



Minutes of the Parish Council meeting held at Leonard Smith House, West Centre Way
On Tuesday 1st December 2015

PRESENT:

Cllr. Darren Blackburn, Cllr. Charles Dillon, Cllr. Gary Duncombe, Cllr. Jayne Greenaway, Cllr. Rob Parker, Cllr. Mike Phillips

ASSISTANT CLERK:

Helen Barker

IN ATTENDANCE:

None

2015/098 CHAIR'S WELCOME

The Chair welcomed everyone to the meeting.

2015/099 APOLOGIES

Cllr. Bill Gilmour, Cllr. Kevin Guy

Apologies RECEIVED and ACCEPTED

2015/100 DECLARATIONS OF INTEREST

Councillor	Interest	Declaration	Minute no.
Cllr. Rob Parker	Personal	Grant discussion No. 3. Daughter employed part-time at Sanctuary.	2015/105

2015/101 MINUTES

The minutes from the **Full Council meeting** held on **12th November 2015** were **APPROVED**. It was **RESOLVED** that the minutes be signed and **ADOPTED** as a true record. This was **PROPOSED** by Cllr. Darren Blackburn and **SECONDED** by Cllr. Charles Dillon.

Cllr Parker asked for a verbal update on the item relating to Dog Concerns as it was not on the agenda. This was given by Cllr Greenaway and it was noted that this will be an item on the January Agenda.

2015/102 COMMUNITY AFFAIRS

• **Lawley Community Centre**

As costs for storage are still to be determined delegated authority was given to Finance Committee to discuss and set these charges at their 10th December meeting. This was **PROPOSED** by Cllr. Darren Blackburn and **SECONDED** by Cllr. Mike Phillips. The Clerk will also provide details of insurance levels of cover at that meeting. There followed a discussion about community use of the facilities at the newly opened Lawley Academy as various proposals have been made for community use of the building during the planning and building of the school but no commitment has been made as yet. Cllr. Greenaway stated that she believes a Service Level Agreement is currently being drawn up and this issue will be further discussed in January. Cllr. Parker asked that previous Minutes be checked as Council Officers had attended meetings and made statements about community use in the last year. If necessary, senior Council Officers will be asked to attend the January meeting to clarify the situation.

ACTION: The Clerk will contact the Academy Head to confirm details of the proposed SLA

ACTION: The Clerks will review previous Minutes to confirm what Community use has previously been proposed.

• **Christmas Event**

The Assistant Clerk gave an update to Members on the plans to date:

- Christmas tree was installed that morning
- Lights have been delivered and will be installed on 4th December
- Power supply still being sorted for tree lights but when activated the lights will be on a timer from 4pm – 11pm and the supply will be metered to allow accurate charging
- Approximately 15 stalls from local community groups will be at event
- Local community choir has been formed and will be at event
- Local school choir will also be in attendance for carol singing
- The Clerk had purchased goods for the Tombola but has had to pay by card and request the money back
- Local retailers (Subway, Greggs and Morrisons) have agreed to supply refreshments free of charge

ACTION: The Clerk will add the proposal to have an Office credit card to be added to Finance Committee Agenda

ACTION: Councillors who are available on Saturday will provide help with setting up and clearing away after the event

- **History Group**

Cllr Blackburn provided an update on the progress made to date in setting up the Group. He will be registering the Group with the organisers of Wellington History Day to ensure it is included in the March event and is currently checking with prospective Members about preferred meeting dates and locations. Cllr. Parker suggested that the Parish Council meeting facilities could be offered for the initial meetings to help the Group get established.

ACTION: Cllr. Blackburn to liaise with The Clerks to ensure rooms are booked for the meetings schedules early in 2016.

Public Bodies (Admission to Meetings) Act 1960

In view of the confidential nature of the business about to be transacted it is requested that the public and press should not be present

2015/103 BUS SERVICES

The Assistant Clerk confirmed that she, Cllr. Greenaway and Cllr. Gilmour will be meeting with Dominic Proud and other Council Officers on 8th December to explore options for improving the bus services in Lawley. A full update will be provided at the January Council meeting.

