



KETLEY PARISH COUNCIL

TELFORD, SHROPSHIRE

MINUTES of the Meeting of Ketley Parish Council held on Wednesday 8 July 2020 via Microsoft Teams Virtual Remote Platform at 7:00pm

Present:

Councillor Sam Millward Thomas (Chairman)	Councillor Eileen Callear
Councillor Joy Francis	Councillor Amrik Jhawar
Councillor Hilda Rhodes	Councillor Andrew Morris
Councillor Maggie Evans	Councillor Kuldeep Sahota
Councillor Dave Elliott (joined 7:45pm)	

Locum Clerk: Chris Maclean

Community Centre Manager: Christian Smith

In attendance: One member of the public.

C20/010 WELCOME

The Chairman welcomed everyone to the Council's first remote platform meeting.

C20/011 PUBLIC SESSION

No issues raised.

C20/012 POLICE MATTERS

No representation from the Police at the meeting. Council still to seek funds to assist in installation of Speed Indicator Device within the parish.

C20/013 APOLOGIES FOR ABSENCE

Cllr A Saini (isolation and no connection to platform) – apologies accepted.

C20/014 DECLARATION OF INTERESTS

None declared.

C20/015 TO APPROVE THE MINUTES OF MEETING HELD 11 MARCH 2020

Cllr E Callear proposed and Cllr H Rhodes seconded that the minutes of the meeting held on 11 March 2020 be adopted and it was resolved that the Chairman sign these as a true record.

C20/016 COMMUNITY CENTRE

- (i) The Community Centre Manager updated Councillors on the cleaning programme of the Centre during the pandemic. Social distancing markings have been set out in the Hall. Limited bookings and numbers being considered in accordance with guidelines.
- (ii) Negotiations ongoing with the NHS in relation to the Centre being used for eye screening of people with diabetes. Currently looking at a Monday to Friday booking arrangement.

- (iii) Contact being maintained with Centre users to check on their future requirements.
- (iv) On-line meetings being held with other Town and Parish Councils to monitor developments and opportunities for re-opening.
- (v) Funding has been approved by Telford & Wrekin Council to support the Council's provision of the Breakfast Club activities for a further three years.
- (vi) The refurbishment of the Classroom and Reception area is scheduled for August and early September. Councillors considered whether perspex screens are required and this will be investigated.
- (vii) Councillors discussed the possibility of purchasing Christmas lights to be installed on Holyhead Road. Options to be investigated and presented at a future Council meeting.
- (viii) Councillors considered the request from All Nations for a donation towards their Breakfast Club activities. Councillors considered the Council's own efforts in providing this facility and it was agreed that support would be best provided on a non-financial basis.

Councillors thanked the Community Centre Manager for his update and he left the meeting at 7:40pm.

C20/017 GARDEN OF REST

- (i) The Locum Clerk advised Councillors of a request by a parishioner to install a bench within the Garden of Rest. Two options were being considered, one being wood the other metal.
- (ii) **Cllr M Evans proposed and Cllr H Rhodes seconded and it was resolved that a wooden bench should be agreed as this is in keeping with the other benches with the Garden of Rest.**
- (iii) The Locum Clerk advised Councillors that several interments were taking place and there was considerable interest in the purchase of plots.
- (iv) The Locum Clerk advised Councillors of concerns in relation to the accumulation of surface water in part of the Garden in periods of heavy rain. Two quotes have been obtained in relation to addressing this and a third quote would be sought before presenting findings to Council.

C20/018 FINANCE

- (i) The Locum Clerk advised Councillors of the delays in completing the annual internal audit and an extension of the deadline for submission of the documents to the external auditor would be sought.

C20/019 FINANCE – ORDERS FOR PAYMENT

- (i) Payment orders were reviewed and authorisation provided to effect payment.

C20/020 WEBSITE

- (i) The Locum Clerk advised Councillors that work progresses on the build of the new website. Some delays being experienced due to other workloads impacting ability to respond to queries from Telford & Wrekin Council.

C20/021 INFORMATION ITEMS

- (i) Cllr M Evans advised Councillors of request from a parishioner to donate and place a wooden bench in Ketley Paddock Mound in memory of a recent relative. It had been identified that the approval of both the Parish Council and Telford & Wrekin Council is required.

- (ii) **Councillors agreed to the request and Locum Clerk would approach Telford & Wrekin Council to seek their approval.**
- (iii) Cllr E Callear advised Councillors of concerns over the state of the underpass at Ketley Brook. The decorative state is poor and there is no lighting on the Ketley side. A site visit is planned with Borough Councillors and members of Telford & Wrekin Council to review and consider remedial actions.

C20/022 PARISH MATTERS

- (i) Cllr A Jhawar shared concerns with Councillors over the size of the junction between Waterloo Road and Orchard Close and the need for it to be widened. Representations to be made to Telford & Wrekin Council including from the parish Council.
- (ii) Councillors also noted that the area at the top of the Incline needs tidying up.
- (iii) Councillors also noted concerns over the volume of traffic entering and exiting Recycling House. There appears to be an increase in the amount of waste contained on the site.
- (iv) Cllr E Callear advised Councillors of the initiative to recycle school uniforms. Councillors agreed that the Community Centre be added to the list of drop off and collection points.

C20/023 PLANNING

- (i) Councillors considered the application submitted to convert The White Lion Inn into a food retail store. The plans which have been submitted show that the applicants wish to keep the front of the building as it currently stands with internal changes only and some alterations at the rear.
- (ii) It was noted that an objection had been raised on the grounds that an alternative party wished to purchase the premises as a public house but was being denied the opportunity.
- (iii) Councillors noted the concerns previously raised by residents within the Telford Millennium development over the lack of such retail facilities.
- (iv) Councillors noted the proposal to maintain dedicated parking for the residents of Hombersley Terrace and agreed that it was important these be kept in place free of charge.
- (v) Councillors agreed that there was no objection to the proposal and that Telford & Wrekin Council be advised along with requests that the sign is kept and the applicant consider the inclusion of a post office outlet.
- (vi) Councillors considered the application submitted to erect an outbuilding in the garden of the property at 105 Potters Bank.
- (vii) Concerns were shared over the appearance and that it was not in keeping with the area. Concerns were also shared over the height of the structure.
- (viii) It was agreed that the Locum Clerk would speak to the Planning Officer to discuss the concerns raised.

C20/024 AGENDA ITEMS FOR NEXT MEETING

- (i) Christmas events.
- (ii) Boundary Signs.
- (iii) Drainage
- (iv) Ketley History Group.
- (v) To advise Locum Clerk of further items to be considered for inclusion on the agenda.

C20/025 DATES OF SCHEDULED FORTHCOMING MEETINGS

Full Council

Wednesday 9 September @ 7:00pm

The Chairman closed the meeting at 8:25pm

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.

C20/026 STAFFING MATTERS

Councillors were advised on the recent developments to use the staff to maintain the premises and provide support to the community during the pandemic.

C20/027 PLANNING

Councillors considered the merits of a pre-application received in relation to a site within the parish.

Signed:

Chairman of Ketley Parish Council

Date: 26 August 2020