

DAWLEY HAMLETS PARISH COUNCIL
MINUTES OF THE MEETING OF THE PARISH COUNCIL
held on Wednesday 28th September 2022 at Aqueduct Primary School 7.00pm

PRESENT: Cllr. B Wennington (Chair)
Cllrs. K Barnes (arrived 7.10pm), B Cooke, D Hopkins and J Greenaway

Also Present: Phil Lorenz, Traffic Engineer, T&WC Strategic Transport & Highways
Network Management
Tammy Lockley, Headteacher Aqueduct Primary School
One member of the public
K Ewence (Clerk)

22/63 Introductions

The Vice-Chair Bob Wennington welcomed everyone to the meeting including Tammy Lockley the Headteacher of Aqueduct Primary School and one member of the public. He explained that he would be chairing the meeting in Cllr. Burford's absence. The meeting date had to be rearranged from the 21st of September due to Queen Elizabeth II's passing.

22/64 Apologies for Absence

Cllr. Burford

22/65 Declarations of Interest

Cllr. Cooke – Great Dawley Town Council
Cllr. Greenaway - T&WC Planning Committee
Cllr. Wennington - T&WC Planning Committee, FoDHLNR

22/66 Local Road Network (Woodhouse Lane, Frame Lane, Holly Road, Doseley Road, Pool Hill Road, etc.) Including Pedestrian & Cycle Provision

The Chair welcomed Phil Lorenz, Traffic Engineer for T&WC Strategic Transport & Highways Network Management, to the meeting and thanked him for attending at late notice due to Chris Pearson's illness.

Mr Lorenz provided a progress update of the improvement plans for the road network so far, he explained that he did not have as much knowledge of the project as Mr Pearson and would be noting questions he could not answer which he would be passing to Mr Pearson to respond to at a later date.

The member of the public present said the he felt strongly that pedestrian safety should take precedence when designing the road scheme and Cllr. Hopkins said that pedestrian and cycle provision should take precedence over vehicles.

It was **AGREED** that a meeting should be scheduled between Councillors and Chris Pearson at Horsehay Village Hall to move the plans forward.

7.43pm Mr Lorenz and one member of the public left the meeting.

22/67 Public Session

There were no members of the public present.

22/68 Minutes of the Previous Council Meeting

It was proposed by Cllr. Cooke and seconded by Cllr. Barnes and **RESOLVED** to approve the minutes of the meeting held on the 20th July 2022 as a true record.

22/69 Councillors Reports

The following verbal reports were given:

Cllr. Hopkins:

- Supporting residents of Horsehay Court with their planning application.
- Attended Lightmoor Village Management Committee and Friends of Horsehay Pool & Environs meetings.
- Liaising with Andrew Careless regarding footpath maintenance and following up a resident enquiry about installing a bench in St. Luke's churchyard.

Cllr. Cooke:

- Provided an update on the Telford Steam Railway.
- Attended the Bus User Group and Climate Change Working Group meeting.

Cllr. Greenaway:

- Horsehay Horticultural Show held on September 3rd was very successful.
- On-going problem of land for sale at Suffolk Way and lights on Horsehay bypass off for two days.
- Doseley Pipeworks to Lightmoor public right of way needs to be added to the definitive map.
- Bridge Road now open but there was a two-week delay due to technical issues.

Cllr. Barnes:

- Met with Dave Ottley to walkaround the parish and discuss grounds maintenance issues which have resulted in vegetation cut backs.
- Cleared and tidied the Little Dawley War Memorial as the Council does not have a maintenance contractor in place at the moment.
- Dealt with several ASB concerns, complaints regarding parking by Phoenix fields and little library vandalism.
- Pleased to see that T&WC Safer and Stronger Team have arranged some Baby Babble sessions in the Borough.

