



# KETLEY PARISH COUNCIL

## FULL COUNCIL MINUTES

**MINUTES of the Ordinary Meeting of Ketley Parish Council held on Wednesday 14 January 2026 at Ketley Community Centre at 7:00pm.**

|                      |   |   |
|----------------------|---|---|
| <b>PRESENT:</b>      | Cllr. Helen Barker<br>Cllr. Maggie Evans<br>Cllr. Joy Francis<br>Cllr. Nick Heath | Cllr. Amrik Jhawar<br>Cllr. Sam Millward Thomas (C)<br>Cllr. Ranbir Sahota<br>Cllr. Sukh Thiara |
| <b>CLERK:</b>        | Shelley Anthony   |   |
| <b>DEPUTY CLERK:</b> | Zara Purvis   |   |
| <b>PUBLIC:</b>       | 1 Member of the Public  |   |

The Chair opened the meeting at:

7 PM

**C25/093 WELCOME**

The Chair welcomed everyone to the meeting

**C25/094 APOLOGIES FOR ABSENCE**

Apologies have been received from:

- (i) Councillor Eileen Callear due to a work commitment
- (ii) Councillor Dave Elliott due to a family commitment
- (iii) Councillor Hilda Rhodes is currently on approved leave of absence for 6 months

**All Councillors acknowledged and accepted the apologies received**

**C25/095 PUBLIC SESSION**

Resident: advised that there are overgrown trees and bushes on Coronation Walk causing issues for those using the path on foot

Clerk: as it is overgrowing from a private residence, the Clerk will report this to the Neighbourhood Enforcement Officers to take a look and serve notice to get the overhanging foliage cut

**C25/096 LIVE WELL TELFORD**

A representative unfortunately was not able to attend the meeting this evening to provide Councillors with a comprehensive overview of what Live Well Telford entails

Councillors agreed to defer this item to a future meeting

**PROPOSED BY Councillor Helen Barker**

**SECONDED BY Councillor Nick Heath**

**ALL COUNCILLORS IN FAVOUR**

**C25/097 POLICE MATTERS**

Councillor Nick Heath: there has been an increase in doorstep parcel thefts in the area, notably Millenium Village

Clerk: has confirmed that the police are already aware of this, but will re-report

**C25/098 DISCLOSABLE PECUNIARY INTERESTS**

- (i) Councillor Amrik Jhawar disclosed an interest in item C25/102 due to sitting on the Planning Committee for Telford and Wrekin Council
- (ii) Councillor Nick Heath disclosed an interest in item C25/108 (ii)

**C25/099 INFORMATION ITEMS**

Borough Councillor Ranbir Sahota: noticed that one side of Waterloo Road had been cleared of road debris, but the other had not been done

Clerk: the Clerk confirmed that the Community Action Team had completed the side that had been cleared, so she will request they clear the other side



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### **C25/100 PARISH MATTERS**

- (i) Councillor Helen Barker: would like for the Clerk to feed into Veolia/Telford and Wrekin Council regarding the job well done by the bin men during the severe weather conditions  
Clerk: will pass on thanks and praise to both Veolia and Telford and Wrekin Council to be shared with the bin men
- (ii) Councillor Nick Heath: requested an update regarding who owns the land behind Hutchinson Way  
Clerk: confirmed that she has asked the question and is still awaiting a response. Councillors will be emailed once the information has been received
- (iii) Councillor Nick Heath: advised that there were some individuals who were driving recklessly on School Lane during the snowy conditions which made residents fearful for their safety  
Clerk: will re-report this to the relevant authorities and advised that residents should be reporting this as it is happening via the My Telford app and to the police if necessary. Councillor Nick Heath will advise the residents of the actions they can take
- (iv) Councillor Maggie Evans: reported a fallen tree on the roadside just before the zebra crossing on Holyhead Road  
Clerk: the Clerk confirmed that this has already been reported

### **C25/101 COUNCIL MINUTES**

Councillors received and agreed the minutes of the Full Council Meeting held on Wednesday 12 November 2025

**PROPOSED BY Councillor Nick Heath**  
**SECONDED BY Councillor Maggie Evans**  
**ABSTAINED BY Councillor Amrik Jhawar**  
**ALL OTHER COUNCILLORS IN FAVOUR**

**It was RESOLVED that the minutes of the meeting held on Wednesday 12 November 2025 be adopted and that the Chair sign these as a true record**

### **C25/102 PLANNING APPLICATIONS**

- (i) **TWC/2025/0875** - 1 Snowdrop Meadow, Ketley, Telford, Shropshire, TF1 5WR: erection of a boundary fence (part retrospective)  
No comments to add  
**PROPOSED BY Councillor Sam Millward Thomas**  
**SECONDED BY Councillor Nick Heath**  
**ABSTAINED BY Councillor Amrik Jhawar**  
**ALL OTHER COUNCILLORS IN FAVOUR**
- (ii) There were no planning applications to consider advised post publication of the agenda

### **C25/103 FINANCE**

- (i) Councillors noted the current state of Council's finances
- (ii) Councillors noted the reconciliation for December 2025

### **C25/104 FINANCE – PAYMENTS**

- (i) Councillors inspected and authorised the orders for payment incurred in delivering Parish Council Services  
**PROPOSED BY Councillor Helen Barker**  
**SECONDED BY Councillor Nick Heath**  
**ALL COUNCILLORS IN FAVOUR**
- (ii) Councillors inspected and authorised the card payments incurred in delivering Parish Council Services  
**PROPOSED BY Councillor Sukh Thiara**  
**SECONDED BY Councillor Nick Heath**  
**ALL COUNCILLORS IN FAVOUR**



