



# KETLEY PARISH COUNCIL

## FULL COUNCIL MINUTES

MINUTES of the Ordinary Meeting of Ketley Parish Council held on Wednesday 10 April 2024 at Ketley Community Centre at 7:00pm.

**PRESENT:**

Cllr. Eileen Callear (Chair)  
Cllr. Dave Elliott  
Cllr. Maggie Evans  
Cllr. Nick Heath

Cllr. Sam Millward Thomas  
Cllr. Hilda Rhodes  
Cllr. Sukh Thiara

**IN ATTENDANCE:**

**CLERK:** Shelley Everton  
**DEPUTY CLERK:** Zara Purvis  
**PUBLIC:** 3 Members of the Public

The Chair opened the meeting at:

7 PM

**C24/001 WELCOME**

The Chair welcomed everyone to the meeting

**C24/002 APOLOGIES FOR ABSENCE**

Apologies received from Cllr. Mandy Cartwright, Cllr. Joy Francis, and Cllr. Amrik Jhawar.  
All apologies acknowledged and accepted.

**C24/003 PUBLIC SESSION**

A resident who lives near to the flats on Millenium Village wants to raise awareness of the issues that he is currently encountering with some of the current residents. He has advised Councillors that there is lots of anti-social behaviour inclusive of shouting, screaming, and stealing which is amplified in the late evening. This is causing himself, his wife, and other residents to not be able to sleep, as well as feeling unsafe in their own homes. The perpetrators of the anti-social behaviour have also attempted to break into neighbours' properties, as well as loitering on people's driveways, leaning up against cars that do not belong to them and are parked on private property.

**The Clerk has confirmed that she has reported the issues raised by the resident to both Sanctuary Housing Association and to the Police. The most recent update that the Police have provided to the Clerk is that they are working closely with Sanctuary to issue the tenants that are displaying anti-social behaviours with relevant notices (due to breaching the rules of their tenancies). The Clerk has also been assured that the Police are making daily visits to the residents that are causing issues.**

**Councillor Samuel Millward Thomas will speak to Mark at Sanctuary (the tenant liaison officer for the tenants of the flats) to obtain further updates and information regarding all progress.**

The same resident also advised that the developer of Millenium Village had agreed to install a security fence outside of their property once building works were completed. This never happened, although agreed, and now the fence that is there has broken, he would like this fixed. The resident themselves has been maintaining the current fence but as it has now broken, he feels the developer should be fixing this as per their previous agreement.

**Councillor Samuel Millward Thomas and Councillor Joy Francis sit on the board of residents that attend meetings with the developer, so will bring this to their attention for action to be taken.**

Another resident in attendance also raised the same concerns as noted above regarding the anti-social behaviour he is experiencing. He asked if we knew who the tenant(s) is/are that is causing the issues.

**The Deputy Clerk advised that we are not privy to sensitive information including the names and identities of the current tenants, however reiterated that both Sanctuary and the Police are aware of the current issues and are doing all that they can to rectify these. Councillor Eileen Callear confirmed that we, as a Council, are limited in what we can do, however we will be in contact with Sanctuary and the Police to obtain an update as soon as we can.**



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### **C24/004 POLICE MATTERS**

It was proposed by Councillor Samuel Millward Thomas that the Clerk contact the Police & Crime Commissioner to make them aware of the lack of attendance at our meetings by a Police representative.

### **C24/005 DISCLOSABLE PECUNIARY INTERESTS**

Councillor Dave Elliott disclosed that he has an interest in some of the Planning Applications so will leave the meeting when these are being discussed.

### **C24/006 COUNCIL MINUTES**

To receive and agree the minutes of the Ordinary Council Meeting held on Wednesday 13 March 2024.

**Proposed by Cllr. Samuel Millward Thomas**

**Seconded by Cllr. Nick Heath**

**All Councillors in favour that the minutes of the meeting held on Wednesday 13 March 2024 be adopted and that the Chair sign these as a true record.**

**Councillor Dave Elliott excused himself from the meeting at 7:26 PM**

### **C24/007 PLANNING APPLICATIONS**

#### **(i) TWC/2024/0216**

No comments to add

**Councillor Dave Elliott returned to the meeting at 7:32 PM**

#### **(ii) TWC/2024/0232**

Councillors would like to take the same comments as they previously have for this planning matter to the planning committee.

**Proposed by Cllr. Samuel Millward Thomas**

**Seconded by Cllr. Nick Heath**

**All Councillors in favour**

#### **(iii) TWC/2024/0262**

No comments to add

#### **(v) The Licensing Department are in receipt of a new Street Trading Consent application**

No comments to add

### **C24/008 FINANCE COMMITTEE**

**(i)** Cllr. Hilda Rhodes provided a short summary from the Finance Committee meeting that was held on Wednesday 27 March 2024.

