



Minutes of the Full Council meeting held on TUESDAY 10TH MARCH 2026 at Dawley Baptist Church starting at 6:00pm

PRESENT

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

IN ATTENDANCE

Jill Holland, Clerk to the Council

Carmen Harper, Community Engagement & Communications Officer

2025/092	WELCOME Cllr Mark Boylan welcomed everyone to the meeting.
2025/093	APOLOGIES None
2025/094	DECLARATIONS OF INTEREST Noted on the attendance register
2025/095	SAFER NEIGHBOURHOOD TEAM (SNT) UPDATE Unable to attend. The Clerk provided a verbal update: • New PC – Savannah Green • Regular ongoing meetings and walkabouts with Cllrs and staff • Officers are aware of residents' concerns re speeding and will be reviewing their schedule over the next few weeks • Current Parish Charter priorities – ASB, other traffic offences, speeding
2025/096	PUBLIC SESSION No residents in attendance.
2025/097	MINUTES The minutes from the: • Full Council Meeting held on TUESDAY 13TH JANUARY 2026 (APPENDIX A) 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 Erin Aston. All Members IN FAVOUR.
2025/098	FINANCE A) BANK RECONCILIATIONS FOR JANUARY & FEBRUARY 2026 Cllrs received, checked and signed the reconciliations. Cllr Corrine Chikandamina PROPOSED to approve the reconciliations. Cllr Zona Hannington SECONDED. All Members IN FAVOUR. B) LIST OF EXPENDITURE FOR JANUARY & FEBRUARY 2026 (APPENDIX B) Cllr Hannington PROPOSED the expenditure be authorised. Cllr Mike Povall SECONDED. All Members IN FAVOUR. C) GRANT APPLICATIONS & COMPILATION TABLE (APPENDIX C) • Lawley Primary School Further details obtained following request of £2,000 towards Theraplay. Cllr Povall had investigated the initiative and was unable to access some of the links

	without paying. He still had reservations regarding its administration and success. Cllr Emma Holding also remained unsure and believed further information was needed. Cllr Corrine Chikandamina PROPOSED to approve grant funding of £2,000. Cllr Zona Hannington SECONDED. Cllr's Aston, Chikandamina, Hannington, Lewis and Salter IN FAVOUR. Cllr's Holding and Povall OPPOSED. Cllr Boylan ABSTAINED. Grant APPROVED. Project Linus Request of £1,000 to purchase materials such as wadding and fabric to make quilts for poorly children as part of a local sewing club. Previously received £750 in 2024/2025. Cllr Aston declared an interest and Cllr Hannington queried where the charity received other funding from and asked for further details. Cllr Holding PROPOSED more details be obtained and the application be brought back to the next meeting. Cllr Chikandamina SECONDED. Cllr Aston ABSTAINED. Cllrs Boylan, Chikandamina, Hannington, Holding, Lewis, Povall and Salter IN FAVOUR. Lawley Running Club Request of £400 for training run leaders/volunteers. Cost £175.50 per person, the remainder towards hi-vis/safety clothing. Previous award of £500 in 2024. Cllr Povall highlighted the good work undertaken by the club and Cllr Aston referred to its continuous growth and popularity. Cllr Povall PROPOSED to award £400 for training and uniform. Cllr Aston SECONDED. All Member IN FAVOUR.
D	FINANCIAL POSITION REPORT/END OF YEAR - TABLED The Clerk presented the report with the recommendation that any surplus (currently forecast at £60K) except those earmarked – Cllr Pride Funding (where payment has yet to be made), CAT equipment and new community centre costs – be placed in the general fund. Cllr Hannington PROPOSED to approve the report and for the surplus to be placed in the general fund excluding those specified by the Clerk. Cllr Chikandamina SECONDED. All Members IN FAVOUR.
E)	PROSTATE CANCER TESTING (APPENDIX D) Previously the Council has supported the testing bi-yearly but the results from last year showed higher red and amber cases. The total cost is £7,000 for 300 appointments, with the Parish Council to pay £3,500 (additional funding will be sought same as last year). Cllr Luke Lewis PROPOSED to approve £3,500 for the prostate cancer screening. Cllr Povall SECONDED. All Members IN FAVOUR.
F)	YOUTH GROUP – ADDITIONAL FUNDING FOR FOOD, EXCURSIONS & FUTURE PROVISION (APPENDIX E) Council to consider:

	• £600 for healthy snacks/food over 50 weeks (average 25 attendees = 46p per person) • Bowling at Easter – cost of £200 • Summer trip to Drayton Manor Park – cost of £800 (£300 entrance fee, transport £380) • Provision for June 2026 to May 2027 – cost of £4,500 Opportunities for the group to fund raise for future activities, such as car-washing. Cllrs Hannington and Holding believed the group was beneficial to the community and should be continued. Cllr Holding suggested that once the new centre was open the Council could look to provide Stay and Play and I Can Too sessions. Cllr Chikandamina PROPOSED to approve funding for all activities and 2026/2027.. Cllr Aston SECONDED. All Members IN FAVOUR. IT SERVICES (APPENDIX F) The Clerk presented the report and explained the need for such services, including the migration of documents, compliance with GDPR and historical issues associated with how the systems had previously been set up. Midland Computers were able to provide a bespoke service which was necessary at this time. The cost was £1,140 followed by £252.92 per month. Cllr Povall PROPOSED to accept the quotation and for work to commence. Cllr Aston SECONDED. All Members IN FAVOUR.
2025/099	NEW COMMUNITY CENTRE – TENDER PROCESS (APPENDIX G) Cllr Boylan provided an update on the meeting with biT and explained the next steps. The Clerk advised that procurement for construction will be undertaken using the Two Stage Open Book/Major Building Works and that an appointment with the solicitor is being finalised regarding the land transfer. Consultation with the community will take place and a working group established with stakeholders such as local schools, groups and residents. Cllrs NOTED the report.
2025/100	POLICIES To receive and approve: A) Communications Policy (APPENDIX H) Council Strategic Plan objective to improve communicates with all stakeholders. B) Asset Management Policy (APPENDIX I) As requested by Council as part of the Strategic Plan to enhance transparency. C) Reserves and Investment Policy (APPENDIX J) To provide information on how the Council administers its finances. D) Receiving of Official Petitions Policy (APPENDIX K) Following the recent submission regarding the new community centre and to provide guidance and clarity to residents on the future. E) Information Requests Internal Review (APPENDIX L) Following a recent Freedom of Information Request and subsequent request for an internal review, the policy will provide clarity on what residents can expect and how the Council will conduct such requests. F) Volunteering Policy (APPENDIX M)

