



**Minutes of the Parish Full Council meeting held at Leonard Smith House, West Centre Way
On Thursday 8th March 2018**

PRESENT:

Cllr. Jayne Greenaway, Cllr Rob Parker, Cllr Mike Phillips, Cllr. Darren Blackburn, Cllr Kevin Guy, Cllr Bill Gilmour, Cllr Sheila Slaney, Cllr Martyn Jobe

CLERK:

Sharon George

2017/163 CHAIR'S WELCOME

The Chair welcomed everyone to the meeting and extended an official welcome to Cllr Martyn Jobe at his first meeting as a Parish Councillor.

2017/164 IN ATTENDANCE

Helen Barker (Deputy Clerk)

Cllr Jacqui Seymour (Ward member for Wrockwardine)

2017/165 APOLOGIES

Cllr Mark Boylan (Ward Member for Ketley & Overdale) - Personal Commitments

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

Cllr John Ashford (Ward Member for Ketley & Overdale) -Work Commitments

Apologies were AGREED and ACCEPTED

It was noted that apologies should be given in advance to the Clerk where possible and that any apologies are formally agreed by a vote taken at the meeting

2017/166 DECLARATIONS OF INTEREST

Councillor	Interest	Declaration	Minute no.
Cllr Darren Blackburn	Personal	Community Affairs – Chair of Local History Group	2017/172a

2017/167 PUBLIC PARTICIPATION

None present – The Clerk reported that a resident, Mr David Webb, had contacted the office this afternoon to report damage to a perimeter fence on Rock Road/Marlborough Way. A report and photograph have been forwarded to TWC for their attention

2017/168 MINUTES

The minutes from the **Full Council meeting** held on **8th FEBRUARY 2018** 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

2017/169 COUNCILLORS REPORTS

- Councillor Phillips – none. The Clerk did mention that in his role as snow warden that thanks had been passed on from residents for his snow clearing/gritting in the local area. Members thanked him for his efforts.
- Councillor Blackburn – none
- Councillor Parker – had been contacted by residents displeased with the lack of consultation on the recent Pepper Mill works and had enquired what the costs had been. The Clerk Informed Members that an FOI had been submitted requesting the overall costs and she would advise when a response had been received.
- Councillor Guy – none
- Councillor Gilmore – none
- Councillor Jobe – asked about the quality of the road surface on West Centre Way as it was ‘patched’ and several potholes had appeared. The Clerk explained that possible resurfacing works are under discussion between the LVDG and TWC as there is some confusion over full adoption of the road.
- Councillor Slaney - none
- Councillor Greenaway – stated that she had been requested to attend a meeting at Lawley Primary School at the request of the School Parliament on Friday 9th March. She will report any outcomes at the next meeting.

2017/170 WARD MEMBERS REPORT

Cllr Jacqui Seymour (Ward member for Wrockwardine) reported that:

- Cllr Seymour reported that as Ward Member for this area, that she had not been consulted on any works and was only informed as were the Parish. The alterations made to Pepper Mill are still an issue and it has been promoted that the new 20mph speed zones will be enforced by the police. This is not the case and a letter from West Mercia & Warwickshire Police states that any enforcement of the speed limit will fall to the LA and if the Police receive any complaints they will not pursue them, just pass them on to Highways Department at TWC. The letter received will be placed on the Parish website and FB page as clarification on the enforcement process.

ACTION: Clerk to place a copy of the Police letter on website & FB pages for clarification to residents

Cllr Jayne Greenaway (Ward Member for Horsehay & Lightmoor) reported that:

- Cllr Greenaway reported that several concerned residents had contacted her in relation to the Phase 11 groundworks that are currently in planning. Objections have been received from the Coal Authority, TWC Drainage officers and Ecology officers. There is simply not enough information/detail in the current reserved matters application. She will continue to liaise with the planning officers who have requested further information from the LVDG. An additional point to note is that the recently received planning application for an extension to Ladygrove School will also impact on the drainage issues on phase 11 and needs to be considered as a matter of importance.
- She also reported that she had attended a recent BVT New Residents meeting where she advised them about the resident's forum that has been set up as a point of contact for any developer related issues they may have. She also advised that the Parish Council have access to this and that they can always contact the office with any concerns they have or for general information.

2017/171 CRIME REPORT

FEBRUARY/MARCH 2018

BUSINESS

POLICE REF: 0727S 110218

THEFT TELFORD RAILWAY STATION

Between 14:00 7 23:00hrs 11/02/2018

A locked Ridgeback road bike, grey and silver in colour, was stolen from outside the station where it had been parked and secured.

Members did comment that the information received on the Community Messaging Service should be sent directly to them and that a report of any incidents that occur between meeting dates should then be noted for the minutes.

ACTION: Clerks to send CMS information to Members as it is received.

2017/172 COMMUNITY AFFAIRS

a) History Group

Councillor Blackburn updated Members: -

- The next History Group meeting/AGM will be held at the Rock Methodist Chapel on 23rd March 2018 at 6.30pm
- A working group is to be set up to further the Trail Booklet suggestions and the Parish will fully support this and would be represented by Cllr Blackburn who could then feedback to Council at our meetings
- Working with the WLSF, there are to be 14 'History on Foot' walks organised over the summer.
- The group now has 54 online members and meetings are also well attended

b) Community usage at Lawley Village Academy

The Clerk advised that a long-awaited response has been received today from TWC. It states that they are supportive of our quest to enable more Community Usage. There will be further discussions with TWC planning/legal department to try and facilitate this

c) War Memorial Project Working Group

- The Clerk reported that there has unfortunately been little movement of the project since the last meeting. The Fabricators have requested that the working group go to their factory to see samples of materials. They have also submitted costs for taking the design to the level required for the fabrication to be achieved – the costs for further drawings are in addition of £10k. The issues we are having with the fabricators 'lack of urgency' were discussed with the LVDG who are kindly contributing to the project and assurance given that if we wish to appoint a different

company, that they will still honour their contribution. The Clerk has contacted a different fabricator and is awaiting a date for a meeting to discuss their requirements/costs.

d) Land Transfer Update

- The Clerk reported that there were still difficulties liaising with HCA/Barratts regarding the acquisition of the land as there are 14 different title deeds that are on that area and HCA are refuting any are theirs although it is clear that they are partial landowners. It has been requested that we ask the architect to place all the title deeds on a plan and mark the co-ordinates of the Memorial placement for clarity.

