



KETLEY PARISH COUNCIL

TELFORD, SHROPSHIRE

MINUTES of the Meeting of Ketley Parish Council held on Wednesday 28 July 2021 at Ketley Community Centre at 7:00pm

Present:

Councillor Sam Millward Thomas (Chairman)
Councillor David Elliott
Councillor Joy Francis
Councillor Nicholas Heath

Councillor Amrik Jhawar
Councillor Andrew Morris
Councillor Kuldeep Sahota
Councillor Sukh Thiara

Locum Clerk Chris Maclean

Assistant to the Clerk Elisabeth Bamford

In attendance: Six members of the public.

C21/066 WELCOME

The Chairman welcomed the public and councillors to the meeting.

C21/067 PUBLIC SESSION

- (i) Four members of the public shared their concerns relating to planning application TWC/2021/0716 for Hillside Farm, Woodside Road and the proposed erection of 4no. dwellings. Concerns were raised relating to (i) lack of space for bins and creating obstruction; (ii) narrowness of entrance to site with inability for vehicles to pass by each other and no capacity to widen; (iii) access and visibility for vehicles leaving the site creating increased risk of accident, especially with proximity of local school; (iv) restrictions of access for emergency vehicles; and (v) increased light pollution.
- The concerns of residents over the parking habits of parents dropping off and picking up school pupils were acknowledged and it was noted that this was being monitored and addressed by the Enforcement Team now working with the Parish Council. Cllr A Jhawar noted that further parking had been provided in the area.
- Questions were raised over the ownership of the site and access. Residents were advised that if the application was referred to Telford & Wrekin Council's Planning Committee, the opportunity would be available for residents to attend and express their views,
- The chairman expressed his thanks to the residents for their views.
- (ii) Two members of the public thank the Chairman for his visit to view the details behind planning application TWC/2021/0628 and the proposed erection of a fence to the rear of 20 Hendrie Close. Concerns were raised over the speed of vehicles using Red Lees and enquiries were raised over the possibility of the lane being placed under a protection order.
- Councillors noted that further information is awaited to enable further progress on the planning application.



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- (iii) A resident expressed concern over the brightness of a street light outside her property. The Locum Clerk advised the resident that on advice of the street light number he would investigate.

C21/068 POLICE MATTERS

The Locum Clerk advised Councillors that an invitation had been extended to the Police, but the representative had not turned up. No report had been received and the Locum Clerk would follow up for future meetings.

C21/069 SHROPSHIRE FIRE AND RESCUE

Councillors noted Ross Donnelly's apologies and that he had moved to an alternative station. Invitations would be extended to Mark Weaver, his local replacement.

C21/070 APOLOGIES FOR ABSENCE

Cllr E Callear (meeting conflict), Cllr H Rhodes (meeting conflict) and Cllr M Evans (Vacation). Apologies accepted.

C21/071 DISCLOSABLE PECUNIARY AND OTHER INTERESTS

None declared.

C21/072 TO APPROVE THE MINUTES OF MEETING HELD 30 JUNE 2021

Cllr J Francis proposed, Cllr A Morris seconded and it was resolved that the minutes of the meeting held on 30 June 2021 be adopted and that the Chairman sign these as a true record.

C21/073 PLANNING

- (i) Councillors noted that further information and developments are awaited in relation to the application at 20 Hendrie Close, Ketley and the proposal to change use from open land to enclosed garden with the erection of a 2.1m high fence.
- (ii) Councillors noted the new application for the property at 105 Potters Bank, Ketley and the proposal to erect 1no. outbuilding, 1no. greenhouse, entrance gates and landscaping works. It was noted that the previous application included the construction of a swimming pool. The views of the adjoining property owners had been received and questions were raised over the position of access to the premises and adherence to the conditions stipulated in the previous application decision which would be followed up. Concerns were shared over the restrictions of parking in the area. No objections were raised by the Councillors to the application.
- Councillors considered the reserved matter application for the site at Hillside Farm, Woodside Road, Ketley and the erection of 4no. dwellings including details of access, appearance, landscaping, layout and scale. Councillors agreed to register the Council's objection to this



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- (iii) application on the basis of (i) unclear ownership; (ii) safety of access and exit; (iii) architectural history of the site; and (iv) impact on wildlife and environment.
- (iv) The Chairman updated Councillors on recent discussions with Planning Officer in relation to the proposed development of 3no.properties at 10 Bluebell Coppice, Ketley. Concerns remain but the intentions of Telford & Wrekin Council to grant permission were noted.

The six attending members of the public expressed their thanks and left at 7:39 pm.

C21/074 COMMUNITY CENTRE

- (i) Councillors noted the Centre Manager apologies due to other commitments. A written report and update had been circulated to the Councillors prior to the meeting. Councillors noted the return of the Ketley Coffee Club which had been well attended with additional new members.
- (ii) Councillors noted the reintroduction of the stay and play breakfast club on Tuesdays and Thursdays.
- (iii) It was noted that Councillors had received a presentation on the proposed Christmas lights. Councillors noted the requirement to adhere to the process of securing comparative quotes prior to a decision by Council.
- (iv) The current fee structure was acknowledged and Councillors noted the current expectation of the NHS hiring the facilities until the end of the year.

