

DAWLEY HAMLETS COUNCIL
MINUTES OF THE MEETING OF THE COUNCIL
held on Wednesday 18th April 2018 at Horsehay Village Hall at 7.40 p.m.

PRESENT: Cllr. A Burford (Chairman)
Cllrs. B. Cooke, D. Hopkins, B Onions, J Pinter, A. Scott and B
Wennington

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

17/145 Chairman's Opening Remarks

The Chairman welcomed all to the meeting.

17/146 Apologies

Apologies were received from Cllr. C Tranter.

Courtesy apologies were received from Borough Councillors J Greenaway and R Mehta.

The Chairman informed the meeting that Cllr. C Salter had tendered her resignation. The resignation was accepted by the Council and it was agreed that flowers and a card would be sent to Cllr. C Salter to thank her for her work on the Parish Council.

17/147 Declarations of Interest

Cllr. Pinter regarding the gardening scheme.

17/148 Public Session

This item was included in the Annual Parish Meeting which was held immediately prior to this meeting.

17/149 Councillors Reports

This item was included in the Annual Parish Meeting which was held immediately prior to this meeting.

17/150 To Confirm the Minutes of the Previous Meeting

Cllr. Scott proposed to accept the Minutes of the Meeting held on 21st March 2018 as a true record, this was seconded by Cllr. Hopkins and AGREED by the Council. The minutes were signed by the Chairman.

17/151 Local Initiatives:

a) Un-adopted Road at Spring Village

Cllr. Hopkins shared the feedback he had received so far from the questionnaires received back from Spring Village residents. It was agreed that Cllr. Hopkins would collate all the responses and a letter would be drafted to T&W Council's highways department regarding the issues concerning the road and surrounding area together with the findings from the survey.

Cllr. Hopkins left the meeting at 8.00pm.

b) To consider the gardening scheme SLA

The Chairman explained the details of the proposed SLA for the gardening service with Great Dawley Town Council and the matter was discussed at length by the Council. The Chairman proposed to accept the SLA for this year and review in November whether to continue, this was seconded by Cllr. Wennington and AGREED by the Council. Three members of the Council abstained from the vote.

c) Telford@50 Picture Gallery

The Clerk explained that she and Cllr. Cooke had collected together a number of suitable pictures for the gallery. It was AGREED that £700 would be spent on the gallery and that the final pictures would be selected by Councillors at the next working group meeting on Monday 23rd April 2018.

17/152 Parish Matters:

a) Site of the now closed All Labour in Vain Public House

The Council were informed that David Jones, T&W Councils Principal Enforcement Officer, had visited the site in response to the Councils concerns and e-mailed a response which the Chairman shared with meeting. As it appeared that development of the site would be starting shortly it was AGREED that no action was currently needed but the situation would continue to be monitored.

b) New Grounds and Cleansing Contract Questionnaire

The Clerk informed the Council that the questionnaire had been completed and circulated to Councillors by e-mail. It was AGREED that any further comments should be forwarded to the Clerk by Monday 23rd April 2018 at which time the questionnaire would be submitted to T&W Council.

c) Provision of Additional Grit Bins

The Clerk informed the Council that three requests for grit bins had been received so far:

1. 42-44 Avon Close, Little Dawley
2. Wellington Road, Myford
3. Chapel, Horsehay

The Clerk said she had contacted the Council who said that they would only pay for the bins if they meet their relevant criteria. It was AGREED that these three additional bins were required and that the Clerk would see whether they meet T&W Councils criteria otherwise they would be funded by the Parish Council.

d) Feeding the Wildlife at Horsehay Pools

The Clerk informed the Council that an article on the correct feeding of wildlife called 'Breaducation' had been included in the newsletter and that there was a local initiative in place organised by C J Wildlife and the Shropshire Wildlife Trust to provide signs around the borough and visit schools to promote correct feeding information. It was AGREED that the Clerk would invite Lisa Veale from CJ Wildlife and Julie Burrows from the

Shropshire Wildlife Trust to the next Parish Council meeting to talk about the initiatives, how they could benefit the Parish and how the Parish Council could become involved.

e) Newsletter and Summer Picnic Update

The Clerk informed the Council that Cllr. Wennington was in the process of proof-reading the newsletter, it would be printed next week and delivery would commence Saturday 27th April.

The Clerk informed the Council that the catering, hall, entertainer and St. John Ambulance had all been booked for the Telford@50 Summer Picnic and that she had obtained a party pack from T&W Council. It was AGREED that Cllr. Onions would supply the table decorations with a budget of £60 to do so.