ACTION: Clerk to contact architect to amend the drawings with the information required and then submit to HCA/Barratts

e) Activities Committee update

- The stage equipment supplier has now been agreed
- The TENS licence has been obtained
- One more band is to be sought – JP is working on this with an offer of assistance from Cllr Gilmour
- All other plans are coming together
- The next meeting will be at 5pm on Thursday 12th April

f) SIDS

The Deputy Clerk reported that we have received information that the units cannot be mounted on a lamppost as the fixings may damage the structure, so the Dawley Road location needs to be looked at again with Highways.

WE have an offer of assistance from Madeley Town Council to help to locate the SIDS while we obtain costings for further movements.

Councillors discussed the above point and requested that we get at least one of the SIDS up and running as soon as possible, and collect the data as planned and, in the meantime, investigate the other locations are suitable and look at the logistics of moving them around and deliver some options/costings for the next meeting.

ACTION: Costings and options regarding the logistics of relocating the SIDS to be investigated and brought to Council.

g) Definitive PROW Mapping

Cllr Greenaway/Cllr Blackburn had attended a meeting earlier today on the PROW status of the definitive mapping. This is still works in progress at TWC and it is hopeful that by the end of 2018, that the digital map will be available for Parishes. Cllr Blackburn was commended on a 23-page document he had put together showing all the PROW's in the Parish plus the 6 that we would like to be considered for inclusion as rights of way on the digital map. This information was left with the PROW officer at TWC for his attention.

h) Concerns of Lawley Residents

The Clerk reported that there have been none brought to our attention by residents and that the forum on social media seems to be working as a medium of reporting directly to LVDG.

2017/173 ENVIRONMENTAL UPDATE

The Deputy Clerk reported that the Lawley Childminders Hub have expressed an interest in using 2 raised beds in the Community Garden again this Summer. They are also undertaking training to enable them to run a Parent & Toddler Group Forest School. They will require some support from the PET as there are no facilities for watering in the Community Garden.

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

2017/174 GROUNDS & CLEANSING CONTRACT APRIL 2019

The Deputy Clerk gave an update on the recent briefing to Parish Councils by Dave Hanley, who provided details of the proposed new contract and the transition timetable. He had confirmed that the PETs will end on 31st March 2019. TWC have asked Parishes to complete a Questionnaire so that they have a better idea of Parish requirements going forward. Councillors asked HB to complete this and they will discuss at the next Council Meeting.

2017/175 STAFF/COUNCILLOR TRAINING

The Clerk shared a few training opportunities for Councillors and Staff provided by SLCC.
Cllr Jobe & Cllr Slaney will be attending a Fundamentals for Councillors course in May.
The Deputy Clerk & Asst. to Clerk will be attending Planning from a Parish perspective course in June

2017/176 FINANCE

- a) Invoices were authorised for payment at the bank
- b) The Bank Reconciliations were presented at the meeting and duly agreed
- c) Quotations received for works following the Emergency lighting service and Fire alarm service were agreed by the Clerk as it is works required for compliance purposes. The overall costs were under the £500 limit as set in the Financial Regulations for the Clerk to authorise the works
- d) Bank transfers were discussed, and it was agreed that £25k should be moved to Lloyds Account and £100k moved to HSBC Account to ensure that the monetary risk of loss was spread out. This was **PROPOSED** by Cllr Parker and **SECONDED** by Cllr Blackburn. A **VOTE** was taken and **ALL IN FAVOUR**

ACTION: Clerk to submit transfers to Members for authorisation

2017/177 AGENDA ITEMS FOR NEXT MEETING

- COMMUNITY USE AGREEMENT - UPDATE
- WAR MEMORIAL PROJECT GROUP – UPDATE
- LAND TRANSFER - UPDATE
- ENVIRONMENTAL UPDATE – INC. OLD PARK/COMMUNITY GARDEN/STRIP OF HCA LAND ON VG
- ACTIVITIES COMMITTEE – TO BE NOTED
- SIDS - UPDATE
- PROW - UPDATE
- STAFFING (IF REQUIRED)
- CRIME REPORT – TO BE NOTED
- HISTORY GROUP/TRAIL
- GROUNDS & CLEANSING CONTRACT/PET TEAMS

2017/178 CORRESPONDENCE

The Clerk shared the following:

- The Clerk referred Members to a notice regarding Community facilities and what residents would like to see available if a facility could be found. This was agreed to be put on website and FB for consultation
- The Clerk shared a poster that we have advertised on website /FB to encourage residents to take part in the BIG GREEN VOTE as we have 6 areas in the parish that can be voted for to protect them from any future development.
- The Clerk is to complete an expression of interest for up to £20k of funding for the war memorial as no specific legacy grants are available and we have been asked to apply via this funding stream for our bid to be considered.

2017/179 DATE OF NEXT MEETING

It was **NOTED** that the Full Council parish meeting would take place on **THURSDAY 12th APRIL 2018 at Leonard Smith House, West Centre Way commencing at 6pm**

The meeting closed at 8.35pm

Signed..... Chair

Date.....