintenance Contract**

The Parish Council considered extending the DHLNR paths maintenance contract for a third 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.

**b) Updates from LNR Friends Groups**

The Chair provided an update on behalf of DHLNR:

- T&WC's Environmental Community Liaison Officer, Rick Shaw, has been working with a group of volunteers from Fujitsu clearing brambles etc. on the Mount today.
- T&WC have donated a number of bat boxes to DHLNR which will be installed shortly.

There were no further reports.

**24/33 Christmas Lights:**

The Parish Council 3-year contract with Turnock Ltd to erect, remove and store our Christmas tree lights has come to an end. The Clerk obtained quotes for the next three years, five companies were approached on recommendation from other town and parish councils including our current supplier, the responses were circulated in advance and discussed at the meeting. The Parish Council's current supplier supplied the most competitive quotation and as the Parish Council were satisfied with the

service they had received over the last three years it was **RESOLVED** to remain with this supplier, Turnock Ltd, for another three years at a cost of £1,943 per annum.

**24/34 Great Dawley Breakfast Club**

The Parish Council discussed in detail whether to continue their annual contribution to the Great Dawley Breakfast Club which provides a free school holiday breakfast club to Dawley Hamlets Parish children. It was **RESOLVED** to continue with an annual contribution (June 2024 – May 2025) to this scheme of £1,500. A number of suggestions for promoting participation in the club throughout the Parish will be explored.

**24/35 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/2024/0425	N/A	1 Pool Side, Horsehay, Telford, Shropshire, TF4 2NG	Installation of a retractable awning on front elevation	04/06/2024	25/06/2024
TWC/2024/0420	N/A	113 Holly Road, Little Dawley, Telford, Shropshire, TF4 3JB	Erection of a two storey front and side extension and a first floor extension above existing garage (Part-Retrospective)	03/06/2024	24/06/2024
TWC/2024/0414	N/A	16 Malory Drive, Aqueduct, Telford, Shropshire, TF3 1NW	Erection of a single storey side extension	29/05/2024	19/06/2024

It was **RESOLVED** that Cllr. Hannington would visit the site of application number TWC/2024/0425 before the 25<sup>th</sup> June and report back to the Parish Council if she has any questions or concerns to pass on to the planning authority.

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

**Full Granted:**

**TWC/2024/0281** - 17 Pool View, Horsehay, Telford, Shropshire, TF4 2ND

Repair and retiling of existing roof and erection of a replacement retaining wall and timber gate (Part Retrospective) (Full Planning Application)

**TWC/2024/0282** - 17 Pool View, Horsehay, Telford, Shropshire, TF4 2ND

Repair and retiling of existing roof and erection of a replacement retaining wall and timber gate (Part Retrospective) (Listed Building Application)

**TWC/2024/0286** - 1 Ruskin Way, Aqueduct, Telford, Shropshire, TF3 1EZ

Erection of a single storey side and rear extension

**24/36 Finance & Administration:**

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

The Parish Council were asked to consider the latest budget monitoring report and bank reconciliation statement.

**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:

<b>ON-LINE PAYMENTS FOR APPROVAL</b>			
<b>Payee/Reason</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
Staff Costs	1,401.27	0.00	1,401.27
HMRC Tax & NI	254.74	0.00	254.74
SCC Pension Fund	479.28	0.00	479.28
Staff - Reimbursement for postage, printer cartridge, stationery	178.54	18.02	196.56
Sponsorship - Horsehay Horticultural Society Show	1,000.00	0.00	1,000.00
MW Medics Ltd - Summer party first aid	70.00	14.00	84.00
	<b>3,383.83</b>	<b>32.02</b>	<b>3,415.85</b>
<b>PAYMENTS APPROVED RETROSPECTIVELY</b>			
<b>Payee/Reason</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
Jack Dent - Summer party entertainment (£50 deposit paid in 23/24)	210.00	0.00	210.00
Staff - Summer party refreshments and raffle prizes	166.58	30.47	197.05

**RESOLVED** - to approve these payments.

**c) Quotations For Internal Audit Services For 2024/25**

Three quotations for internal auditors which had been recommended by ALC and/or other town and parish councils were sought by the Clerk. Details were circulated in advance and discussed at the meeting. It was **RESOLVED** to remain with our current internal auditor, SDH Accounting, who provided the most competitive quotation.

**24/37 Correspondence**

- Received a thank you card from the Dawley Community Allotments group for their grant award towards tree planting in the community orchard at Rednal Fields, Little Dawley.
- Received a thank you email from a resident for hosting the summer party.
- Received notification from T&WC Licensing Committee that the Parish Councils request to name the new road being built on Land between Hartfield House/41 Pool Hill Road, Horsehay, after our late Cllr. Onions has been granted; it will be known as 'Beryl Onions Avenue'.

**24/38 Items for the Next Agenda**

Invite Mr Olver from Maninplace and T&WC Highways to attend the meeting  
Parish benches

**24/39 Date of the next meeting – Wednesday 17<sup>th</sup> July 2024 at Aqueduct Primary School at 7pm.**

There being no further business, the meeting closed at 8.02pm.

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

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

Chairman