



DRAFT Minutes of the Annual Meeting of the Council followed by the Full Council meeting held on Tuesday 13th May 2025 at Dawley Baptist Church starting at 6:00pm

PRESENT

Cllr Erin Aston	Cllr Mark Boylan	Cllr Corrine Chikandamina
Cllr Zona Hannington	Cllr Luke Lewis	Cllr Cathy Salter

IN ATTENDANCE

Jill Holland, Clerk to the Council

One resident

2025/001	WELCOME In the absence of the current Chair, Cllr Erin Aston, as current Vice-Chair, welcomed everyone to the meeting.
2025/002	ELECTION OF CHAIR In compliance with LGA 1972 s15(1)(2) nominations were received by the Clerk prior to the meeting in the event of more than one nomination being received. It was RESOLVED that Cllr Mark Boylan be appointed as Chair for 2025-2026. Cllr Zona Hannington PROPOSED Cllr Mark Boylan for the position of Chair. Cllr Corrine Chikandamina SECONDED . All Members IN FAVOUR .
2025/003	DECLARATION OF ACCEPTANCE OF OFFICE AS CHAIR TO THE PARISH COUNCIL Cllr Boylan and the Clerk signed the declaration of office.
2025/004	ELECTION OF VICE CHAIR In compliance with LGA 1972 s15(6) nominations were received by the Clerk prior to the meeting in the event of more than one nomination being received. Nominations were received for Cllr Erin Aston and Cllr Emma Holding. Votes to be taken It was RESOLVED that Cllr Emma Holding having received the highest number of votes be appointed as Vice Chair for 2025-2026 Cllr Cathy Salter PROPOSED Cllr Emma Holding for the position of Vice-Chair. Cllr Erin Aston SECONDED All Members IN FAVOUR .
2025/005	DECLARATION OF ACCEPTANCE OF OFFICE AS VICE CHAIR TO THE PARISH COUNCIL Cllr Holding to sign the declaration of office at the earliest opportunity.
2025/006	APOLOGIES Cllr Luke Lewis – to arrive late due to work commitments Cllr Mark Boylan – to leave early due to work commitments Cllr Emma Holding – Wellington Town Council commitments
2025/007	DECLARATIONS OF INTEREST All were noted on the attendance register

2025/008	APPOINTMENT TO PERSONNEL COMMITTEE Cllrs Aston, Boylan, Holding and Salter agreed to reside on the committee for 2025-2026. Cllr Luke Lewis to be a substitute for the committee. Cllr Boylan PROPOSED the new Personnel Committee Cllr Hannington SECONDED . All Members IN FAVOUR .
2025/009	APPOINTMENT OF REPRESENTATIVES a. Shropshire Association of Local Councils Area Committee Cllr Boylan and the Clerk (who would have no voting rights) b. Lawley Community Consortium Cllrs Aston, Hannington, Lewis and Salter to alternate c. Parish Forum The Clerk d. Telford Bus User Group Cllr Salter e. Lawley Village Management Committee Cllrs Aston, Hannington, Lewis and Salter to alternate f. Snow Warden Coordinator Cllr Salter Cllr Chikandamina PROPOSED the appointments. Cllr Hannington SECONDED . All Members IN FAVOUR .
2025/010	REVIEW/ADOPTION OF STANDING ORDERS (APPENDIX A) The Clerk advised of the following changes: Standing Order 14 – updated to better reflect the Code of Conduct requirements. The language changed to gender neutral terms to align with the Civility & Respect Code. Standing Order 18 – updated to comply with new procurement legislation with the model Financial Regulations. Cllr Aston PROPOSED to adopt the Standing Orders. Cllr Chikandamina SECONDED . All Members IN FAVOUR .
2025/011	REVIEW/ADOPTION OF FINANCIAL REGULATIONS (APPENDIX B) The Clerk advised that the current Financial Regulations were up to date and reviewed/adopted in May 2024. Cllr Salter PROPOSED to adopt the Financial Regulations. Cllr Chikandamina SECONDED . All Members IN FAVOUR .
2025/012	MEETINGS CALENDAR FOR 2025-2026 (APPENDIX C) Cllr Chikandamina PROPOSED to accept the schedule of meetings. Cllr Salter SECONDED . All Members IN FAVOUR .
2025/013	CHAIRMAN’S ANNUAL REPORT/MEETINGS CALENDAR (APPENDIX D) Cllr Salter PROPOSED to approve the report and to publish it on the Parish Council website. Cllr Hannington SECONDED . All Members IN FAVOUR .
2025/014	DISCLOSABLE PECUNIARY INTERESTS The Clerk advised if there had been any chances in circumstance from last year then a new form had to be completed and submitted to TWC.

2025/015	SAFER NEIGHBOURHOOD TEAM (SNT) UPDATE Were unable to attend due to resources required elsewhere. The Clerk provided an update in their absence including: • SNT surgery with Cllr Salter and the Clerk on 01.05.25 at Princes End play area following concerns of anti-social behaviour. No further reports had been received. • Several other surgeries held in Lawley, Overdale and Dawley Bank with PCSO Bailey, to be undertake monthly • Walkabout undertaken with Cllr Boylan in Overdale. Future walks can be arranged in other areas. Cllrs to advise the Clerk to arrange. • Anti-social behaviour in Randle Drive, Overdale. Unable to install CCTV due to unsuitable columns but additional PCSO patrols to be undertaken and the use of the mobile CCTV van. Contact made with Housing Officer to arrange a meeting • Cllr Boylan – previous issues resolved on the older part of the estate. Young people from outside the area appear to be causing the trouble, although the PCSO presence has eased the current situation
2025/016	PUBLIC SESSION A resident from Old Park addressed the Council • Young people appear to be lighting BBQs by the pool. Neighbourhood Enforcement Officers and the Community Environmental Officer to be advised and to patrol/inspect the area • The area by the new development still needs landscaping and whilst the road has been resurfaced in parts, it is quite patchy. Cllr Boylan will investigate Cllr Boylan having given his apologies at the start of the meeting departed at 6:30pm. In his absence Cllr Aston took the Chair.
2025/017	MINUTES OF THE FULL COUNCIL MEETING (APPENDIX A) The minutes from: • the Full Council Meeting held on TUESDAY 13TH MARCH 2025 were APPROVED. It was RESOLVED that the minutes be signed and ADOPTED as a true record. This was PROPOSED by Cllr Hannington and SECONDED by Cllr Cathy Salter. All Members IN FAVOUR.
2025/018	FINANCE A) BANK RECONCILIATIONS FOR MARCH AND APRIL 2025 The reconciliations were reviewed and signed. Cllr Chikandamina PROPOSED to accept the bank reconciliations. Cllr Aston SECONDED. All Members IN FAVOUR. B) LIST OF EXPENDITURE FOR APRIL 2025 Cllr Chikandamina PROPOSED the expenditure lists be authorised. Cllr Aston SECONDED. All Members IN FAVOUR. C) ASSEST REGISTER (APPENDIX F)

	Referred to Telford Steam Railway event, which was well attended, and the volunteers did an amazing job. The Trust appreciated the financial support from the Cllr Pride Funding and Parish Council, and she looked forward to working with them in the future. A retrospective planning application would be submitted for the washing machine facilities in Lawley Square. The issue of the overflowing bins in Lawley Square had been escalated to the relevant Cabinet Member. A Speed Indicator Device was now in situ on Dawley Road by Great Dawley Town Council following concerns from residents near Heath Hill Cllr Erin Aston Had also attended the Telford Steam Railway event and it was clear that so many residents had enjoyed it. Discussions were had with the volunteers regarding further funding towards projects. Cllr Cathy Salter The Speedwatch group assembled on the Dawley Road recently and recorded several vehicles driving over the speed limit. More dates to be planned. Cllr Corrine Chikandamina Had attended a meeting with the developers from the Station Quarter to discuss potential community initiatives.
2025/022	COMMUNITY AFFAIRS A His Majesty's Lord-Lieutenant of Shropshire – community volunteer garden party Joyce Cherrington, Parish resident and community volunteer at Lawley Bank Court was nominated by the Council for her outstanding contribution and dedication to the assisted living accommodation. She was selected and will be attending the garden party with a guest. B) Events update Stratford Upon Avon trip – excellent feedback from residents and Cllr's Hannington and Chikandamina, who attended. Preparations underway for the next trip in April 2026. Ideas for locations are welcome. The wheelchair accessible coaches enabled those residents with mobility impairments to attend, and AT Brown were most accommodating. PSA testing – 233 booked so far out of 250. A representative from David Wilson Homes and Barratts will be in attendance. The developers donated £1,000 towards the screening, which helped ensure it could remain free for the men. New Brighton trip is now fully booked within a week of tickets going on sale. Council may wish to consider three coaches next year due to the popularity. Ideas for future locations welcome. Telford Steam Railway event and VE Day 80th Commemoration – both well attended, and it was great that the Council was part of both of them. The recommissioned station in Lawley is part of the Lawley & Overdale history trail and work will be undertaken to include this in future updates. Staff and Cllr Chikandamina attended a meeting with the developers of the Station Quarter to consider future joint initiatives and will be undertaking a tour of the new development soon. Overdale Summer event – Saturday 14 June

C)	Picnic in the park, Princes End play area – Thursday 19 June Summer Fest – Saturday 5 July COMMUNITY ACTION TEAM REPORT (APPENDIX J) • Princes End play area now included as a high priority spot for ASB for patrol purposes • 2 PCN's issued to drivers along Milners Lane within the last two weeks. Neighbourhood Enforcement Officer continue to patrol there, Concord and Station Road following complaints from residents • 2 vehicles with no tax and MOT identified and reported in Overdale • Currently working with Cllr Hannington and Telford & Wrekin Council to resolve the issue of the overflowing bins in Lawley Square which are owned by a private landlord Councillors NOTED the (verbal) report.
2025/023	CORRESPONDENCE None received
2025/024	CONFIDENTIAL ITEMS Items were noted. • Lawley Community Centre – finalisation of question in progress and draft copy to be shared imminently
2025/025	AGENDA ITEMS FOR NEXT MEETING To be sent to the Clerk.
2025/026	DATE OF NEXT MEETING The date of the next Parish Council meeting is due to take place on Tuesday 24 June 2025 at Dawley Baptist Church Commencing at 6:00pm

Meeting closed at 8:00pm

Signed:

Date:

Chair: