

DAWLEY HAMLETS PARISH COUNCIL
MINUTES OF THE MEETING OF THE PARISH COUNCIL
held on Wednesday 17th January 2018 at Horsehay Village Hall at 7.00 p.m.

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

Also Present: K Ewence (Clerk)
Two members of the public
Borough Councillor Jayne Greenaway
Adam Brookes (T&W Traffic Management & Streetworks)

17/100 Chairman's Opening Remarks

The Chairman welcomed all to the meeting, gave an outline of the agenda items and introduced Adam Brookes from T&W Traffic Management and Streetworks.

17/101 Apologies

Apologies were received from Cllr. C Salter
Courtesy apologies were received from Borough Councillor R. Mehta.

17/102 Declarations of Interest

Cllr. B Onions - was paid for supplying the table decorations at the Parish Council Christmas event.

17/103 Public Session

A member of the public asked why the road junction by the All Labour in Vain public house had been reduced and whether there was any connection between this and a recent nearby planning application. Mr Brookes offered to investigate why the junction had been reduced.

A member of the public asked why the noticeboard by the Costcutter in Majestic Way was not in use. It was explained that the noticeboard had been vandalised and the doors removed and is awaiting repair.

The Council were also asked when the footpaths and rights of way around the Dawley Pools would be cleared. There was a debate regarding who was responsible for the maintenance of this area and it was resolved that Borough Cllr. Pinter would speak to Andrew Careless the T&W Council Rights of Way officer regarding this matter.

17/104 Police Session

There were no officers present.

17/105 Adam Brookes T&W Traffic Management & Streetworks Team Leader:

a) Parking Spaces at Aqueduct Village

Mr Brookes provided a progress report on this project. It was agreed Mr Brookes would draft a joint letter to residents from the Parish Council and T&W Council and send a copy to the Parish Council to approve. Councillors offered to hand deliver the letters. It was discussed and agreed that it would be better to line the parking bays.

b) Dawley, Little Dawley & Doseley Traffic Calming Review

Mr Brookes said T&W Council are in the process of consulting on the proposals resulting from the review which will affect Holly Road within the Parish.

c) Un-adopted Road at Spring Village

The Council explained to Mr Brookes the maintenance and traffic calming issues experienced by residents resulting from the road in Spring Village being un-adopted. Mr Brookes offered councillors the opportunity to meet with him at the location to discuss the issues in further detail and councillors accepted his offer. A date and time will be arranged between Mr Brookes and the Clerk.

Mr Brookes left the meeting at 7.54pm.

17/106 Councillors Reports

Cllr. Cooke reported that he would be meeting with Matt Hawkins from the Shropshire Wildlife Trust on the 31st January and if anyone has any issues or questions they would like to raise with Mr Hawkins to pass them to him. The Council considered whether Mr Hawkins would be willing to become involved in the process of Dawley Pools and Pitmounds and Horsehay Pools becoming local nature reserves. Cllr. Cooke was asked to invite Mr Hawkins to a future Council meeting to discuss this matter.

Cllr. Pinter reported that there had been issues of empty grit bins and fallen trees reported to her over the winter period.

Cllr Scott also reported issues with grit bins and asked for this item to be added to the next meeting agenda. The Clerk was asked to find out the details of the locations and costs of the grit bins to bring to the next meeting.

Cllr. Onions reported repairs to the paths at Foresters Close had been completed successfully.

Cllr. Hopkins reported that the number of electors in the Dawley Hamlets ward had increased in recent years and would probably continue to increase. The current balance of electorate is 55.75% for Aqueduct ward to 44.25% for Dawley Hamlets ward which makes a five to four split of the nine councillors more appropriate than the current six to three split. Cllr. Hopkins had contacted T & W Council to enquire what actions would need to be taken to review the number of parish councillors within the wards and they responded by saying that this can be done by petition for a community governance review. The Council agreed that due to on-going housing development this was best to be considered in Summer 2019.

Cllr. Hopkins reported on the progress of the blue plaque scheme and presented a list of information to be placed on the plaques, pictures of locations and samples of existing blue plaques. The Chairman thanked Cllr. Hopkins for his on-going work on the scheme.

Cllr Hopkins reported that he had been informed by Nicky Stallard at T&W Council that the definitive map modification order for a right of way from Bridge Road to Woodhouse Lane will be in the Shropshire Star on Friday the 19th of January and the signs will go up on the same day.

Cllr. Wennington reported that John Marsh, the Council handyman, could not repair the noticeboard at Costcutter, Majestic Way. It was **RESOLVED** that the Clerk would contact the manufacturer for a quote to replace the doors and include

a sturdier locking system.

Cllr. Burford reported that Great Dawley Town Council had informed him that the PCSO scheme was now working more successfully, it was agreed that, the Council would monitor this scheme closely for the next two or three months before deciding whether to join the scheme.

Borough Cllr. Greenaway reported on a number of issues across the Parish.

17/107 To Confirm the Minutes of the Previous Meeting Held on the 19th November 2017

Cllr. Scott proposed to accept the Minutes of the Meeting held on 19th November 2017 as a true record, this was seconded by Cllr. Onions and agreed by the Council. The minutes were signed by the Chairman.

17/108 Local Initiatives:

a) Bridge Road & Horsehay Pool Development

Cllr. Hopkins had contacted T&W Council but was awaiting an update on the progress on this project. The Chairman will speak with Dominic Proud to obtain an update.

Borough Cllr. Greenaway left the meeting at 8.46pm.

b) Successful Telford@50 Celebration Grant Application & Summer Event(s)

The Clerk informed the Council that they had been awarded the maximum allowance for a Telford@50 Celebration Grant of £1,700 which must be spent on events which celebrate 50 years of Telford and a picture gallery which is to be displayed at Horsehay Village Hall. The Clerk asked the councillors to consider how to collect ideas for the gallery and the events which could be held as part of the celebrations for discussion at the next meeting.

Cllr Onions confirmed that Horsehay Village Hall had been booked for the senior resident's summer picnic on June 8th and the Council **RESOLVED** to book the same entertainer, Dave South, as they used the previous summer and T&W Council caterers and St. John's Ambulance.

17/109 Parish Matters:

a) To Discuss Payment for the First Year of the Community Gardening Scheme and On-Going Service

The payment for the first year of the community gardening scheme and the on-going service was hotly debated by the Council.

The Chairman put forward a proposal by Cllr. A Scott to pay Great Dawley Town Council (GDTC) £1,000 for the gardening service for 2017/18, a robust SLA established with GDTC for 2018/19 and a review in place next year to consider whether to tender the service in 2019/20. [In favour; Cllrs. D Hopkins, B Onions and A Scott. Against; Cllr A Burford (Chairman), Cllrs. B Cook, J Pinter, C Tranter and B Wennington]. It was **RESOLVED** to reject this proposal.

The Chairman put forward a proposal to pay GDTC £2,000 for the gardening service for 2017/18, a robust SLA established with GDTC for 2018/19 and a review in place next year to consider whether to tender the service in 2019/20. [In favour; Cllr A Burford (Chairman), Cllrs B Cook, J Pinter, C Tranter and B Wennington. Against; Cllrs. D Hopkins, B Onions and A Scott]. Cllr. Scott requested that two councillors (Cllr. J Pinter and

Cllr. C Tranter) have their votes disregarded as they are also councillors for GDTTC. For this vote and to avoid contention the Chairman agreed to disregard their votes thus creating an equal number of votes for and against. The Chairman used his casting vote, as per section 11.1 of standing orders, to vote for the proposal. It was **RESOLVED** to accept this proposal. A recorded vote was requested by Cllr Scott and incorporated in the above minute.

Cllr. Tranter left the meeting at 9.17pm.

b) Consider a Request to Take Over the Monitoring and Maintenance of South Telford Way within the Parish of Dawley Hamlets

The Council **RESOLVED** to defer Alec Connah's request to take over the monitoring and maintenance of South Telford Way within the Parish of Dawley Hamlets until the next meeting in order to have time to obtain more information. The Clerk was asked to contact Madeley Town Council and The Gorge Council to see if they had been approached and if so what they had decided to do. Cllr. Cooke was asked whether he could find out more information at the Shropshire Wildlife Trust meeting with Matt Hawkins that he will be attending on the 31st of January.

c) Consider the Refurbishment of the War Memorial Grounds

The Chairman informed the Council that the Clerk had submitted a pre-application for a grant to improve the war memorial grounds. The Council **RESOLVED** to defer this matter to the next meeting.

17/110 Planning Applications:

The Following Applications were Considered:

TWC/2018/0033

Site of Woodlands Farm, Woodlands Lane, Horsehay, Telford, Shropshire. Demolition of cart shed and blockwork barn and conversion of barn to 4no. dwellings and the erection of 4no. dwellings.