2015/104 PET UPDATE

The Assistant Clerk gave an update on work recently undertaken by Andrew including helping with the Xmas tree for the Square and clearing up in various locations following the recent storms. Cllr Parker queried why work had been undertaken on land being purchased privately on Glendale Gardens. The Assistant Clerk stated that the work was carried out as the shrubs near the junction were in need of trimming and the purchase of the land has been held up by other planning issues. No future work will be undertaken if the land is sold.

2015/105 FINANCE

- All invoices tabled for payment were duly authorised and signed. It was noted that the NI & PAYE payments can be delayed until 22nd of the month and this will be discussed further at the December Finance meeting.
- The 3 grant requests were considered by Members who agreed the following:
 - **2379 Squadron Air Cadets** - £150 agreed
 - **FOTTP** – inspection of the accounts show that in addition to Park projects money has also been given to national charities by FOTTP. Members felt that given the budget constraints faced by the Parish Council they were unable to award a grant this year as they wished to focus resources on groups with specific links to the Parish.
 - **LBC Residents Association** – Members felt that the specific rehabilitation needs of residents should be supplied by Sanctuary Housing and were therefore unable to support a grant for the gym equipment. However, Members are keen to help the Association with their aim of creating a community within Lawley Bank Court and asked the Clerks to investigate whether it was possible to provide any assistance with helping them to achieve this.

Members asked that the Grant Application Form be amended to ensure that in future applicants agreed to provide details of exactly how any grants awarded had been spent.

ACTION: The Clerks to amend the Grant Application Form

2015/106 GREEN GUARANTEE

The Assistant Clerk reminded Members that the consultation period ends on 30th January 2016. A pack detailing the sites proposed in Lawley was circulated and Members were asked to provide their comments in answer to the 4 questions posed for each site. All comments will be collated and further discussion will take place at the January Council meeting in order that the Parishes' formal response can be submitted before the deadline.

ACTION: Members to review the site proposals and return comments to the Assistant Clerk by 12th January Council meeting.

2015/107 National Casework Stopping Up Order

Members discussed the information provided by the Clerk prior to the meeting regarding the application by Mr & Mrs Choudhry to have a Stopping Up Order applied to the land they are buying from Telford & Wrekin Council. Members agreed that the Councils position had not changed and that they still opposed the sale of the land and the Stopping Up application on the safety grounds submitted to the National Planning Inspectorate. They requested information on possible costs to the Council if the matter did proceed to a Planning Inquiry but felt at this stage it was appropriate to continue with the objection.

ACTION: The Clerk to investigate the costs that may be incurred if this matter proceeds to a Planning Inquiry.

2015/108 AGENDA ITEMS FOR NEXT MEETING

- Dog Concerns
- Lawley Community Centre charges update from Finance Committee
- Community Use of Lawley Academy
- History Group
- Bus Services
- PET Team
- Grant Application Form
- Green Guarantee comments
- National Casework Stopping Up Order

2015/109 CORRESPONDENCE

- The newly formed Lawley Community Choir have been allowed to use the Community Centre free of charge for 1 night as they were specifically formed for the Parishes Christmas event. They have now asked if they can continue to use the Community Centre free of charge as they intend to continue as a group. Members felt that they should now pay the same charges as other groups who use the facilities.

ACTION: The Clerk to inform the choir of this decision and provide them with information on how to apply for a Grant.

2015/110 DATE OF NEXT MEETING

The Assistant Clerk asked Members if the next meeting could be delayed by a week as the proposed date of 5th January would not allow sufficient time for papers to be circulated during the Christmas holidays. This was agreed.

It was therefore **NOTED** that the next parish council meeting would take place on **TUESDAY 12th JANUARY 2016 at Leonard Smith House, West Centre Way commencing at 6.00pm (This will be followed by a Planning Committee Meeting at 8pm)**

The meeting closed at 8.20pm

Signed..... Chair

Date.....