The Chair:

- Dealing with Andrew Careless regarding a resident's footpath redirection, street lamps in South View Road and ASB in Aqueduct.
- In discussions with builders on Majestic Way to clear up the site and put a barrier around the sustainable drainage system.
- Pleased to inform the meeting that T&WC have agreed to remove the hoarding and scaffolding from the Aqueduct Bridge, resurface the footpath and complete a tidy up in time for the memorial service at Aqueduct Bridge War Memorial on the 13th November.

Action: Details of T&WC's plans to be circulated after the meeting.

22/70 Community Action Team (CAT) Scheme

The updated action plan for August and a new action plan for September were circulated to Councillors in advance of the meeting. The Clerk reported that recent parking issues on Stainburn Road have been added to the plan and reminded Council that a CAT Day of action had been planned for Wednesday 7th December 2020 from 9am until noon.

PC Adam Doughty from the Safer Neighbourhood Team had been in contact to request the policing priorities for the Parish for the next three months, Council

RESOLVED that they would remain unchanged:

- Drug dealing and taking throughout the ward

- Inconsiderate parking throughout the ward
- Off Road bikes causing alarm and distress to local residents.

22/71 Dawley Hamlets Local Nature Reserve (DHLNR)

Cllr. Barnes reported that the dry weather had caused concerns about the Mound behind Corbett Close catching fire, advice had been sought but nothing could be done to mitigate the risk. Due to Queen Elizabeth II's passing on the 8th of September the Jubilee event was cancelled. Tree planting will take place in the next few weeks and there will be a Pumpkin Fest on the 31st of October. The Chair informed the meeting that the rotten bollards across the centre of the DHLNR car park have now been replaced.

22/72 Allotments

No one from the Allotments for Dawley Hamlets Group was present at the meeting to provide an update.

22/73 Grounds Maintenance

Jonathan Smith from Balfour Beatty had attended site visits with Cllr. Wennington and the Clerk and had given a ballpark figure of £13,500 to service both grounds maintenance contracts for the parish and the DHLNR which he estimated would take around 26–30-man days per annum to complete. This represents a large increase on the £6,180 quoted by Idverde for 2021/22 though they did not carry out all elements of the contracts to the Councils satisfaction. It was **RESOLVED** that due to the size of the increase that all the maintenance tasks would be reviewed and discussed with T&WC before any further quotations were sought. Cllr. Barnes kindly volunteered to maintain the Little Dawley War Memorial in preparation for the November memorial service.

22/74 Boundary Review

The Local Government Boundaries Commission boundary review report contains the final recommendations of the review and the implications for the Parish were discussed and considered.

22/75 Christmas in the Parish

- It was **RESOLVED** to accept the quote of £75 from MW Medics to provide first aid arrangements for the older residents Christmas party.
- The Clerk informed the Council of the Christmas tree delivery and light up times.

22/76 Remembrance Day

It was **RESOLVED** to purchase two wreaths and on Remembrance Sunday, 14th November, Cllr. Barnes will lay the wreath at the Aqueduct Bridge War Memorial and Cllr. Cooke will lay the wreath at the Holly Road War Memorial on behalf of the Council.

22/77 Planning Applications:

- The meeting considered the following applications:

Application or enforcement number	Appeal number	Site Address	Description of proposal	Date consultation received	Reply by date
TWC/2022/0769	N/A	33 Gittens Drive, Aqueduct, Telford, Shropshire, TF4 3SD	Erection of a two storey side extension and a front porch	16/09/2022	07/10/2022

b) The following permissions were noted:

Full Granted:

TWC/2022/0634 - 3 Ashwicke Road, Lawley Village, Telford, Shropshire, TF4 2FY
Replacement of existing timber windows and doors with UPVC windows and doors

TWC/2022/0661 - 9 Foresters Close, Horsehay, Telford, Shropshire, TF4 3BW
Erection of a single storey rear extension

TWC/2022/0665 - 28 Eastcote Avenue, Lawley Village, Telford, Shropshire, TF4 2FR
Replacement of all wooden windows and doors with uPVC

Reserve Matters Granted:

TWC/2022/0478 - Land between Hartfield House/41, Pool Hill Road, Horsehay, Telford, Shropshire

