



KETLEY PARISH COUNCIL

TELFORD, SHROPSHIRE

MINUTES of the Meeting of Ketley Parish Council held on Wednesday 13 January 2021 via Microsoft Teams Virtual Remote Platform at 7:00pm

Present:

Councillor Sam Millward Thomas (Chairman)	Councillor Eileen Callear
Councillor Hilda Rhodes	Councillor Amrik Jhawar
Councillor Maggie Evans	Councillor Dave Elliott
Councillor Joy Francis	Councillor Andrew Morris

Locum Clerk: Chris Maclean

Council Team: Elisabeth Bamford

Community Centre Manager: Christian Smith

In attendance: One member of the public.

C20/127 WELCOME

The Chairman welcomed everyone to the Council's first meeting of 2021.

C20/128 PUBLIC SESSION

No issues raised.

C20/129 POLICE MATTERS

No representatives of the Police were present but a report had been provided to the Locum Clerk. The use of off-road bikes and quads remains a problem to the wider borough and not just Ketley. This is subject to active targeting by the Police.

Councillors noted that there had been quadbikes on Ketley Playing fields twice in the past week.

The Police continue to request that the public report any sightings of such events.

C20/130 APOLOGIES FOR ABSENCE

Cllr Kuldip Sahota (other commitment) – apology accepted.

C20/131 DISCLOSABLE PECUNIARY AND OTHER INTERESTS

None declared.

C20/132 TO APPROVE THE MINUTES OF MEETING HELD 16 DECEMBER 2020

Cllr M Evans proposed, and Cllr H Rhodes seconded that the minutes of the meeting held on 16 December 2020 be adopted and it was resolved that the Chairman sign these as a true record.

C20/133 COMMUNITY CENTRE

- (i) The Community Centre Manager advised Councillors that the only user activity within the Centre continues to be the NHS with their eye screen bookings which remains busy and a couple of counselling service bookings.
- (ii) The food parcels provided through Telford Crisis Support are dropped off and picked up at the entrance to limit public access to the building.
- (iii) Councillors were advised that breakfast club parcels had now extended to 88 parcels providing 440 breakfasts. Spare food vouchers have been used to buy some extra food and goodies for the Christmas provision. It was noted that Morrisons is currently reviewing their budgets available for the Community Champion and it is thought that support will recommence in February. Councillors expressed their thanks to Morrisons and their Community Champion.
- (iv) With the support of Meadows Primary School and Nursery, the Centre provided a substantial donation to the local foodbank. The Councillors noted the large effort undertaken by the school resulting in three car loads being delivered.
- (v) The Community Centre Manager advised Councillors that the Christmas Santa Trail event had attracted 100 participants for the draw of the Christmas hampers kindly donated by Morrisons. It was noted that this event was well received, and it was agreed that this should be followed up with a further trail at Easter. The Centre Manager will contact Magna to seek Easter Egg contributions.

C20/134 EVENTS

- (i) The Centre Manager advised Councillors of the results of his review of events to cover the Christmas period. This focused on a series of Christmas lunches for senior citizens and a children's party.
- (ii) Following discussion at the previous Council meeting, a quote had been obtained from Hammonds Catering Services, a major Christmas lunch provider to deliver lunches to 150 people over three days. The dates being considered are 20th to 22nd December 2021. In addition to the meal, entertainment would be provided. A further attraction of this type of event is the ability of Councillors to interact with their residents.
- (iii) Costs of the lunches were quoted at £18.60 per person with a provision of £2,790.00 needed to cover the event. A deposit of £315.00 was required to confirm the booking. Councillors discussed the funding aspects to the event but it was agreed that a budget of £4,000 be set aside for the lunches to be delivered.
- (iv) **Cllr S Millward Thomas proposed and Cllr J Francis seconded that the Centre run these events and it was resolved that the bookings be confirmed and the deposit paid.**
- (v) The Centre Manager advised Councillors that the entertainers booked for last year's children's Christmas party had agreed to move their bookings to this year. Councillors agreed that a budget of £750 to £1,000 be set aside for this event. Further details would be provided at a future Council meeting.

Councillors expressed their thanks to the Centre Manager for his contributions and he left the meeting at 7:37pm

C20/135 GARDEN OF REST

- (i) The Locum Clerk advised Councillors that there had been a quiet period with no internments.
- (ii) The Locum Clerk advised Councillors that within the recent period there appeared to be instances of dog fouling on plots. It had also been reported that empty beer cans were strewn across part of the Garden of Rest. The

situation continues to be monitored. Cllr S Millward Thomas noted that any signing up to the Enforcement element within the Community Action Team package could include monitoring of the Garden of Rest.

- (iii) The Locum Clerk advised that the Parish Environment Team have been requested to remain vigilant and that the gates should be closed when they exit.

