



**Minutes of the Full Council meeting held at Leonard Smith House, West Centre Way
On Thursday 10th January 2019**

PRESENT:

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

CLERK:

Sharon George

IN ATTENDANCE

None

2018/120 CHAIR'S WELCOME

The Chair welcomed everyone to the meeting.

2018/121 APOLOGIES

Cllr Joy Francis (Ward Member for Ketley & Overdale) - Illness
Cllr Jacqui Seymour (Ward Councillor Wrockwardine) – Other commitments
Cllr Raj Mehta (Ward Councillor Horsehay & Lightmoor) – Mayoral Duties

APOLOGIES RECEIVED 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

2018/122 DECLARATIONS OF INTEREST

Councillor	Interest	Declaration	Minute no.
		NONE	

2018/123 PUBLIC PARTICIPATION

None present

2018/124 MINUTES

The minutes from the **Full Council meeting** held on **13th December 2018** were **APPROVED**. It was **RESOLVED** that the minutes be signed and **ADOPTED** as a true record. This was **PROPOSED** by Cllr. Jobe and **SECONDED** by Cllr. Blackburn.

NB: An update from 2018/110 of the minutes was given by the Clerk in relation the request for a Nomad camera to be placed on the Village Green to capture the ASB taking place in/around the MUGA. This was requested and was deemed to be appropriate deployment, however, there is no power supply in the near vicinity to enable this. Alternative solutions are being sought.

2018/125 COUNCILLORS REPORTS

Councillor Parker

The issue of the overflowing bins in Lawley Square was raised again. The Clerk informed Members that the direct contact details for managers at JLL had been placed on our website and social media encouraging residents to complain directly to them. Early indications are that the volume of emails they must have received has prompted the bins to be emptied with a promise of this to continue – time will tell if this is the case.

Traffic concerns in/around the development was discussed and it was decided that the Clerk should invite Highways Department to the next meeting (5.30pm start) to hear concerns and provide answers.

ACTION: Clerk to contact Highways re invite to meeting on 7th February at 5.30pm.

Councillor Gilmour

Disappointed with the FOI response given by TWC in relation to the Potholes work on Damson Drive.

- Has the invoice for the works been paid? - Yes
- How much did the works cost? - £5326.68
- Who is auditing/monitoring the work? - Telford & Wrekin Services & Telford & Wrekin Council

Councillors discussed the works and monies paid. The Clerk would send a further FOI request as follows:

Councillors are unhappy with the works done and the monies that have been paid for a very poor job.

Further questions that they require answers to are as follows:

- Who commissioned the company/persons to do the work and what selection criteria were used?
- What specification are T&W applying to pothole rectification?
- Will the said company/persons be brought back to put things right?
- Will they come back and fix it for nothing if it doesn't last a specified period? What is that period?
- The single most important action is holding contractors accountable for the quality of their work and this should be an integral part of the contract – Who is responsible for accountability and inspecting the works prior to payment being made? What training do they receive?
- When will you seek to reclaim the money?
- When will the road be resurfaced properly?

ACTION: Send additional FOI request and share response at the next meeting.

Councillor Phillips

Nothing to Report

Councillor Jobe

Reported that the pothole adjacent to the traffic lights on WCW before the Gresham Drive junction is proving problematic. The Clerk stated that this has been reported to TWC but a 'proper job' will not be done as we have been told that the road is planned to be resurfaced in the near future

Councillor Blackburn

Nothing to Report

Councillor Greenaway

Reported that:

- She attended a meeting with TWC officers regarding the Ketley Brook Caravan site, along with the Clerk and Cllr Seymour following complaints received from its residents. Full details in Cllr Seymour's report to Council.
- Residents had contacted her regarding the unfinished roads and footpaths on the Persimmon phase on Woodland View (Phase 6) along with the unclear road signage. She has taken several photographs that will be shared with developers at the Steering Group on 16th January and report back to residents.
- As a Street Champion she spent 3 hours litter picking in/around the copse area at the edge of Phase 6 and collected 2 large blue bags of rubbish. She encouraged Members to 'sign up' to the scheme as a couple of hours can make a huge difference to the local area.

