



**Minutes of the REMOTE Full Council meeting held via GoToMeetings at Leonard Smith House, West Centre Way
On Thursday 10th December 2020**

Due to the current Covid-19 epidemic and the changes in legislation dated 7th April 2020, the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, allows for all local authority meetings to be held remotely, either by video or telephone conferencing, live streaming, or web chat.

PRESENT:

Cllr Shaun Davies, Cllr. Jayne Greenaway, Cllr Amrik Jhawar, Cllr Raj Mehta, Cllr. Rob Parker, Cllr Jacqui Seymour, Cllr Lee Vidor, Cllr John Yorke,

CLERK:

Sharon George, Clerk

IN ATTENDANCE

Simon Baily (Project, Events, & Engagement Officer)
Jill Holland (Deputy Clerk)
Matt Lever (Admin Assistant)
Judy Parker (Facilities & Community Liaison Officer)
Dean Sargeant (Neighbourhood & Enforcement Services, Telford & Wrekin Council)
Adam Brookes (Highways & Network Management, Telford & Wrekin Council)
Cllr Jacqui Seymour (Ward Member Wrockwardine)

2020/90 CHAIR'S WELCOME

The Chair welcomed everyone to the meeting.

2020/91 APOLOGIES

Apologies received from Cllr Mike Tyler.

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.

2020/92 DECLARATIONS OF INTEREST

| Councillor | Interest | Declaration | Minute no. |
|--------------|--------------------|------------------------------------|-----------------------|
| John Yorke | Community Facility | LVCA Member | 2020/93 & 2020/102 |
| Shaun Davies | Community Facility | Leader of Telford & Wrekin Council | 2020/102 |

2020/93 PUBLIC PARTICIPATION

COMMUNITY ACTION TEAM (CAT)

Cllr Raj Mehta welcomed Dean Sargeant and Adam Brookes, from Telford & Wrekin Council (TWC), to the meeting.

Mr Sargeant provided a presentation on the CAT, including on overview of the packages that could be available. There is a menu of options, which can be tailored to suit local needs and priorities within the parish, and it can incorporate existing arrangements with the Parish Environmental Team (PET).

Mr Sargeant explained how the Neighbourhood Enforcement Officer would engage with the parish and promote positive parking around the schools, including the issue of fixed penalty notices for inappropriate parking. In addition, Officers would have the ability to immediately undertake environmental issues, such as fly tipping and could also build relationships with

the local Safer Neighbourhood Teams. There is the opportunity to build onto the borough-wide CCTV upgrade programme, by the deployment of a stand-alone CCTV unit, which could be attached to a lighting column or other street furniture. The footage is sent to the control room in Oakengates and monthly meeting would take place to provide any feedback.

The single annual payment would be made in April.

Cllr Mehta asked if there was any questions or comments

Cllr Jayne Greenaway stated that Lawley has a different set up to other areas, and that the Parish Council was lucky to have an operative who is very proactive within the community. She queried how the two would “knit together” and given that the parish already has a contract with Idverde, would there be a bespoke service?

Mr Sargeant advised that the current arrangement with Idverde would not be a problem, tailoring could be undertaken as part of the public realm crew, and an apprentice could be added to enhance productivity and scope. Cllr Greenaway said that Lawley has previously experienced problems with obtaining an apprentice.

Cllr Shaun Davies welcomed the presentation and reminded members that the Parish Council needed to think of other areas within the parish and how they would benefit from this by way of match funding, in addition to the current service. Enforcement would benefit the schools and problem areas, such as the public open spaces. When more roads are adopted in Lawley there will be a need for more enforcement, whilst CCTV can help with vandalism at the War Memorial and fly tipping.

Changes had been made to the apprenticeship scheme and restrictions have been lifted. He reminded members that there will be an increase in youth unemployment next year and this could benefit the unemployed. He suggested that the Parish could work with Bournville Village Trust (BVT) and the Lawley Village Community Association (LVCA).

Cllr Lee Vidor enquired into the enforcement detail outside Lawley Primary School and said there was a “fine line” with what an enforcement officer can/not do, work. Mr Sargeant advised that Paul Fenn had been intending to attend the meeting but was unable to make it, and Enforcement Officers do have powers for partnership enforcement. Mr Sargeant will forward further details.

Cllr John Yorke stated that the Parish Council needed to be sure what the team can do, especially within the BVT /new development areas where the roads are not adopted.

Cllr Rob Parker questioned that as there are already enforcement officers in Telford, would it be possible to have details of the results and whether the parish could try a test period? Mr Sargeant confirmed that it is a 3-year contract as TWC and Idverde have to resource accordingly. To support offer for additional equipment, need 3 years as they are investing.

Cllr Amrik Jhawar said that Ketley has had a PET for a long time and it provides added value to keep the area tidy and clean, and that it is a very good idea.

The Clerk asked Mr Sargeant to provide her with the slides and he agreed. Mr Sargeant will also provide an outline of some sample packages.

Mr Sargeant and Mr Brookes departed the meeting at 18:32.

2020/94 MINUTES

The minutes from the **Full Council Meeting** held on **12th November 2020** were **APPROVED**. It was **RESOLVED** that the minutes be signed and **ADOPTED** as a true record. This was **PROPOSED** by Cllr Shaun Davies and **SECONDED** by Cllr Amrik Jhawar.

2020/95 FINANCE

- a) The Clerk confirmed that the invoices have been authorised for payment at the bank and emailed to councillors. Cllr Parker asked if they were to be approved now. The Clerk confirmed that they were, and this was also to provide members with the opportunity to ask any questions or make comments.

Cllr Greenaway queried Judy Parker, Facilities & Community Liaison Officer, about the payment for the newsletters. Judy Parker said it would be interesting to see what the councillors thought as the paper was not the standard that had previously been used, and reminded members of the problems last year, which resulted in a discount of 10%. Simon Bailey, Projects, Events & Engagement Officer, had prepared the newsletter in house and had sent it as a PDF to the company, which was then sent to another publisher for printing.

Cllr Mehta questioned the quality and whether the full price should be paid. Cllr Davies said he had not noticed the poor quality of paper and that problem is that we need the document of what we ordered to prove it is different. He suggested to pay the invoice and not use the company again as there are several printers in Telford but was impressed with the cost of delivery, which was competitive. Cllr Yorke added that residents would probably not notice the lower quality of paper.

Cllr Mehta requested that the Clerk contact the printer to determine if a discount was possible and to pay the invoice but not to use their services again. The Clerk agreed.

ACTION: Clerk to discuss a discount and pay the invoice.

The Clerk informed members that the wages would be ready next week and have not been emailed around as they are regular payments and confidential.

2020/96 POLICIES

a) Grant policy review

Cllr Mehta asked councillors for their comments. No comments were received.

The councillors accepted the policy.

b) Social Media Policy review

Cllr Mehta asked councillors for their comments. No comments were received.

The councillors accepted the policy.

2020/97 COUNCILLORS SESSION

Cllr Lee Vidor – reported that:

- There is a need for road sweeping in certain areas of the parish, such as the layby outside Lawley Primary School, where some residents have helped to clear the debris of leaves. The Clerk advised this would have to be undertaken outside school/nursery hours.

ACTION: Clerk to request for the area to be cleared over the Christmas break

Cllr Shaun Davies – reported that:

- Although it was a borough issue, there is currently a contentious planning application within an area of the parish. A former shop in Dawley Bank will be turned into a takeaway. This is in a residential area and could cause problems.
- He has been in contact with Rev Ian Oliver and the project is underway.

Cllr Rob Parker – reported that:

- Parts of the Wrekin Trundle past the church towards New Works are very muddy and residents continue to raise it as a concern. Cllr Jackie Seymour advised that she is aware of the situation and has raised it with Little Wenlock Parish Council. The Clerk added that Bob has also brought this to her attention, and she has raised this with the Public Realm and Andrew Careless but has yet to receive a response.

ACTION: Clerk to contact Andrew Careless for an update

Cllr Amrik Jhawar – reported that:

- The footpath area at Ercall View, which used to be slabbed has now been tarmacked and he is pleased with the result.

Cllr Jayne Greenaway – reported that:

- The mud along West Centre Way has been removed by high pressure washers.
- The ongoing issue of drilling and grouting on phase 11 has been dealt with
- It was unknown who was responsible for the remedial works on phase 7, however, this has now been completed by McAuliffe's.
- Part of her ward funding will be used to purchase trees on the Village Green. However, caution will have to be exercised towards the height so to not block vision. She has sent a reminder to Matt Seabrooke. The Clerk has a list of potential trees.

ACTION: Clerk to provide list of trees to Cllr Greenaway.

2020/98

WARD MEMBERS SESSION

Cllr Jackie Seymour – reported that:

- Her remaining ward funding will be put towards the works on the pond area on the Village Green. She is aware of the work already undertaken and is pleased with it. She will let the Parish Council decide on the types of trees.

