



DRAFT Minutes of the Full Council meeting held on Tuesday 13th January 2026 at Dawley Baptist Church starting at 6:00pm

PRESENT

Cllr Erin Aston	Cllr Mark Boylan	Cllr Zona Hannington
Cllr Emma Holding	Cllr Luke Lewis	Cllr Mike Povall
Cllr Cathy Salter		

IN ATTENDANCE

Jill Holland, Clerk to the Council

2025/077	WELCOME Cllr Mark Boylan welcomed everyone to the meeting.
2025/078	APOLOGIES Cllr Corrine Chikandamina – personal/care commitments
2025/079	DECLARATIONS OF INTEREST Noted on the attendance register
2025/080	SAFER NEIGHBOURHOOD TEAM (SNT) UPDATE Unable to attend. The Clerk provided a verbal update: - Speed survey – Concord and Station Road – no issues found - Patrols off parks and Overdale stores, following reports of anti-social behaviour - Several surgeries arranged, one taking place at least every first Friday of the month, further dates to follow The Clerk to arrange walkabouts with Officers and Cllrs.
2025/081	COMMUNITY ACTION TEAM (CAT) – ENFORCEMENT (APPENDIX A1 & A2) Cllr Boylan welcomed Leah Coyne-Wallage, Neighbourhood Enforcement Team Leader from Telford & Wrekin Council (TWC), who provided an insight to the role of the team and referred to the two documents (CAT action plan for December 2025 and January 2026). In addition, the following was discussed. - Two walkabouts scheduled for this year in Lawley and Overdale. - Data from fly-tips, littering, parking contraventions, etc are used to identify hotspots and assist with the setting of action plans for the forthcoming month. - Officers can only enforce where there is a Traffic Regulation Order (TRO) but also issue warnings, where possible - Only the Safer Neighbourhood Team can enforce for obstructions - Officers work during evenings up to 8:00pm and at weekends, and also attend community events where possible - Officers communicate directly with the Parish team via the WhatsApp group, telephone and by calling into the office - Cllrs can make contact directly with Leah or via the Clerk Cllr Holding queried how effective the service/contract is and was advised that at the end of the financial year a report would be produced to enable comparisons of the previous year and for future targets. Cllr Boylan thanked Leah for attending. Leah Coyne-Wallage departed the meeting at 6:
2025/082	PUBLIC SESSION No residents in attendance.
2025/083	MINUTES The minutes from the:

	• Full Council Meeting held on TUESDAY 11th NOVEMBER 2025 (APPENDIX B) It was RESOLVED that the minutes be signed and ADOPTED as a true record. This was PROPOSED by Cllr Emma Holding and SECONDED by Cllr Cathy Salter. All Members IN FAVOUR.
2025/084	FINANCE A) BANK RECONCILIATIONS FOR NOVEMBER & DECEMBER 2025 Cllrs received, checked and signed the reconciliations. Cllr Luke Lewis PROPOSED to approve the reconciliations. Cllr Holding SECONDED. All Members IN FAVOUR. B) LIST OF EXPENDITURE FOR NOVEMBER & DECEMBER 2025 (APPENDIX C1 & C2) Cllr Erin Aston PROPOSED the expenditure lists be authorised. Cllr Mike Povall SECONDED. All Members IN FAVOUR. C) FINANCIAL POSITION REPORT/END OF YEAR - TABLED The Clerk presented the report and advised whilst there was currently a significant surplus there were several payments to be paid, including the CAT contract for 2025-2026 and the Christmas lights for 2025. Members also acknowledged the lack of grant applications received so far this year, remaining balance for the CAT equipment (which will be moved to the relevant reserve), non-production of the Parish newsletter, which will be resumed once the new member of staff joins and the remedial works at the current centre for repairs and maintenance. There had been an underspend on some planning application reports, as former ones had been deemed acceptable, along with extensive partnership working and Cllr Pride Funding, along with successful grant applications, all of which have reduced costs of events and community enhancements. Cllr Holding PROPOSED to approve the report and for the Clerk to provide a final end of year balance/report for the meeting in March 2026. Cllr Lewis SECONDED. All Members IN FAVOUR. D) GRANT APPLICATIONS & COMPILATION TABLE (APPENDIX D) • 2379 Dawley Squadron ATC Request of £250 to assist low-income families to purchase a cadet uniform which is used for the Duke of Edinburgh award. 24 members and volunteers from the Parish area. Cllr Povall PROPOSED £250 to the group. Cllr Salter SECONDED. All Members IN FAVOUR. • Lawley Primary School Request of £2,000 towards training for 28 staff members with Theraplay to address the growing and emotional well-being of pupil, to foster a culture of inclusion, and trauma-informed practise. Previously awarded £750 in 2024/2025. Members discussed the application and whilst recognising the growing need for SEND provisions and that many pupils had missed the opportunity to develop socially and questioned the sustainability of the initiative Cllr Povall PROPOSED further information be obtained. Cllr Salter SECONDED. All Members IN FAVOUR. • 1st Telford Boys Brigade and Girls Association