**(ii)** Councillors noted the minutes from Finance Committee meeting held on 28 February 2024.

**Proposed by Cllr. Nick Heath**

**Seconded by Cllr. Dave Elliott**

**All Councillors in favour**

### **C24/009 FINANCE**

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

**(ii)** All Councillors noted the bank reconciliations for February 2024, no comments to add.

### **C24/010 FINANCE – PAYMENTS**

**(i)** Councillors inspected and authorised orders for payment.

**Proposed by Cllr. Nick Heath**

**Seconded by Cllr. Dave Elliott**

**All Councillors in favour**

**(ii)** Councillors inspected and authorised card payments.

**Proposed by Cllr. Samuel Millward Thomas**



# KETLEY PARISH COUNCIL

## FULL COUNCIL MINUTES

---

**Seconded by Cllr. Sukh Thiara**

**All Councillors in favour**

(iii) Councillors agreed direct debit payments for 2024/2025 Financial Year.

**Proposed by Cllr. Sukh Thiara**

**Seconded by Cllr. Nick Heath**

**All Councillors in favour**

### **C24/011 RESOURCES COMMITTEE**

Councillors noted the minutes from Resources Committee meeting held on 13 March 2024.

**Proposed by Cllr. Samuel Millward Thomas**

**Seconded by Cllr. Nick Heath**

**All Councillors in favour**

### **C24/012 RISK ASSESSMENT**

Councillors reviewed, approved, and agreed the Risk Assessment for the Council.

**Proposed by Cllr. Hilda Rhodes**

**Seconded by Cllr. Maggie Evans**

**All Councillors in favour**

### **C24/013 INTERIM AUDIT REPORT**

Clerk explained the findings of the audit to Councillors. All Councillors discussed and noted the findings.

### **C24/014 INFORMATION ITEMS**

(i) Borough Councillor Ranbir Sahota was not present at the meeting to provide an update.

(ii) All items brought to Council today by the residents that spoke at Public Session have been noted and will be followed up with.

### **C24/015 PARISH MATTERS**

Councillor Nick Heath raised concerns over the sinking water meters situated at the front of the terraced properties on Sutherland Close in Millenium Village.

**Councillor Samuel Millward Thomas will raise this at the next Millenium Village meeting.**

Councillor Millward Thomas was out over the weekend with his daughter when two motorcyclists drove through the park. He reported this to the Police through the channels advised by the Police previously and has not received any follow up.

**The Clerk has received confirmation that one bike has been seized, but when she contacts the Police & Crime Commissioner, she will make them aware of the incident and the fact that it has not been followed up.**

Councillor Maggie Evans has requested an update on the progress with the footpath behind the Community Centre that comes out at Red Lees as Telford and Wrekin Council confirmed this would be done prior to the end of the financial year.

**The Clerk confirmed that she has not heard back from Andrew Careless with any additional information so will chase this up.**

Councillor Dave Elliott requested an update with the progress on getting the potholes fixed on Broadway as the resident has requested additional information.

**The Clerk confirmed that this has been reported as a trip-hazard and we are now awaiting an update once the ticket has been picked up by a member of the relevant team at Telford and Wrekin Council.**

The burning of what is believed to be tyres has been raised by multiple residents who live nearby.

**The Clerk and the Deputy Clerk confirmed that they have both been down to the area on multiple different occasions when the burning has been reported as happening then and there but have not seen any evidence to support this. The Clerk also confirmed that ASB and Safer Stronger have attended the site but also not seen evidence of the burning. The Clerk will raise this with Planning Enforcement at Telford and Wrekin Council.**

### **C24/016 AGENDA ITEMS FOR NEXT MEETING**

To advise the Clerk of items to be considered for inclusion in the agenda.



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<b>C24/017</b>	<b>PLANNED DATES OF FORTHCOMING MEETINGS</b>		
	<b>Finance Committee</b>	Wednesday 24 April 2024	1 PM
	<b>Resources Committee</b>	Wednesday 8 May 2024	6:15 PM
	<b>Annual Council Meeting</b>	Wednesday 8 May 2024	7 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.**

**C24/018**      **PLANNING**  
Nothing to note

The Chair closed Private Session at: 8:43 PM

**Signed** \_\_\_\_\_ **Date** Wednesday 08 May 2024  
Chairman

**Orders For Payments 10 April 2024**  
**Full Council Meeting Item C24/010 (i)**  
**Appendix E**

ID	Supplier	Description	Invoice	Net	VAT	Total
1	21CC Group Ltd	D-Day Beacon	INV-416765	549.00	109.80	658.80
2	Midland Playscape	GoR Fence	1310			4042.89
3	Jason Gough	Monthly retainer	SI-123162	50.00	10.00	60.00
4	Lyreco	Office supplies	6640044015	40.31	8.06	48.37
5	Blachere	Christmas lights hire	SI57252	5834.52	1166.90	7001.42
6	Amazon	Dishwasher	204-7652717-0523535	202.99	40.60	243.59
7	A.T Brown	Coach trip, Aug 01 2024	42509			1400.00
	<b>TOTAL</b>			<b>6676.82</b>	<b>1335.36</b>	<b>13455.07</b>

RESOLUTION: The payments listed above should be authorised in accordance with the Parish Council Standing Orders and Financial Regulations. Signed authorisation will be provided when Council or Finance Committee next meet in person.

Signed (1) \_\_\_\_\_

Signed (2) \_\_\_\_\_ Clerk \_\_\_\_\_