



Minutes of the Full Council meeting held on Tuesday 14 January 2025 at Dawley Baptist Church starting at 6:00pm

PRESENT

Cllr Erin Aston	Cllr Mark Boylan	Cllr Zona Hannington
Cllr Emma Holding	Cllr Cathy Salter	

IN ATTENDANCE

Jill Holland, Clerk to the Council

Mr M Povall, co-option candidate

Mrs C Chikandamina, co-option candidate (arrived at 6:35pm)

2024/061	Welcome Cllr Erin Aston welcomed everyone to the meeting.
2024/062	Apologies Cllr Luke Lewis – domestic commitments Cllr Raj Mehta – family bereavement
2024/063	Disclosable Pecuniary Interests All were noted on the attendance register
2024/064	PUBLIC SESSION No members of the public were present.
2024/065	MINUTES OF THE FULL COUNCIL MEETING (APPENDIX A) The minutes from: the Full Council Meeting held on TUESDAY 17TH SEPTEMBER 2024 were <u>APPROVED</u> It was <u>RESOLVED</u> that the minutes be signed and <u>ADOPTED</u> as a true record. This was <u>PROPOSED</u> by Cllr Cathy Salter and <u>SECONDED</u> by Cllr Mark Boylan. <u>ALL IN FAVOUR</u>
2024/066	Co-option To allow for both candidates to be in attendance, Cllr Aston PROPOSED that the agenda item be moved to after the finance section. Cllr Salter SECONDED . All Members IN FAVOUR .
2024/067	FINANCE a) ANNUAL GOVERNANCE ACCOUNTABILITY RETURN 2023-2024 The Clerk referred to the completed return and report and advised of the recommendations for 2025-2026. Cllr Zona Hannington PROPOSED to accept the AGAR for 2023-2024. Cllr Salter SECONDED . All Members IN FAVOUR .

	b) Bank reconciliations for September, October and November 2024 Cllr's Aston, Boylan, Hannington and Holding reviewed and signed the reconciliations. c) List of expenditure for September, October and November 2024 Cllr Holding PROPOSED the expenditure lists be authorised. Cllr Hannington SECONDED. All Members IN FAVOUR. d) Financial position report to receive and authorise (APPENDIX D) The Clerk referred to the report and the recommendations to: • a surplus was forecast for 2024-2025 and this was mainly due to increased Councillor Pride Funding, several successful grant applications and partnership working with stakeholder such as Safer Stronger Communities at Telford & Wrekin Council • purchase a new fridge-freezer for the Lawley Community Centre as the current one needed replacing. Cost of £200, with funds available in the building maintenance fund • replacement of lights at the Community Centre as the current ones were no obsolete and the parts were no longer available. Investigations into energy saving units were underway and quotes to be brought to the next Full Council meeting • funding for any projects/works such as the War Memorial path, purchase of a new Speed Indicator Device (part funded by the PCC), road signs, breakfast club costs, etc which are not completed before the end of the year to be carried forward to 2025-2026 • any surplus to be moved to the General Reserves Fund Cllr Aston PROPOSED to accept the Clerk's recommendations. Cllr Salter SECONDED. All Members IN FAVOUR e) Grant applications (APPENDIX E) 4 All Foundation – requesting £800.00 Request for £800 towards dodgeball sessions at Lawley Primary Academy for children aged 5 to 11 years of age. Council had previously requested the Clerk obtain further details of what the funding was for. It was confirmed that £340 for sports equipment, £90 for marketing and £370 for venue hire. Cllr Holding advised that the Foundation held a similar initiative in Arlestone, which was very well attended and organised. Cllr Salter PROPOSED grant funding of £800.00 towards the cost of equipment, marketing and venue hire. Cllr Holding SECONDED. Cllr Boylan advised he had a declaration of interest and ABSTAINED. Cllr Aston and Hannington were IN FAVOUR. Newdale Primary School – requesting £500.00 Request of part funding of £500 to make an area of land safe, functional and suitable for pupils. The land had previously been part of a boundary discrepancy between the school and developers, which saw some of it lost and since reclaimed. Cllr Salter felt that the developers should be made to put the land back to its former state and Cllr Holding believed that the grant was not child focused, as children could not use the tools which the funding was for.
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	Cllr Holding PROPOSED that the grant did not fit the criteria and that no funding should be awarded. Cllr Salter SECONDED. All Members IN FAVOUR. Telford Samaritans - £5,000.00 Request for part funding of project to make the premises more secure and to replace the old windows, based on recommendations from the Police. Applications have been made to other organisations for funding. Cllr Hannington stated that the charity undertakes amazing work for those who need it and help a lot of people. Cllr Hannington PROPOSED £750 towards the refurbishment. Cllr Salter SECONDED. All Members In FAVOUR. Little Dreamers Choir - £109.00 Funding required to purchase a new printer to produce song sheets for practice and productions. The choir perform at various events across the Parish and most, if not all, of the children (15-20) live in the Parish area. Cllr Aston PROPOSED grant funding of £109.00 for a new printer. Cllr Holding SECONDED. All Members IN FAVOUR. Lawley Primary School - £3000.00 Funding is sought to assist with the development of an outdoor classroom and nurture hub for Early Years Foundation Stage and Special Educational Needs and Disabilities (SEND) pupils. The project will address the social, emotional and mental health need of pupils. The school will be utilising some of its own funds towards the project also. Cllr Holding referred to the list of equipment and felt that the Parish Council could contribute towards some of the items. Cllr Hannington PROPOSED £750 towards the outdoor project. Cllr Salter SECONDED. Cllr Aston advised she had a declaration of interest and ABSTAINED from the discussion and vote. Cllr Boylan ABSTAINED. Cllr Salter was IN FAVOUR. Lawley Lightmoor Comets under 7's - £428.46 Funding is sought for new items for new items of kit, such as bodywarmers and changing robes to be used during tournaments and Sunday league games. Five out of seven children live in the Parish area. Cllr Aston PROPOSED £428.46 for the kit. Cllr Holding SECONDED. All Members IN FAVOUR.
f)	Strategic Plan 2025-2026, including annual programme of events (APPENDIX F) The Clerk referred to the plan, which outlines the Council's objectives for 2025-2026, as discussed by Councillors at the Strategic Planning meeting in November 2024.