	Request of £500 to assist with the purchase of new floor mats and transport costs for the annual weekend away. 13 attendees from the Parish area, along with several volunteers. Cllr Hannington PROPOSED £500 to the group. Cllr Povall SECONDED. All Members IN FAVOUR.
E)	ASSETS REGISTER (APPENDIX E) The Clerk presented the report advising all items were up to date and per the Strategic Plan for 2026 and beyond, an Asset Policy would be presented at the Annual Meeting of the Council in May 2026, which once agreed would be displayed on the website. Cllr Aston PROPOSED to approve the Asset Register. Cllr Lewis SECONDED. All Members IN FAVOUR.
F)	RESERVES REPORT (APPENDIX F) The Clerk presented the report and advised an up-to-date version would be presented at the Full Council meeting in March 2026 before the end of year. This would include recommendations for ear-marked reserves for specific budgets should there be a surplus from the current year. The Clerk referred to the reserve spend for the maintenance work at the community centre, as previously agreed by Members, resulting in the current balance of £8,535. £1,500 of reserve income for Overdale events had been used for additional activities at Christmas and were also contained within the report. Cllr Holding PROPOSED to approve the Reserves Report. Cllr Salter SECONDED. All Members IN FAVOUR.
G)	REVIEW OF LAWLEY COMMUNITY CENTRE HIRE RATES 2026-2027 (APPENDIX G1, G", G3, G4 & G5) The Clerk presented the report which had been compiled by Matthew Wright, Community Engagement & Asset Officer. Lawley Village Line Dancing Group had moved to another facility, which was bigger and able to accommodate its increased membership. Three new regular groups now held classes at the centre – Telford Salsa, Yoga and ROC Fitness, which means it is once again fully booked Monday to Friday. Requests are still be received for regular hire and a list is being retained, with permission, should the new centre be approved by planning. Costs of utilities, continue to increase, despite a new energy supplier and the building has undertaken some extensive maintenance work this year with new lighting and a new ceiling. As always there has been an increase of the non-domestic business rates, which will increase further next year. Cllr Povall and Cllr Lewis both queried the business rates for the building, given that it was a community centre, run at no profit. The Clerk confirmed that a limited business was registered to the building, which had been the case for several years. This was included in the budget and was subsidised by the Parish Council. Extensive modernisation was required to the kitchen and storage, given the age of the building but it was recommended that Members delay a decision for works until the result of the planning application for the new facility and its decision to continue (or not) the lease on the current building. Any further works would have to be funded by an increase in hire costs, grant or increase in precept as it was not possible to generate more income from hire given the limited availability. The report contained a recommendation of the following:

	• An increase of 30p per hour for regular/community/voluntary groups • 45p increase for agency users • 50p increase for private hire – whilst still below those of neighbouring facilities • 50p increase for commercial/business/limited companies Cllr Hannington PROPOSED to approve the increases and also requested the Clerk investigate the non-domestic business rates and what could be done, if anything to reduce these, including recompense from the business. Cllr Salter SECONDED. All Members IN FAVOUR. H) STRATEGIC PLAN 2026-2028 (APPENDIX H) The Clerk presented the report. As previously discussed options to extend the events and activity programme were limited due to lack of useable space. This included working with shareholders such as Healthy Telford and Learn Telford. The Plan encompasses five objectives intended to guide the work of the Council for the benefit of residents and the community, with more focus on communication, the environment and Council policies. Cllr Povall PROPOSED to approve the Strategic Plan 2026-2028 Cllr Aston SECONDED. All Members IN FAVOUR. I) BUDGET 2026-2027 TO INCLUDE DRAFT ANNUAL PROGRAMME OF EVENTS (APPENDIX H) The Clerk presented the report and explained the increase of 44p per week per household. Council reserves would be used for the year, with various grant applications to be made for the new centre, should it be approved by planning. Staff costs to increase following the appointment of the new Community Engagement & Communications Officer, now bringing the team to four full time officers. Elections due in 2027/2028 and it is recommended to rebuild the reserve for this. Cllr Hannington queried the reduction in pension costs and was advised this had been adjusted to be as accurate as possible in relation to the provider, NEST. Cllr Hannington and Cllr Lewis requested the Clerk investigate a better provider, to attract and retain staff. Cllr Holding PROPOSED to approve the 2026-2027 Budget. Cllr Salter SECONDED. All Members IN FAVOUR.
2025/085	PLANNING APPLICATIONS a. TWC/2025/0682 – Land corner of Hollinshead Way/Caledonian Way, Old Park. Cllr Povall expressed his opposition to the application, citing that the original PE had included details for assisted living accommodation. This was no longer the case, and with 67 apartments and only 36 parking spaces, lack of storage units and drainage issues, the development would be fraught with issues, especially parking and traffic congestion in an area that is already problematic. Members agreed with his comments and were concerned with the lack of parking for visitors. Cllr Povall PROPOSED to object to the application. Cllr Salter SECONDED. All Members IN FAVOUR. b. TWC/2025/0860 – 8 Village Drive, Lawley Members had no comments.

	c. TWC/2025/0871 – 24 Magnolia Drive, The Rock Members had no comments.
2025/086	COUNCILLOR UPDATE Cllr Erin Aston Nothing to report. Cllr Zona Hannington A Cllr Pride Fund application had been received by TWC from 4 All Foundation but she had not been made aware or approached by the charity, who were seeking £500. As such, the application had been rejected. She understood that a meeting was due to be held with them along with Parish staff. Cllr Luke Lewis Referred to the comments on FB regarding the empty grit bins and the response given by BVT in relation to TWC not gritting the area, He felt the comments were not helpful or productive and understood that BVT were responsible for the courtyards but had failed to acquire sufficient grit. Cllr Cathy Salter Nothing to report. Cllr Emma Holding Had noticed several branches and trees down along Arlestone Lane and Dawley Road following the storm and was very pleased to see how quickly they had been attended to by both TWC and Bob and Dan from the Parish. Cllr Mike Povall Has signed up to be a Snow Warden and the grit bin along Park Lane, which was reported empty by a resident, had been refilled. A request for an additional bin had been made for the corner of the road, as it becomes very icy in the winter weather. Several trees had blown down, and a request has been made to replace them. The hedge at 34 Park Lane still remains uncut and a resident has raised concerns regarding the traffic calming measures that have been installed as part of the planning application for the housing development. Cllr Mark Boylan Undertook a ward walk over the Christmas period and found several bags of prescription medication along the underpass connecting Overdale to Ketley. Photos had been taken and provided to TWC and the fly-tip disposed of. Hate graffiti was also found on the walls, again reported and cleared quickly. Currently pursuing the Traffic Regulation Orders for Lawley Square and the planned nature reserve in Old Park/The Rock. Several potholes reported following the snow and ice, and works to Waterloo Road have commenced as part of the Newdale pitches development.
2025/087	COMMUNITY AFFAIRS A) REQUEST FOR GRIT BINS (APPENDIX J) Over 30 requests received from locations across the Parish area, with the majority from Lawley, including several for unadopted highways. The cost of grit bin was £250 (£200 for the bin and 3 refills) Cllr Povall PROPOSED for the Clerk to work with CAT Officers to explore all locations and to bring a report to the next meeting for consideration. Cllr Hannington SECONDED. All Members IN FAVOUR. B) NEW COMMUNITY CENTRE – PETITION (APPENDIX K) The Clerk referred to the document and confirmed she had taken advice from the Monitoring Officer at TWC. Whilst the document did not constitute a formal petition, the

	pages did not include a title, and there was nothing to specify what the signatures were for other than that contained within the email, with some of the names being unclear and ineligible, it was recommended that the Council take the matter at face value. Cllr Salter felt that there had been ample opportunity for residents to raise their concerns, either at one of the five drop-in sessions, public consultation and by contacting the office or Councillors. Cllr Povall agreed and believed the 47 signatures were not representative of the community. The business plan explained how the facility would be paid for and that it would be run like a commercial entity. Cllr Holding added that the need for the new facility has been prevalent for several years. Cllr Hannington PROPOSED to reject the request that the planning application be withdrawn and for the Clerk to advise the resident. Cllr Holding SECONDED. All Members IN FAVOUR. C) Events update All Christmas events were well attended, with some great feedback from the over 60 Christmas lunches. Work will now focus on the annual programme for 2026-2027, including the coach trips, summer pantomime and summer events. Holiday activities to be finalised with partners.
2025/088	CORRESPONDENCE None received PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 In view of the confidential nature of the business about to transacted it is requested that the public and press should not be present.
2025/089	CONFIDENTIAL ITEMS A) APPOINTMENT OF COMMUNITY ENGAGEMENT & COMMUNICATIONS OFFICER Cllr Aston APPROVED the appointment. Cllr Hannington SECONDED. All Members IN FAVOUR.
2025/090	AGENDA ITEMS FOR NEXT MEETING To be sent to the Clerk.
2025/091	DATE OF NEXT MEETING The date of the next Parish Council meeting is due to take place on Tuesday 10th March 2026 at Dawley Baptist Church commencing at 6:00pm

Meeting closed at 8:25pm

Signed:

Date:

Chair: