



KETLEY PARISH COUNCIL

FULL COUNCIL MINUTES

MINUTES of the Ordinary Meeting of Ketley Parish Council held on Wednesday 12 June 2024 at Ketley Community Centre at 7:00pm.

PRESENT:

Cllr. Eileen Callear (Chair)
Cllr. Joy Francis
Cllr. Nick Heath
Cllr. Amrik Jhawar

Cllr. Sam Millward Thomas
Cllr. Hilda Rhodes
Cllr. Ranbir Sahota

IN ATTENDANCE:

CLERK: Shelley Everton
DEPUTY CLERK: Zara Purvis
PUBLIC: 1 Member(s) of the Public

The Chair opened the meeting at:

7 PM

C24/019 WELCOME

Councillor Eileen Callear welcomed everyone to the meeting

C24/020 APOLOGIES FOR ABSENCE

Apologies have been received from Councillor Dave Elliott, Councillor Maggie Evans and Councillor Sukh Thiara.

The Clerk advised that she has received the resignation from Councillor Mandy Cartwright. All apologies acknowledged and accepted.

Proposed by Councillor Rhodes

Seconded by Councillor Amrik Jhawar

All Councillors in favour

C24/021 PUBLIC SESSION

The resident in attendance requested an update regarding the pathway behind the Community Centre building as the issue with running water is still prevalent.

The Clerk advises that she has re-reported this to Telford and Wrekin Councils Right of Way team and is awaiting a response. The Chair, Councillor Eileen Callear, suggests a meeting with a member of the Right of Way team take place with Borough Councillor Ranbir Sahota present. The Chair will also chase this matter with the relevant team.

C24/022 POLICE MATTERS

Councillor Joy Francis has been made aware by a resident that a shop within Ketley Parish is selling illegal vapes and foreign cigarettes to minors.

The police representative advised that they are aware of this and it is currently sat with the Licensing Officer who is dealing with this.

Councillor Ranbir Sahota has received complaints from residents of Sunflower Close due to a car continually parking in the turning circle which leave other motorists unable to turn their cars effectively.

The police representative noted the information down and advised they will go and look at the issue reported.

Councillor Hilda Rhodes requested an update on the speeding issues we have previously had on Mossey Green Way.

The police representative confirmed that monthly operations are taking place on Mossey Green Way, as well as other hot spot areas that have been targeted for racing. The last operation rendered 61 tickets issued to motorists for speeding, and 2 arrests were made. They also confirmed that the column and camera will be going up at the bottom of the dual carriage way within the next two months.

Councillor Sam Millward Thomas raised the issue of anti-social behaviour on Ketley Park Road as a concern that he has received from residents.

The police representative confirmed that they are aware and dealing with this matter. They have been in touch with the Housing Officer from Sanctuary today. One of the individuals guilty of anti-social behaviour has been moved out of the area, and the other addresses that



KETLEY PARISH COUNCIL

FULL COUNCIL MINUTES

the police are aware of are being looked at by the police and Sanctuary jointly, with some of these already in the process of going to court.

Councillor Nick Heath raised the recent concern of the rise in attempted car thefts on Ketley Park Road.

The police representative confirmed that they are aware of this and are working with residents on being as safe and vigilant as possible.

The police representative advised that the police have shut down multiple grows across the borough in the last month which has significantly reduced the amount of drug activity both across the borough, but in Ketley too.

C24/023 DISCLOSABLE PECUNIARY INTERESTS

Councillor Amrik Jhawar disclosed an interest in Planning as he sits on the committee at Telford and Wrekin Council.

All Councillors acknowledged and accepted.

C24/024 COUNCIL MINUTES

Councillors received and agreed the minutes of the Annual General Meeting held on Wednesday 08 May 2024

Proposed by Cllr. Amrik Jhawar

Seconded by Cllr. Nick Heath

All Councillors in favour

RESOLVED by all Councillors that the minutes of the Annual General Meeting held on Wednesday 08 May 2024 be adopted and that the Chair sign these as a true record

C24/025 PLANNING APPLICATIONS

No planning applications received post publication of the agenda.

