



**Minutes of the Full Council meeting held at Leonard Smith House, West Centre Way
On Thursday 20th June 2019**

PRESENT:

Cllr. Jayne Greenaway, Cllr Shaun Davies, Cllr Raj Mehta, Cllr Rob Parker, Cllr Mike Tyler, Cllr Lee Vidor

CLERK:

Helen Barker, Deputy Clerk

IN ATTENDANCE

Sharon George, Clerk

Judy Parker, Assistant Clerk

Cllr Jacqui Seymour, Ward Member Wrockwardine Ward

Cllr Eileen Callear, Ward member Ketley & Overdale Ward

Mrs Tamara Wood, Member of the Public

2019/023 CHAIR'S WELCOME

The Chair welcomed everyone to the meeting.

2019/024 APOLOGIES

Cllr Amrik Jhavar – Borough Training Commitment

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

2019/025 DECLARATIONS OF INTEREST

Councillor	Interest	Declaration	Minute no.
		NONE RECEIVED	

2019/026 PUBLIC PARTICIPATION

Mrs Tamara Wood asked if there was any update on the Morrisons planning application. She was advised that the ANPR camera refusal was under appeal with the NPI and that the signage application, to which we object, will be heard at Planning Committee on Wednesday 3rd July to which the public are invited to attend.

2019/027 MINUTES

The minutes from the **AGM/Full Council meeting** held on **14th May 2019** were **APPROVED**. It was **RESOLVED** that the minutes be signed and **ADOPTED** as a true record. This was **PROPOSED** by Cllr. Vidor and **SECONDED** by Cllr. Parker.

2019/028 COUNCILLORS REPORTS

Cllr Davies reported that:

He had been contacted about Dawley Bank Cemetery as to who was responsible for the ground's maintenance? The Clerk explained that it was a closed churchyard and that they used to apply to the Parish for funding towards works required – there was also a volunteer clean-up carried out in 2017. The Clerk will contact Rev. Oliver to discuss the situation and report back to Council.

ACTION: Clerk to contact Dawley Baptist Church re grounds maintenance.

Cllr Mehta reported that:

He had been asked about CCTV on the traffic light junctions at the main crossroads in Lawley. The Clerk advised that there were monitoring cameras only at this crossroads, but nothing was captured on CCTV.

Cllr Parker – Nothing to report

Cllr Mike Tyler reported that:

- He had attended the LVMC meeting and had found it interesting
- The traffic light signals on the pedestrian crossing opposite Peregrine Drive and those on Gresham drive are not working. The Clerk advised that these had been reported and that a 'job' had been created for engineers to look at the issue.
- The phase 6 remedial works are making steady progress and it has been helped by having a schedule as a guideline for what works/where.
- Residents are driving across the grassed area to access from Wall Close now that it has been blocked off. This was always planned to be the case. The Clerk has raised the issue with BVT/LVDG to see if there are any plans to put bollards or similar to stop this.
- Residents had asked if the path could be extended across the Playing Field and Lawley Village Green to create a new Safer Route to School for parents on Woodland View.

Action: Deputy Clerk to discuss with TWC Highways / Grounds Officers

Cllr Lee Vidor reported that:

As Parish Councillor for central ward over the past month I have been personally contacted by residents on a number of issues. Whilst there can be cross over with Parish and Borough responsibilities and resident's understanding of which Councillor to contact, I will always attempt to resolve reports that come directly to me. Moving forward I also want to work more closely with the borough councillors to resolve issues together in the interest of all our residents.

I wanted to share a couple of the bigger reports with members here today that I was involved in.

- A resident on Davenham Walk had concerns regarding the height of the land being built up for Lawley phase 9. Some areas of the site have undergone multiple planning revisions and a particular section had no clear diagrams, height indicators or street scenes so he was concerned about the loss of light and privacy for his property.

After a site visit and reviewing the latest plans with the Telford & Wrekin planning officer I was able to reassure the resident of the estimated heights and details about a possible retaining wall tapering off towards his property.

The clerk of the Parish is in cc to the latest correspondence with the resident and he now seems satisfied he has now got the relevant information that wasn't there for him previously.
No further actions required at this time.

- A resident from Garfield Road in Overdale made contact about several problems near his property. He was concerned potholes, the poor state of the road, some dilapidated boundary fencing and speeding issues. I've made initial reports to Telford and Wrekin Council and have some follow up actions to complete with a different organisation.

Regarding the speeding concerns, I was able to reassure the resident that, as a Parish, we have an active SID in place on Garfield Road and we will continue to monitor the data that is being collected.
Again, the clerk of the Parish is in cc to the correspondence with the resident and actions are ongoing.

- As a resident on Lawley Farm I was happy to attend a recent residents meeting with Trinity Estates, (the management company for Lawley Farm). Whilst most issues discussed were around the responsibilities of Trinity and Telford and Wrekin Council, as a Councillor I was able to take away some outstanding points that needed following up on. One was the TROs (yellow lining) that has been promised to residents previously at the top and bottom of Village Drive. I'm glad to see in the upcoming highways update that these are being reviewed for consultation in the coming months.

