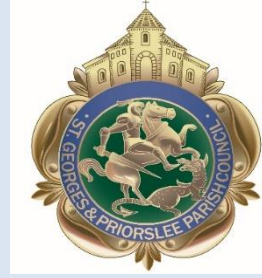


Minutes



Meeting held: St Georges & Priorslee Parish Meeting
Date: 7 p.m. on Tuesday 16th February 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:			

107/21	Public Question time	
	<p>There were five members of the public present. The following matters were raised: <u>Mural at the Co-op Store in Stafford Street and Bulb Planting in St Georges</u> In her role as Co-op Member Pioneer, Louise Bremner thanked the parish council for supporting the planning application for the community mural to be installed at the Co-op store and also informed the parish council that she had organised the planting by community volunteers of 150 daffodil bulbs in the community beds on St Georges Square.</p> <p><u>The Gower Refurbishment Project</u> Louise Bremner repeated the comments that she had made at the previous meeting that the Gower Heritage & Enterprise Foundation had been successful in obtaining potential funding for a part refurbishment of the building but that it was not acknowledged in the recent Telford & Wrekin Council letter to local residents. She asked why fencing had been erected around the site, including the play area, just before the February Half Term holiday. The Clerk responded saying that the site belongs to Telford & Wrekin Council, the Gower Heritage and Enterprise Foundation's licence to occupy the site has now elapsed and the site has been fenced off for safety reasons because site surveys are underway.</p> <p><u>Public Consultation for the Gower Project</u> Alan Gaut asked when the public consultation for the project was going to begin. The Clerk responded that covid-19 had made public consultation more difficult, but the Gower working group would be discussing it. Public consultation should begin in March.</p> <p>Alan Gaut remarked that people are being encouraged to register for updates via the Nuplace website, but the website has had some technical issues. The Clerk replied that she hoped that these had been sorted out and encouraged him to try again.</p>	
108/21	Apologies	
	There were no apologies.	

109/21	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. <p>Members agreed that they would make any other declarations if they arose during the meeting.</p>	
110/21	Minutes of previous meetings	
	<p>Resolved: that the minutes of the parish council meeting held on 19th January 2021, 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 94/21</u> Cllr Mrs V Fletcher remarked that she had spoken up on many occasions on behalf of the children of residents of Priorslee...</p> <p><u>Minute 96/21, 97/21 and 99/21</u> Cllr Mrs V Fletcher's declaration of interest was amended to read:</p> <ul style="list-style-type: none"> • 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. 	
111/21	Notice of Casual Vacancy	
	A Notice of Casual Vacancy was issued on 9 th February 2021. The notice period, during which a minimum of ten electors from the St Georges Snedshill Ward can request an election, ends on 1 st March 2021. Noted.	
112/21	Clerks Update Report	
	<p>The Clerk's update was received and noted.</p> <p><u>Summer Photography Competition</u> Resolved: to have a photography competition for the three age groups 3-7, 8-16, 17+ with small prizes for each age group and the winning photographs published in the Summer 'Parish Matters' newsletter.</p> <p><u>Telford & Wrekin Council Public Rights of Way Strategy</u> Cllr R Williams clarified that the recent Telford & Wrekin Council consultation had been about the process for proposing modifications to the Definitive Map and that in future the onus will be on individuals or organisations to provide supporting evidence for any proposed amendments or additions to the Definitive Map. All historic paths must be added before 2026.</p> <p>Resolved: to contact Telford & Wrekin Council regarding the timescale for updating the Definitive Map for the parish and whether there will be consultation with the parish before the map is finalised and to ask Cllrs R Overton and D Wright if they could talk to Cllr C Healey (Cabinet Member for Visitor Economy, Historic & Natural Environment & Climate Change) about this on behalf of the parish.</p>	
113/21	Planning	
(a)	Planning Applications received from Telford & Wrekin Council for consideration at Parish Council meeting on 16 th February 2021:	

TWC/2021/0079

Site address: Land opposite the Turf Inn, Grove Street, St Georges

Description of proposal: erection of 1no dwelling

Resolved: No objection subject to these comments –

- the mature beech tree must be protected
- the wall along the boundary with Grove Street should not be damaged during the building work.

TWC/2019/0864

Site address: Land between Castle Farm Way and A5 (Phase 1), Priorslee

Description of proposal: Reserved matters application for erection of 455no dwellings, associated infrastructure and Public Open Space pursuant to outline application TWC/2014/0980. Amended plans and supporting information received.

TWC/2021/0129

Resolved: to make these comments –

- the nearest bus stop to the development is quite a distance away in Salisbury Avenue and there is no footpath on that side of Castle Farm Way, there needs to be a new bus stop nearer to the entrance to the development, preferably with a pull-in for buses
- there is land set aside for a school and community facilities, but they need to be built sooner rather than later,
- the layout of the houses is regimented and lacks aesthetic appeal.

TWC/2021/0129

Site address: 21 Chancery Park, Priorslee, TF2 9GP

Description of proposal: erection of part single storey, two storey and first floor side and rear extension and hot tub area.

