



Minutes of the Parish Council meeting held at Leonard Smith House, West Centre Way  
On Tuesday 5<sup>th</sup> April 2016

**PRESENT:**

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

**CLERK:**

Sharon George

**IN ATTENDANCE:**

None

**2015/150 CHAIR'S WELCOME**

The Chair welcomed everyone to the meeting.

**2015/151 APOLOGIES**

Cllr. Kevin Guy

**APOLOGIES received & ACCEPTED**

**2015/152 DECLARATIONS OF INTEREST**

| Councillor            | Interest | Declaration                           | Minute no. |
|-----------------------|----------|---------------------------------------|------------|
| Cllr Darren Blackburn | Personal | History Group                         | 2015/154   |
|                       |          | Grant Application – History Group     | 2015/156   |
| Cllr Bill Gilmour     | Personal | Grant Application – Gateway Volunteer | 2015/156   |

**2015/153 MINUTES**

The minutes from the **Full Council meeting** held on **1<sup>st</sup> March 2016** were **APPROVED**. It was **RESOLVED** that the minutes be signed and **ADOPTED** as a true record. This was **PROPOSED** by Cllr. Dillon and **SECONDED** by Cllr. Blackburn.

**2015/154 COMMUNITY AFFAIRS**

• **History Group**

Cllr Blackburn informed Members that the next meeting of the group will take place on Friday 22<sup>nd</sup> April at 6.30pm at Lawley Community Centre. He reported that the Local History event on 5<sup>th</sup> March in Wellington had been well attended with lots of interest expressed in the group and the History Trail – he recorded 68 visitors to the Parish stand in a 3 hour period which is encouraging.

• **Dogs Concerns**

The Clerk had contacted the LA again as no progress had been made in establishing if a Public Space Protection Order (PSPO) would be made via the LA. It appears that despite a 'target team' being applied to the area that there has been no particular issues with large numbers of dogs/owners congregating at the times that the team visited, however, we are aware that it is still happening. We have been asked to provide evidence of the activities to strengthen the request for a PSPO to be put in place. The clerk will collate what evidence we have and obtain the same from the local police as it appears that not all calls made by members of the public have been logged – this is to be investigated. The Clerk is to question the need for an evidence base as it does not state the necessity for this in the legislation. Members felt that the LA has a responsibility to action the order as other residents were still being intimidated by the dogs off leads with owners not in control of their animals. Members requested that the Clerk write a formal letter to the Chief Executive and relevant Assistant Director with a copy of the legislation and ask why this cannot be put in place.

**ACTION: The Clerk will write a formal letter to the Chief Executive and relevant Assistant Director with a copy of the legislation and ask why this cannot be put in place.**

• **Community usage at Lawley Village Academy**

A formal SLA was one of the planning conditions for the Academy and the Clerk advised that the conditions have not yet been discharged and that the agreement is still been drawn up. Members asked that the Clerk follow this up and request a draft of the agreement as soon as possible.

**ACTION: Clerk to follow up formal SLA with TWC legal department/planning re Community Use.**

- **Overdale Pitches**

The Clerk informed Members that no further updates were available on the pitches other than they have now been confirmed as part of the Playing Pitch strategy and that additional funding can now be bid for by the LA. Members requested that this is put as an agenda item at least quarterly until this project comes forward for completion. The Clerk will report any updates as soon as they become available.

### **Spring/Summer Event**

The Clerk confirmed that in partnership with resident Groups and BVT there will be a fun day to celebrate the Queen's 90<sup>th</sup> Birthday celebrations on 4<sup>th</sup> June. Unfortunately the response from Overdale produced 1 volunteer which means the event will not be able to go ahead but all residents will be welcome at the Lawley event.

It is planned to have stalls and games at the event on the village green and the Clerks will be working closely with residents and BVT and will report back at the next meeting.

The Clerk informed Members that the annual fun run will be held on Saturday 3<sup>rd</sup> September and that the response from local companies for sponsorship has been very encouraging. It is planned that there will be 200 runners and benefitting charities are to be determined. A further update will be given after the next meeting has taken place on 11<sup>th</sup> May.

### **ACTION: Clerk to provide an update at next meeting**

### **2015/155 PET UPDATE**

The Asst. Clerk reported that the PET team, in partnership with TWS, have completed the placement of the new benches & picnic tables and photographs are available on the website. The project to put flowerbeds in locations around the Parish is also underway and maps showing their locations are also on the website. The flower beds have now been marked out in preparation for spraying prior to the turf being lifted, ground prepared, ready for the seeding/planting to begin by end of April.

### ***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***

### **2015/156 GRANTS CONSIDERATION**

Members considered 6 applications for grants from local groups and all were agreed as follows:

West Telford Visually Impaired People - £150.00

Project Linus - £250.00

Walkabout Wrekin - £325.00

Telford Gateway Club - £150.00

Local History Group - £350.00

Lawley Scout Group - £500.00

Members also asked the Clerk to draft a notice, outside of the normal Grants Scheme, inviting people to apply for funding for a community/environment related project in the Parish to be presented at the next meeting

### **ACTION: Clerk to issue cheques for signature and contact successful groups. Draft notice to funding applications outside of grant scheme in Parish.**

### **2015/157 ENVIRONMENTAL IMPROVEMENTS – DAWLEY BANK**

The items put forward by Councillor Davies for input into the GDTC Dawley Bank element of a Spring Clean-up/improvements were discussed by Members and whilst it was noted that we should thank Cllr Davies for bringing these items to our attention it was also mentioned that we were aware that there had been issues with choice of planting/maintenance and ground conditions in the past that had added to the current aesthetics in the area.

It was decided that the Parish elements of the proposals may be considered later in the year as we already have a works/projects schedule in place in partnership with the PET team and our Public Realm Officer at TWC. The Clerk will advise Councillor Davies of the outcome of the discussions.

### **ACTION: Clerk to advise Cllr Davies that any works may be considered later in the year when the schedule of works/projects allows.**

### **2015/158 FINANCE**

1. All invoices tabled were authorised for payment
2. Staffing proposals –This was discussed at Finance Committee and recommended that any decisions are deferred until the annual staff reviews have been completed and an amended job description written/agreed for the Assistant Clerk. To be brought back to Full Council in May/June

3. Lighting agreement update – The Clerk informed Members that the agreed statement regarding the withdrawal from the lighting agreement was put on the website and that no comments have been received.
4. Accounting Systems –The Clerk will persevere with the current system for the time being.
5. Community Bus update – It was reported that a meeting has taken place following the positive results of a survey showing a number of residents are interested in a weekly community bus to Wellington. This will be a trial 3 months to see if the uptake reflects the interests expressed. Users will need to register to use the service initially but this is an easy online/paper process that we can assist residents with if required. TWC will assist in the marketing of the service and an update will be given at the next meeting.

**ACTION: as per item 2- Clerks to undertake annual reviews and Clerk to amend job description for Assistant Clerk for formal agreement by Members**

#### **2015/159 AGENDA ITEMS FOR NEXT MEETING**

- COMMUNITY PLANTING BEDS/ALLOTMENTS
- QUALITY COUNCIL
- COMMUNITY BUS UPDATE  
PLUS STANDING AGENDA ITEMS
- SIDS
- PAYMENT CARD

#### **2015/160 CORRESPONDENCE**

- Clerk advised Members that the town Centre TRO's as discussed in June 2015 have now been sealed and will be implemented with the exception of Milners Lane and Dawley Road as the incorrect information was sent for consultation therefore nullifying the sealed order meaning correct consultations will have to begin again on these two areas.
- Councillor Parker asked that the Quality Council Status be looked at by the Clerk and brought to the next meeting for discussion.
- A recommendation from the Finance committee:
  1. To look to purchase 2 x SIDS rather than 'buying in' to the TWC scheme. The Clerk will investigate prices and bring to the next meeting.
  2. To investigate a Government Payment Card for use by the Parish as a procurement tool – Clerk will report at next meeting.

**ACTION: Clerk will obtain quotes for SIDS and report back on the payment card.**

#### **2015/161 DATE OF NEXT MEETING**

It was **NOTED** that due to other commitments the next parish council meeting would take place on **TUESDAY 10<sup>th</sup> MAY at Leonard Smith House, West Centre Way commencing at 6.45pm following the ANNUAL COUNCIL MEETING commencing at 6pm**

**(The Planning Committee Meeting will be held on TUESDAY 3<sup>rd</sup> MAY at 6pm)**

The meeting closed at 8.25pm

Signed..... Chair

Date.....