	Request from Council, which allows for personal growth of staff members, sharing of skills and experience. It also demonstrates Council's commitment to the community and to enhance relationships with partners.
2025/101	COUNCILLOR UPDATES Cllr Erin Aston Had been contacted regarding Free School Meal vouchers but believed it to be a problem with the school. Ketley Brook residents were experiencing problems with refuse collection but the gypsy and traveller Officer from TWC had now become involved. Royal Mail are also not delivering to the site. Cllr Zona Hannington Several cases ongoing such as problems with the developers, speeding and a request for a path leading onto Tonks Drive. Request for a grit bin on Kilgallon Road and is willing to use her Cllr Pride Funding for this. Asked for any requests for pot-hole repairs be forwarded to herself as there was a 48 hour turnaround for the work. Cllr Luke Lewis Requested a Speed Indicator Device on West Centre Way/junction of Brooke Avenue. The Clerk advised that a SID is placed along the highway and further locations would require an additional socket and extension pole. She would make some enquiries with TWC. Cllr Cathy Salter Referred to the incident of Anti-Social Behaviour that had taken place on the previous Friday night involving a young girl and a chocolate bar. It is thought those responsible had since apologised. The Clerk will obtain an update from the SNT. Cllr Emma Holding Nothing to report. Cllr Mike Povall Had undertaken litter-picks with the staff team across the Parish area. Cllr Mark Boylan Attended several litter-picks, currently working on a CCTV camera at the shop in Overdale following recent ASB and worked with Safer Stronger (from TWC) and staff to remove the fly-tip on Cedar Close and to replace the gate. Proposal of a pelican crossing on The Rock, along with other highway improvements and reported 7 potholes in his ward. Working with Housing Plus, TWC and staff on the proposed nature reserve at Old Park/The Rock and is hoping to work with the developers at the Station Quarter too. Attended the charity presentation, along with Cllr Povall, staff and stakeholders.
2025/102	COMMUNITY AFFAIRS A) Charity 2026-2027 Two charities were originally put forward by the Council and after discussions with partners, Severn Hospice was preferred. Cllr Povall PROPOSED to support Severn Hospice. Cllr Salter SECONDED. All Members IN FAVOUR. B) Community Action Team Report (APPENDIX H) The Clerk advised that Officers continue to monitor hotspot areas for parking, fly-tipping, littering and dog fouling and for Cllrs to advise of other locations. Members NOTED the report

C)	Events update The Clerk provided a verbal update: • Charity cheque presentation well attended • Simon and Matt have organised all the Easter activities, soon to be advertised on eventbright • Chester coach trip – a few tickets remain • Keep Britain Tidy litter-pick on Sunday 22 March • Further litter picks undertaken with Cllrs, staff, TWC Officers, SNT and more planned with the schools, Lawley Bank Court and Telford Hall • Bulb planting with Lawley Village Academy to take place this week in the community garden • Newdale Primary School have requested assistance with reinvigorating their garden area to be turned into an allotment • MP Surgery Friday 13 March, Parish to have a stall • Staff visit to The Greenwood Centre in Ironbridge to arrange more nature boxes • Christmas activities underway Cllrs NOTED the report.
D)	Lawley Community Consortium The Clerk provided an update from the recent meeting. There had only been one application for funding (from the Parish Council and BVT for summer activities). The Clerk and Coms Officer were to work with BVT on publishing the funding and Consortium as a whole. Meeting to be scheduled. Circa £30K remains in the budget and suggestions are welcome. Previous initiatives include speed cameras, welcome to Lawley signs, events and wildflowers. Cllr Aston was unsure as to the benefit of the meetings and added that the Council already works with BVT on events and activities. Cllr Boylan agreed, stating that the opportunity had been given for other stakeholders to join but there had been little up take. Stakeholders already work together, such as the Council, BVT, SNT and TWC. Cllr Lewis queried if the remaining funds could be used for future events and whether a discussion needed to take place with TWC. Cllr Boylan PROPOSED he discuss the future of the Consortium with the Cabinet Member at TWC. Cllr Lewis SECONDED. All Members IN FAVOUR.
2025/103	CORRESPONDENCE Letter from Papyrus thanking the Parish Council and its partners for their support and fundraising activities. 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.
2025/104	CONFIDENTIAL ITEMS A) NEST PENSIONS – tabled Cllrs discussed Cllr Hannington APPROVED the services of TaxAssist and payment to HMRC Cllr Povall SECONDED. All Members IN FAVOUR.
2025/105	AGENDA ITEMS FOR NEXT MEETING To be sent to the Clerk.

2025/106	DATE OF NEXT MEETING The date of the next Parish Council meeting is due to take place on Tuesday 12th May 2026 at Dawley Baptist Church commencing at 6:00pm
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Meeting closed at 7:45pm

Signed:

Date:

Chair: