



17 February 2022 Full Council meeting minutes

Minutes from 17 February 2022 meeting held at **The Carpenter Centre, Overdale, Telford TF3 5BT.**

In attendance

Members

- Cllr Amrik Jhavar (Central Ward)
- Cllr Rob Parker (West Ward)
- Cllr Lee Vidor (Central Ward)
- Cllr John Yorke (Dawley Bank Ward) - Chairman
- Cllr Shaun Davies (Central Ward)
- Cllr Jayne Greenaway (Central Ward)
- Cllr Raj Mehta (Lawley Ward)
- Cllr Cathy Salter (Lawley Ward) – arrived at 19:15pm due to personal commitments

Clerk

- Sharon George

Staff

- Simon Bailey (Project, Events & Engagements Officer)
- Jill Holland (Deputy Clerk)

2021/120 – Chair's welcome

The Chair welcomed everyone to the meeting at 18:03.

2021/121 - Apologies and absences

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.

Apologies received and accepted from: none

Departures: none

2021/122 – Declarations of interest

There were no declarations of interest.

2021/123 – Public participation

There were no members of the public present.



2021/124 – Minutes of the last meeting

Cllr Jayne Greenaway advised that she was absent from the last meeting due to attending another meeting, but it was not a borough one.

The minutes from the **Full Council Meeting** held on **27 JANUARY 2022** were **APPROVED**. It was **RESOLVED** that the minutes be signed and **ADOPTED** as a true record. This was **PROPOSED** by Cllr Lee Vidor and **SECONDED** by Cllr Amrik Jhawar.

2021/125 – Finance

2021/125/A – Invoices for payment

Cllr Yorke advised that these had been sent to Members for review and authorisation; all members were happy.

Cllr Vidor referred to the “massive costs” the Parish were paying for the BT contracts and Sharon George (the Clerk) advised that she had made a formal complaint. As a result, BT were willing to refund £1350 plus VAT, which was approximately twelve months broadband. She went on to explain that customers only have six months to raise a complaint and that from speaking to various BT operators, they stated they do not know who she had previously spoken to. BT originally offered six, then nine and eventually twelve months refund. She had also advised them that she was unable to make the decision on behalf of the Parish Council.

She went on to explain how by swapping the telephone number, the Parish had incurred a charge, which was not explained at the time and felt that a case could be made to the relevant ombudsman. It was the main complaints department who had offered the refund, and this would be valid for 30 days.

Cllr Vidor added that the Parish had been paying for three products but was only using a percentage of one, and as such should have a full refund. With the one contract due to expire, this should be cancelled, and an alternative provider be found. The Clerk replied that if the original broadband line was removed then the bill would reduce by £220 per quarter.

Cllr Rob Parker advised that the situation “needed sorting out” and the office did need working telephones. He was conscious that “money was being thrown away”.

The Clerk agreed and advised that central BT are unable to access the local team’s systems and have said the issue was “nothing to do with them”. She believed, however, that the contract had been mis-sold. She went on to advise that in 6 weeks’ time the one contract would cease, and the Parish Council would be left with the Cloud.

Cllr Raj Mehta queried if BT were the only available provider and could an alternative be found, to which the Clerk confirmed they were not and that a supplier was still needed.

Cllr Parker PROPOSED that the Council leave the contract with BT on 22nd March 2022, take the refund that was being offered and find a new service provider. This was SECONDED by Cllr Shaun Davies and agreed by all.

Action 055: the Clerk to cease the current contract, obtain the refund and seek an alternative supplier

Cllr Yorke highlighted that two extra invoices had been sent out on that day and asked Jill Holland (the Deputy Clerk) to clarify what they were for. Ms Holland advised one was for the electricity supply at the War Memorial and the other for external window cleaning at unit 2.



2021/125/B – Bank reconciliations

The Clerk advised these had been sent to Members and had brought paper copies to the meeting, should anyone wish to view them.

Approved

2021/125/C – Precept 2022/2023

The Clerk referred to the motion that was agreed at the previous Full Council meeting and referred to the comments made by Cllr Davies following that meeting.

Cllr Davies stated that it was “self-evident from reading the papers that the Parish precept would be frozen at a cost to the Parish” and “that from the minutes he saw, that was what Cllr Jhawar thought he was voting on”. He felt that £500 was a small amount for the Parish Council to cover.

The Clerk referred to her email in response to Cllr Davies’ query and explained that the 14p or 0.02% was agreed at the last Full Council meeting. In order to revisit or amend the motion, consent was required from the proposer and seconder, as per the Standing Orders.

Cllr Jhawar added that because of the new houses, the increase could be covered. Cllr Yorke asked him to clarify if he was happy to withdraw his original proposal, to which Cllr Jhawar replied that he was. Cllr Yorke went on to ask Cllr Vidor if he was willing to withdraw his support of the original motion, to which he replied that he thought he had been clear in his response and that the spreadsheet was clear and all Councillors at the meeting had seen the figures.

Cllr Davies stated that he had asked for it to be brought back to the Full Council to ensure a freeze as the papers for the previous meeting stated that there would be a freeze. He felt “disappointed” by the agenda items and had not had chance to review the Standing Orders. The Clerk advised that all figures were presented at the previous Full Council meeting following the Finance Committee meeting which was held on the same evening. In relation to the Standing Orders, she had provided the relevant section in her email to all Members but would be happy to share the email again.

Cllr Parker referred to the minutes of the last Full Council meeting where it was discussed that the increase be zero and a record was taken of what exactly was said. Cllr Jhawar’s proposal was to keep the increase at zero, and “for the sake of 14 pence”, that was the principle that the decision was made on.

Cllr Greenaway added that she had not attended either the Finance Committee meeting nor the Full Council meeting but there “was pressure on residents” and that the Parish should try to keep the increase at zero. Furthermore, the cost of £500 to cover the precept was a small amount.

Cllr Parker referred to the Special Fund included by Telford and Wrekin and thought it required more clarity and if there was new information, then a proposal could be made.

Cllr Davies believed the minutes from the previous meeting were very detailed and that as such, the 0.02% increase was “out of kilt”. Whether this be due to the wrong information being provided or a misunderstanding. He also added that he was unsure of the Standing Orders. He went on to say that this could damage the reputation of the Parish Council and almost most of the Members pay Council Tax as residents of the Parish. He felt that the Parish Council would be “a laughingstock” in reference to the 0.02% increase and asked Cllr Vidor to reconsider his decision.

Cllr Vidor responded to advise that he had nothing further to add.



The Clerk referred to the papers and advised that the Parish Council would be passing on 0.01 pence increase per month, to which Cllr Greenaway responded that “it should be taken out of the budget, so nothing is hidden”. The Clerk went on to explain that with 2 decimal places there would always be a negative and that she would do want Full Council requested.

Cllr Davies sought clarification that despite the majority of Members wanting the motion removed, that it cannot be done and that he was unfamiliar with this. The Clerk read out the relevant section from the Standing Orders and advised that they had been adopted by Full Council. Furthermore, if the majority of the Council wished to put forward a new motion based on new information being received, then they could. Cllr Davies stated that he had supplied new information in his email.

Cllr Davies therefore **PROPOSED** that the precept request was amended considering the information received from TWC Finance, to reflect a true zero increase by adding an additional £550 from reserves to facilitate this. The precept request for 2022/23 is now for £327,655.00. This was **SECONDED** by Cllr Mehta. A vote was taken and all in favour except Cllr Lee Vidor who **ABSTAINED**.

2021/125/D – Grant application and compilation table

Cllr Yorke assumed members had read the application from 1st Dawley Girls Brigade and asked for comments.

Cllr Davies **PROPOSED** awarding £250 to the group. Cllr Mehta **SECONDED**. All in favour.

2021/125/E –Appointment of Internal Auditor

Cllr Parker advised that it was best practise to change the Internal Auditor every three years and queried if the Council had been using DM Payroll for this service. Ms Holland confirmed that was correct and that the list of potential providers derived from information obtained from the Shropshire Association of Local Councils (SALC).

Cllr Parker **PROPOSED** using the services of SDH Accounting. Cllr Davies **SECONDED**. All in favour.