Cllr Raj Mehta – reported that:

- Whilst walking through Lawley one evening he was approached by some residents who informed he that they thought the Parish's social media pages were exceptionally good.
- He will be driving around Lightmoor, Horsehay and Lawley on Monday 14th December as Santa to spread some festive cheer as part of his role with the Interfaith Council.

2020/99

COMMUNITY AFFAIRS

a) *ASB survey*

The Clerk advised that the results had been distributed to councillors by Matt Lever, Admin Assistant, and following comments, has been brought back to the meeting for discussion. It had not been possible to share the results with the police, due to absence from COVID-19 and PC Sian Evans having to attend court up to Christmas.

Cllr Davies thanked Matt Lever for his work and expressed his concern that given the emotive nature of the subject it would be quite a leap to base an opinion on 108 responses. However, it was important to recognise the issues and that finding the problem was easy but devising a solution was hard.

Cllr Parker believed the report was most useful but had concerns that the Parish Council would be "holding the problem" and needed to do something about it.

Cllr Yorke added that from the two meetings he had attended, he felt residents blamed the police for the ASB.

Cllr Greenaway agreed that it would be wise not to publish the results yet as a standalone document.

The Clerk informed members that although the surgeries in Overdale and Dawley were cancelled due to COVID-19, residents were still able to provide their input online. Cllr Vidor suggested that the findings be kept internal for now and enquired if there were any actions for the Newdale Neighbourhood Equipped Area for Play (NEAP) from the results. Matt Lever advised that the team were currently working on a separate survey for the Newdale NEAP. The Clerk confirmed that she had been in communication with Derek Owen on this and once it was apparent that there would be survey, it was shelved. She had advised him of the issues raised about the Multi-Use Games Area (MUGA) in Lawley.

The Clerk reminded members that Jim Weir and Benedict Croft had referred to an outside gym facility at the previous meeting, and that she had advised Derek Owen of this and that it would need to be discussed.

Cllr Jackie Seymour advised that she would be leaving the meeting and wished everyone a Merry Christmas.

Cllr Jackie Seymour departed the meeting at 19:06.

Matt Lever said that he was unable to make recommendations on behalf of the council, to which Cllr Parker suggested that discussions should be had with the police before reporting to residents and that nothing was wrong with the report. Cllr Davies agreed.

ACTION: Clerk to arrange a meeting with the police in the New Year.

b) *Green Guarantee*

Judy Parker advised councillors that due to the pandemic the deadline to spend the grant funding for St Heliers Drive/St Saviours green space and the Lawley Community Garden has been extended. Spending available on the Community Garden is currently at £1,300 including ward funding. Bob has rebuilt the three existing raised beds and installed a fourth. We are in the process of getting three quotes for a tree survey, one has been received to date. Simon Bailey has put together some great ideas for the Community Garden moving forward, and these will be discussed at the next Full Council meeting.

St Heliers/St Saviours green space was discussed last year with a survey of residents' suggestions for this area discounted at that time. Cllr Davies had suggested that this may be the time to move forward with a survey of residents in this area and is happy to work with Judy on this issue. Ideas already suggested include a couple of wildflower beds and a formal pathway through the area which is used by children and dog walkers.

ACTION: Cllr Davies and Judy Parker to consult residents

c) Christmas Residents events support

Simon Bailey informed councillors that following the success of the Halloween event in Overdale, the residents have decided to undertake a Christmas one. With more volunteers, they have devised various activities, from a colouring competition to a visit to Santa's grotto. The team was contacted for support and following members agreement, £212.00 was used to purchase toys and a Santa suit. Approximately 145 children are intended to take part, and this helped build on the relationship with the parish. Cllr Mehta thanked Simon Bailey and the team for all their work.

Jill Holland, Deputy Clerk, referred to the Light Up Lawley event and following agreement by members, the parish donated 559 selection boxes, which had to be sourced elsewhere following being let down by Morrison's Lawley. In total 1300 selection boxes were donated, with 500 from BVT. The Santa visit was a tremendous success, with over 900 children receiving a present, 19 volunteers took part and £653.71 was raised for the Be Happy Support. The residents hope to undertake more events next year.

d) Lawley Community Centre

Judy Parker advised members that the organiser of Bridge Club, had been in contact to confirm that they would not be returning until the group had received the Covid-19 vaccine. Following a discussion at a team meeting, it was thought best to revisit the usage of the centre in February, with a view to reopen in March. The councillors agreed.

e) St Johns Church – grounds maintenance fund

The Clerk has been contacted by Bill Patterson enquiring into funding for the church grounds. The budget for this is £1,650 and total cost of works is £2,233. The request is made each year.

Cllr Davies was happy to continue to support the maintenance and suggested that the amount be included as a baseline in the budget as oppose to the church having to write in each year. The Clerk advised it would be possible and that it would be down to members to agree as part of the budget.

ACTION: Clerk to work with Bill Patterson.

2020/100 MENTAL HEALTH CHAMPION

The Clerk referred to the email received from Cllr Kelly Middleton and informed members that the parish was one of the first to be invited to take part in the national initiative, which all Local Authorities are becoming involved in. Councillors need to decide if they wish to take part and who should take the lead.

Cllr Mehta asked for volunteers or nominations.

Cllr Davies thought it was an important issue, especially considering the current pandemic and informed councillors that it could be a member of staff. Kelly Middleton is a trained technician in the field of mental health, and it would be advantageous to be involved and "take it to the next level".

Cllr Parker was unsure on what was being requested and was drawn to the link on the email explain the national strategy.

The Clerk felt it should be a Councillor rather than a member of staff and was disappointed that a volunteer had not come forward. Cllr Mehta asked councillors to consider the role and advise the Clerk if they wished to take part. Cllr Yorke believed that it would "get nothing done".

Cllr Mehta volunteered for the role and asked the Clerk to advise Cllr Kelly Middleton.

ACTION: Clerk to inform Kelly Middleton.

2020/101 CORRESPONDENCE

- The conclusion of the audit was presented to councillors and their comments were noted.

- The Clerk had been contacted by a resident regarding the removal a dog bin along Milners Lane. She had contacted Kay Grice who was not aware of this. Cllr Davies asked the Clerk to provide him with the details allow him to investigate, and the Clerk agreed.

ACTION: Clerk to provide Cllr Davies of details of the dog bin.

- The Clerk referred to the grant application form received from Be Happy Support Limited. Cllr Mehta had recently spoken to the resident regarding becoming involved with the Interfaith Council but was unsure as to what the application was for. Cllr Yorke agreed and said he would be uncomfortable to agree to funding at this time. Cllr Vidor suggested it would be useful to have sight of a detailed business plan and Cllr Greenaway added that there did not appear to be an affiliation to any national bodies. Cllr Davies suggested the Clerk go back to the applicant to obtain more information, and the Clerk agreed.

ACTION: Clerk to reply to Be Happy Support Limited to obtain more information.

- The Clerk referred to the Cycle Parking email she had forwarded to councillors and asked for locations for the structures. Cllr Tyler & Cllr Yorke suggested by the cycle shop in Lawley Square. Cllr Vidor advised there was already cycle stands in Lawley square outside Morrison’s and as such they may be more useful on the Village Green. The Owner of the cycle shop had requested these before, but permission had been refused by the then landlords, but the road/part footpath was now due for adoption by TWC so could perhaps be considered. The clerk believes there are already cycle stands by the MUGA on the Village Green, but children don’t use them. Cllr Parker queried if they could be placed in two locations, to which Cllr Davies thought that would be okay. Councillors agreed to request for the stands to be erected in Lawley Square or Village Green and at the Wrekin View play park, and for the Clerk to request this.

ACTION: Clerk to request cycle structures in the agreed locations

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

2020/102 CONFIDENTIAL ITEMS

Cllr Davies departed the meeting at 19:53.
 Items were noted

2020/103 AGENDA ITEMS FOR NEXT MEETING

- COUNCILLORS TO EMAIL ANY AGENDA ITEMS FOR THE NEXT MEETING TO THE CLERK
- FOLLOW UP ON THE COMMUNITY ACTION TEAM
- PERSONNEL/ STAFFING – CONFIDENTIAL ITEMS
- BUDGET RATIFICATION

Cllr Mehta wished everyone a merry Christmas, a happy New Year and hoped they stayed safe. Appreciation was also extended to the staff, who had worked extremely hard especially given the difficult circumstances. Cllr Yorke agreed and added that the team had done the Parish “proud” and it was clear it had been a good investment to employ additional staff.

2020/104 DATE OF NEXT MEETING

It was **NOTED** that the **FULL COUNCIL** parish meeting would take place on **THURSDAY 21st JANUARY at 6pm. Due to the uncertainties created by COVID-19, the venue is likely to be virtual.**

The meeting closed at 20:00

Signed..... Chair

Date.....