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### **C25/105 TRANSFER OF FUNDS**

Councillors authorised a transfer of funds to the sum of £35,000.00 from the savings account to the current account

**PROPOSED BY Councillor Joy Francis**

**SECONDED BY Councillor Amrik Jhawar**

**ALL COUNCILLORS IN FAVOUR**

### **C25/106 BUDGET**

(i) Councillors reviewed and agreed the budget for 2026/2027

**PROPOSED BY Councillor Maggie Evans**

**SECONDED BY Councillor Joy Francis**

**ABSTAINED BY Councillor Amrik Jhawar**

**ALL OTHER COUNCILLORS IN FAVOUR**

(ii) Councillors discussed and approved the precept paperwork

**PROPOSED BY Councillor Helen Barker**

**SECONDED BY Councillor Nick Heath**

**ALL COUNCILLORS IN FAVOUR**

### **C25/107 BOUNDARY REVIEW**

(i) Councillors received an update from the Clerk regarding the final outcome of the Boundary Review

(ii) The Clerk is to advise Telford and Wrekin Council of what streetlights, if any, require transfer from Ketley to Oakengates

### **C25/108 GRIT BINS**

(i) Councillors to discuss the installation of grit bins at:

#### **(A) Low Valley Close**

Councillors agreed with the recommendation to install a new grit bin at Low Valley Close

**PROPOSED BY Councillor Joy Francis**

**SECONDED BY Councillor Maggie Evans**

**ALL COUNCILLORS IN FAVOUR**

#### **(B) Mount Side**

Councillors agreed with the recommendation to install a new grit bin at Mount Side

**PROPOSED BY Councillor Nick Heath**

**SECONDED BY Councillor Amrik Jhawar**

**ALL COUNCILLORS IN FAVOUR**

#### **(C) Broadway**

Councillors agreed to put this item on hold until the new financial year

**PROPOSED BY Councillor Maggie Evans**

**SECONDED BY Councillor Sukh Thiara**

**ALL COUNCILLORS IN FAVOUR**

(ii) Councillors to discuss the installation of any additional grit bins across the parish that have been raised post publication of the agenda:

#### **(A) Ivy House Paddocks**

Councillors agreed with the recommendation to not install a new grit bin at Ivy House Paddocks due to a new grit bin being agreed for installation at Low Valley Close

**PROPOSED BY Councillor Nick Heath**

**SECONDED BY Councillor Helen Barker**

**ALL COUNCILLORS IN FAVOUR**

#### **(B) Morgan Way and Hendrie Close**

Councillors agreed to put this item on hold until the new financial year

**PROPOSED BY Councillor Maggie Evans**

**SECONDED BY Councillor Sukh Thiara**

**ALL COUNCILLORS IN FAVOUR**



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- (iii) Councillors discussed the two grit bins at the Community Centre being added to Parish list and agreed that the Clerk move forward with this  
**PROPOSED BY Councillor Helen Barker**  
**SECONDED BY Councillor Joy Francis**  
**ALL COUNCILLORS IN FAVOUR**

**C25/109 OUTSTANDING INVOICES**

Councillors reviewed the remaining invoices from the outstanding list of payments and agreed to writing off the outstanding debts

**PROPOSED BY Councillor Sam Millward Thomas**  
**SECONDED BY Councillor Nick Heath**  
**ALL COUNCILLORS IN FAVOUR**

**C25/110 LOCAL COUNCIL AWARD SCHEME**

Councillors discussed the Local Council Award Scheme and decided that the Bronze Package is something they would like to progress with and review next year

**PROPOSED BY Councillor Sam Millward Thomas**  
**SECONDED BY Councillor Helen Barker**  
**ALL COUNCILLORS IN FAVOUR**

**C25/111 KPC CONSULTATION EVENT**

Councillors were updated with the confirmed attendance for the February 2026 Consultation

**C25/112 GRANT APPLICATIONS**

No grant applications were received post publication of the agenda

**C25/113 SECTION 106 FUNDING**

Councillors were advised that the Clerk is still awaiting an update regarding the Section 106 funding. Councillors agreed to defer this item to a later date once an update has been received

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

**C25/114 AUDIO RECORDING OF MEETINGS**

Councillors discussed the possibility of all meetings that are held in public to be audio recorded and decided to take this to the February Consultation for residents to have their say. Councillors agreed that this item will be brought back to the March Full Council meeting

**PROPOSED BY Councillor Maggie Evans**  
**SECONDED BY Councillor Joy Francis**  
**ALL COUNCILLORS IN FAVOUR**

**C25/115 AGENDA ITEMS FOR THE NEXT MEETING**

- (i) Grit Bins at Morgan Way and Hendrie Close – inclusion in the agenda in the new financial year
- (ii) Section 106 Funding
- (iii) Audio Recording of Meetings

**C25/116 PLANNED DATES OF FORTHCOMING MEETINGS**

|   |                            |      |
|---|----------------------------|------|
| <b>Finance &amp; General Purposes Committee</b> | Wednesday 11 February 2026 | 7 PM |
| <b>Full Council Meeting</b>                     | Wednesday 11 March 2026    | 7 PM |

The Chair closed the public meeting at:

8:02 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 Nick Heath**  
**SECONDED BY Councillor Maggie Evans**  
**ALL OTHER COUNCILLORS IN FAVOUR**

**C25/117 PLANNING**



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**C25/118 STAFFING/COUNCILLOR UPDATES**

The Chair closed private session at:

8:11 PM

**Signed** \_\_\_\_\_ **Date** Wednesday 18 March 2026  
Chair