The Deputy Clerk will contact as appropriate.

2021/126 – Councillors’ session

Cllr Raj Mehta reported that:

- He had been meeting with residents from Lawley Bank Court, who were happy. They had raised issues with speeding along West Centre Way. They had a new resident chairperson and unfortunately some of them had passed away. The issue of litter in Lawley Square had also been raised. The Clerk advised that the area had now become a zone 1 but only on the side of the Parish office and that Morrisons were still responsible for the other side. Furthermore, this is being monitored.
- There is an issue with wheelchair access to the back of Lawley Bank Court along the block paving. The Clerk advised that she thought the pavement falls under the remit of Sanctuary.
- **Action 056: The Clerk to check if Sanctuary is responsible for the block paving**
- He is leading on an event there.



Cllr Amrik Jhawar reported that:

- There is a new consultation survey for Colliers Way & Bellpit Road

Cllr Jayne Greenaway reported that:

- She has been involved in borough work on the disabled access highways

Cllr John Yorke reported that:

- He had been involved in the phase 11 pre-commencement conditions in Lawley and that there were still several issues that needed resolving.

2021/127 – Ward members' session

Cllr Jacqui Seymour reported (via email, read by Jill Holland and reproduced below) that:

- "Steeraway Farm – I have already called this application in and it now looks as if it will go to Plans Board on the 6th of April.
- New Works Solar Farm – It is now known that this is the applicant's intention to appeal against the refusal. The appeal is likely to take some form of a Public Enquiry which could last up to 4 days, and it could be some months before it is likely to happen. The planning department has said that they will keep interested parties fully briefed, especially if they want to take part in the appeal."

2021/128 – Community affairs

2021/128/A – Lawley Partnership Board (LPB)

The Clerk referred to the Neighbourhood Action Plan (NAP) that had previously been circulated and advised that there were several projects contained within it. She had also met with Kerry Woodhouse, the Lawley Neighbourhood Manager. The Newdale barriers are being revisited as it is hoped that the number of barriers could be reduced. Further meetings are required with Paul Fenn, Chris Hallam, Andrew Careless and Paul Szehofner from TWC.

The Clerk moved onto the Newdale Park project and informed Members that she had forwarded their comments to Derek Owen at TWC. She advised him that the Parish considered the consultation to be flawed and requested that a further exercise is undertaken to include the option of leaving the area as it was. She has reiterated Member's stance that the Parish Council did not support a ball court. A response has been received back stating "the Parish Council's comments had been noted". It is understood that quotes are being obtained for works.

Discussions with Kerry Woodhouse revealed that she had recently walked around the area and was unaware that it was so small.

A second meeting is planned to take place in April after the next LPB meeting. Cllr Vidor queried if there were any updates from the LPB, to which the Clerk replied that there were not as the next board meeting was due to take place in April.

The Clerk and Cllr Yorke had also met with Cabinet Member Cllr Paul Watling and Assistant Director Fliss Mercier to "iron out" a few issues and to reiterate that the Parish Council was very much a partner of the board, and they were pivotal to the success of delivering the projects under discussion.



2021/128/B – LOPC and Community Action Team (CAT)

Cllr Yorke asked Members for comments.

Cllr Parker welcomed the more detailed reports but questioned the impact the 4 penalty tickets a month had had, and Cllr Vidor added that it was good to see the patrols outside Lawley Primary School. The Clerk reminded Members that it was important for them to advise the staff on what they wanted to see happen and that the Parish Council Members should have input into this.

2021/128/C – CAT/Parish Environmental Team (PET)

Cllr Yorke asked Members for comments.

The Clerk advised that there had been miscommunication with the wildflower project which was due to take place on Lawley Village Green. Cllr Greenaway had previously been in communication with Kay Steele (TWC), who had now left the authority. The Parish had held the ward funding for the project, but no purchases were made. Cllr Greenaway was conscious of the time and suggested that she attend the site with Chris Hallam. The Clerk agreed to email a reminder and to arrange for a meeting to take place.