C20/136 FINANCE

- (i) Councillors noted the details of the current bank balances.
- (ii) The Locum Clerk discussed with Councillors the expenditure and budget for the next financial year. In line with the agreement at the last Council meeting, the budget had been set on the basis that the Parish Council would not seek an increase in the Precept from householders.
- (iii) Councillors considered the impact on the Council's finances of the individual items being budgeted. Councillors agreed that the budget established to cover the installation of Christmas lights on Holyhead Road should be scaled back to maintain the appropriate level of reserves.
- (iv) Councillors considered the merits of the Community Action Team package and the opportunities to share with an adjoining Council. Cllr A Jhawar noted there may be opportunities to align with Lawley and Overdale. Cllr E Callear noted that there may be merit in going solo on the Enforcement element to avoid risk of conflict over the dedication of resource to the parish when needed.
- (v) Councillors noted that submission of the Precept Request to Telford & Wrekin Council was required by 1 February.
- (vi) **Cllr S Millward Thomas proposed and Cllr H Rhodes seconded that the Parish Council maintain the Precept to ensure a 0% increase to householders and it was resolved that the Parish Council submits the Precept Request to Telford & Wrekin Council on that basis.**

Cllr A Morris extended his apologies and left the meeting at 7:46pm.

C20/137 FINANCE - ORDERS FOR PAYMENT

Payment orders were reviewed and authorisation was given by Councillors to their payment.

C20/138 BOUNDARY SIGNS

It was noted that no further progress in the creation and placement of signs for the parish had been achieved and it was agreed that the item is included in the next meeting of the Council.

C20/139 INFORMATION ITEMS

Councillors noted that there was a meeting of the Telford Millennium Management Company Board scheduled for 20 January 2021. Both Cllr S Millward Thomas and the Locum Clerk have another commitment with Telford & Wrekin Council on that date but Cllr J Francis confirmed that she was still available and would attend on behalf of the Council.

C20/140 PARISH MATTERS

It was noted that the Locum Clerk has not received any matters raised on behalf of parishioners.

Cllr H Rhodes raised the issue of the amount of rubbish accumulating at Copper Beach Road. It was noted that our street champions have not been able to litter pick due to Covid-19 regulations. This would be referred to the Environment Team.

Councillors noted that there is a young man within the parish undertaking good work within and for the community. It was agreed that the Council should recognise this work and express its appreciation. A letter of thanks on behalf of the Council would be sent and a section of the next Annual Assembly would be dedicated to recognition of efforts of those in the community.

Cllr E Callear noted that one of the local bus shelters was affected by overgrown vegetation. It was noted this stop was the responsibility of Telford & Wrekin Council and it would be referred to them for resolution.

Councillors noted the passing of Roy Pickering with sadness.

It was noted that the charges and fees for the Community Centre and Garden of Rest to be included in the items for next Council meeting.

C20/141 PLANNING

- (i) Councillors noted the latest position on the application relating to Land Adjacent to 10 Bluebell Coppice. Further consultations are taking place with owners of adjoining properties.
- (ii) Councillors noted that a resident had expressed concerns over not being consulted on the application relating to The Wren's Nest. The Locum Clerk met with the resident to note the concerns. Telford & Wrekin Council have also written to the resident to clarify the position. The application remains under consideration.
- (iii) Councillors reviewed the resubmitted application for the siting of a mobile catering van at DRM Aggregate Solutions, Whitchurch Drive and raised no objection.
- (iv) Councillors considered the application relating to the installation of an access road on the land between 88 and 103 Holyhead Road. No objections were raised to this application.
- (v) Councillors noted the application submitted for the trimming of a tree within the boundary of 4 Sunflower Close. No objections were raised.
- (vi) The Locum Clerk shared with Councillors concerns that insufficient numbers of residents were being consulted on applications within the parish. This was considering recent experiences. To address this, it is planned to create a one page flyer to be distributed to residents in the neighbourhood of any future planning application to ensure as many of the community were made aware and had their opportunity to comment prior to any deadline.

C20/142 AGENDA ITEMS FOR NEXT MEETING

- (i) Community Action Team (CAT)
- (ii) Boundary Signs.
- (iii) Charges and Fees
- (iv) Annual Assembly and Celebration of the Community
- (v) Shropshire Climate Action Partnership
- (vi) To advise Locum Clerk of further items to be considered for inclusion on the agenda.

C20/143 PLANNED DATES OF FORTHCOMING MEETINGS

Resources Committee	Wednesday 27 January 2021 @ 7:00pm
Finance Committee	Wednesday 27 January 2021 @ 8:00pm
Full Council	Wednesday 10 February 2021 @ 7:00pm

The Chairman declared the public session of the meeting closed at 8:59pm

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.

C20/144 PLANNING

- (i) Councillors considered the merits of a request received in relation to a site within the Parish. Councillors did not have an objection to this request.

C20/145 STAFFING

- (i) Interviews to recruit a new Centre Assistant have been put on hold for the current period. These will continue as soon as conditions allow.
- (ii) The Facilities Manager is shortly expected to return but on reduced hours for the initial period. The Clerk Assistant continues to provide cover for the Centre in absence of the Centre Manager.
- (iii) Cllr S Millward Thomas and Cllr E Callear plan to meet up to progress the preparations for recruitment of a new Clerk.

The Chairman declared the meeting formally closed at 9:08pm.

Signed:

Chairman of Ketley Parish Council

Date: 10 February 2021