C21/075 EVENTS

- (i) Councillors noted the current planned events.
- (ii) Councillors considered the support required for the upcoming Summer Fete. It was noted that a leaflet would be dropped off with residents of adjoining properties advising of the events.
- (iii) Details of the providers of the events for the events were noted.
- (iv) Cllr D Elliott noted that some interest in the provision of Christmas food vouchers remained. Councillors agreed that the Christmas lunches should be held as planned.

C21/076 NEWSLETTER

Councillors noted the quote of £783 for the publication and distribution of a newsletter. **It was resolved that the Locum Clerk proceed to accept the quote and arrange for the newsletter to be provided.**

C21/077 GARDEN OF REST

- (i) It was noted that a neighbour to the Garden of Rest had raised some concerns regarding the conduct of some visitors.



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- (ii) Cllrs J Francis and A Jhavar noted the current condition and presentation of the site and thanked the Grounds team for their hard work.
- (iii) Councillors noted the upcoming planned street works on Shepherds Lane. The Locum Clerk advised Councillors that funeral directors had been notified.

C21/078 COMMUNITY ACTION TEAM

- (i) Cllr S Millward Thomas advised Councillors of the recent team meet at Telford Park which included one of the Ketley team.
- (ii) The Locum Clerk advised Councillors of continued efforts to secure the documentation for the contract with Telford & Wrekin Council. To date, no payment has been requested.
- (iii) Councillors noted that CCTV had been placed at Ketley Playing fields.

C21/079 BOUNDARY REVIEW

Councillors noted and considered the recent discussions and proposals over the boundary review and potential changes to the town and parishes in the borough. It was noted that the parish boundary ended part way through the Millennium Village.

C21/080 FINANCE

Councillors noted the current balances maintained in the bank and investment accounts.

C21/081 FINANCE - ORDERS FOR PAYMENT

- (i) Orders for payment were reviewed. **It was resolved that the invoices be paid.**
- (ii) The Locum Clerk advised Councillors that a reduction in the costs of the printer had been seen.
- (iii) The current arrangements for the purchase of products via Amazon were reviewed. **Cllr S Millward Thomas proposed, Cllr N Heath seconded and it was resolved that the appropriate account set up be put in place to ensure all purchases are made in the Council's name.**

C21/082 AGAR AND END OF YEAR PROCESS

- (i) The Locum Clerk advised Councillors that completion of the year end will be ensured within the next couple of weeks and that a further extension of one month had been secured from the external auditor for the submission.

C21/083 INFORMATION ITEMS

- (i) Cllr A Jhavar noted the height of the trees adjoining Margaret Court are so tall they are limiting the effect of the street lights. Enquiries to be made to see if these can be trimmed.



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- (ii) It was noted that following the loss of the street champions the play areas in Sandbrook contain a considerable amount of rubbish. Enquires to be made with environment maintenance teams to address.
- (iii) It was noted that there is a small area on Woodside Road that requires maintenance. Ownership of the site is unclear. Locum Clerk to investigate and request parish environment team to assist in tidying.

C21/084 PARISH MATTERS

- (i) It was noted that a further small fire had occurred at the Recycling House site which was quickly brought under control.
- (ii) It was noted that Telford and Wrekin Council has sent further letters to the Secretary of state to express concern over the site with a desire for assistance in efforts to recover costs and recovery of the land.
- (iii) It was noted that the side gate to the TACT car park had a fault in that it opened out onto School Lane. This would be addressed.
- (iv) Councillors noted that a truck had hit and damaged a wall to a property at the top of School Lane.
- (v) Whilst Councillors appreciated the efforts of the parish environment team to cut back bushes on Wedgewood Crescent it was noted that further effort is required.
- (vi) Cllr A Morris enquired whether the erection of anti-litter signs may assist in the effort to keep the parish clear.

C21/085 AGENDA ITEMS FOR NEXT MEETING

- (i) AGAR
- (ii) Boundary signs
- (iii) Ketley map display board
- (iv) Flagpole
- (v) Christmas lights
- (vi) New external noticeboard
- (vii) TACT
- (viii) To advise Locum Clerk of items to be considered for inclusion on the agenda.

C21/086 PLANNED DATES OF FORTHCOMING MEETINGS

Full Council Wednesday 25 August 2021 @ 7:00pm
Full Council Wednesday 8 September 2021 @ 7:00pm TBC

The Chairman closed the public session of the meeting at 8:23pm

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.



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C21/087

STAFFING

Councillors noted that no applications had been received to date for the Clerk post and Councillors agreed that the advert should be left on SALC's website for a further period.

Councillors noted the challenges being presented in adequately resourcing the Centre and considered the merits of utilising the Kickstart scheme. Councillors agreed that this should be investigated.

Meeting closed at 8:41pm.

Signed: **Date: 29 September 2021**
Chairman of Ketley Parish Council