	Cllr Holding queried if the Council would be commemorating the 80th Anniversary of VE Day, and it was confirmed that the team were currently working on this and hoped to include Lawley Bank Court and Telford Hall. Mr Povall suggested that consideration be given to mark VJ Day also. Cllr Aston queried when the Prostrate Screening Testing would take place, and the Clerk confirmed that additional funding was being sought to ensure the test remained free, but Council had been contacted by David Wilson Homes with a view to supporting initiatives in the community. An update will be brought to the next meeting. Cllr Aston PROPOSED to approve the Strategic Plan for 2025-2026. Cllr Harding SECONDED. All Members IN FAVOUR.
g)	Assets Register (APPENDIX G) The Clerk confirmed that all purchases to date had been included on the register and on the insurance policy, which was renewed in September 2024. Cllr Hannington PROPOSED to approve the register. Cllr Salter SECONDED. All Members IN FAVOUR.
h)	Reserves Report (APPENDIX H) The Clerk referred to the report and advised that any underspend for 2024-2025, as agreed by Council, would be moved into the General Reserves Fund. Cllr Aston PROPOSED to approve the report. Cllr Harding SECONDED. All Members IN FAVOUR.
i)	Review of Lawley Community Centre hire rates (APPENDIX I) Since 2018 there has only been an increase ranging from 45p for regular and voluntary groups to £1.35 for commercial use. Alongside this, utility costs and service charges for maintenance have increased. Neighbouring centres and similar facilities have been examined and with the proposed increase of 75p across the board, which is still lower than most elsewhere, the cost of hire would still be low in comparison. Cllr Boylan stated that the item needed more time for discussion than this meeting allowed. Cllr Boylan PROPOSED that the item be brought to the next Full Council meeting. Cllr Aston SECONDED. All Members IN FAVOUR.
j)	Budget 2025-2026 The draft budget was based on the objectives of the Strategic Plan and Council's ongoing commitment to continue to provide services to the public alongside new initiatives such as environmental enhancements and more activities across all demographics, as outlined in the supplementary event budget/programme, such as additional coach trips and community productions. It is expected that external funding will again be sought from grants and working in partnership with stakeholders and Ward Councillors as part of the Cllr Pride Funding. This has been key during 2024-2025 and has enabled several projects that had not initially been planned. The Parish Council office has needed some repairs and maintenance this year and further works need to be undertaken next year to ensure the office is not

	only compliant for Health & Safety, but also if Council decides to lease or sell it in the future. The draft budget proposed an increase of 38p per week, amounting to 18.18%. Cllr Harding PROPOSED to approve the Budget for 2025-2026. Cllr Boylan SECONDED. All Members IN FAVOUR.
2024/068	Co-option (APPENDIX B) The Clerk outlined the process, advising that each candidate would have three minutes to address the Council to explain their interest in the vacancy after which Councillors would be able to ask any questions. Ballot papers would then be distributed for voting and returned to the Clerk, before the successful candidate would be announced. Mr Povall addressed the Council. Mrs C Chikandamina addressed the Council. A vote was taken and counted. Mrs C Chikandamina was announced as the new Parish Councillor for the Town Centre Ward and completed the Acceptance of Office and Disclosure of Peculiarly Interests register. Cllr Aston thanked Mr Povall for his application and for attending the meeting and advised that he was welcome to stay until the public session finished.
2024/069	Boundary Review Cllr Boylan advised that the review was now closed for comment and the Parish Boundaries would be reviewed by the government. There had been a proposal from Ketley Parish Council to include the area of Overdale. Cllr Salter stated that Lawley & Overdale Parish Council had undertaken a lot of work within that area over the past few years, which has been of benefit to the residents and the community, including the new pitches site. Cllr Boylan added that any reduction of the Parish area would have a detrimental impact on the precept which would in turn have a negative impact on the services and initiatives the Parish Council currently provides, and as such would be of no benefit for the residents. Councillors NOTED the report.
2024/070	Phase 11 Cllr Boylan advised that he had been taken upon looking after the area following former Cllr Davies being elected as MP. There had been some problems with the site and the impact on neighbouring estates, but these appear to have ceased or at least reduced. Development of the phase appears to be slow progress. Councillors NOTED the report.
2024/071	COUNCILLOR UPDATE Cllr Emma Holding Referred to the recent snow and queried the lack of grit bins within the older parts of Lawley, as there did not appear to have been any gritting. She was also unsure of who the Snow Wardens were. There had been an issue with the grit bin by the shop, which had had a fence installed around it.

	The Clerk confirmed that not highways were meant to be gritted and had requested for the Community Environmental Liaison Officer to investigate the bin by the shop. Cllr Salter advised there were several bins around the area, and they had been filled up. As the local Snow Warden, she had been out three nights in a row to distribute the grit across parts of the estate, but it required more volunteers. Cllr Zona Hannington Had received a complaint from the residents in Clips Moor flats regarding the unsanitary bin store. This had been escalated to the environmental team, who contacted Sanctuary as the landlords. The cleaning is under dispute as Sanctuary have stated that they are not obligated to undertake it. Cllr Erin Aston Received a communication regarding parking and penalty notices by the Thomas Telford School. It had been suggested that all restrictions be lifted at certain times to allow parents to park where they want when collecting their children from school. Concerns regarding the anti-social behaviour in Higgs Row and the lack of action to address this by several agencies. The damaged trees along Village Drive had been attended to by Trinty Estates as the Estate Managers. Cllr Mark Boylan Referred to complaints regarding parking outside of the Thomas Telford School and that the Traffic Regulation Orders were introduced for the safety of pupils and to prevent parents from parking on the highway and causing congestion. He was currently trying to address the removal/replacement of the 200-year-old hedge that had been partly removed in error following a resident's attendance at the previous meeting. Cllr Cathy Salter Nothing to report.
2024/072	Lawley Partnership Board (LPB)/Lawley Community Consortium (LCC) Cllr Boylan informed Council that stakeholders from the LPB had been invited to attend the initial meeting of the LCC. A date was yet to be confirmed but it would take place in the evening. Questions have also been raised regarding the remaining funds from the LPB, and he has taken this up with the relevant person at Telford & Wrekin Council. Councillors NOTED the report.
2024/073	COMMUNITY AFFAIRS a) Events update All Christmas events were well attended. The Lawley fair had to be moved indoors. Thank you to Lawley Primary School for their assistance with accommodating this. It was the first year for the over 60's Christmas meals, which were a tremendous success. There has been some very positive from attendees in relation to the quality of food and entertainment. Dates are being considered for 2025.

b)	Cllr Pride Funding has greatly enhanced the events and various community initiatives and activities this year and several projects are already planned for 2025. Members NOTED the (verbal) update. Speed Indicator Device Report (SID) (APPENDIX J) The report has been compiled by Simon Bailey, Deputy Clerk and contains the following recommendations for Council: • Dawley Road – to share data and raise concerns with Highways at TWC and the Safer Neighbourhood Team (SNT), including consideration for additional traffic calming measures • Bryce Way – share data and raise concerns with Highways at TWC and the SNT. Consideration to be given for 20mph as located by Lawley Academy • Birchfield Way – continue to collate data as part of the SID rota Cllr Salter advised that the Speedwatch group would shortly be resuming their surveys. Mr Povall added that the traffic calming measures in The Rock do not work for vans only cars. Cllr Aston PROPOSED to approve the recommendations. Cllr Salter SECONDED. All Members IN FAVOUR.
2024/074	CORRESPONDENCE None received. Mr Povall left the meeting at 7:45pm
2024/075	CONFIDENTIAL ITEMS Items were noted. • Lawley Community Centre • Staffing – Local Government Services Pay Agreement 2024/2025 (APPENDIX L)
2024/076	AGENDA ITEMS FOR NEXT MEETING To be sent to the Clerk
2024/077	DATE OF NEXT MEETING The date of the next Parish Council meeting is due to take place on Tuesday 18th March 2025 at Dawley Baptist Church Commencing at 6:00pm

Meeting closed at 8:25pm

Signed:

Date:

Chair