

ST GEORGES & PRIORSLEE PARISH COUNCIL

MINUTES

of

**The Meeting held on
Tuesday 5th April 2016 at
St George's & Priorslee Parish Centre**

Present: Councillor R Overton (Chairman), Councillors, T Hoof, Mrs J Overton,
S Overton, Mrs B Richards and R Williams

In attendance – 8 members of the public

184/16 **Public Question Time**

No questions were asked.

185/16 **Guest Speaker : Jonathan Rowe Telford and Wrekin Council**

The Chairman introduced Jonathan Rowe to the meeting.

Mr Rowe said that he had visited many other Parishes to explain the budget changes for 2016 and to explain the changes in various service provision and staff cutbacks.

Mr Rowe explained that Telford and Wrekin Council had to make further budget reductions of £30 million, and explained that 1200 jobs have now been cut since 2009. There has now been a 60% reduction in Senior Management Team and Mr Rowe is one of the Directors responsible for customer neighbourhoods.

Mr Rowe explained that Telford and Wrekin Council is keen to offer Parishes the opportunity to meet the various Assistant Directors to speak about their relevant services. They are looking at procurement of services and trying to increase income by looking at installing solar farms and new housing developments.

Telford and Wrekin Council are now looking at new topics in attempt to reduce their budget by £30 million. They are pulling out of operating Libraries, reducing market operations, reducing CSO's and reducing Youth centres. Talks are ongoing with Newport, Dawley,

Madeley and Donnington in respect of Library provision and Dawley, Madeley and Oakengates are looking at the possibility of taking on responsibility for operating Markets. Mr Rowe said that St Georges and Priorslee had no Library but the Parish Council may be interested in taking on responsibility for a CSO. Telford and Wrekin Council are withdrawing their funding for the provision of four CSO's. Some Parish Councils are interested in forming their own Parish Environmental Teams.

Mr Rowe confirmed that a meeting is being held on 19th April for Clerks and Chairmen to discuss CSO provision and the changes envisaged in the way they operate.

Mr Rowe suggested that the Parish might wish to invite one of the Assistant Directors to a future meeting: Angie Astley, responsible for Neighbourhood and Drainage, Fliss Mercer heads the Advisory services and Liz Noakes, Public Health.

The Chairman thanked Jonathan Rowe for attending the meeting.

186/16 **Guest Speaker – Graham Bould**

The Chairman welcomed Graham Bould to provide an update on the Pride in the High Street project. Mr Bould confirmed that Pices has submitted proposals for four projects from the Innovation Fund and the Pride in the High Street Fund.

Negotiations have been undertaken with the PCC for two projects, the Church clock and the land to the rear of the church. Faculties are being applied for in respect of the planned work and quotations have been received.

It is hoped to lay out part of the closed churchyard for community events. It is necessary to prove footfall and for this it is necessary to look at two areas.

Mr Bould confirmed that the only part of the Sports Club within the boundary is the Burma Road and it is hoped that this will have new tarmac and the hedge underplanted.

With respect to St Georges Square, Mr Bould commented that if it was an easy task then someone would have done something before! In Stafford Place and West Street some of the properties are in need of refurbishment with input from the owners/tenants.

There are some areas suffering from litter and fly tipping.

Mr Bould is trying to engage with Job Centre Plus looking at Ground maintenance and work experience. He is having discussions with Wrekin Housing Trust.

Nothing is yet signed and sealed but Mr Bould wanted to provide an update.

In terms of the bid for the Albion. He is having discussions with Accord Housing who have the patent for Planning for Real.

Mr Bould hopes to have a journey plan before the next Parish Council meeting.

When asked about the Churchyard, Mr Bould confirmed that they are hoping to improve both the entrance and the exit to the churchyard.

The Chairman confirmed that he is organising a litter pick around the Square on 1st May 2016.

The Chairman thanked Graham Bould for attending the meeting.

187/16 **Apologies**

Apologies for absence were received as follows:

Councillor I Fletcher – Holiday
Councillor Mrs V Fletcher – Holiday
Councillor J Minor – Holiday
Councillor S Malpas – Ill
Councillor S Ali - Work commitment

188/16 **Declarations of Interest**

No declarations were received

189/16 **MINUTES**

RESOLVED: that the Minutes of the meeting held on 1st March 2016, having been previously circulated, be signed by the Chairman as a true record.

190/16 **Matters Arising from the Minutes**

(a) Correction to February Minutes

The Clerk confirmed correspondence from Louise Bremner had pointed out that the paragraph in the February Minutes regarding the 200 surveys and 80 having been completed was the work of First Steps and not the Citizen Engagement Project. **This information was noted.**

191/16 **Planning**

(a) Planning Applications

Resolved: that the following recommendations be forwarded to Telford and Wrekin Council:

App No TWC/2016/0250
 Site 56 Walker Crescent, St Georges
 Proposed Dev. Erection of two storey side extension

Recommendation Recommend approval

App No TWC/2016/0246
 Site 25 Cadman Drive, Priorslee
 Proposed Dev Erection of a first floor side extension

Recommendation Recommend approval

App No TWC/2016/0195
 Site The Cottage, Church Street, St Georges
 Proposed Dev. Felling of 1 Ash Tree

Recommendation Recommend approval

(b) **Planning Decisions**

The following Planning Decisions were received from Telford and Wrekin Council:

App No	Proposed Development	Decision
TWC/2016/0022	Erection of detached double car port at 56 Tranters Row	Granted
TWC/2016/0056	Erection of a single storey rear extn. At 39 Priorslee Village	Granted
TWC/2016/0101	Change of use of Plant and Garden centre to mixed plant and garden centre and animal park at Lakeside Plant Centre	Granted
TWC/2016/0178	Erection of single storey side and rear ext. 8 Pavilion Grove	Granted

192/16 **Accounts**

Resolved: that the following accounts paid in March be approved:

<u>Name</u>	<u>Particulars</u>	<u>Amount</u>	<u>Cheque No</u>
nPower	Christmas Light Energy	88.98	11083
T & W Council	Street Lighting 4 th Qtr	9975.06	11084
T & W Council	Business Rates 2016 -2017	1714.17	11085

Resolved: that the following accounts be approved for payment:

K I James	Salary (April)	1228.63	SO
Cancelled			11086
J Ellis	Wages (April)	205.20	11087
K I James	Broadband	7.50	11088
Worcester County Cnl	Notice Boards	619.20	11089
BT	Telephone accounts	278.29	11090
Inland Revenue	Income Tax and NI	427.42	11091

The Clerk pointed out to Members that she had repaid £2.50 to the Parish Council account in respect of Sky not sending a paper copy of the Broadband account so reducing the monthly fee for February and March by £1.25 per month.

193/16 **Bank Reconciliation**

A copy of the Bank Reconciliation to 31st March 2016 was circulated.

Resolved: that the Bank reconciliation be approved.

194/16 **Commemorative Medal**

The Clerk displayed a Commemorative Medal supplied by Tower Heritage Centre which could be given out to Primary school/Nursery school children at the three primary schools within the Parish. The current school numbers total 1,392. The cost being £1.99 per medal plus VAT and carriage.

Resolved: that the Clerk order 1,410 medals to allow for any additional children attending by June for distribution to all the children in the three primary and nursery schools in the Parish.

195/16 **Mining/Industrial memorial**

Members discussed the potential of obtaining Grant aid and providing a Memorial in St Georges to mark the Industrial heritage prevalent in St Georges.

It was stated that there is a wealth of industrial history with both Lilleshall and Granville and considered extremely important that this heritage is marked for generations to come.

Resolved: that the Parish Council adopt the principal to site an industrial memorial in St Georges. To research both the costings and designs for a suitable structure and research the many avenues for grant aid.

196/16 **Gazebo**

The Clerk provided photographs and costings of a Gazebo similar to the one used by Bridgnorth Town Council. However, the design was thought to be too large and too expensive.

Resolved: that Councillor Hoof research avenues for smaller and cheaper Gazebos.

197/16 **Parish Environmental Team Report**

A copy of the PET report for March had been circulated to all members as follows:

Present: P Pritchard, K James, Derek Carr

Issues Raised from Previous Notes

1. Lych Gates – Report has been finalised. Repair will cost total of £6k - £8k to bring them to an acceptable standard. Considered by report to be better to repair than remove. Report will be emailed to Clerk for consideration by Parish Council.
2. **Path North of Priorslee Flash** – Work to be carried out May/June 2016. Cost of £10k agreed - £5k from Parish PET budget and £2k and £3k from Telford and Wrekin budget.

3. Litter Bins – Final bin for Corner of Hockey pitch at rear of Burma Road has not yet been installed. Derek Carr agreed to chase.
4. New flowerbed in centre of St Georges. Now all planted.
5. Wooden Footbridge on footpath adjacent to Priorslee Academy leading to Lapwing Gate – Side panels need attention. Everglade Road Wooden planks are rotting. – Will be undertaken linked to repair of planks on Flash footpath. (Not considered over urgent)
6. Apprentice – no applicants to date. Will be re-advertised again later this week.
7. Bulbs –Kathy to check whether bulbs planted by The Lions are showing through. Possibly a non-event.
8. Notice Boards. Kathy confirmed boards are completed. Awaiting name boards from Enginuity. Kathy to mark locations for boards with spray paint with Phil Ecclestone. Phil Pritchard will organise erection of the boards and collection from Young Offenders workshop at Oakengates unit 4 –opposite Oakengates Sorting Office.
9. Priorslee Clock – Engineers report has been received and Dave Hanley will arrange meeting with Kathy to go through report.

Resolved: that the report be adopted.

198/16 **External Audit**

The Clerk reported receipt of the notification for the External Audit and the relevant paperwork. **The information was noted.**

199/16 **Gower Workshop**

Members were invited to attend the Gower Workshop on Thursday 14th April 2016 4.45pm to 2100 at Meeting Point House in the Quaker Room.

198/16 **Seminar on Neighbourhood Plan**

The Clerk had written and circulated a full report on the Seminar on Neighbourhood Plans she had attended on behalf of the Parish Council in Bridgnorth. Copies of the Guide were circulated.

Resolved: that the information be noted.

199/161 **Resolved: that the Agenda item to discuss the Christmas Lights contract be moved to the Confidential session at the end of the meeting.**

200/16 **Correspondence**

The following correspondence was received and the contents noted:

- (a) Crucial Crew – application for Grant for this year's event
- (b) The Gower – application for Grant
- (c) Invitation to St George's Day Celebration Service at St Georges Church at 6pm on Sunday 24th April 2016 – followed by a cheese and wine reception.
- (d) Consultation on Community Pharmacies. (previously circulated to all Members by email.
- (e) Parish Charter Monitoring Group – Minutes of meeting held on 17/3/2016 (circulated by email.)
- (f) Letter of thanks from Telford Gateway Club for recent grant.

- (g) Clerk's and Councils Direct.
- (h) The Lions offer to provide a Santa and Sleigh for the Christmas light switch on.

201/16 **Review of Documentation**

Members were reminded to bring their Black folders to the May Parish Council meeting in order to review all the following documentation.

- (a) Standing Orders
- (b) Financial Regulations
- (c) Key Control and Self Evaluation Summary
- (d) Complaints and Grievance Procedure
- (e) Disciplinary and Grievance Procedure
- (f) Risk Assessments

202/16 **Exclusion of Press and Public**

Resolved: that in view of the confidential nature of the business about to be transacted which will involve the likely disclosure of exempt information as defined in the Public Bodies Admission to Meetings Act 1960, the public and press be temporarily excluded from the meeting and they are instructed to withdraw.

203/16 **Christmas Light Contract**

Following the successful tender process entered into last year for the provision and storage of Christmas lights and erection and dismantling it was

Resolved: that the contract with P & P Electrical be extended for a five year period at a cost of £5950 per annum plus VAT. The estimate for replacement of the five damaged Luminaires at a total cost of £2,275 be accepted. A catalogue be requested for the Council to look at alternative lighting features at their next meeting.

204/16 **Clerk's Retirement**

The Clerk had written to the Chairman notifying of her intention to retire at the end of June 2016. Members expressed disappointment but wished the Clerk well in her retirement.

Resolved: that the following members form a committee to act and carry out under Delegated powers the process of advertising for a replacement Clerk, conditions of employment, hours of work, and all the relevant duties including the purchase of equipment necessary for the Parish Clerk to work from the Parish Council office. Appointment of Clerk to be confirmed by a meeting of the Full Council. Committee to be comprised of: Councillors R Overton, T Hoof, Mrs B Richards and R Williams|

Current Clerk to be paid at the normal hourly rate for all additional hours worked from 1st March 2016 to 30th June 2016.

Chairman..... Date