



# 7 November 2022 Full Council meeting minutes

Minutes from 7 November 2022 meeting held at **Dawley Baptist Church, Dawley Bank, Telford TF4 2BB.**

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## In attendance

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### Members

- Cllr Shaun Davies (Central Ward)
- Cllr Luke Lewis (Central Ward)
- Cllr Raj Mehta (Lawley Ward) – Chair
- Cllr Cathy Salter (Lawley Ward)
- Cllr John Yorke (Dawley Bank Ward)

### Clerk

- Simon Eccleston (Locum Clerk)
- Jill Holland (Deputy Clerk)

### Staff

- Simon Bailey (Project, Events & Engagements Officer)
- Matt Lever (Administration Assistant)

### Guests

- PC Dave Worrell

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## 2022/058 – Chair's welcome

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The Chair welcomed everyone to the meeting at 18:00.

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## 2022/059 – Apologies

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*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:

- Cllr Jayne Greenaway (Central Ward) – Bereavement
- Cllr Amrik Jhawar (Central Ward) – domestic commitments
- Cllr Rob Parker (West Ward) – work commitments

### Departures:

- Staff were asked to leave the meeting at 18:45

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## 2022/060 – Declarations of interest

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None.



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## 2022/061 – Public participation

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No members of the public were present.

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## 2022/062 – Minutes of the last meeting

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The minutes from the **Full Council Meeting** held on **13 October 2022** were **APPROVED**. It was **RESOLVED** that the minutes be signed and **ADOPTED** as a true record. This was **PROPOSED** by Cllr Cathy Salter and **SECONDED** by Cllr Luke Lewis.

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## 2022/063 – PC Lee Talbot/PC David Worrall update

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The Deputy Clerk explained that there had been a series of shop break-ins at Lawley Square within the last two weeks; not much had been taken, but there was damage to the properties. Police had been around the shops to offer reassurances, and they also held a mobile surgery in the area on the previous Friday. Additionally, there were to be two new CCTV units installed on the corner near Greggs.

She added that there had been a few car burglaries in Lawley as well, for one of which police had apprehended someone.

PC Worrell arrived at 18:03. Adding to the Deputy Clerk's information about the shop break-ins, he said that almost every business had been given SmartWater and that signs would be put up around the square providing reassurances, also stating that businesses were protected. They had applied to Telford & Wrekin Council (TWC) to get the two "very old" CCTV cameras replaced with two new ones, which would be monitored through the Council system. Enquiries about the break-ins were ongoing – no suspects had been identified as yet.

Cllr Raj Mehta asked how the businesses were. PC Worrell said they had been "very nervous" to start with but had been reassured that the police "were doing something about it". Cllr Mehta said that he was "happy to do a walkaround to reassure businesses".

PC Worrell reiterated the Deputy Clerk's statement that there had been a "couple of car break-ins"; one individual had been arrested in connection with one, while the others were still being investigated. Police would undertake some patrols in the evenings and "a few other things to put in place to catch them", he said.

PC Worrell said that he would call or email Cllr Mehta with dates for his proposed 'walkaround'.

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## 2022/064 – Finance

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### 2022/064/A – By-election costs

The Deputy Clerk explained that she had received the costs of the last by-election from Telford & Wrekin Council (TWC), and they were going to be just under £9,000 – around £40 per vote. She said the Council would need to decide how to pay it.



Cllr Davies said to take £2,500 out of the budget line, with the rest from reserves. The Deputy Clerk added that there would be an election next year; she had asked TWC for figures before Christmas for the purposes of setting the budget. For reference, she said the largest ward was Central Ward, which cost around £4,500.

Mr Eccleston asked whether they were going to allocate the difference from general reserves, adding that it would make sense to take it from unallocated, as there was £40,000 in there.

#### **2022/064/B – Invoices for payment**

Invoices were authorised for payment at the bank. The Deputy Clerk noted that staff wages were not among them, as it was too early in the month. She would send those out separately.

Cllr Davies asked about the progress of delegation schemes he'd raised at the last meeting. The Deputy Clerk said it was on the list, but they had been short-staffed over half-term.

#### **2022/064/C – Bank reconciliations**

The bank reconciliations were reviewed and signed.

#### **2022/064/D – Financial position report**

Members noted the report.

#### **2022/064/E – Virements**

Cllr John Yorke **PROPOSED**, Cllr Cathy Salter **SECONDED**.

#### **2022/064/F – Grant applications**

##### **2022/064/F/i – Cuan Wildlife**

The Deputy Clerk explained that they were asking for £750. Cuan did a lot of work in Lawley, and the Council had supported them previously.

Cllr Yorke expressed that they needed to be careful not to overspend on grants so late in the year.