Action 057: The Clerk to issue a reminder regarding the wildflower project

2021/128/D – Safer Stronger Communities – Carpenter Centre update

The Clerk informed Members that staff had attended a meeting with Cllr Eileen Callear, Simon Haydon (TWC) and Darren Lennon (Headteacher of the Linden Centre) to discuss the redecoration works to the hall. Following this, Mr Bailey and Ms Holland attended a further meeting at the centre, and it was noted that there was a considerable amount of works that were required.

Cllr Callear had been very clear that the ward funding should solely be used for the benefit of the community and not be spent on works that should have already been undertaken. The original launch was intended for the end of March; however, this has now been pushed back to the end of April. Mr Bailey added that the launch may not even take place then and that they were still awaiting quotes. Cllr Jhawar believed that it was important to the residents of Overdale to be able to use the centre. Cllr Greenaway agreed, and Ms Holland added that Cllr Greenaway had successfully managed to contact a member of the Carpenter family to obtain some of the family history and it was hoped that they be involved in the open event.

2021/128/E – Upgrade to Google Workplace subscription

Cllr Yorke asked if Cllr Parker would like to present this item.

Cllr Parker advised that the free Google email service was to end from 1st July 2022 and that charges would be incurred, as a result the Parish would need to consider its alternatives. The Clerk added that Matt Lever, Administrative Assistant, had investigated the options and found it would be a best to remain with Google, despite having to pay a charge of circa £5.00 per account per month.

Cllr Parker requested that all options be presented to Full Council at the next meeting.

Action 058 - Workplace subscription options to be presented at the March meeting

Cllr Davies added that Great Dawley Town Council use Microsoft Office 365 and that it may be advantageous for an expression of interest to be raised.

2021/128/F – Town & Parish Council Partnership Agreement

Cllr Yorke asked Members for comment.



None were received.

Cllr Davies **PROPOSED** accepting the Partnership Agreement. Cllr Mehta **SECONDED**. All in favour.

The Clerk will advise TWC and submit our logo for inclusion in the partnership document.

2021/129 – Correspondence

None

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.

2021/130 – Confidential items

Items were noted.

2021/131 – Agenda items for the next meeting

- Councillors to email any agenda items for the next meeting to the Clerk.
- Workplace subscription options

2021/132 – Date of next meeting

It was **noted** that the **Full Council** parish meeting would take place on **Thursday 17 March 2022 at 6pm**, at **The Carpenter Centre, Overdale.**

The meeting closed at 8.19pm

Signed by Chairman:

Date:



Action record

Ref #	Minute #	Open date	Description	Assigned to	Target date	Date closed	Comments
001	2020/158	15/04/2021	Councillors to approve invoices for payment before Cllr Parker/Vidor/Greenaway authorises them at the bank.	All councillors	Ongoing	N/A	
006	2020/160	15/04/2021	Councillors to respond in a timely manner to all emails marked as 'response required.'	All councillors	Ongoing	N/A	"Hopefully, we will become better boys and girls!" – Cllr John Yorke, 17/06/2021. Reiterated December 2021
034	2021/047	26/07/2021	Clerk to insist that TWC respond to their questions about PROW.	SG/JH	Ongoing	N/A	JH Ongoing dialogue with TWC
047	2021/085	11/11/2021	Clerk to chase up Highways regarding the promised works on Dawley Road.	SG	ONGOING		Highways chased on 2 sep. occasions
048	2021/086	11/11/2021	Clerk to contact Chris Pearson to find out Lawley and Overdale Parish Council's position on the TRO waiting list.	SG	ONGOING		Still awaiting answers
055	2021/125/A		The Clerk to cease the current BT contract, obtain the refund and seek an alternative supplier	SG	22.2.22		Obtain refund, complete VOIP and cancel 2 nd b/band contract
056	2021/126		The Clerk to check if Sanctuary is responsible for the block paving	SG	17.03.22		Contact to verify ownership
057	2021/128/C		The Clerk to issue a reminder regarding the wildflower project	SG	17.03.22		Organise meeting with JG/CH and verify funds

n.b. "Target date" defaults to the date of the next Full Council meeting when no specific timeframe is set, to enable progress to be reviewed.