



# KETLEY PARISH COUNCIL

## TELFORD, SHROPSHIRE

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To all Members of Ketley Parish Council

Councillors: Callear, Elliott, Evans, Francis, Jhavar, Millward Thomas, Morris, Rhodes, Sahota

Dear Councillors

**NOTICE IS HEREBY GIVEN** that an Ordinary Meeting of Ketley Parish Council will be held at **7:00pm on Wednesday 21 April 2021**. Due to the Coronavirus Pandemic, this meeting will take place virtually via **Microsoft Teams**. Members are **summoned** to attend for the purpose of transacting the following business.

Signed: Chris Maclean, Locum Clerk to the Council

Date: 7 April 2021

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### **AGENDA**

**C21/001 WELCOME**

**C21/002 PUBLIC SESSION**

This is an opportunity for Members of the public to raise awareness of issues or to ask that the Parish Council considers an item at a future meeting. This is for a period of 15 minutes.

**C21/003 POLICE MATTERS**

To receive any concerns and update on representation from police authority.

**C21/004 SHROPSHIRE FIRE AND RESCUE**

To receive advice on engagement and collaboration with Shropshire Fire and Rescue.

**C21/005 APOLOGIES FOR ABSENCE**

To receive, consider and accept as appropriate, any apologies for absence in accordance with the terms of Section 85(1) of the Local Government Act 1972.

**C21/006 DISCLOSABLE PECUNIARY AND OTHER INTERESTS**

Declaration of any disclosable pecuniary interest, in a matter to be discussed at the meeting and which is not included in the register of interests.

Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest.

**C21/007 COUNCIL MINUTES**

To receive and agree the minutes of the Council Meeting held on Wednesday 10 March 2021.

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**C21/008 COUNCILLOR VACANCIES**

- (i) To consider the co-option of new members to the Council.

**C21/009 COMMUNITY CENTRE**

- (i) To receive an update on recent events within the Centre and plans through the stages of ending of lockdown.
- (ii) To receive an update on breakfast club activities.

**C21/010 EVENTS**

- (ii) To receive an update on recent events and consider further events possibilities for 2021.

**C21/011 GARDEN OF REST**

- (i) To receive an update on maintenance and support.
- (ii) To receive an update on general environment.

**C21/012 COMMUNITY ACTION TEAM**

To receive an update on the negotiations with Telford & Wrekin Council on the Community Action Team package.

**C21/013 FINANCE**

To note current state of Council's finances.

**C21/014 FINANCE - ORDERS FOR PAYMENT**

To approve and authorise the payment of costs incurred in delivering Parish Council services.

**C21/015 AGAR AND END OF YEAR PROCESS**

- (i) To receive an update on the process to be followed for the completion of the AGAR and submission to the external auditors.
- (ii) To receive an update on the internal audit report from the previous year and preparations for the upcoming internal audit.

**C21/016 STREETLIGHTS**

To note status of possible parish projects.

**C21/017 CLIMATE CHANGE ACTIONS**

To receive an update on initiatives to enhance the carbon footprint of the Council's premises.

**C21/018 BOUNDARY SIGNS**

To consider progress in the creation and placement of signs for the parish.

**C21/019 PLANNING**

- (i) To note the granted decisions to following applications:
  - (i) TWC/2021/0176 - 20 Oaks Way, Ketley, TF1 5FQ  
Erection of a single storey rear extension connecting to existing garage
  - (ii) TWC/2021/0168 - 17 Oak Trees Avenue, Ketley, TF1 5FR  
Erection of a rear conservatory
- (ii) To receive updates on recent applications currently with Telford & Wrekin Council for consideration.

- C21/020 WEBSITE**  
To receive an update on the Council's website.
- C21/021 FUTURE MEETINGS**  
To consider the impact of the decision by the Government to restart meetings of Councils in person from 7 May 2021.
- C21/022 INFORMATION ITEMS**  
To receive an update on activities impacting the parish.
- C21/023 PARISH MATTERS**  
To receive any matters raised on behalf of parishioners.
- C21/024 AGENDA ITEMS FOR NEXT MEETING**  
To advise Locum Clerk of items to be considered for inclusion on the agenda.
- C21/025 PLANNED DATES OF FORTHCOMING MEETINGS**  
Annual Parish Assembly Wednesday 28 April 2021 @ 7:00pm  
Annual Meeting of Council Wednesday 12 May 2021 @ 7:00pm (TBC)  
Full Council Wednesday 12 May 2021 following Annual Meeting (TBC)

**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.**

- C21/026 STAFFING**  
(i) Staffing Matters.