Cllr Mehta **PROPOSED**, Cllr Salter **SECONDED**.

##### **2022/064/F/ii – West Mercia Search and Rescue**

The Deputy Clerk explained that they were asking for £500.

Cllr Davies **PROPOSED**, Cllr Luke Lewis **SECONDED**.

##### **2022/064/F/iii – Hope House**

The Deputy Clerk explained that they were asking for £500.

Cllr Davies **PROPOSED**, Cllr Salter **SECONDED**.

##### **2022/064/F/iv – Samaritans**

The Deputy Clerk explained that they were asking for £750.

Cllr Davies **PROPOSED**, Cllr Salter **SECONDED**.

##### **2022/064/F/v – Home Start**

The Deputy Clerk explained that they were asking for £500.

Cllr Mehta **PROPOSED**, Cllr Lewis **SECONDED**.



### 2022/064/G – Broadband, Unit 2

Members noted the report. The Deputy Clerk added that when all five members of staff were in the office, speed was important. Cllr Mehta suggested going with the five-year contract.

**The Council decided to buy the 5-year BT broadband contract for Unit 2.** This was **PROPOSED** by Cllr Davies and **SECONDED** by Cllr Yorke.

### 2022/064/H – Waste Disposal, Lawley Community Centre (LCC)

Members noted the Deputy Clerk's report. She was suggesting they select Gaskells Waste for a two-year contract, which would have the same service and specification. She noted that the neighbouring Lawley Primary School was also changing their provider to Gaskells Waste and added that it was cheaper and provided the same service.

Cllr Davies highlighted a concern with the three-month's notice period for termination; he suggested asking for a 30-day probationary period in case they were dissatisfied with their service. Cllr Mehta added that if Gaskells could give a 30-day probationary period, then the Council would go ahead.

**The Council agreed to go ahead with Gaskells Waste contract for LCC, on the proviso that a 30-day probationary period could be negotiated.** This was **PROPOSED** by Cllr Lewis and **SECONDED** by Cllr Davies.

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## 2022/065 – Councillors' session

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Cllr John Yorke reported that:

- Regarding Phase 11, there were ongoing legal issues regarding residents' right-of-way as he raised at the last meeting, and people were talking with solicitors.
- He had received complaints from residents of Concord about informal parking spaces being filled, but he thought not a lot could be done without a residents' parking system.
- The Deputy Clerk advised that she had raised this with the Neighbourhood Enforcement Officers and had requested that they include the area on their patrols, however, it was understood that there was not any illegal parking.

Cllr Amrik Jhavar (relayed via the Deputy Clerk) reported that:

- The Deputy Clerk said that Cllr Jhavar had visited the office to talk about parking and speeding at the top of Overdale. She had spoken to the resident and would work with the police and Neighbourhood Enforcement Officers, as well as approach the Safer, Stronger Communities scheme to see if any funding was available to help with the speeding issue.

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## 2022/066 – Ward members' session

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*Members elected to skip their reports on this occasion to progress the meeting.*

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## 2022/067 – Community affairs

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### 2022/067/A – Community Action Team (CAT)/Parish Environmental Team (PET) update

Members noted the report.



Cllr Davies asked if the CAT could send 'before and after' images to the Council for distribution on social media, to allow the Parish Council to "demonstrate [the CAT's] value to residents".

#### **2022/067/B – Safer, Stronger Communities (SSC)**

Simon Bailey informed members that the women's self-defence classes had started the previous week at the Carpenter Centre and had proved popular – around 30 people had turned up for the first session, he said, and a further two sessions would be taking place over the following weeks. He said that they had started to promote women's self-defence classes in Lawley, taking place in January 2023, and nearly 30 people had already booked their places.

Mr Bailey said he had attended a meeting with Learn Telford to see if there were any training courses available that they could host at the Carpenter Centre. They were going to do a survey on social media for residents to express what they wanted to see there, though following the residents' meeting that had taken place at the Centre previously, they had expressed that they wanted a 'chatty café'. As a result of this, Mr Bailey said they would be starting a 'Tea, Toast and Talk' session on 13 January, for which they would be applying for funding from SSC.

#### **2022/067/C – KOOKB Neighbourhood Partnership Terms of Reference**

**Councillors decided to adopt the KOOKB Neighbourhood Partnership Terms of Reference.** This was **PROPOSED** by Cllr Davies and **SECONDED** by Cllr Mehta.

#### **2022/067/D – Steeraway Solar Farm**

The Deputy Clerk stated that the Council had previously supported opposition to the proposals, and the planning application was ultimately rejected. The company was trying to appeal that decision, and she had been contacted by the opposition group and asked if the Council still support the objection. **Members agreed to support the objection.**

The Deputy Clerk added that there was a hearing on 24 January, which Cllr Yorke would attend.

