



KETLEY PARISH COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

MINUTES of the Finance & General Purposes Committee of Ketley Parish Council held on Wednesday 08 October 2025 at Ketley Community Centre at 7:00pm.

PRESENT: Cllr. Helen Barker
Cllr. Eileen Callear
Cllr. Dave Elliott
Cllr. Maggie Evans
Cllr. Nick Heath
Cllr. Amrik Jhawar
Cllr. Hilda Rhodes

Ex-Officio – Cllr. Sam Millward Thomas

CLERK: Shelley Anthony
DEPUTY CLERK: Zara Purvis
PUBLIC: 3 Member(s) of the Public

The Chair opened the meeting at:

7 PM

FGP25/018 WELCOME

Councillor Amrik Jhawar welcomed everyone to the meeting

FGP25/019 APOLOGIES FOR ABSENCE

No apologies have been received, all Councillors present

FGP25/020 PUBLIC SESSION

- (i) Resident 1 - lives on School Lane and is concerned due to the increased volume of traffic using the lane as a cut through to avoid the traffic lights. It also raises concerns regarding the Aldi opening as this will likely cause an increase in traffic, in turn, causing more vehicles to use School Lane as a cut through. The resident has also noted an increase in larger vehicles using the lane, such as wagons. The lane is not built for these larger vehicles to be using as frequently as they are. Three of the residents of School Lane have had their properties damaged due to larger vehicles colliding with their perimeter walls. The resident has looked into the Transport Act 2000 and the parameters around quiet lanes
Councillor Eileen Callear agreed that School Lane was not built to accommodate as many vehicles that are currently using it. However, in respect of the quiet lanes, we may hit a stumbling block as this usually pertains to lanes in more rural areas. With Ketley being a small town, School Lane may not qualify under the 'quiet lanes' guidelines
Councillor Helen Barker suggested that Councillors reach out to planning to be invited as part of the consultation surrounding the proposed works to the traffic lights so as Councillors, they may provide insight regarding how the surrounding areas are being affected already off the back of what has been raised in this evening's meeting by a resident
- (ii) Resident 2 lives in close proximity to Meadows Primary School as has noticed an increase in vehicles using the side entrance to access the school, rather than the main entrance off Riddings Close. This is particularly problematic on Tuesday evenings and Sunday mornings. In addition to this, the resident has paid privately for a dropped curb to be implemented at the front of his property after following the correct channels and consulting the relevant people to have this done. The school does not have a dropped curb in front of the side gate, yet vehicles are still using this to gain access to school grounds
Councillor Eileen Callear advised that we, as a Parish Council, will contact the school to advise of the issues being caused by the use of the side entrance
Councillor Sam Millward Thomas is a governor at Meadows Primary School, so he will be able to raise this issue with the head teacher at the next meeting, as well as Parish Council staff emailing the school to highlight this issue

FGP25/021 DISCLOSURE OF INTERESTS

Councillor Amrik Jhawar disclosed an interest in agenda item FGP25/026 due to sitting on the Planning Committee for Telford and Wrekin Council



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- FGP25/022 FINANCE MINUTES**
Councillors received and agreed the minutes of the Finance and General Purposes Committee Meeting held on Wednesday 09 July 2025
PROPOSED BY Councillor Nick Heath
SECONDED BY Councillor Eileen Callear
ABSTAINED BY Councillor Dave Elliott and Councillor Maggie Evans
ALL COUNCILLORS IN FAVOUR
It was **RESOLVED** that the minutes of the meeting held on Wednesday 09 July 2025 be adopted and that the Councillor Amrik Jhawar sign these as a true record
- FGP25/023 COMMUNITY CENTRE REPORT**
Councillors received and noted the Community Centre Manager's report, and they would like the Clerk to look into how to ensure parking is available for Councillors who are attending meetings at the Community Centre
- FGP25/024 FINANCE**
(i) Councillors noted the current state of Council's finances
(ii) Councillors noted the reconciliation for September 2025
- FGP25/025 FINANCE – PAYMENTS**
(i) Councillors inspected and authorised the orders for payment incurred in delivering Parish Council Services
PROPOSED BY Councillor Eileen Callear
SECONDED BY Councillor Nick Heath
ALL COUNCILLORS IN FAVOUR
(ii) Councillors inspected and authorised card payments incurred in delivering Parish Council Services
PROPOSED BY Councillor Helen Barker
SECONDED BY Councillor Eileen Callear
ALL COUNCILLORS IN FAVOUR
- FGP25/026 PLANNING APPLICATIONS**
There were no planning applications advised post publication of the agenda for Councillors to consider
- FGP25/027 SUMMER EVENTS 2026**
(i) Councillors discussed the residents coach trip and decided the coach trip should run again in 2026 due to the success in both 2024 and 2025. The Clerk will discuss with neighbouring Parish Councils regarding trip attendance. The Clerk will secure quotes for three different locations and bring these to the November Full Council meeting.
(ii) Councillors agreed that Ketley Fun Day 2025 was a success in which residents benefitted so have proposed it be done again in summer 2026.
PROPOSED BY Councillor Hilda Rhodes
SECONDED BY Councillor Helen Barker
ALL COUNCILLORS IN FAVOUR
- FGP25/028 COMMUNITY CENTRE SIGNAGE**
Councillors discussed new one-way signage for the Community Centre car park. Councillor Dave Elliott has requested that a new fire assembly point sign be purchased as the current one has faded. The Clerk will contact Highways at Telford & Wrekin Council to request a quote for the re-painting of the 'No-Entry'. This item will be added to the November Full Council agenda once a quote has been obtained.



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- FGP25/029 FIRE EXTINGUISHERS**
Councillors discussed, reviewed, and agreed quote B as per the report for replacement fire extinguishers within the Community Centre and TACT
The Clerk will look into the lease for TACT regarding where the responsibility lies in terms of fire safety and the replacement of fire extinguishers
PROPOSED BY Councillor Eileen Callear
SECONDED BY Councillor Hilda Rhodes
ALL COUNCILLORS IN FAVOUR
- FGP25/030 DECORATING OF THE MAIN HALL**
Councillors discussed, reviewed, and agreed that quotes should first be obtained for lagging to be completed on the roof of the hall prior to accepting a quote for decorating. The Clerk will go out for quotes for the roof lagging to be completed and bring these to a future meeting once obtained
PROPOSED BY Councillor Maggie Evans
SECONDED BY Councillor Hilda Rhodes
ALL COUNCILLORS IN FAVOUR
- FGP25/031 FIXED WIRE ELECTRICS TESTING**
Councillors discussed, reviewed, and agreed quote C as per the report for testing of the electrics in the Community Centre
PROPOSED BY Councillor Eileen Callear
SECONDED BY Councillor Helen Barker
ALL COUNCILLORS IN FAVOUR
- FGP25/032 COMMUNITY CENTRE OUTDOOR LIGHTING**
There is one quote outstanding, therefore it was proposed by Councillors that this item be deferred until the last quote has been obtained
PROPOSED BY Councillor Eileen Callear
SECONDED BY Councillor Maggie Evans
ALL COUNCILLORS IN FAVOUR
- FGP25/033 AGENDA ITEMS FOR NEXT MEETING**
To advise the Clerk of items to be considered for inclusion in the agenda.
(i) Dave Green Report – to be brought to Full Council in November
- FGP25/034 PLANNED DATES OF FORTHCOMING MEETINGS**
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| Full Council Meeting | Wednesday 12 November 2025 | 7 PM |
| Finance & General Purposes Committee | Wednesday 10 December 2025 | 7 PM |

The Chair closed public session at: 8:18 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.

PROPOSED BY Councillor Helen Barker
SECONDED BY Councillor Nick Heath
ALL COUNCILLORS IN FAVOUR

The Chair closed private session at: 8:35 PM