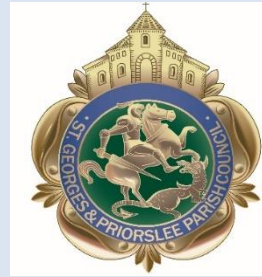


Minutes



Meeting held: St Georges & Priorslee Parish Meeting
 Date: 7 p.m. on Tuesday 19th January 2021
 Venue: A remote meeting by Zoom videoconference

Chairman: Cllr Richard Overton

Minute Taker: Vicky Brain (Parish Clerk/Responsible Finance Officer)

Present:

Councillors:	R Overton (Chairman)	R Cadman	E Dabbs
	I Fletcher	Mrs V Fletcher	S Handley
	Mrs B Richards	Mrs M Warner	R Williams
	D Wright		
In attendance:	A Moore (Independent reporter)	J Ellis (Parish Support Officer)	

93/21	Minute's Silence	
	There was a minute's silence to remember Cllr S Overton who passed away on 17 th December 2020. Cllr R Overton thanked everyone for the cards and messages of condolence.	
94/21	Public Question time	
	<p>There were two members of the public present. The following matters were raised:</p> <p><u>Land and Buildings at Gower Street, St Georges</u> Louise Bremner asked, if the owner (Telford & Wrekin Council) appealed against the decision, would the parish council support the inclusion of part of the site on the List of Assets of Community Value? The response was that if this hypothetical situation occurred, then it would have to be an item on the Agenda for a parish council meeting.</p> <p>She also wanted to make councillors aware that the Gower Heritage & Enterprise Foundation had been successful in obtaining potential funding for a part refurbishment of the building since that this was not acknowledged in the recent Telford & Wrekin Council publicity about the project. This was noted.</p> <p><u>Play Areas in Priorslee</u> Paul Thomas said that it appears that Telford & Wrekin Council funding and housing developers' S106 contributions are not evenly divided between the play areas in Priorslee, with the Teece Drive play area seeming to have greater priority for funding. He wondered what the parish council could do to address the inadequate play equipment in the Gatcombe Way play area, especially for older children. (It was acknowledged that a multi-use games area (MUGA) has recently been constructed at the Gatcombe Way play area.)</p> <p>Cllr Mrs V Fletcher remarked that she has spoken up on many occasions on behalf of the children of residents of Priorslee, in the hope that S106 money would be allocated to the Gatcombe Way play area.</p>	

	<p>Resolved: to write to Telford & Wrekin Council requesting information regarding investment into the Priorslee play areas in years past and regarding their plans for future improvements.</p> <p><u>Precept and Budget</u></p> <p>Paul Thomas suggested that any cash surpluses remaining at the end of 2020/21 should be used to reduce the precept for 2021/22. It was noted that this option was considered at the parish council meeting on 15th December 2020 (minute 86/21e)) and that it was resolved to maintain the precept at £191,500 for 2021/22. This will enable earmarked reserves to be created to support future expenditure on the Gower and other parish council services. It was pointed out that the parish council provides a good range of services, including streetlighting, for a relatively low precept.</p>	
95/21	Apologies	
	There were no apologies.	
96/21	Declarations of interest	
	<ul style="list-style-type: none"> • Cllr I Fletcher declared an interest because of his position on the Borough Council Planning Committee and said that he would take no part in discussions about planning matters, nor would he take part in discussions about the Gower project. • Cllr Mrs V Fletcher declared an interest as a substitute member of the Borough Council Planning Committee and reserved her right to speak and/or vote on planning matters. • Cllr D Wright declared a non-pecuniary interest as Telford & Wrekin Cabinet Member with responsibility for housing and infrastructure and said that he would not take part in any discussions about strategic planning matters. • Cllr D Wright declared an interest as a member of the Wrockwardine Wood & Trench Parish Council (this refers to Agenda item 6 Clerk's Update on the Community Action Team) <p>Members agreed that they would make any other declarations if they arose during the meeting.</p>	
97/21	Minutes of previous meetings	
	<p>Resolved: that the minutes of the parish council meeting held on 15th December 2020, having been circulated, be agreed and signed by the Chairman as a true record, subject to the amendments to the minutes as follows:</p> <p><u>Minute 82/21, 83/21 and 88/21</u></p> <p>Cllrs I Fletcher and Mrs V Fletcher's declarations of interest were amended to read:</p> <ul style="list-style-type: none"> • Cllr I Fletcher declared an interest because of his position on the Borough Council Planning Committee and said that he would take no part in discussions about planning matters. • Cllr Mrs V Fletcher declared an interest as a substitute member of the Borough Council Planning Committee and reserved her right to speak and/or vote on planning matters. <p><u>Minute 86/21</u></p> <p>To amend the following resolution to read:</p> <p>Resolved: that although in November 2019 the Independent Parish Remuneration Panel recommended increasing the Chairman's Allowance to £1,300, in these times of austerity it would not be wise to increase the Chairman's Allowance beyond the £800 agreed at the parish council meeting on 18th February 2020 and so the draft budget will be amended accordingly.</p>	

