



KETLEY PARISH COUNCIL

FULL COUNCIL MINUTES

MINUTES of the Ordinary Meeting of Ketley Parish Council held on Wednesday 13 November 2024 at Ketley Community Centre at 7:00pm.

PRESENT: Cllr. Eileen Callear
Cllr. Dave Elliott
Cllr. Maggie Evans
Cllr. Nick Heath
Cllr. Amrik Jhawar
Cllr. Sam Millward Thomas
Cllr. Hilda Rhodes
Cllr. Ranbir Sahota

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

The Chair opened the meeting at:

7 PM

C24/131 WELCOME

Councillor Eileen Callear welcomed everyone to the meeting

C24/132 APOLOGIES FOR ABSENCE

Apologies have been received by Councillor Jasmine Bennett, Councillor Joy Francis, and Councillor Sukh Thiara
All apologies acknowledged and accepted

C24/133 PUBLIC SESSION

The member of the public present thanked the Clerk for assisting them with obtaining some information they had requested.
They also requested to know who owns the footpath known as 'Coronation Walk' as they have contacted Telford and Wrekin Council who have confirmed it is not under their ownership.
The Clerk will liaise with the CAT team lead to complete a site visit and try and ascertain who owns the land in question.

C24/134 POLICE MATTERS

Two representatives were present at the meeting this evening who confirmed that they have met with the new area manager of Sanctuary regarding issues that have happened in Millenium Village over the last few months.

C24/135 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.

C24/136 COUNCIL MINUTES

Councillors received and agreed the minutes of the Full Council Meeting held on Wednesday 09 October 2024.
PROPOSED by Councillor Hilda Rhodes
SECONDED by Councillor Dave Elliott
ABSTAINED Councillor Maggie Evans
ALL OTHER COUNCILLORS IN FAVOUR

Councillor Amrik Jhawar left the meeting at 7:11 PM

C24/137 PLANNING APPLICATIONS

- (i) To consider planning applications and enforcements currently with Telford & Wrekin Council:
- (ii) To consider any other planning applications advised post publication of the agenda

TWC/2024/0824 – 28 Broadway, Ketley, Telford, Shropshire, TF1 5AT

No comments to add

PROPOSED by Councillor Hilda Rhodes
SECONDED by Councillor Nick Heath
ALL OTHER COUNCILLORS IN FAVOUR

Councillor Amrik Jhawar returned to the meeting at 7:14 PM



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C24/138 FINANCE COMMITTEE

- (i) Councillor Nick Heath provided a short summary from the Finance Committee meeting held on Wednesday 23 October 2024.
- (ii) Councillors noted the minutes from the Finance Committee meeting held on Wednesday 25 September 2024

C24/139 FINANCE

Councillors noted the current state of the Councils finances.

C24/140 FINANCE – PAYMENTS

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

PROPOSED by Councillor Hilda Rhodes

SECONDED by Councillor Nick Heath

ABSTAINED Councillor Maggie Evans

ALL COUNCILLORS IN FAVOUR

- (ii) Councillors inspected and authorised card payments

PROPOSED by Councillor Sam Millward Thomas

SECONDED by Councillor Eileen Callear

ABSTAINED Councillor Maggie Evans

ALL COUNCILLORS IN FAVOUR

C24/141 BUDGET FORECAST

Councillors reviewed the current budget forecast for 2024/2025 ahead of the new budget coming for discussion to Full Council in December 2024. There were no additional comments to add.

C24/142 COMMUNITY CENTRE CAR PARK DRAINAGE

- (i) Clerk provided Councillors with an update

- (ii) Councillors reviewed and agreed quotes for remedial works required

PROPOSED by Councillor Sam Millward Thomas

SECONDED by Councillor Eileen Callear

ALL COUNCILLORS IN FAVOUR

C24/143 NEW COLUMN AT SANDHOLE

Clerk provided Councillors with an update and advised Councillors that all correspondence is available to them should they wish to see it.

C24/144 FINANCIAL REGULATIONS

Councillors reviewed and amended the Financial Regulations as per the recommendation from Finance Committee

PROPOSED by Councillor Hilda Rhodes

SECONDED by Councillor Sam Millward Thomas

ALL COUNCILLORS IN FAVOUR

C24/145 2024/2025 PAY AWARD

Councillors reviewed and agreed the Local Government pay award for staff. Councillor Sam Millward Thomas requested that we build 5% into the next budget to allow for this raise in the future.

PROPOSED by Councillor Dave Elliott

SECONDED by Councillor Maggie Evans

ALL COUNCILLORS IN FAVOUR

C24/146 GRANT APPLICATIONS

Councillors reviewed and agreed the grant application received from Rose Manor for the full amount of £300.00

PROPOSED by Councillor Hilda Rhodes

SECONDED by Councillor Dave Elliott

ALL COUNCILLORS IN FAVOUR



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C24/147 MEETING SCHEDULE MOTION

Councillor Amrik Jhavar proposed a motion to review our regular meeting schedule from May 2025. This was discussed by Councillors, and it was agreed on the premise that this runs for one year only with it being reviewed at the 2026 AGM.

