



KETLEY PARISH COUNCIL

FULL COUNCIL MINUTES

MINUTES of the Ordinary Meeting of Ketley Parish Council held on Wednesday 18 March 2026 at Ketley Community Centre at 7:15pm.

PRESENT:	Cllr. Helen Barker Cllr. Eileen Callear Cllr. Dave Elliott Cllr. Joy Francis	Cllr. Nick Heath Cllr. Sam Millward Thomas (C) Cllr. Hilda Rhodes Cllr. Ranbir Sahota
CLERK:	Shelley Anthony	
PUBLIC:	0 Members of the Public	

The Chair opened the meeting at:

7:15 PM

C25/119 WELCOME

The Chair welcomed everyone to the meeting

C25/120 APOLOGIES FOR ABSENCE

Apologies have been received from:

- (i) Councillor Maggie Evans due to illness
- (ii) Councillor Amrik Jhawar due to annual leave
- (iii) Councillor Ranbir Sahota is at planning committee and will join as soon as she can

All Councillors acknowledged and accepted the apologies received

Cllr Ranbir Sahota entered the meeting at 7:16 PM

C25/121 PUBLIC SESSION

No public in attendance

C25/122 POLICE MATTERS

No representative was able to attend the meeting this evening however the Clerk advised that the Parish Council have a knife amnesty box available for the public to drop off knives that the police will then collect

C25/123 DISCLOSABLE PECUNIARY INTERESTS

- (i) Councillor Dave Elliott declared an interest in item C25/130 as he is a member of the group

C25/124 INFORMATION ITEMS

- (i) Borough Councillor Ranbir Sahota: advised that she had been approached by a number of residents regarding speeding on Woodside Road and wondered if there is anything that can be done about it
Clerk: the Clerk confirmed that we will put a Speed Indicator up, however this would need to be closer to the top of Woodside Road where the road is straight
- (ii) Borough Councillor Ranbir Sahota: There is a resident in Sandbrook that has asked if a wall can be removed, this is on private property
Clerk: the Clerk confirmed that we are not able to do this as it is a private matter

C25/125 PARISH MATTERS

- (i) Councillor Joy Francis: would like to say that the van that has been reported for months has now been moved
- (ii) Councillor Eileen Callear: provided an update to advise that we had a meeting with friends of Hurley Brook and with the Environment agency and to advise that there is ongoing work to try and trace the pollutants to Hurley Brook
- (iii) Councillor Dave Elliott: advised that the double yellow lines on Woodside Road are being ignored and there needs to be someone there to monitor them
Clerk: advised that the Neighbourhood Enforcement Officers do attend the area, however they have to watch and monitor for a time if someone is parked on double yellow lines and they are normally moved before a ticket can be issued
- (iv) Councillor Dave Elliott: The bus stop opposite the Community Centre has been removed with no warning and he wants to know why as several people use that bus stop and have raised an issue with it being removed



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- Clerk: The clerk will contact Arriva to try and find out why the bus stop has been removed.
Councillor Sam Millward Thomas will contact Ollie Vickers to try and arrange a meeting to discuss this bus stop and other bus issues that have been raised around Ketley
- (v) Councillor Nick Heath: Several complaints have been received regarding the litter within Millenium Village
Councillor Sam Millward Thomas: confirmed that he has a meeting with Sanctuary next week so will be raising these issues
- (vi) Councillor Nick Heath: The trees overhanging the Blue Elephant in the Ketley Playing Field are hanging over the Blue Elephant car park and they have asked if these can be cut back
Clerk: The Clerk is to find out who owns the trees so we can start to sort the issue out

C25/126 COUNCIL MINUTES

Councillors received and agreed the minutes of the Full Council Meeting held on Wednesday 14 January 2026

PROPOSED BY Councillor Nick Heath

SECONDED BY Councillor Helen Barker

ABSTAINED BY Councillor Eileen Callear and Councillor Hilda Rhodes

ALL OTHER COUNCILLORS IN FAVOUR

It was RESOLVED that the minutes of the meeting held on Wednesday 14 January 2026 be adopted and that the Chair sign these as a true record

C25/127 PLANNING APPLICATIONS

- (i) **PLANNING APPLICATIONS TO BE CONSIDERED POST PUBLICATION OF THE AGENDA**
- (ii) **TWC/2026/0167 – 62 Woodside Road**
No comments to add
PROPOSED BY Councillor Dave Elliott
SECONDED BY Councillor Eileen Callear
ALL OTHER COUNCILLORS IN FAVOUR
- (iii) **TWC/2026/0164 – 4 Peacock Grove (retrospective)**
No comments to add unless other comments are made by nearby residents
PROPOSED BY Councillor Nick Heath
SECONDED BY Councillor Helen Barker
ALL OTHER COUNCILLORS IN FAVOUR
- (iv) **Licencing Mr Whippy**
No comments to make
PROPOSED BY Councillor Nick Heath
SECONDED BY Councillor Joy Francis
ALL OTHER COUNCILLORS IN FAVOUR

C25/128 FINANCE

- (i) Councillors noted the current state of Council's finances
- (ii) Councillors noted the reconciliation for February 2026

C25/129 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 Nick Heath
SECONDED BY Councillor Helen Barker
ALL COUNCILLORS IN FAVOUR



