



# KETLEY PARISH COUNCIL

## TELFORD, SHROPSHIRE

**MINUTES of the Ordinary Meeting of Ketley Parish Council held on Wednesday 08 November 2023 at Ketley Community Centre at 7:00pm.**

**PRESENT:**

Cllr. Eileen Callear (Chair)  
Cllr. Dave Elliott  
Cllr. Joy Francis

Cllr. Nick Heath  
Cllr. Sam Millward Thomas  
Cllr. Sukh Thiara

**IN ATTENDANCE:**

**CLERK:** Shelley Everton  
**DEPUTY CLERK:** Zara Purvis  
**PUBLIC:** 2 Members of the Public

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**C23/123 WELCOME**

The Chair welcomed everyone to the meeting.

**C23/124 APOLOGIES FOR ABSENCE**

Apologies received from Cllr. Mandy Cartwright, Cllr. Amrik Jhawar, Cllr. Gemma Offland, Cllr. Hilda Rhodes and Cllr. Ranbir Sahota.  
All apologies accepted.

**C23/125 PUBLIC SESSION**

A resident of Sandway has reported a largely overgrown hedge which is impacting how well lit the area is on Sandway due to the height of the hedge obstructing the streetlights. There is also an electrical box near this area which is currently being swallowed by overgrown hedges.

**The Clerk will report the issues raised by this resident to the CAT Team to meet with the resident to confirm the exact location and confirm if the hedges are located on privately owned property.**

A resident of Cornflower Grove has also reported overgrown hedges along the pathway which has now extended over much of the pathway leaving residents to walk on the road for lack of space on the pavement.

**The Clerk will ask the CAT Team to inspect this area, however it was deduced that the hedges in question are likely to be on privately owned property. Once we have a definitive answer on this, the Clerk can look to ask the relevant team to issue a request to rectify the matter to the resident directly.**

**C23/126 POLICE MATTERS**

PC 2465 Rob Hughes, Community Safety Engagement Officer attended the meeting as the Police representative for Ketley. PC Hughes confirmed that he is the first point of contact for any issues that may arise that require attention. (If there is a life-threatening incident taking place, please dial 999).

**Cllr. Nick Heath queried if traffic issues are something that PC Hughes can assist residents with, and if he is the right point of contact for these issues. PC Hughes confirmed that this is something that he can assist with, whilst linking in with the Safer Stronger Team.**

Cllr. Sam Millward Thomas advised that he has previously attempted to report ASB at the park in the Millenium Village to 101 but was met with a difficult response from the operator. PC Hughes confirmed that he can be contacted directly to report ASB such as this.

**PC Hughes will ensure that the Community Centre will receive posters with the Safer Neighbourhoods Teams contact details which can then be easily accessed by all residents.**

**C23/127 SHROPSHIRE FIRE AND RESCUE**



# KETLEY PARISH COUNCIL

## TELFORD, SHROPSHIRE

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No representative in attendance.  
Nothing to note from the Councillors.

**C23/128 DISCLOSABLE PECUNIARY INTERESTS**

None noted.

**C23/129 COUNCIL MINUTES**

To receive and agree the minutes of the Ordinary Council Meeting held on Wednesday 11 October 2023.

**Proposed Cllr. Sam Millward Thomas**

**Seconded Cllr. Nick Heath**

**Cllr. Dave Elliott abstained due to not being in attendance**

**All other Councillors were in favor that the minutes of the meeting held on Wednesday 11 October 2023 be adopted and that the Chairman sign these as a true record**

**C23/130 PLANNING APPLICATIONS**

None noted.

**C23/131 COMMUNITY CENTRE**

Councillors are all in agreeance that the Community Centre is running well. It always seems to be very busy which is generating an impressive income for the Centre. The number of groups continuing to use the space alongside the NHS is in high numbers.

**The Clerk advised that the macerator recorded within the report has been noted and they have gone out for quotes. This will be added to the agenda for the next Finance Committee Meeting.**

**C23/132 FINANCE COMMITTEE**

To approve the minutes from Finance Committee meeting held 27<sup>th</sup> September 2023.

**Proposed by Cllr. Joy Francis**

**Seconded by Cllr. Dave Elliott**

**All in favour**

**C23/133 FINANCE**

(i) All Councillors noted the state of the Council's finances, no comments to add.

(ii) All Councillors noted the bank reconciliations for September 2023, no comments to add.

**C23/134 FINANCE – PAYMENTS**

(i) Councillors inspected and authorised orders for payment.

**Proposed by Cllr. Sam Millward Thomas**

**Seconded by Cllr. Nick Heath**

**All in favour**

(ii) No card payments to inspect or authorise

**C23/135 RESOURCES COMMITTEE**

(i) To note the minutes from the Resources Committee meeting 13<sup>th</sup> September.

**Proposed by Cllr. Sam Millward Thomas**

**Seconded by Cllr. Nick Heath**

**All in favour**

(ii) Cllr. Sam Millward Thomas as acting chair gave a short summary of the topics discussed in the Resources Committee Meeting from earlier this evening.

**C23/136 COMMUNITY CENTRE CAR PARK WALL**

The Clerk discussed the three quotes received to fix the wall.



# KETLEY PARISH COUNCIL

## TELFORD, SHROPSHIRE

Cllr. Sukh Thiara proposed that due to a large difference in cost between all three quotes, we look to have a structural engineer and/or surveyor come out to look at the wall in its entirety to give us a clearer picture of what level of work requires doing. Cllr. Joy Francis seconded this proposal, and all Councillors are in favour.

### C23/137 CAT ACTION PLAN

Cllr. Sam Millward Thomas noted how positive it was to see recorded on the October 2023 reports that FNP's have been issued to cars parked on DYL's.

**Cllr. Joy Francis requested that the team be more liberal when issuing notices to the relevant people. Cllr. Eileen Callear reminded the Councillors that unless a TRO is already in place, a notice cannot be issued.**

The Clerk will issue the whole pack regarding the renewal of the CAT action plan to all Councillors and arrange a meeting with Aaron England to discuss this further with all. **It was proposed by Cllr. Sam Millward Thomas that this item be deferred until all Councillors have been given a chance to look through the renewal documents. Cllr. Sukh Thiara seconded this, and all Councillors are in favour.**

### C23/138 REVIEW OF PHONE SERVICE

Councillors to discuss and agree the way forward with the phone service changing to internet-based service. The Clerk advised of the three quotes received. Quote A, Quote B and Quote C were considered.

**Proposed by Cllr. Sam Millward Thomas to accept Quote B**

**Seconded by Cllr. Nick Heath**

**All in favour**

### C23/139 NEWSLETTER

Councillors to investigate whether, for future editions, residents can be hired by the Parish as casual staff to deliver the Newsletter.

**All Councillors are in favour of a quarterly newsletter.**

For the winter newsletter, The Clerk, Deputy Clerk, Community Centre Manager, Community Centre Staff and Councillors who have volunteered will deliver to residents.

### C23/140 INFORMATION ITEMS

(i) Borough Councillor, Cllr. Ranbir Sahota, not in attendance.

(ii) Cllr. Eileen Callear has requested that all Councillors remind residents have their say regarding the Local Plan due to it including the site in which Pink Skips used to be situated. **Cllr. Sam Millward Thomas shared a short summary of the meeting of the Student Council from Meadows Primary School today attended by himself, Cllr. Joy Francis, Cllr. Amrik Jhawar and Cllr. Nick Heath. A full breakdown will be put together to share with the Councillors in December's Full Council Meeting.**

### C23/141 PARISH MATTERS

Cllr. Joy Francis advised that she had received information from a resident that they have been monitoring the earth bund and it has grown extensively in size. Cllr. Sam Millward Thomas added that he had visited the site with the same resident and can confirm that the earth bund is now higher and is starting to encapsulate the trees to the rear.

**The Clerk will report this again to the relevant agencies as she has previously raised this as a concern.**

Cllr. Dave Elliott has raised a missing bus shelter seat from an Arriva owned bus shelter opposite the Horseshoes Pub in the lay-by.

**The Clerk will take photographs and raise with Arriva directly to see if a seat can be erected as they have been in all other bus shelters.**

Cllr. Dave Elliot also raised concerns regarding the post-box located on Castle View. Due to overgrown foliage, the post-box is currently inaccessible.

**The Clerk will speak to the CAT team and ask them to look and find a solution.**



# KETLEY PARISH COUNCIL

## TELFORD, SHROPSHIRE

Cllr. Nick Heath has spoken to a resident regarding the pooling water on the pathway leading into Red Lees.

**The Deputy Clerk has reported this to Severn Trent for an investigation to determine whether this is a burst pipe. An update will be provided once Severn Trent have come back to us.**

### C23/142 REVIEW OF REMEMBRANCE ACTIVITIES

Cllr. Sam Millward Thomas will be laying the wreath on Sunday 11 November 2023 at Red Lees Church in Cllr. Eileen Callear's absence due to a conflicting appointment as a Borough Councillor.

**Any Councillor's wishing to attend the service on Sunday 11 November 2023 are to meet at the Church for 10:45 AM.**

On Friday 09 November 2023, a group of students from Meadows Primary School will be walking up to the memorial (opposite the Crispy Cod chip shop) to say a few words and pay their respects.

**For any Councillors who are wishing to attend, they can either meet at the school for 10:40 AM to join the students in their walk to the memorial or meet at the memorial site for 11 AM.**

### C23/143 AGENDA ITEMS FOR NEXT MEETING

- (i) CAT Action Plan to be revisited once Councillors have had the chance to read the entire pack regarding the renewal.
- (ii) The possibility of residents being hired as casual members of staff to assist with delivering Council Services to the highest standard and most efficiently.
- (iii) Comprehensive update from the Meadows Primary School, School Council visit that took place at Ketley Community Centre on Wednesday 08 November 2023.

### C23/144 PLANNED DATES OF FORTHCOMING MEETINGS

<b>Finance Committee</b>	Wednesday 22nd November 2023	1 PM
<b>Full Council Meeting</b>	Wednesday 13th December 2023	7 PM

The Chairman closed the public meeting at: 8:09 PM

**Notification of Private Session under Schedule 12a, Local Government Act 1972, the following items are likely to disclose exempt information in relation to establishment and contractual matters and that pursuant to provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded.**