



Minutes of the Parish Council meeting held at Leonard Smith House, West Centre Way
On Thursday 8th September 2016

PRESENT:

Cllr. Jayne Greenaway, Cllr. Darren Blackburn, Cllr. Charles Dillon, Cllr. Rob Parker,

CLERK:

Sharon George

IN ATTENDANCE:

Helen Barker (Deputy Clerk)

Ruth Jones (Veolia re new recycling provision)

Cllr. Jacqui Seymour (Ward Member for Wrockwardine)

Cllr Mark Boylan (Ward Member for Ketley & Overdale)

2016/039 CHAIR'S WELCOME

The Chair welcomed everyone to the meeting.

2016/040 APOLOGIES

Cllr. Kevin Guy (Attending Council Meeting)

Cllr. Bill Gilmour (Holiday)

Cllr. Gary Duncombe (Work Commitments)

Cllr. Mike Phillips (Family Illness)

Cllr Joy Francis (Ward Member for Ketley & Overdale - Borough Commitments)

APOLOGIES received & ACCEPTED

2016/041 DECLARATIONS OF INTEREST

Councillor	Interest	Declaration	Minute no.
Cllr Darren Blackburn	Personal	History Group Chairperson	2016/047

2016/042 PUBLIC PARTICIPATION

None Present

2016/043 MINUTES

The minutes from the **Full Council meeting** held on **7th July 2016** were **APPROVED**. It was **RESOLVED** that the minutes be signed and **ADOPTED** as a true record. This was **PROPOSED** by Cllr. Blackburn and **SECONDED** by Cllr. Parker

2016/044 PRESENTATION RE NEW RECYCLING PROVISION - VEOLIA

A presentation of the new recycling provision to be opened at Horton Wood was given by Ruth Jones

- There will be 2 centres to serve the household waste for Telford ay Horton Wood and Halesfield
- The other two centres at Granville & Ketley will close on 3rd October 2016
- A projected saving of £140k will be made by these closures
- The non-recyclable waste taken to the sites will be transferred to Shrewsbury for incineration to create energy
- New HRC signage to the sites will be in place prior to opening

2016/045 WARD MEMBERS REPORT

WARD FUNDING UPDATE

- All Ward Councillors have contributed a sum of money from their respective Ward Funds for 2016/17 towards either the Community Garden or War memorial project

CARPENTER CENTRE UPDATE

- Meeting arranged with TWC to discuss the status of the facility on Friday 7th October at 12pm – outcome to be notified to Ward members not able to attend

OTHER BUSINESS

- Cllr Jacqui Seymour reported that discussions at a recent Primary Care meeting gave Lawley a high priority for improvements to the delivery of GP healthcare

2016/046 POLICE REPORT

A comprehensive report of crimes committed in the Parish for July/August 2016 was tabled and a copy is attached to the Minutes for information.

2016/047 COMMUNITY AFFAIRS

• **History Group**

Cllr Blackburn updated Members:

- Last organised walk on 4th September
- Bank accounts fully opened and grant cheque received with thanks
- Strong membership and more interest shown
- Number of projects being looked at by group

• **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 to be drawn up. No update is currently available.

• **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 will be updated at the next meeting.

• **Fun Run/Christmas/Macmillan Coffee Morning**

The Clerk informed Members that the annual fun run was held on Saturday 3rd September and that despite the inclement weather the response was brilliant with 200 runners and people cheering them on all made for another successful event. The benefitting charities will be Stay Project and Foodbank who will share the £1000 raised. A big thank you to all sponsors, co-organisers and all the runners for making it a great event.

The Clerk informed members that the quote for the Christmas lighting had been accepted as per Members agreements subject to approval from JLL for allowing the festoon lighting to be anchored into the fabric of the fascia above the retail units in Birchfield Way.

The Clerk reminded Members that there is a Macmillan Coffee morning to be held on Friday 30th September from 10 -12 and all are welcome to attend if available.

• **Community Bus Update**

The Deputy Clerk advised that:

- Trial period extended until end of December 2016.
- Average of 10- 12 passengers per Friday session

• **Community Garden/War Memorial**

The Clerk reported that a potential lease had been received from TWC for the land off Tom Morgan Close as discussed but we are awaiting a tree survey and general maintenance survey from TWC prior to any lease being taken on. The Clerk will report back at the next meeting.

The idea of a War memorial for the Parish has been looked into in more detail and it is not a simple process and a working group needs to be set up to ensure that all legislation and procedure is followed. It was suggested that perhaps Cllr Guy could lead this group as he has a military background. This will be discussed at the next meeting when Cllr Guy will be in attendance and a working group can be implemented to pursue this further.

• **Newdale NEAP**

The provision to come forward is for a play area to be on land off Gresham Drive as per the Lawley S.U.E. plans agreed back in 2004. Members are concerned that given the current ASB in the area and vandalism to the existing play area that this needs to be managed carefully and consideration given to the contents and layout of any proposal. There has been a petition against any provision from neighbouring properties. There is to be a meeting with TWC to discuss this and the Clerk will update at the next meeting

- **SIDS**

Quotes have been received and are all in the same price range. Before any final decisions are made regarding purchase we need to pursue the potential locations for siting the devices with TWC as we would need their permission to attach to street furniture. The Clerk will also check with Madeley TC how their scheme is progressing and report back to Members.

A demonstration of the device is to be given on 6th October at 3pm in the Parish office if any members wish to attend.

ACTION: Clerk to check with Madeley TC and TWC re locations and situation of devices

2016/048 PET UPDATE

- Work completed across every area of the Parish – details on the website weekly with photos
- Bigger projects recently include opening up LO25 (between The Rock and Churchward Drive), pruning and tidying the M54 Bridge & footways on Arleston Lane (Parish boundary, now on TWC schedule) and the steps at Avondale
- There has been significantly more pruning this summer due to the weather (Wrekin Trundle & rear of Grove Road 3 times in 8 weeks). The team have been supplied with a long handled pruner by TWS to do this work more effectively.
- Also been more weeds. Bob is qualified and has spray equipment available so this has been done as the PET work through jobs
- Wildflower beds have flowered
- The area around the clock tower on LVG has been weeded and re-barked
- A new tool box has been fitted to the truck allowing more tools to be carried securely, meaning less trips back to the depot (no cost to Parish)
- HCA maintenance issues raised with Amy Martin – will no longer prune Martingale Circle or cover issues at Newdale Pond (broken glass). Waiting for contact details of who will be covering

2016/049 DEFINITIVE MAP – WORKING GROUP

Cllr Blackburn produced scanned OS maps showing 6 paths we do not have on our mapping system and these, along with the path known as LO4 is to be forwarded to Andrew Careless for comment and action if appropriate. An update will be given at the next meeting if information has been received back.

2016/050 PARISH LIAISON – Highways Update

The Clerk reported that an inaugural meeting had taken place and the following points were discussed:

- Bryce Way – bus stops & traffic light sensors

The location of the bus stop on Bryce Way is still 18 months – 2 years away as the developers will only do this when the Tracscare facility on the corner is completed and the road can be finished off. We informed Highways that this development is not to be built due to design code issues, which they were not aware of, so will go back to the developers and see if works can commence earlier. They are looking to install a ‘pull in’ rather than a stop on the road so the costs will be circa £30k and it’s a question of who will pay that may cause delays. DP/PL to contact developers.

We mentioned that the no11 is using Bryce Way but not no19 – DP will contact Arriva to establish when this will start to be on the route.

The traffic sensors still cause issues for traffic exiting Bryce Way as the sensor loop is not complete. Motion cameras have been fitted to the lights but are not as effective as the sensors. There will be no loops put in until after the road works are finished (Gas Main) and the area resurfaced. DP will contact S Scanlon to look at the parameters of the motion cameras to make them more effective in the interim period.

- Bus stop locations – Phase 3, 4, 7, 8 & Birchfield Way

The Bus stop locations have been determined on phases 3, 4 & 8 and we have requested maps of these as we get enquiries from residents. The poles/flags are yet to be fitted so DP/PL will liaise with developers/Arriva to establish when these works will be done. Phase 7 bus stops are still being looked at and SG/HB have requested that we be ‘kept in the loop’ on these as they will need to ‘marry into’ phase 11 and take into account the PROW that will run across this phase. We also requested that on Phase 7 & 8 that the sales teams at the various sales offices have maps that clearly show the bus stops as buyers are complaining that they would not have purchased a property with a bus stop planned outside of it. This has happened in Birchfield Way/Lawley Square with one retailer still arguing about the bus stop to be located outside of the premises.

- TRO’s – Dawley Road & Milners Lane

We received an update from PL on the TRO’s for the above locations. TWC apologised that there had been errors made in the advertising of these which had invalidated the outcome of the consultation as it contained incorrect information. To negate a further lengthy consultation process they are to give a 7 day notice for Experimental TRO at both locations which revert to the original requests from residents and the Parish. The order will stay in place for 6 months and dependent

upon any comments received could be made a permanent TRO after that period.

We also asked about the issues on West Centre Way in relation to clearway signage, speed repeater signs, no right turn into Birchfield Way, a box junction and remedial road markings on the Gresham Drive/Farriers Green junctions. The clearway and speed repeater signs should be in place in the next 6-8 weeks. The no right turn and box junction will need to be looked into further as a separate TRO when the resurfacing works are completed. The dangerous junction for traffic exiting Gresham Drive/Farriers Green onto West Centre Way needs additional directional markings and PL will look into this.

- Pedestrian Barrier on Old Office Road

We were consulted about the removal of this pedestrian barrier as it was broken in some places- it would not be replaced. We requested that Dawley TC and Ladygrove School and residents of Gregson walk were consulted prior to any decision being made. TWC duly undertook this consultation and the outcome was that it should stay. They will retain the barrier but any repairs to it will be placed on a schedule and it is not a high priority.

- West Centre Way – Pedestrian Barrier on crossing/ signage (Lawley square/vets/supermarket)

We once again raised the request for a pedestrian barrier on the refuge between crossings on West Centre Way linking the Extra Care Facility with Lawley Square. We relayed a number of incidents that have occurred involving youngsters and less mobile people, visually impaired persons where accidents could have happened due to no pedestrian barrier. The speed of local traffic and parking on the clearway adds to this problem. It was rejected when first requested due to not fitting in with the local design codes and wanting to keep 'an open aspect' to the area but we feel that safety is been compromised so have put forward a second request. DP will speak to planning on this matter.

The signage to denote Lawley Square parking and the removal of the supermarket & vets signage will be completed in 6-8 weeks.

- Customer liaison re highways@Telford.gov.uk

This was raised due to the issues that we are having generally with the system of reporting to TWC not working well from our aspect. DP & PL requested that we continue to log any issues via highways@Telford.gov.uk in the normal way but we can cc a particular officer into the email so that we know our enquiry is going to the correct person.

2016/051 COMMUNITY GOVERNANCE

Cllr Guy had requested this item be brought back to Full Council to investigate if a review could be carried out.

A brief discussion followed but as Cllr Guy was not present at the meeting that this item would be deferred until the next meeting

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

2016/052 STAFFING APPRAISALS/REVIEW

The Clerks had been informed that Councillors felt that the targets/objectives were not SMART and that they needed to be reviewed. Cllr Duncombe was to re-evaluate the appraisal process and set SMART targets based on the appraisals undertaken. This was to be presented at the September meeting but in his absence a summary of his proposals was shared with Members. After discussion it was felt that the current targets needed to be 'tightened' moving to April 2017 and that there would be interim 6 monthly reviews to see how targets were progressing. Reviews should be taken by two councillors rather than one and a Personnel Committee should be formed to support this process and the work targets of the Clerks. Members present formed a committee with one remaining vacancy to be filled at the next meeting. The proposals were **proposed** by Cllr Blackburn and **seconded** by Cllr Dillon

2016/053 FINANCE

1. Year End figures/balances were discussed
2. HMRC update given re the inordinate amount of time that has had to be spent by the Clerk gathering evidence of payments over the past 6 years for HMRC who have now admitted the error was theirs.
3. New bank mandates deferred to next meeting for signature
4. Annual insurance renewal agreed
5. All invoices tabled were authorised for payment
6. Bank Reconciliation agreed

2016/054 AGENDA ITEMS FOR NEXT MEETING

- COMMUNITY GARDEN
- WAR MEMORIAL
- COMMUNITY BUS UPDATE
- STAFFING / PERSONNEL COMMITTEE
- BANK MANDATES
- COMMUNITY GOVERNANCE
- PLUS STANDING AGENDA ITEMS

2016/055 CORRESPONDENCE

- None received

2016/056 DATE OF NEXT MEETING

It was **NOTED** that the next parish council meeting would take place on **THURSDAY 3rd NOVEMBER 2016 at Leonard Smith House, West Centre Way commencing at 6pm**

The meeting closed at 9.45pm

Signed..... Chair

Date.....

Date: 05/09/16 (Report for the months of July and August)	
Officer: PCSO 40033 BAILEY	
CRIME	
AREA	SUMMARY
Whitebeam Close	Shed in back garden broken into and bicycle taken (02.07.16)
Overdale	Shed in back garden broken into. Lawn mowers and hedge cutter taken (04.07.16). Empty property.
Newdale	Criminal damage caused to the climbing frame at Newdale school (04.07.16)
Barclay Fold	Vehicle broken into and various items taken (18.07.16) Possible unlocked vehicle entered and items taken (24.07.16) Garage entered and alcohol taken (12.08.16)
Light Lane	Garage entered and various items taken (18.07.16)
Rockall Way	Car window broken, nothing taken (19.07.16)
Old Park	Vehicle broken into and golf clubs taken (20.07.16). Theft of a workers cabin (22.07.16)
Clares Lane Close	Damage caused to a garden gate at the side of a property (20.07.16)
Tuold Mews	Garage entered and items taken. Items were found behind a vehicle in the same road and recovered (22.07.16)
Birchfield Way	Garages entered. Bikes and camping equipment taken (12.08.16) Attempt break in at a building compound, nothing taken (18.08.16)
Cottam Way	Garage entered but nothing taken (12.08.16)
Nelsons Walk	Vehicle entered and bag taken (15.08.16)
Gresham Drive	Garage entered and bike taken (16.08.16)
Cedar Close	Vehicle window damaged overnight, nothing taken (17.08.16)
Acer Close	2 burglaries, various items taken (22.8.16)
St Johns Walk	Bike taken from the rear garden of a property (25.08.16)
Wains Close	Shed broken into. Hedge trimmer and ladders taken (26.08.16)
Long Row Drive	Vehicle entered and sat nav taken (27.08.16)
The Rock	Tools taken from an unsecure van whilst work was being done (29.08.16)
Town Centre	<u>Foot patrols increased around Birchfield way and the surrounding streets due to the number of crimes being committed. Response officers also asked to pay extra attention to the area throughout the night when possible.</u> Thefts x 76, Criminal damage x 6
ASB	

<u>AREA</u>	<u>SUMMARY</u>
Birchfield Way	Report of youths being loud in the area (06.07.16) Report of youths possibly drug taking (10.07.16)
Charlcote Park	Reports of anti-social behaviour from one of the flats in the area. Part of an ongoing neighbour dispute (07.07.16) (23.07.16) (08.08.16) (21.08.16)
Overdale and Newdale	Off Road bike reported riding on foot paths in the area (03.07.16) (03.08.16) (05.08.16) (12.08.16) (13.08.16) (14.08.16)
Bell pit play area	Loud music and shouting reported (18.07.16) (24.08.16) Off road bike reported (29.08.16)
Cedar Close	Abusive male in the street making threats (19.07.16)
Grazing cow	Vehicle nuisance reported (23.07.16)
Birchfield Way	Report of youths in the area throwing and smashing bottles (23.07.16)
Princes end	Reports of youths being loud and swearing on the park to the rear of Princes End (02.08.16) (05.08.16) (16.08.16) (17.08.16)
Station Road	Reports of youths entering and using an empty property (09.08.16) (31.08.16)
Hill Road	Group of youths being loud and causing a nuisance (18.08.16)
Lower Wood	Eggs thrown at a vehicle overnight (20.08.16)
Town Centre	31 incidents of ASB reported <u>Extra attention being paid to the Overdale area regarding the use of off road bikes. Regular visits being paid to the Bellpit play area and the park to the rear of Princes End. As of yet no one has been encountered at this time.</u> <u>ASB warning letters issued to youths encountered on Birchfield Way.</u>
UPDATE	
SNT dates for Autumn/Winter are: Friday 07 th October - 10:30-11:30am, Thursday 03 rd November - 4pm-5pm, Friday 2 nd December - 10:30-11:30am. Mobile Police Station at the Carpenter Centre in Overdale Friday 23 September - 10:00-11:00am	