C24/026 FINANCE COMMITTEE

(i) Councillor Joy Francis provided a short summary from the Finance Committee meeting held on Wednesday 22 May 2024

(ii) Councillors noted the minutes from Finance Committee meeting held on Wednesday 24 April 2024

C24/027 FINANCE

(i) Councillors noted the current state of the Councils finances

C24/028 FINANCE – PAYMENTS

(i) Due to the Insurance Payment being shown on the orders for payment, the Clerk requested that **C24/028 (i)** be deferred until after item **C24/030** had been discussed.

Proposed by Cllr. Hilda Rhodes

Seconded by Cllr. Nick Heath

All Councillors in favour

(ii) No card payments for consideration

C24/029 RESOURCES COMMITTEE

Councillors noted the minutes from Resources Committee meeting held on Wednesday 08 May 2024

C24/030 REVIEW OF ARRANGEMENTS FOR INSURANCE COVER IN RESPECT OF ALL INSURABLE RISKS

Councillor Sam Millward Thomas requested to know if there was an increase in cost for insurance for this year.

The Clerk confirmed that the increase was approximately £1,500.00, but this was the smallest increase out of all of the quotes received.

Councillors noted, approved, and resolved the arrangements for insurance cover

Proposed by Cllr. Joy Francis

Seconded by Cllr. Nick Heath

All Councillors in favour

RESOLVED by all Councillors that the arrangements for insurance cover be adopted



KETLEY PARISH COUNCIL

FULL COUNCIL MINUTES

C24/028 FINANCE – PAYMENTS

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

Proposed by Cllr. Sam Millward Thomas

Seconded by Cllr. Amrik Jhawar

All Councillors in favour

C24/031 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN

- (i) To receive and accept the 2023/2024 Income and Expenditure Accounts.

Proposed by Cllr. Amrik Jhawar

Seconded by Cllr. Ranbir Sahota

All Councillors in favour

- (ii) To receive and accept the 2023/2024 Balance Sheet.

Proposed by Cllr. Sam Millward Thomas

Seconded by Cllr. Hilda Rhodes

All Councillors in favour

- (iii) To receive, note, and approve proposed corrective action of the 2023/2024 Annual Internal Audit Report.

Proposed by Cllr. Nick Heath

Seconded by Cllr. Hilda Rhodes

All Councillors in favour

- (iv) To receive and consider the End of 2023/2024 Internal Audit Report.
Councillors received and considered.

- (v) To receive, review and agree the 2023/2024 Annual Governance Statement.

Proposed by Cllr. Sam Millward Thomas

Seconded by Cllr. Hilda Rhodes

All Councillors in favour

- (vi) To receive and accept the 2023/2024 Accounting Statements.

Proposed by Cllr. Hilda Rhodes

Seconded by Cllr. Ranbir Sahota

All Councillors in favour

- (vii) To receive, review and agree supporting documentation to be submitted to the External Auditors for 2023/2024.

This item is to be deferred until the next Full Council Meeting.

Proposed by Cllr. Nick Heath

Seconded by Cllr. Joy Francis

All Councillors in favour

C24/032 EARMARKED RESERVES

Councillors reviewed and accepted the recommendation from Finance Committee regarding the earmarked reserves

Proposed by Cllr. Joy Francis

Seconded by Cllr. Hilda Rhodes

All Councillors in favour

RESOLVED by all Councillors that the recommendation from Finance Committee regarding the earmarked reserves be adopted

C24/033 REVIEW OF INVENTORY OF ASSETS

Councillors reviewed and accepted the Inventory of Assets with the addition of including the boundary signs that were purchased last year.

Proposed by Cllr. Sam Millward Thomas

Seconded by Cllr. Nick Heath

All Councillors in favour

RESOLVED by all Councillors that the Inventory of Assets be adopted with the addition of including the boundary signs that were purchased last year



KETLEY PARISH COUNCIL

FULL COUNCIL MINUTES

C24/034 IT SUPPORT

Councillors reviewed and agreed to accept **QUOTE C**

Proposed by Cllr. Sam Millward Thomas

Seconded by Cllr. Nick Heath

All Councillors in favour

C24/035 SID'S

Councillors reviewed and agreed to accept **QUOTE A**

Proposed by Cllr. Sam Millward Thomas

Seconded by Cllr. Nick Heath

All Councillors in favour

C24/036 NEWSLETTER

It was discussed how we are unable to deliver any newsletters until after 10 PM on Thursday 04 July 2024 due to being in the pre-election period. This also means that we are unable to promote the Coach Trip and when tickets will become available to reserve. Due to this, it was proposed that we move the date in which tickets become available from Saturday 06 July 2024 to Saturday 13 July 2024.

Proposed by Cllr. Amrik Jhawar

Seconded by Cllr. Ranbir Sahota

All Councillors in favour

C24/037 FUNDING REQUEST

Lawley and Overdale Parish Council have hosted and funded prostate cancer screenings for the last three years. However, the funding has been cut this year, so they are requesting funding from neighbouring Parish Councils. If Ketley Parish Council was able to offer funding, the screenings would be available for Ketley residents to attend.

The Clerk advised that we could also look at not providing funding, but working with the organisation ourselves to have screenings take place at Ketley Community Centre for the residents of Ketley Parish.

Councillor Eileen Callear requested that we receive further information from Lawley and Overdale Parish Council before deciding on this.

C24/038 INFORMATION ITEMS

Councillor Rabir Sahota advised that Meadows Primary School has requested Pride Funding to go towards MEADOWS-FEST which is taking place on Saturday 13 July 2024.

The Clerk advised that a grant funding application had been received, however upon speaking to Mr Piatczany, it has been decided that funding will not be provided towards MEADOWS-FEST as it is a paid for, ticketed event. A grant application form will be submitted later to instead go towards a sensory room.

Councillor Ranbir Sahota confirmed that she has allocated some of her Pride Funding towards street speeding signs that will be designed by students at Meadows Primary School and placed on display across the surrounding roads close to the school – this is in conjunction with the Safer Stronger Team.

C24/039 PARISH MATTERS

Councillor Hilda Rhodes advised of the gutters along the pathways being overgrown which require a clean.

The Clerk confirmed that this has been reported via My Telford by a resident, but should it not be sorted, we will re-report this.

Councillor Joy Francis has been made aware by a resident that cars are being 'dumped' down the lane towards Ketley Brook.

The Clerk confirmed that she is already working alongside Highways, Planning, Anti-Social Behaviour and Safer Stronger regarding the issues raised by residents in this area. We are currently awaiting an update from the relevant teams.



KETLEY PARISH COUNCIL

FULL COUNCIL MINUTES

C24/040 AGENDA ITEMS FOR NEXT MEETING

- (i) C24/031 (i) To receive, review and agree supporting documentation to be submitted to the External Auditors for 2023/2024
- (ii) Bridge painting in conjunction with Hadley and Leegomery Parish Council
- (iii) To advise the Clerk of items to be considered for inclusion in the agenda.

C24/041 PLANNED DATES OF FORTHCOMING MEETINGS

Finance Committee	Wednesday 26 June 2024	1 PM
Resources Committee	Wednesday 10 July 2024	6:15 PM
Full Council Meeting	Wednesday 10 July 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.

C24/042 PLANNING

No planning

The Chair closed the meeting at:

8:45 PM

Signed

Chairman

Date

Wednesday 10 July 2024

Orders For Payments 12 June 2024
Full Council Meeting Item C24/028
Appendix D

ID	Supplier	Description	Invoice	Net	VAT	Total
1	The Clean Machine	Cleaning Materials	INV-114938	30.47	6.10	36.57
2	Gallagher	Insurance	533938606	8,107.39	0.00	8,107.39
3	Jason Gough	Cloud Backup	SI-123459	49.50	9.90	59.40
4	Aurora	Phone System	IE103967	40.38	8.07	48.45
	TOTAL			8,227.74	24.07	8,251.81

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 _____