#### **2022/067/E – Parish noticeboard – The Rock**

The Deputy Clerk advised that several residents had visited the office and mentioned that they would like noticeboards in The Rock, having seen them elsewhere in the parish. She had investigated and found that the noticeboards were still being sold at the same prices as last time, though noted that they would need planning permission. She said that Idverde had agreed to assist with the installation as hours were owed to the Parish.

She asked members if they agreed for the Council to purchase a new noticeboard.

Cllr Davies said that it was "fine in principle", but he wondered if they should consult residents on the location. The Deputy Clerk said that the residents she spoke to had several ideas, though noted it was difficult to communicate directly with residents from that area. She and Chris Hallam were planning to have a walkaround and talk to residents, though they were primarily thinking of the Belpit Road green space, as it had "the most foot-fall".

**The Parish Council agreed to purchase a new noticeboard for The Rock.** This was **PROPOSED** by Cllr Davies and **SECONDED** by Cllr Lewis.

#### **2022/067/F – Dawley Bank Church – cemetery wall**

Cllr Davies **PROPOSED** supporting the project, reasoning that it was a "sensitive area for the community". He stressed that his proposal was to contribute £5,000 to the project, with an indication to the church that were



other parish and town council, and ward colleagues, who could help to fund the rest. He added that the £5,000 would come from the partnership funding budget.

Cllr Yorke felt that they could be setting a dangerous precedent with other organisations, as it was not the Parish Council's responsibility. Cllr Lewis understood Cllr Yorke's position but said that he agreed with Cllr Davies.

Cllr Salter **SECONDED** Cllr Davies' proposal.

A vote was taken. Cllrs Davies, Lewis, Mehta, and Salter voted **IN FAVOUR**. Cllr Yorke voted **AGAINST**.

Cllr Davies added that the money was not to be released until the church could confirm they had obtained the rest of the funding they needed to complete the project.

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## 2022/068 – Correspondence

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There was no correspondence.

### **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.

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## 2022/069 – Confidential items

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Items were noted.

*Staff were asked to leave the meeting at 18:45.*

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## 2022/070 – Agenda items for the next meeting

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

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## 2022/071 – Date of next meeting

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It was **noted** that the next **Full Council Meeting** would take place on **Tuesday 13 December 2022 at 6pm**, at **Dawley Baptist Church, Dawley Bank**.

The meeting closed at **7:45pm**.

**Signed by Chairman:**

**Date:**



## Action record

Ref #	Minute #	Open date	Description	Assigned to	Target date	Date closed	Comments
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		Advised date - wk ending 18 <sup>th</sup> Nov, shall chase again
060	2021/160	07/04/2022	Jill Holland to arrange for the local police constable to attend Full Council meetings roughly quarterly.	JH	COMPLETED	08/04/2022	Member from SNT shall attend
062	2021/161	07/04/2022	Deputy Clerk to return to Full Council with further information about the provision of community library boxes.	JH	ONGOING		Initial investigations found providers but costly, ongoing
105	2022/020	05/05/2022	Clerk to add Cllr Salter as a signatory to Unity's online banking system and find out how to re-attempt Cllr Mehta's process.	SG, CS, RM	ONGOING		Cllr Salter now set up. Cllr Mehta has to request new log in
107	2022/021	05/05/2022	Clerk to bring back quotes for paying someone to setup the SIDs.	SG	COMPLETED		SID installed. CAT operative to receive training for future
109	2022/035	13/06/2022	Jill Holland to bring two additional air conditioning quotes to the next Full Council meeting.	JH	ONGOING		Quotes received. Be presented to FC in Jan 2023, as agenda space limited
110	2022/036	13/06/2022	Clerk to ask other parish councils about their SIDs.	SG	COMPLETED	01/09/2022	Info acquired
111	2022/039	13/06/2022	Simon Bailey to investigate alternative dates for Overdale's rescheduled Queen's Platinum Jubilee Party.	SB	COMPLETED	14/06/2022	
112	2022/039	13/06/2022	Jill Holland to investigate different packages with CMK, including Overdale and Dawley Bank.	JH	COMPLETED	14/06/2022	



113	2022/049	13/10/2022	Simon Bailey/Jill Holland to meet with either Wellington or Great Dawley council to discuss delegation and committees.	SB/JH	ONGOING		To follow up after Christmas. Initial prep undertaken
114	2022/049	13/10/2022	Jill Holland to investigate whether the cleaning contract would remain at the current costs until the end of the financial year.	JH	COMPLETED	14/10/2022	FC agreed to higher rate whilst tender process is undertaken for March 2023

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.