17/153 Planning Applications:

The Following Applications were Considered:

Applications:	
TWC/2018/0258	Glencarron, Holly Road, Little Dawley, Telford, Shropshire, TF4 3HA. Installation of a dormer window on rear roof slope in conjunction with loft conversion.
TWC/2018/0292	Stanley House, 14 Bridge Road, Horsehay, Telford, Shropshire, TF4 2NF. Demolition and replacement of existing single storey rear extension.
TWC/2018/0297	Land adjacent Cheshire Cheese PH, Doseley Road, Doseley, Telford, Shropshire. Reserved matters application for the erection of 13no. dwellings with carports including details for layout, scale, appearance and landscaping pursuant to outline application TWC/2014/0671.

The Following Permissions were Noted:

Permissions:	
TWC/2018/0147	12 St Lukes Road, Doseley, Telford, Shropshire, TF4 3BD. Erection of detached double garage. Full planning granted.
TWC/2017/0847	6-14 Horsehay Court, Horsehay, Telford, Shropshire, TF4 3PU. Conversion of buildings to form 8no. dwellings. Full planning granted.
TWC/2018/0071	Site of 12 St Lukes Road, Doseley, Telford, Shropshire. Reserved matters application for the erection of 3no. detached dwellings including details for access, layout, scale, appearance and landscaping pursuant to outline application TWC/2016/1155. Reserved Matters Granted.
TWC/2018/0017	24 Horsehay Common, Horsehay, Telford, Shropshire, TF4 2LT. Erection of a two storey rear extension, first floor side and front extension, single storey rear extension and single storey side and rear extension. Full planning granted.

17/154 Finance & Administration:

a) Budget Report and Bank Reconciliation

The budget monitoring report and bank reconciliation together with bank

statements were tabled and approved. It was AGREED that £20,000 would be transferred from the RBS bank account to the Unity Trust bank account to ensure that the Parish Councils funds remain covered under the Financial Services Compensation Scheme.

b) The Following List of Payments and Cheques was Presented for Signature:

Payee/Reason	Cheque		£	£	£
	No.	Date	Net	VAT	Total
Staff Costs - Apr 18	001069	18.4.18	641.57	0.00	641.57
HMRC Tax & NI - Apr 18	001070	18.4.18	70.10	0.00	70.10
SCC Pension Fund - Apr 18	001071	18.4.18	238.16	0.00	238.16
Staff Costs - Postage & Conference Tickets	001072	18.4.18	115.41	8.00	123.41
Staff Costs - Travelling Expenses	001073	18.4.18	55.25	1.47	56.72
SALC - Membership & Training	001074	18.4.18	1,656.26	0.00	1,656.26
Telford Samaritans - Grant	001075	18.4.18	50.00	0.00	50.00
Dawley Baptist Church - Grant	001076	18.4.18	50.00	0.00	50.00
Telford Crisis Support - Grant	001077	18.4.18	200.00	0.00	200.00
Horsehay Horticultural Society - Sponsorship	001078	18.4.18	1,000.00	0.00	1,000.00
Society of Local Council Clerks - CiLCA Enrolment	001079	18.4.18	250.00	0.00	250.00
			4,326.75	9.47	4,336.22

It was **RESOLVED** that these be approved and paid as tabled.

c) Annual Accounts:

The Clerk tabled the completed annual accounts which were accepted by the Meeting. The Clerk reported that the VAT return had been completed and filed and that the books were ready for the internal auditor for inspection on the 9th May 2018.

d) Audit:

The meeting **RESOLVED** to approve the Accounting Statement which was signed by the Chairman.

e) General Data Protection Regulations (GDPR)

The Clerk presented a report summarising the details of the new General Data Protection Regulations which come into force on 25th May 2018 together with a detailed action plan. The Council AGREED to:

- endorse the action plan
- adopt the draft policies and documents detailed in the action plan
- address the appointment of a Data Protection Officer once the options are further clarified
- formally adopt the Clerk as the Data Protection Compliance Officer
- authorise expenditure up to £200 for the purchase of furniture and equipment to assist with compliance with the new Act.

During the discussion the Clerk was asked to leave the meeting at 9.02 pm and then asked to re-join the meeting at 9.05pm.

17/155 Correspondence:

The first meeting of the Dawley Pools and Pitmounds proposed nature reserve was arranged for Monday 23rd April 2018 at 9.30 am.

A letter from Dag Sanders regarding the launch of the Telford T50 50 Mile Trail on Saturday 16th June was circulated, the Chairman asked if anyone would like to attend on behalf of the Council to please let the Clerk know.

The Clerk reported that the Council had received thanks from a resident on the Lindon Estate in Lightmoor regarding the good work carried out by the PET team.

17/156 Items for the Next Agenda:

War Memorial Plaques
Feeding the Wildlife
PCSO

17/157 Date of next meeting – Wednesday 16th May 2018 at Horsehay Village Hall at 7:00pm

There being no further business, the meeting closed at 9:10pm.

Signed:.....
Chairman

Date:.....