Trinity will be providing an updated plan of their areas of responsibility, as it's changed over time. I know we have a lot of plans and layouts we can refer to in order to help residents as a Parish so I will share this with clerk as soon as it is received.

- As I regularly attend local community groups and events, I've picked up from several residents that they feel uninformed about some happenings across the Parish. These are residents who are not on social media, Facebook, Twitter or generally online.

I believe we must ensure we still use some traditional forms of contact for our Parish and Community goings on. I'm happy we have been able to do this most recently through the newsletter that we have all been involved in delivering across the Parish. I wanted to personally thank all involved as I know it's a lot of work!

- I have observed that we have a number of notice boards across the Parish; Old Park, The Community Garden for example... I plan to follow up with the clerk to confirm what existing notice boards we have and possibly start the process of introducing some additional boards in key areas, such as Lawley Village Green.
- I'm concerned about the recent announcement that has been made regarding the replacement trees on Lawley drive.

From my understanding on a social media post made by the leader of Telford and Wrekin Council, this is coming from a community fund.

Whilst I don't expect a response now, it would be good to know if this the same 500K fund promised during the election campaign? And details about the specific task force that was being set up to manage this.

Should the Parish expect an update from Telford and Wrekin Council on how this will be managed and who will make the decisions on how it's spent?

For the trees example, funding was already allocated so wouldn't it be wise to use some of the knowledge from the Parish to ensure spending isn't duplicated?

- Finally, I was happy to attend my first Lawley Life meeting today. Whilst it's still very new and I have nothing specifically to report, I feel it could bring some positives to Lawley in the future.

Cllr Jayne Greenaway reported that:

- She had been contacted as Parish Chairman by a resident of Barrack Close regarding the managing agents/BVT fees that are payable as they had requested an explanation for this. She referred this to the Clerk and to the relevant Borough Members. The Clerk organised a meeting with Mason Owen, the managing agents, residents and Councillors to talk through their concerns.
- A resident of Davenham Walk contacted her regarding a pool of water that has appeared since the building work started on Phase 9. Following discussions with the Developers McAuliffe's will be drilling test holes to try and locate the source of what appears to be a large water leak.
- She had attended a LVDG meeting earlier in the week and Developers had confirmed that 1969 houses have been completed with 1531 still to be built.

2019/029 WARD MEMBERS REPORTS

Cllr Jayne Greenaway reported that:

- Residents on The Crescent had approached her regarding Health and Safety concerns around the Play Area and nearby steps that had been vandalised. She will pass to Dawley Hamlets Parish Council as this part of the Development is in their boundary.

Cllr Eileen Callear reported that:

- Overdale residents had contacted her with concerns about the lack of community access to The Carpenter Centre.

Action: The Clerk to discuss long standing Community access issues with Cllr Callear.

- She had recently carried out an Overdale Ward Walk with Cllr. Jhawar and had reported the same issues in the Garfield Road area raised by Cllr. Vidor

Cllr. Jacqui Seymour reported that:

- Following the concerns raised by residents' discussions took place with TWC Officers and the Parish earlier in the year, however, there is still a lot of work outstanding on the Travellers site at Lawley Furnaces. A further meeting is planned before the end of July. HB stated that following reports from the Parish PET of urgent grounds work being required she had also raised the issue with TWC Officers.

ACTION: The Clerk to approach TWC Officers for a meeting date.

- The Ward Councillor's Pride Fund is once again available, and she asked for suitable suggestions from the Parish for projects in Lawley West. It was suggested that ALL Councillors bring suggestions for any ideas within their respective Parish areas to the next meeting to enable the Clerk to set up a meeting with Ward Councillors to put these ideas forward.

ACTION: ALL COUNCILLORS to bring ideas for ward funding to the next meeting

2019/030 CO-OPTION UPDATE

The Clerk reported that 2 applications had been received and asked Councillors to confirm the process they wished to follow. Cllr. Parker suggested that a separate meeting be held for the candidates to be interviewed and asked that the details they had submitted be circulated to Councillors. Cllr. Davies suggested that the date of this meeting should be before 18th July in order that the successful candidate can be invited to attend the next Full Council meeting. He also suggested that the Parish should adopt a formal Co-Option Policy going forward.

Action: Clerk to arrange a meeting date and circulate the applicants' details.

Action: Clerk to write a Draft Co-Option Policy to Councillors for their consideration at the October meeting when all policies will be reviewed.

2019/031 COMMUNITY AFFAIRS

a) War Memorial Project Working Group

The Clerk stated that the fabrication is progressing well. The licence for the land that must be obtained from TWC is in hand, she just has to supply the new co-ordinates to Planning. The pile driver will be on site on 1st July and she has confirmed with Highways the requirement for a path and the removal of bollards to allow access for the rig. The Clerk also confirmed that the deadline for the full installation is 22nd July.

b) Land Transfer Update

The Clerk confirmed that the Section 115 licence is in hand

c) LVCA signage proposal

The Clerk provided further background information leading to the request from residents for gateway signage. Councillors discussed various options for gateway signage across the Parish and it was agreed that residents will be invited to the Council meeting on 18th July to discuss further.

Action: Clerk to invite residents to the 18th July Council meeting.

d) Councillors Pride Fund

Cllr. Davies proposed that the Parish adopt a match-funding approach between Ward Councillors and the Parish to enable more projects to be completed across the Parish, and that Pride Funding should be shown as a single budget item in Parish Finance Reports. Following discussions, it was agreed that once ideas for expenditure have been put forward that decisions can be made regarding any match funding

Action: Clerk to amend the Finance Reports to show Pride Funding as a single item

2019/032 PLANNING UPDATE

The Deputy Clerk stated that in addition to the applications circulated to Councillors earlier in the week, the owner of Screenprint in New Works has appealed to the National Planning Inspectorate following the TWC Planning Officers refusal to allow residential development on the site. She confirmed that although the site is just outside the Parish boundary it is crucial to the previous planning refusal for development on the adjacent field which is in the Parish boundary and therefore the Parish have also objected. She also confirmed that there is no update on the Johnsons Recycling application at the current time.

2019/033 HIGHWAYS UPDATE

Councillors noted the report included as Appendix C and await further details at the next Council meeting following the scheduled June Highways / Parish liaison meeting.

Action: Clerk to provide a Highways update at the next meeting, following the Highways liaison meeting.

2019/034 PET/ENVIRONMENTAL UPDATE

Councillors noted the Quarterly PET update included as Appendix D. The Deputy Clerk stated that work continues to enhance the open spaces, Community Garden and Green Guarantee sites and that the working relationship with IDVERDE is developing well. A number of positive comments from residents have been received on the PET works to date.

2019/035 FINANCE

- a) Invoices were authorised for payment at the bank
- b) The Bank Reconciliations were reviewed and signed
- c) Ratification of Annual Return/Annual Governance Statement was completed. It was noted that this was difficult as only 2 Councillors had been on the previous Council that ratification was required for. Consequently, Cllr. Davies, Cllr. Mehta and Cllr. Tyler abstained. It was **PROPOSED** by Cllr Greenaway and **SECONDDED** by Cllr Parker and Cllr. Vidor voted to approve.
- d) The Internal Audit Report 2018/19 was noted.

Action: Clerk to amend the Grant Policy to require acknowledgement from Grant recipients of the Grant money

- e) Bank mandates were completed except for Cllr Jhawar who will sign at the earliest convenience

2019/036 CORRESPONDENCE

- The Clerk reminded new Councillors of the training session being held on 2nd July.
- The Clerk shared a letter of acknowledgement received from a resident of Station Road thanking her for the information supplied relating to the movement of spoil from phases 5,9 & 10.
- The Clerk shared correspondence from Darren Blackburn confirming that the Lawley and Overdale History Group will be updating the Parish History Trail Booklet
- The Clerk shared correspondence from a resident stating that she has spent 8 years trying to resolve an issue with a perimeter fence. Following intervention from the Clerk, BVT have confirmed they will progress the issue.
- The Clerk has received verbal confirmation from HMRC that the longstanding issue with an alleged underpayment of PAYE/NI from 2012/2013 is their error and has requested this in writing
- The Deputy Clerk stated that she had received an email from ARRIVA that afternoon stating that the local bus service is to be changed in September. She will provide further details at the next meeting.
- The Clerk has been asked by the Developer Group to arrange a meeting with Parish Councillors to discuss the pre-application for Phase 11. Cllr. Davies stated that he would not attend this meeting as a Parish Councillor.

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

2019/037 COMMUNITY USAGE LVP ACADEMY

The Clerk provided background information to this long running issue for Councillors new to the Parish. Following discussion, it was agreed that Cllr. Davies would contact the relevant TWC Officers to arrange a round table discussion to move the issue forward.

Action: Clerk to liaise with Cllr. Davies to arrange a meeting date

2019/038 AGENDA ITEMS FOR NEXT MEETING

- A TWC HIGHWAYS OFFICER TO ATTEND
- LVCA REPRESENTATIVES TO BE INVITED TO NEXT MEETING TO DISCUSS SIGNAGE PROPOSALS
- LVPA COMMUNITY USE AGREEMENT
- BUS ROUTE CHANGES
- DATE TO BE ARRANGED FOR A DEVELOPMENT PLAN MEETING FOR THE COUNCIL
- PROJECTS RE PRIDE FUNDING
- CO-OPTION UPDATE
- PLANNING UPDATE RE LDO
- WAR MEMORIAL UPDATE / LAND TRANSFER CONSIDERATIONS

2019/039 DATE OF NEXT MEETING

It was **NOTED** that the **FULL COUNCIL** parish meeting would take place on **THURSDAY 18th JULY 2019** at **Leonard Smith House, West Centre Way commencing at 6pm**

The meeting closed at 8.40pm

Signed..... Chair

Date.....