	<p><u>Minute 87/21</u> The following to be added to the minute: Resolved: to agree that Cllr I Fletcher should raise this at the Children's and Young People's Scrutiny Committee and with the Working Party for School Streets.</p>	
98/21	<p>Clerks Update Report</p> <p>The Clerk's update was received and noted.</p> <p><u>Community Action Team (CAT)</u> Wrockwardine Wood & Trench Parish Council has agreed to proceed with having a CAT shared with St Georges & Priorslee Parish Council, with the public realm crew working two days a week for the St Georges & Priorslee Parish Council. It is hoped that the current Value Added Operative will continue to work for the parishes since he has worked so well.</p> <p><u>Allotments</u> The Severn Trent Site Supervisor for the land by the Priorslee Balancing Lake had contacted the Clerk to say that community use in general is being considered for the land and that he would send some information for consideration by the parish council, with a view to holding a meeting on site when lockdown was lifted. The Clerk said that she would follow this up.</p>	
99/21	<p>Planning</p>	
(a)	<p><u>Planning Applications received from Telford & Wrekin Council for consideration at Parish Council meeting on 19th January 2021:</u></p> <p>TWC/2020/1089 Site address: St Georges Co-op, 14 Stafford Street, TF2 9TJ Description of proposal: installation of mural measuring 1300mm x 1000mm x 65mm Resolved: To support the application</p> <p>TWC/2021/0023 Site address: 2 The Sutherlands, School Street, St Georges, Tf2 9LW Description of proposal: erection of single storey rear extension Resolved: No objection but to make a comment that materials in the extension should be consistent with materials used in the existing building.</p> <p>TWC/2021/0037 Site address: Lawn House, 32 Priorslee Village, TF2 9NW Description of proposal: crown lift to achieve a 4m height clearance from highway/footpath, 2m clearance from end elevation of neighbouring property and removal of dead wood & branches to 1 no. Turkey Oak tree. Resolved: No objection</p> <p>Having declared an interest in planning matters, Cllr I Fletcher did not take part and Cllr V Fletcher reserved the right to speak and/or vote.</p> <p><u>Responses made under Delegated Powers:</u></p> <p>TWC/2020/1072 Site address: 15 Cloisters Way, St Georges, TF2 9FY Description of proposal: extension to existing driveway (retrospective) A response was required by 8th January 2021, so Cllr R Williams used his delegated powers to make a response of No Objection</p>	