Reserved matters application for erection of 36no. dwellings and garages pursuant to outline permission TWC/2019/0104 including layout, scale, appearance and landscaping

Tree Preservation Orders Granted:

TWC/2021/0965 - 2 Broadstone Mews, Aqueduct, Telford, Shropshire, TF4 3SS
Works to 1no. Oak tree (T1) to rebalance canopy, 1.75m reduction branches no greater than 80mm

TWC/2022/0008 - Land adjacent Play Area, Crystal Drive, Lightmoor Village, Telford, Shropshire

Pollarding by up to 10m on 1no. Ash tree (T1) and monolith at 6.5m to 1no. Ash tree (T2)

22/78 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 approval and payment:

Payee/Reason	Cheque No.	Date	Net	VAT	Total
Staff Costs	001528/9	28 September 2022	1,343.05	0.00	1,343.05
HMRC Tax & NI	001530	28 September 2022	153.44	0.00	153.44
SCC Pension Fund	001531	28 September 2022	364.12	0.00	364.12
Office Expenses 1.4.22 - 30.9.22	001532	28 September 2022	319.00	0.00	319.00
PKF Littlejohn - External Audit	001533	28 September 2022	300.00	60.00	360.00
GN Groundworks Ltd - Aqueduct Concrete Christmas Tree Base	001534	28 September 2022	650.00	130.00	780.00
SALC - Training	001535	28 September 2022	30.00	6.00	36.00
			3,159.61	196.00	3,355.61

RESOLVED - to approve these payments.

c) The Clerk informed the meeting that the 2021/22 external audit had reached a successful conclusion and no issues had been raised. It was **RESOLVED** to accept the audit report and to publish the 'Conclusion of Audit' notice for a period of six weeks for this year and subsequent years.

d) The Council considered the option which was available to opt out of the SAAA central external auditor appointment arrangements from 2022/23, it was **RESOLVED** to reject this option. It was **RESOLVED** to appoint SDH Accounting as internal auditor for 2022/23.

- e) It was **RESOLVED** to hold the annual budget setting working group meeting via Zoom before the next Council meeting.

22/79 Civility and Respect

It was **RESOLVED** to sign up to the Civility and Respect Pledge recommended to town and parish councils by the National Association of Local Councils (NALC):

- Our council has agreed that it will treat all councillors, clerk and all employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.
- Our council has committed to training councillors and staff.
- Our council has signed up to Code of Conduct for councillors
- Our council has good governance arrangements in place including, staff contracts, and a dignity at work policy.
- Our council will commit to seeking professional help in the early stages should civility and respect issues arise.
- Our council will commit to calling out bullying and harassment when it happens. Our council will continue to learn from best practice in the sector and aspire to being a role model/champion council e.g., via the Local Council Award Scheme
- Our council supports the continued lobbying for the change in legislation to support the Civility and Respect Pledge, including sanctions for elected members where appropriate.

It was also **RESOLVED** to adopt the model NALC policies for Dignity at Work and Equality and Diversity.

22/80 Correspondence

- a) Ladygrove Primary School had written to the Parish Council to ask for a contribution towards this year's school pantomime trip. For this item it was **RESOLVED** to set the grant awarding scheme aside and to award the school £344 for the trip.

Cllr. Barnes declared an interest and abstained from voting.

- b) Age UK Shropshire Telford & Wrekin had informed the Parish Council that they had to postpone their 'Afternoon of Entertainment' event until May 2023 and asked if they should repay their grant award or whether it could be used next year. It was **RESOLVED** to permit them to use the grant next year.

22/81 Items for the next agenda

Bridge Road and Horsehay Pool project update
Environmental Locality Officer, update on various local issues
Grant awarding

22/82 Date of the next meeting – Wednesday 19th October 2022 at 7pm at Aqueduct Primary School.

There being no further business, the meeting closed at 9.05pm

Signed: _____

Date: _____

Chairman