



KETLEY PARISH COUNCIL

FULL COUNCIL MINUTES

MINUTES of the Full Council Meeting of Ketley Parish Council held on Wednesday 08 July 2026 at Ketley Community Centre at 7 PM

PRESENT:	Cllr. Helen Barker Cllr. Eileen Callear Cllr. Dave Elliott Cllr. Joy Francis	Cllr. Nick Heath Cllr. Sam Millward Thomas Cllr. Hilda Rhodes
CLERK:	Shelley Anthony	
DEPUTY CLERK:	Zara Purvis	
PUBLIC:	3 Member(s) of the Public	

The Chair opened the meeting at:

7 PM

C26/019 WELCOME

Councillor Eileen Callear welcomed everyone to the meeting

C26/020 APOLOGIES FOR ABSENCE

Apologies have been received prior to the meeting from:

- (i) Councillor Amrik Jhavar – holiday
- (ii) Councillor Sukh Thiara - illness

Apologies have not been received from:

- (i) Councillor Ranbir Sahota

All Councillors acknowledged and accepted the apologies received

C26/021 PUBLIC SESSION

- (i) **Resident** – lives in close proximity to the old Shropshire Star site in which works are being carried out to build the new ALDI. The times that work is starting is not compliant. Machinery is being delivered to site at around 6 AM. The resident has previously complained directly but these complaints have gone unanswered.

Councillor Sam Millward Thomas – confirmed that the Council have received little information regarding the site. Councillor Millward Thomas has requested that the Clerk reach out to the developer directly

Councillor Helen Barker – advised the resident that as a council, we can make a report of these issues to Planning Enforcement at Telford and Wrekin Council. The resident was also advised that they can also log their concerns directly with Planning Enforcement via My Telford (online or via the app)

Councillor Nick Heath – advised Council that the noise pollution from the site is also reaching his own property which is situated further away from the site than the resident who has raised concerns. Councillor Heath advised that the noise pollution will be heightened at the moment due to the current weather conditions as residents are likely to have their doors and/or windows open

C26/022 DISCLOSURE OF PECUNIARY INTERESTS AND OTHER INTERESTS

Councillor Helen Barker disclosed that she resides next to the Garden of Rest ahead of item C26/036 being discussed

C26/023 POLICE MATTERS

- (i) **The Clerk** provided Councillors with an update received from Police in their absence
- (ii) **Councillor Sam Millward Thomas** – a young male, who does not hold a valid licence, has been riding an unregistered bike through Millenium Village which has been reported to the relevant authorities
- (iii) **Councillor Helen Barker** – will provide the Clerk with details of disabled accessible gates that have been installed at other locations that have worked with a high success rate when trying to eliminate the use of motorised bikes through green areas

C26/024 INFORMATION ITEMS

Borough Councillor Ranbir Sahota was not present at the meeting to provide information



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C26/025

PARISH MATTERS

- (i) **Councillor Joy Francis** – reminded Council of the email received from a resident who lives in close proximity to Meadows Primary School regarding unauthorised access to the school through the side gate which does not have a dropped curb
Clerk – the update received from the school is that the gate in question is used for the sole purpose of access for grass cutting which happens once per month and is not used at any other time for any other reason. The school advised that they have applied for planning permission on two separate occasions for a dropped curb to be installed with no response received from Telford and Wrekin Council on either application made
Councillor Sam Millward Thomas – requested that the Clerk speak to Planning at Telford and Wrekin Council. He himself will speak with head teacher of Meadows
- (ii) **Councillor Nick Heath** – continuous fires are being lit at the KN Wheels factory site
Councillor Sam Millward Thomas – confirmed that the fire brigade attended the KN Wheels factory site on Tuesday 07 July 2026 at 8 PM to attend to a large fire
Clerk – reports have been made to Planning, Environmental Enforcement, the police, and the fire service. Planning have advised that this is not their remit. The Clerk will contact the owners of the site directly
- (iii) **Councillor Eileen Callear** (on behalf of Borough Councillor Ranbir Sahota) – has requested that a speed indicator device be placed on Woodside Road
Clerk – will have the speed indicator installed on this road
- (iv) **Councillor Eileen Callear** (on behalf of Borough Councillor Ranbir Sahota) – residents have reported the lack of lighting on the pathway that runs through Red Lees
Clerk – will contact Eon to request a quote for a new lamppost as the current lamppost that is not working requires scaffold to be erected to complete a repair. The waiting list for lamppost repairs using scaffold is currently years which is why this has not yet been completed
- (v) **Councillor Eileen Callear** – would like for a project to be undertaken in the Community Garden to make it usable for residents again. Councillor Callear would also like for more areas to be identified within the Parish in which benches can be installed
- (vi) **Councillor Hilda Rhodes** – has requested works be completed at the bottom of Copper Beech Road to tidy the area up
- (vii) **Councillor Helen Barker** – discussed the reinstatement of the bus shelter on Garfield Road as the route still runs and some drivers do stop, although there is no bus shelter there
Clerk – will email Ollie Vickers to request the reinstatement of the bus shelter
- (viii) **Councillor Nick Heath** – reported the increase of litter that is present on the Millenium Village, including the bins not being emptied
Clerk – has already emailed Sanctuary regarding this. Advised that the Community Action Team have been and emptied two overflowing bins last week following multiple resident complaints. Sanctuary have been emailed advising them of this, and that the Community Action Team will not be sent to do this again
- (ix) **Councillor Sam Millward Thomas** – made Council aware that residents on Millenium Village have received communications from Sanctuary advising that works are due to completed, however the works detailed have not been undertaken within the dates provided in the communication received
Clerk – will email Sanctuary to request an update on these works

C26/026

COUNCIL MINUTES

Councillors received and agreed the minutes of the Full Council Meeting held on Wednesday 10 June 2026

PROPOSED BY COUNCILLOR NICK HEATH

SECONDED BY COUNCILLOR HILDA RHODES

ALL COUNCILLORS IN FAVOUR



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C26/027 PLANNING APPLICATIONS

(i) To consider any planning applications advised post publication of the agenda:

(ii) **TWC/2026/0340**

Site of KN Wheels Ltd, Beveley Road, Oakengates, Telford, Shropshire

Councillor Helen Barker – addressed the points previously raised in her email that was sent to all Councillors prior to the meeting.

Councillor Dave Elliott – requested that the Clerk discuss this planning application with the Clerk of Oakengates Town Council as they will have jurisdiction of this area from May 2027 as per the outcome of the Boundary Review

It was proposed that Ketley Parish Council add further objections to this planning application in addition to the objections already advised, highlighting noise pollution, parking issues, and the inaccurate/false statements made within the revised planning application

PROPOSED BY COUNCILLOR HELEN BARKER

SECONDED BY COUNCILLOR SAM MILLWARD THOMAS

ALL COUNCILLORS IN FAVOUR

C26/028 FINANCE

(i) Councillors noted the current state of Council's finances

(ii) Councillors noted the reconciliation for June 2026

C26/029 FINANCE – PAYMENTS

(i) Councillors inspected and authorised orders for payment incurred in delivering Parish Council Services

PROPOSED BY COUNCILLOR SAM MILLWARD THOMAS

SECONDED BY COUNCILLOR HELEN BARKER

ALL COUNCILLORS IN FAVOUR

(ii) Councillors inspected and authorised card payments incurred in delivering Parish Council Services

PROPOSED BY COUNCILLOR SAM MILLWARD THOMAS

SECONDED BY COUNCILLOR HELEN BARKER

ALL COUNCILLORS IN FAVOUR

C26/030 PUBLICATION SCHEME 2026

Councillors reviewed, agreed, and adopted the Publication Scheme as per the recommendation from the internal auditor

PROPOSED BY COUNCILLOR JOY FRANCIS

SECONDED BY COUNCILLOR HELEN BARKER

ALL COUNCILLORS IN FAVOUR

C26/031 SOLAR PANEL BATTERY

Councillors reviewed and agreed the quote received for the purchase of an additional battery

PROPOSED BY COUNCILLOR DAVE ELLIOTT

SECONDED BY COUNCILLOR JOY FRANCIS

ALL COUNCILLORS IN FAVOUR

C26/032 SUMMER BEDDING

Councillors received an update regarding the bedding plants at the memorial by the four-way traffic lights that have now been planted

C26/033 COMMUNITY CENTRE CLOCK

A schedule will be implemented to wind the clock up every eight days to ensure the clock continuously works

C26/034 INSTALLATION OF NEW PLANTERS

Councillors agreed to defer this item until the next Full Council Meeting on Wednesday 09 September 2026

PROPOSED BY COUNCILLOR EILEEN CALLEAR

SECONDED BY COUNCILLOR HELEN BARKER

ALL COUNCILLORS IN FAVOUR



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C26/035 SUMMER EVENTS UPDATE

Councillors were updated on the Summer Fun Day (Saturday 18 July 2026) and the annual Coach Trip to Llandudno (Thursday 13 August 2026)

Councillor Sam Millward Thomas – volunteered his time to come and assist staff with the Coach Trip tickets on Saturday 11 July 2026

C26/036 GARDEN OF REST POLICY

Councillors agreed to defer this item until the next Full Council Meeting on Wednesday 09 September 2026

PROPOSED BY COUNCILLOR HELEN BARKER

SECONDED BY COUNCILLOR DAVE ELLIOTT

ALL COUNCILLORS IN FAVOUR

C26/037 AGENDA ITEMS FOR NEXT MEETING

- (i) Winter Bedding at the four-way traffic lights
- (ii) Tree survey quotes
- (iii) Installation of new planters at Ketley boundary signs
- (iv) Christmas lights
- (v) Christmas light switch on event

C26/038 PLANNED DATES OF FORTHCOMING MEETINGS

Finance & General Purposes Committee Meeting
Full Council Meeting

Wednesday 22 July 2026 1 PM
Wednesday 09 September 2026 7 PM

The Chair closed the meeting at: 8:28 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 SAM MILLWARD THOMAS

SECONDED BY COUNCILLOR JOY FRANCIS

ALL COUNCILLORS IN FAVOUR

The Chair closed private session at: 8:30 PM

Signed

Chair

Date Wednesday 09 September 2026