Councillor Slaney

Nothing to Report

2018/126 WARD MEMBERS REPORT

Cllr Jacqui Seymour (Ward member at Wrockwardine) requested that the Clerk give an update to members as she had other borough commitments to attend.

TWC officers Paul Fenn, Andy Baker and Chris Goulson had been asked by the Assistant Director, Angie Astley, to discuss the complaints that Cllr Seymour had contacted her about following our visit to the Travellers site:

The residents' complaints fell broadly into a number of areas as follows:

Wash Blocks:

- Lack of heating in all blocks
- Poor and inadequate repairs to kitchen areas when previous site occupants have left and new occupants taken-over
- Poor quality decorating – does not prevent damp
- Blocked drains
- No fan extractors in kitchen or bathroom areas

The TWC officers said that they agreed that the wash blocks maybe did not fully meet the needs of the residents, but they see any improvements as a long-term project to be looked at as there was currently no funding available. They

stated that one of the was blocks had recently been refurbished following a change of tenant but that this could not be rolled out across the site at the current time. They would report back with any funding opportunities/remedial works at a meeting to be arranged for mid-February.

Grounds Maintenance:

- Trees and hedges not cut back - **agreed to be cut back**
- Kerbs extremely overgrown – **agreed to be cut back**
- Potholes
- No road sweeping round main entrance to site - **agreed to be carried out**
- Grit bins not filled - **agreed to be filled and monitored**
- Fire gate to the wooded area – access allowed to be blocked - **agreed to be cleared**
- Requirement for some extra vehicle parking space

The TWC officers reported that some remedial works had taken place since our initial contract and admitted that the grounds maintenance had not been carried out as it should have been but did agree to certain works to be carried out as above. Cllr Seymour asked officers to confirm that the grounds maintenance responsibility had been carried forward into the new Grounds & Cleansing contract for April as works had not been carried out as they should have been.

Play Area:

- Used to be maintained by Sure Start. Now greatly overgrown and neglected including a cabin/van on the site which is full of rubbish. They had been told the Council did not own the site but initial enquiries with Estates have established that, although not a Public play area, it is a Council site and it has now been authorised to do a bit of a clean-up. This needs to be formalised on a regular basis.

Officers agreed that works on the play area were to be carried out – this was to include the boundary fence areas and entrance to be cleared of overgrowth and for the play surface to be weeded and scraped to remove slippery moss surface. They assured us that a ROSPA inspection has been undertaken and that the equipment is safe and in reasonable condition. Cllr Seymour asked officers to confirm that the play area would be regularly maintained in the future.

The caravan on site seemed to be news to them and they need to check the ownership of it before deciding its future – this will also be discussed at the next meeting

- They have been raising all the above issues for a very long time with TWC officers but without success or satisfaction. They are aware that not only is the Donnington site set up and maintained to a much higher standard but that a further transit Travellers Site is now also being developed. Money is clearly being spent – but not on them. Many of the residents are quite elderly and some are suffering from chronic conditions such as arthritis. This all adds to their feelings of neglect.

Cllr Seymour, along with Parish Chairman, Cllr Jayne Greenaway, made it clear that something needs to be done to address the wash blocks, drainage and general maintenance of the site as the residents deserve better.

2018/127 COMMUNITY AFFAIRS

a) Community usage at Lawley Village Academy

No further updates received from TWC although Clerk has requested any details from the proposed meeting with LVPA.

b) War Memorial Project Working Group

The Clerk investigated other fabricators/CAD companies to try and secure a contractor to fulfil the project. There is an initial meeting with a fabricator based in Warwickshire who has had all the details and answered several questions in relation to drawings/materials. An update will be given at the next meeting as to any progress with this.

c) Land Transfer Update

The Clerk reported that we are waiting to hear back from Developers/HE on the land transfer no further news at the time of the meeting.

2018/128 PLANNING UPDATE

- Phase 5 & 9

This has been called in for Planning Committee to review if permission will be granted – It was heard at Planning Committee on 5th December and it was deferred to enable more information and investigations to be undertaken and represented at Committee in the New Year. A meeting with TWC planners is pencilled in the diary if the required information has been made available by the Developers

- Phase 10

More information is to be given by developers before any decision is made to call it in. We have been contacted by residents raising concerns from the initial plans on the portal in relation to access onto Hunters Rise and the placement of the bus stop.

- Phase 11

This has been called in for Planning Committee to review if permission will be granted – a date for Committee is to be determined

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

2018/129 ENVIRONMENTAL UPDATE/GROUNDS & CLEANSING UPDATE

A discussion took place on the preferred options and comments were noted. The Clerk gave an update following a discussion with the new contractors and a quotation received to fulfil our requirements – this is an alternative option that was deemed to be not available at the outset. The price was discussed and felt to be too high but if the figure could be reduced to something more manageable, then this would be the preferred option. The Clerks will endeavour to negotiate a better price in line with our budget proposals. Members will be kept informed of any further developments.

2018/130 FINANCE

- Invoices were authorised for payment at the bank
- The Bank Reconciliations were reviewed and signed
- Budget Ratification 2019/2020 – the budget proposal had been scrutinised at Finance Committee and presented to all members for ratification. Further amendments were made in regard of Councillors Allowances and acceptance of a 3-year GDPR Data officer contract. **RATIFICATION** for a precept of £215,410.00 for 2019/2020 was **PROPOSED** by Cllr Parker and **SECONDED** by Cllr Jobe and **ALL IN FAVOUR**.
- Expenses breakdown – this was an item discussed at Finance Committee where an office expenses analysis was requested by Members. The Clerk presented a breakdown of expenditure and a comparison of prices for standard items from 4 other suppliers to ensure that we were getting best value. Members were happy with the figures presented.
- Pension Re-enrolment – Under the NEST scheme, employers must check that all employees are still eligible to be a part of the scheme now that three years have elapsed. These staff members must then be re-enrolled. Councillors requested Cllr Parker to oversee this and act as administrator for the re-enrolment.

2018/131 ELECTIONS 2019

The Clerk reminded Members that there are to be local elections on May 2nd 2019 and that they need to consider if they are planning to stand for election. A discussion took place and those members interested in standing will be looking to prepare their canvassing materials by mid-March latest.

The Clerk said that TWC would be advising of the relevant Wards and any further instructions would be passed on upon receipt.

It was also discussed that the personal details of the existing Councillors were still on the TWC website and they requested the Clerk to have their personal information redacted.

ACTION: Clerk to request Councillors personal information from Declarations of Interest are redacted.

2018/132 CONFIDENTIAL ITEMS

Items were noted

2018//133 AGENDA ITEMS FOR NEXT MEETING

- COMMUNITY USE AGREEMENT - UPDATE
- WAR MEMORIAL PROJECT GROUP – UPDATE
- LAND TRANSFER - UPDATE
- ENVIRONMENTAL UPDATE – INC. TWC GROUNDS AND CLEANSING CONTRACT
- PLANNING UPDATE
- PENSION RE-ENROLMENT
- ELECTION LEAFLETS

2018/134 CORRESPONDENCE

The Clerk shared the following:

- Judy, Assistant to Clerk has successfully completed her ILCA. Members sent congratulations to her for successfully completing this award.
- HSBC advised that our free business banking would end on 25th February and that charges would then be applicable on any banking undertaken.

2018/135 DATE OF NEXT MEETING

It was **NOTED** that the **FULL COUNCIL** parish meeting would take place on **THURSDAY 7th FEBRUARY 2019 at Leonard Smith House, West Centre Way commencing at 5.30pm**

The meeting closed at 9.50pm

Signed..... Chair

Date.....