(b)	<p><u>Results of Planning Applications notified by Telford & Wrekin Council</u></p> <p>TWC/2020/1002 Site address: Cornriggs, Lodgewood Lane, St Georges, TF2 9PF Description of proposal: erection of single storey rear extension, conversion of existing garage into a self-contained annexe and erection of a detached garage Full Granted</p> <p>TWC/2020/0638 Site address: Site of 61 Albion Street, St Georges, TF2 9AY Description of proposal: reserved matters application for the erection of 2 no dwellings with access, appearance, landscaping, layout and scale in pursuant to outline permission TWC/2018/0131 amended plans received. Reserved Matters Granted</p> <p>TWC/2020/0934 Site address: 127 Freeston Avenue, St Georges, TF2 9ER Description of proposal: erection of 2 storey side extension Full Granted</p> <p>TWC/2020/0942 Site address: 5 Hollyoak Grove, Priorslee, TF2 9GE Description of proposal: erection of first floor balcony to the front elevation Full Granted</p> <p>TWC/2020/0905 Site address: 22 Finchale Avenue, Priorslee, TF2 9YE Description of proposal: installation of first floor balcony on front elevation Full Refused</p>
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100/21	Finance
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(a)	<p><u>Expenditure Approvals List</u></p> <p>Resolved: that the following expenditure for January 2021 be approved.</p> <table border="1"> <thead> <tr> <th>Name</th> <th>Particulars</th> <th>Amount</th> <th>Detail</th> </tr> </thead> <tbody> <tr> <td>Staff Salaries</td> <td>Salaries and wages for January</td> <td>£1,896.83</td> <td>Standing Orders</td> </tr> <tr> <td>HMRC</td> <td>NI and Income Tax</td> <td>£373.18</td> <td>Bank Transfer</td> </tr> <tr> <td>Shropshire County Pension Scheme</td> <td>Pension contribution</td> <td>£466.85</td> <td>Bank Transfer</td> </tr> <tr> <td>Zoom</td> <td>Videoconference fee</td> <td>£14.39</td> <td>Debit Card</td> </tr> <tr> <td>Shelly's Florist Ltd</td> <td>Retirement bouquets</td> <td>£64.00</td> <td>Debit Card</td> </tr> <tr> <td>Oakengates Town Council</td> <td>Breakfast packs for period 12.10.20 to 15.12.20</td> <td>£1,362.80</td> <td>Bank Transfer</td> </tr> <tr> <td>Sarah Ryan</td> <td>Parish Council bus shelter art project – first payment</td> <td>£1,100.00</td> <td>Bank Transfer</td> </tr> <tr> <td>idverde</td> <td>Spring bulbs for around the Priorslee Clock</td> <td>£774.00</td> <td>Bank Transfer</td> </tr> </tbody> </table>	Name	Particulars	Amount	Detail	Staff Salaries	Salaries and wages for January	£1,896.83	Standing Orders	HMRC	NI and Income Tax	£373.18	Bank Transfer	Shropshire County Pension Scheme	Pension contribution	£466.85	Bank Transfer	Zoom	Videoconference fee	£14.39	Debit Card	Shelly's Florist Ltd	Retirement bouquets	£64.00	Debit Card	Oakengates Town Council	Breakfast packs for period 12.10.20 to 15.12.20	£1,362.80	Bank Transfer	Sarah Ryan	Parish Council bus shelter art project – first payment	£1,100.00	Bank Transfer	idverde	Spring bulbs for around the Priorslee Clock	£774.00	Bank Transfer
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PP Electrical	Call out to attend festoon lights in St Georges that were not working	£123.06	Bank Transfer
BT	Quarterly phone bill	£105.12	Bank Transfer
Argos	Vacuum cleaner bags	£9.99	Debit Card
Aldi	Provisions for breakfast packs 4.1.21	£131.43	Debit Card
Aldi	Provisions for breakfast packs 11.1.21	£116.14	Debit Card
Aldi	Provisions for breakfast packs 18.01.21	£120.59	Debit Card
Coop	Cleaning supplies	£4.52	Bank Transfer
Hydro-Tech Environmental Services Ltd	Risk Assessment for Water Hygiene	£192.00	Bank Transfer
David Chiu Ltd	Contribution towards cost of electricity for CCTV camera for 2020 and 2021	£100.00	Cheque
Total		£6,954.90	

It was noted that staff at Oakengates Town Council are no longer able to make up the breakfast packs and that since the beginning of January the Clerk and Parish Support Officer have been purchasing food from Aldi and making up the packs. Councillors expressed their appreciation regarding the extra work that this entails. The breakfast packs include cereal, milk, bread, eggs, beans, jam and fresh fruit.

(b)

Budget Comparison Report

The budget comparison report for the nine months ended 31st December 2020 was received. Noted.

101/21

Environment/Public Realm

(a)

Replacement of Christmas Trees

The Clerk presented a report about the permanent Christmas trees at the corners of Collett Way and Gatcombe Way, which suffered significant damage during the drought of Spring 2020. Unfortunately, a combination of lockdown and staff changes resulted in the new trees not being watered adequately. The other four permanent Christmas trees planted at the same time have done much better, presumably because of better underlying conditions and/or because they are not in such exposed sites. A quotation of £3,794.28 plus VAT for supplying and planting two replacement trees had been obtained from Majestic Trees (the company that supplied and planted the original trees). The Community Action Team will be able to water the trees in future to ensure that they thrive.

Resolved: to replace the trees at the corners of Collett Way and Gatcombe Way, preferably with a hardier variety and to request a discount from Majestic Trees before accepting the quotation.

Christmas Lights

Talking about the Christmas trees reminded councillors that 2020 was the last year for the five-year contract for the Christmas light installation and that there was a need to review the Christmas lights.

	<p>Resolved: to set up an informal working group of councillors/members of the public to review the Christmas lights in the parish. Cllrs S Handley and Mrs B Richards offered to join the working group.</p>
(b)	<p><u>Play Facilities in the Gatcombe Way area of Priorslee</u> This was discussed during the public question time – see minute 94/21</p>
(c)	<p><u>Contribution to new footpath at Gatcombe Way play area</u> A request had been received from Derek Owen, Telford & Wrekin Council's Heathy Space Design Specialist, for a contribution towards the cost of a new footpath at the Gatcombe Way play area to create a circular footpath around the public open space and to provide easier access to the new MUGA and the existing play area. He had attached an indicative quotation of £3,276 plus VAT for the footpath from the contractor that had installed the MUGA. It was noted that the new footpath would be 1.2m wide, which is not as wide as the existing footpath. Resolved: to contribute £3,276 towards the cost of the new footpath provided assurance is given that it will be compliant with the Disability Discrimination Act.</p>
(d)	<p><u>Grit Bin Requests</u> The Clerk presented a report about four requests for new grit bins.</p> <ul style="list-style-type: none"> • Corner of Eaton Crescent/Athol Drive, by 27 Eaton Crescent. These roads are on a hill. There are grit bins at the other end of Athol Drive and in the middle of Athol Drive but not at the location requested. It was recommended that a new grit bin should be supplied. • Orchard Gardens Priorslee. Orchard Gardens is an unadopted road. However, a grit bin could be positioned on the corner of Shifnal Road and Orchard Gardens. There is an upward slope at the exit to Orchard Gardens which makes turning into Shifnal Road difficult in icy weather. It was recommended that a new grit bin should be supplied. • Marrions Hill, St Georges, for the lane leading to numbers 2,4,6 and 8. There is already a grit bin at the top of the lane where it joins the main part of Marrions Hill. Given that there is already a grit bin not far away, albeit not easily reachable by every resident, it would be hard to justify providing a second one. • The Ashes, on the Cloisters Estate, Priorslee. The grit bin was requested for a courtyard owned by the developer where residents park their cars. This is not eligible for a grit bin. <p>Resolved: to provide new grit bins for the corner of Eaton Crescent/Athol Drive and for the corner of Shifnal Road/Orchard Gardens.</p>
102/21	Gower Project Update
	<ul style="list-style-type: none"> • The first meeting of the parish council Gower working group was due to take place on 21st January. • Regular Gower progress multidisciplinary team meetings are being held, to which the Clerk is invited. Telford & Wrekin Council has been involving the parish council in decisions about the project right from the start. • The Clerk will be attending a progress team meeting on 27th January and a marketing and communications meeting on 29th January. <p>Having declared an interest, Cllr I Fletcher did not take part.</p>
103/21	Health & Safety
	This is standing item on the Agenda, nothing to report on this occasion.

104/21	Community Projects and Events						
(a)	<p><u>Senior Citizens Coach Trips in 2021</u> Quotations were obtained from three Shropshire coach companies and the Clerk presented a report. If the same coach company is used for both the Llandudno trip and the Chester trip the costs would be as follows:</p> <table> <tr> <td>Boultons of Shropshire Ltd</td> <td>£3,240</td> </tr> <tr> <td>Elcock Reisen</td> <td>£3,310</td> </tr> <tr> <td>A.T. Brown (Coaches) Ltd</td> <td>£3,425</td> </tr> </table> <p>Resolved: to accept the quotation from Boultons of Shropshire, because they had submitted the lowest total quotation and the coach company had provided good service in previous years.</p>	Boultons of Shropshire Ltd	£3,240	Elcock Reisen	£3,310	A.T. Brown (Coaches) Ltd	£3,425
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105/21	Correspondence						
(a)	<p><u>Telford & Wrekin Council – Public Rights of Way Strategy</u> An invitation to comment on a consultation about the proposed Definitive Map Modification Order Policy and Guidance and the categorisation of the Borough’s Rights of Way was received. The closing date for the consultation is 12th February 2021. Noted.</p>						
(b)	<p><u>Telford & Wrekin Council – Land and Buildings at Gower Street, St Georges – Asset of Community Value</u> Notice of a decision to include part of the land and buildings at Gower Street on the Council’s list of assets of community value was received. Noted.</p>						
(c)	<p><u>Heather Capsey – e-mail regarding tree planting and floral beds at Snedshill</u> An e-mail including the following requests was received:</p> <ul style="list-style-type: none"> • That hedgerow trees adjacent to the new estate at the corner of Snedshill way/Holyhead Road should be reinstated to benefit wildlife and screen residents from the main road. • Asking for floral beds with bee and insect friendly plants to be created at the junctions of Snedshill Way/Holyhead Road and Snedshill Way/Telford Way. • Asking councillors to consider other ways in which to improve the parish’s commitment to sustainable natural issues. <p>It was suggested that the Clerk could look at the landscaping plan for the development on the planning portal to see what was intended for the development site. This will be considered again at the next meeting.</p>						
(d)	<p><u>Telford & Wrekin Council – Hackney Carriage & Private Hire Licensing Policy</u> An invitation to comment on a consultation about the revised Hackney Carriage & Private Hire Licensing Policy was received. The closing date for the consultation is 15th February 2021. Councillors were encouraged to read the policy and respond.</p>						
(e)	<p><u>Nicola Mewis Census Engagement Manager – Census on 21st March 2021</u> Various information about the Census has been provided by Nicola Mewis, for promotion via social media and other means. Noted.</p>						
106/21	Next Meeting						
	<p>The next meeting will be a Parish Meeting to be held at 7.00 p.m. on Tuesday 16th February 2021. The meeting closed at 8.30 p.m.</p>						

Signed by Chairman..... Date.....