PROPOSED by Councillor Amrik Jhavar

SECONDED by Councillor Ranbir Sahota

ALL COUNCILLORS IN FAVOUR

C24/148 CONSULTATION – REMOTE ATTENDANCE

Councillors reviewed the information provided by Local Government regarding the possibility of approving remote attendance at Town and Parish Council meetings. The questionnaire was answered by all Councillors for the Clerk to submit for consideration.

C24/149 TRAFFIC REGULATION ORDERS

Councillors reviewed and discussed the proposed TRO's put forward by Telford and Wrekin Council to which all were agreed as a positive solution.

PROPOSED by Councillor Sam Millward Thomas

SECONDED by Councillor Nick Heath

ALL COUNCILLORS IN FAVOUR

C24/150 SMOKE DETECTORS

Councillors reviewed and agreed the quote received regarding the installation of smoke detectors in the Community Centre

PROPOSED by Councillor Dave Elliott

SECONDED by Councillor Maggie Evans

ALL COUNCILLORS IN FAVOUR

C24/151 INFORMATION ITEMS

No reports from Borough Councillor Ranbir Sahota

C24/152 PARISH MATTERS

Councillor Dave Elliott has been approached by a resident who has reported that the old farm on Woodside Road seem to be burning furniture. The Clerk confirmed that she has already reported this to the relevant agencies but will update them to let them know that this is continuing.

Councillor Elliott also expressed a want for hand sanitising stations to be reinstated within the Community Centre. The Clerk confirmed that she will speak to the Community Centre Manager to confirm whether we still have the frameworks, and if not, new will be purchased to make sure hand sanitising stations are reinstated.

Councillor Maggie Evans questioned why the soldiers for remembrance weren't placed by the memorial and on the roundabout as they have been in previous years. The Clerk advised that due to staff illness in the CAT team, the new members we have working the Parish currently were not able to erect the soldiers due to not having the correct fixings.

Councillor Evans also made a request that staff look to replace and upgrade some of the furniture used within the Community Centre as she feels the chairs are old and uncomfortable. She feels something with more colour will brighten the space up and make the building feel less clinical. The Clerk confirmed that this is something that she will look into.

Councillor Dave Elliott would like for the Clerk to ask the owners of the land who are working on the old Shropshire Star site if they would consider installing a clock that resembled the one that was there previously as an homage to the Shropshire Star due to this being a large part of Ketley's history. The Clerk confirmed that she will speak to the developers and ask them to consider this request.

Councillor Nick Heath has received a report from a resident regarding streetlights that are currently not working. The Clerk confirmed that these streetlights are owned by Sanctuary and works to fix them will need to be done by Sanctuary. If the resident is able to provide lamppost numbers, the Clerk can report this to Sanctuary.

Councillor Hilda Rhodes excused herself from the meeting at 8:39 PM and returned at 8:41 PM



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C24/153 AGENDA ITEMS FOR THE NEXT MEETING

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

C24/154 PLANNED DATES OF FORTHCOMING MEETINGS

Finance Committee	Wednesday 27 November 2024	1 PM
Full Council Meeting	Wednesday 11 December 2024	7 PM
Resources Committee	Wednesday 08 January 2025	6:15 PM

The Chair closed Public Session at: 8:42 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.

C24/155 PLANNING

C24/156 STAFFING/COUNCILLOR UPDATES

The Chair closed Private Session at: 8:43 PM

Signed _____ Date Wednesday 11 December 2024
Chairman

Orders For Payment 13 November 2024

Full Council Item C24/140 (i)

Appendix D

ID	Supplier	Description	Invoice	Power to spend	Net	VAT	Total
1	FastPens	Office Stationery	2069169		230.00	46.00	276.00
2	Ewa Klos	Facepainting	2024/027		120.00	0.00	120.00
3	Blachere Illumination	Christmas light Installation	SI57927		2317.10	463.42	2780.52
4	Royal British Legion	Remembrance Wreath	MEF10		25.00	0.00	25.00
5	Layton Chantry	Halloween Disco	439969		200.00	0.00	200.00
6	Aurora	Office Phones	IE106449		49.99	9.99	59.98
7	Amazon Business	Halloween Party supplies (6 Invoices)	Various – 6 Invoices		61.43	11.99	73.42
8	Amazon Business	Cushion for Office Chair	DS-AEU-INV-GB-2024-189601906		13.92	2.79	16.71
	TOTAL				3017.44	534.19	3551.63

Invoices in Bold have been paid – listed for ratification.

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 Full Council or Finance Committee next meet in person.

Signed (1) _____

Signed (2) _____

Clerk _____ Date _____