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C25/130 GRANT APPLICATIONS

Councillors discussed the grant application from Ketley Coffee Club and approved a grant payment of £500

PROPOSED BY Councillor Eileen Callear
SECONDED BY Councillor Ranbir Sahota
Abstained by Councillor Dave Elliott
ALL OTHER COUNCILLORS IN FAVOUR

C25/131 TRANSFER OF FUNDS

(i) Councillors ratified the retrospective transfer of £15,000 from the savings account to the current account

PROPOSED BY Councillor Joy Francis
SECONDED BY Councillor Dave Elliott
ALL COUNCILLORS IN FAVOUR

(ii) Councillors discussed and approved the transfer of £25,000 from the savings account to the current account

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

(iii) Councillors discussed and approved the transfer of £100,000 from the current account to the savings account to be completed on 1 April 2026

PROPOSED BY Councillor Nick Heath
SECONDED BY Councillor Joy Francis
ALL COUNCILLORS IN FAVOUR

C25/132 IT EQUIPMENT

Councillors reviewed and approved the quote received regarding the IT Equipment received from our IT supplier Telford & Wrekin Council.

PROPOSED BY Councillor Eileen Callear
SECONDED BY Councillor Dave Elliott
ALL COUNCILLORS IN FAVOUR

C25/133 STREETLIGHT REPAIR

Councillors discussed and approved the streetlight repair for the Incline

PROPOSED BY Councillor Eileen Callear
SECONDED BY Councillor Sam Millward Thomas
ALL COUNCILLORS IN FAVOUR

C25/134 SECTION 106 FUNDING

Councillors received an updated regarding the Section 106 funding from the site of the former Shropshire Star

C25/135 AUDIO RECORDING OF MEETINGS

Councillors discussed the potential of audio recording meetings due to a request received from a local resident. It was agreed that Full Council meetings will be recorded using the work mobile phone for now, however, the Clerk is to look into better recording equipment moving forward

PROPOSED BY Councillor Eileen Callear
SECONDED BY Councillor Joy Francis
ALL COUNCILLORS IN FAVOUR

C25/136 GARDEN OF REST TREE

Councillors discussed and approved in principle the quote received to cut down the tree in the Garden of Rest. The Clerk is to try to get a further 2 quotes but go ahead if no further quotes are available. The Clerk was asked to look into when the last Tree Survey was conducted within the parish as this may need to be completed again

PROPOSED BY Councillor Sam Millward Thomas
SECONDED BY Councillor Eileen Callear
ALL COUNCILLORS IN FAVOUR



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- C25/137 POTHOLE AT SHARED CAR PARK ENTRANCE**
Councillors were provided with an update regarding the Pothole at the entrance to the TACT carpark and agreed in principle to the repair as this needs to be completed. The Clerk is to advise of costs as soon as these are received
PROPOSED BY Councillor Sam Millward Thomas
SECONDED BY Councillor Eileen Callear
ALL COUNCILLORS IN FAVOUR
- C25/138 UNPAID INVOICES**
Councillors reviewed the current outstanding invoices list
- C25/139 COUNCILLOR ALLOWANCES**
Councillors reviewed and authorised the payment of Councillor Allowances for 2025/2026
PROPOSED BY Councillor Eileen Callear
SECONDED BY Councillor Nick Heath
ALL COUNCILLORS IN FAVOUR
- C25/140 STAFF SALARY INCREASES**
Councillors reviewed and authorised the increase in Salary Payments for staff from 1 April 2026
PROPOSED BY Councillor Joy Francis
SECONDED BY Councillor Ranbir Sahota
ALL COUNCILLORS IN FAVOUR
- C25/141 GARDEN OF REST FEES FOR 2026/2027**
Councillors discussed the Garden of Rest Fees for 2026/2027 and agreed to keep them at the same amount as last year
PROPOSED BY Councillor Dave Elliott
SECONDED BY Councillor Nick Heath
ALL COUNCILLORS IN FAVOUR
- C25/142 COMMUNITY CENTRE FEES FOR 2026/2027**
The Clerk advised the Councillors that due to an administration error, the Community Centre fees did not increase last year. Councillors discussed and approved the increase in Community Centre Fees for this year as they were not increased last financial year. The increase is to take place from 1 May 2026
PROPOSED BY Councillor Helen Barker
SECONDED BY Councillor Hilda Rhodes
ALL COUNCILLORS IN FAVOUR
- C25/143 AGENDA ITEMS FOR THE NEXT MEETING**
(i) Batteries for solar panels
- C25/144 PLANNED DATES OF FORTHCOMING MEETINGS**
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| Annual Parish Assembly | Wednesday 08 April 2026 | 6 PM |
| Finance & General Purposes Committee | Wednesday 08 April 2026 | 7 PM |
| Annual General Meeting | Wednesday 13 May 2026 | 7 PM |

The Chair closed the public meeting at: 8:35 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 Ranbir Sahota
ALL OTHER COUNCILLORS IN FAVOUR

C25/145 PLANNING



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C25/146 STAFFING/COUNCILLOR UPDATES

The Chair closed private session at:

8:50 PM

Signed

Chair

Date Wednesday 13 May 2026