TWC/2018/0030

29 Horsehay Common, Horsehay, Telford, Shropshire, TF4 2LT. Erection of a part single and part two storey extension on south elevation and rendering of existing property.

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.

TWC/2018/0014

6 Spring Village, Horsehay, Telford, Shropshire, TF4 2LY. Erection of oak framed garden room to rear following demolition of existing conservatory.

The Following Permissions were Noted:

TWC/2017/0893

11 Farm Lane, Horsehay, Telford, Shropshire, TF4 2NE. Raising and altering roof on playroom to form room in roof and external alterations to install bay window. Full granted.

17/111 Finance & Administration:

a) Budget Report and Bank Reconciliation

The budget monitoring report and bank reconciliation together with bank statements (Royal Bank of Scotland no.102 and Unity Trust Instant Access no. 20 and Unity Trust Current no. 25) were tabled and approved.

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

Payments for approval:					
Payee/Reason	Cheque No.	Date	Net	VAT	Total
J Onslow/entertainer xmas party	001038 **	1.12.17	100.00	0.00	100.00
B Onions/table decorations xmas party	001039 *	1.12.17.	44.00	0.00	44.00
K Ewence/refreshments/raffle prizes xmas party	001040 **	1.12.17	182.59	36.51	219.10
Staff Costs/Jan 18	001041	17.1.18	621.13	0.00	621.13
Staff Costs/pension refund	001042	17.1.18	270.64	0.00	270.64
SCC Pension Fund/Jan 18	001043	17.1.18	232.12	0.00	232.12
HMRC Tax & NI/Jan 18	001044	17.1.18	140.70	0.00	140.70
T&W Council/PET Scheme Oct 17 - Mar 18	001045	17.1.18	12,500.00	0.00	12,500.00
SALC/training	001046	17.1.18	65.00	0.00	65.00
Society of Local Council Clerks/membership	001047	17.1.18	121.00	0.00	121.00
M Goldstraw/Net Liquid Ltd Web Hosting	001048	17.1.18	27.50	5.32	32.82
T&W Council/xmas party catering	001049	17.1.18	1,531.20	306.24	1,837.44
St John Ambulance/Xmas Party	001050	17.1.18	59.80	11.96	71.76
Staff Costs/travelling expenses Dec 17 / Jan 18	001051	17.1.18	48.75	1.30	50.05
Horsehay Village Hall/room hire	001052	17.1.18	174.00	0.00	174.00
			16,118.43	361.33	16,479.76
* cheque payments made in advance of the meeting and presented at the bank					
** cheque payments made in advance of the meeting but not presented at the bank					

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

c) Internal Auditor – Expression of Interest from Sue Hackett for 2017/18 Audit

It was **RESOLVED** to re-appoint Mrs. Sue Hackett as the Council's Internal Auditor for the 2017/18 accounts.

d) External auditor – New Auditors Appointment for 2017/18 Audit - PKF Littlejohn LLP

The Clerk informed the Council that PKF Littlejohn LLP have been appointed as the Councils new auditors for the external audit of the 2017/18 accounts.

e) Update on the New General Data Protection Regulations

This matter will be deferred to the next Council meeting.

f) Unity Trust Change of Signatories

The Clerk informed the Council that in order to change the bank account to her name and address and be granted the same access as the previous Clerk all councillors must complete a signatory form including a number of details. She was advised by the Council to ask the previous Clerk what information was originally supplied to Unity Trust.

g) SALC Training Programme 2018

The Clerk informed the Council that she had e-mailed them the SALC training programme for 2018 and informed them that all courses were open

to councillors as well as the Clerk and if they wished to attend any of the courses they should e-mail her with the details and she will make the arrangements.

17/112 Correspondence

The Clerk received an e-mail from a resident asking if we have any allotments available within the parish. The Clerk will respond explaining that the Parish Council does not own any allotments.

17/113 Items for the Next Agenda

Dawley Pools

Grit bins

PCSO

Chapel Lane parking

Set a date and agenda for a forward planning meeting

Consider a request to take over the monitoring and maintenance of the South Telford Way within the Parish of Dawley Hamlets

Consider the refurbishment of the war memorial grounds

Update on the new General Data Protection Regulations (GDPR)

17/114 Date of next meeting – Wednesday 21st February 2018 at Horsehay Village Hall at 7:00pm

There being no further business, the meeting closed at 9:31pm.

Signed:.....
Chairman

Date:.....