Resolved: No Objection

TWC/2021/0101

Site address: Yard 5, Rookery Road

Description of proposal: variation of conditions 1-6 on planning application TWC/2015/0742 to allow proposed changes to conditions relating to noise mitigation, appearance, ground conditions and site layout.

It was noted that this site is not within the parish, however, it is close to residential properties on The Timbers estate and skip lorries may use Stafford Street and Gower Street to access the site, which could cause a noise and dust nuisance.

Resolved: To respond to Planning Control saying that the parish council wants to retain the conditions relating to noise and dust mitigation.

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.

(b)

Results of Planning Applications notified by Telford & Wrekin Council

TWC/2020/1072

Site address: 15 Cloisters Way, St Georges, TF2 9FY

Description of proposal: extension to existing driveway (retrospective)

Full Granted

TWC/2020/0310

Site address: Land west of Castle Farm Way

Description of proposal: Erection of 42no dwellings

Full Granted

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
 Full Granted

114/21 Finance

(a) Expenditure Approvals List

Resolved: that the following expenditure for February 2021 be approved.

Name	Particulars	Amount	Detail
Staff Salaries	Salaries and wages for February	£1,897.03	Standing Orders
HMRC	NI and Income Tax	£372.98	Bank Transfer
Shropshire County Pension Scheme	Pension contribution	£466.85	Bank Transfer
Zoom	Videoconference fee	£14.39	Debit Card
Telford & Wrekin Council	PAT testing	£37.80	Bank Transfer
Rialtas Business Solutions Ltd	Accounting annual software licence	£148.80	Bank Transfer
Rialtas Business Solutions Ltd	Year end closedown	£432.00	Bank Transfer
Telford & Wrekin Council	Contribution towards a new footpath at the Gatcombe Way play area	£3,276	Bank Transfer
Taylor's	Blending valve service	£86.40	Bank Transfer
Aldi	Provisions for breakfast packs 25/1/21	£120.59	Debit Card
Aldi	Provisions for breakfast packs 1/2/21	£99.31	Debit Card
Aldi	Provisions for breakfast packs 8/2/21	£108.51	Debit Card
Aldi	Provisions for breakfast packs 15/2/21	£80.57	Debit Card
Argos	Kettle (previous one faulty – taken back for a refund)	£14.99	Debit Card
Taylor's	Quotation for Replacement blending valve	£337.20	Bank Transfer
Amazon Marketplace	Printer paper and toner	£254.86	Debit Card
Wrockwardine Wood & Trench Parish Council	Contribution to cost of idverde added value operative	£3,882.00	Bank Transfer
Total		£11,630.28	

(b)	<p><u>Budget Comparison Report</u> The budget comparison report for the ten months ended 31st January 2021 was received. Noted.</p>																
(c)	<p><u>Expenditure on Streetlighting</u> An analysis of electricity used over the years from 2014/15 to 2020/21 shows a very significant reduction in electricity use and therefore costs since the introduction of LED lights. Resolved: to ask Streetlighting whether any studies had been done into whether LED lighting, with the contrast between very bright and dark areas, had caused any accidents.</p>																
(d)	<p><u>Creation of Earmarked Reserves</u> The Clerk/RFO presented a report in which she estimated that there would be a surplus of £63,000 at the end of 2020/21 and recommended creating Earmarked Reserves for certain budget headings to support expenditure in future financial years. It was Resolved to create Earmarked Reserves, with the final amounts being in the same ratios as given below but adjusted according to the actual surplus at the year-end</p> <table border="1" data-bbox="268 772 1292 1388"> <thead> <tr> <th>Budget Heading</th> <th>Amount to transfer into Earmarked Reserve</th> </tr> </thead> <tbody> <tr> <td>Election expenses</td> <td>£10,000</td> </tr> <tr> <td>Gower project (£36,000 less £6,800 spent on business plan)</td> <td>£29,200</td> </tr> <tr> <td>Street furniture (including bus shelters, benches, litter bins, grit bins and the memorial gates)</td> <td>£8,000</td> </tr> <tr> <td>Christmas decorations</td> <td>£5,000</td> </tr> <tr> <td>Repairs and maintenance</td> <td>£4,000</td> </tr> <tr> <td>Play Areas</td> <td>£6,800</td> </tr> <tr> <td>Total</td> <td>£63,000</td> </tr> </tbody> </table>	Budget Heading	Amount to transfer into Earmarked Reserve	Election expenses	£10,000	Gower project (£36,000 less £6,800 spent on business plan)	£29,200	Street furniture (including bus shelters, benches, litter bins, grit bins and the memorial gates)	£8,000	Christmas decorations	£5,000	Repairs and maintenance	£4,000	Play Areas	£6,800	Total	£63,000
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(e)	<p><u>Quarterly Finance Checks for Q2 and Q3 of 2020/21</u> It was noted that Cllr I Fletcher had not been able to visit the parish centre to complete the quarterly finance checks because of shielding. It was arranged that the Clerk/RFO would deliver the files to Cllr I Fletcher so that he can complete the checks at home.</p>																
(f)	<p><u>Appointment of Internal Auditor</u> Resolved: to appoint DM Payroll Services Ltd again to carry out the internal audit for 2020/21 at a cost of £215. It was, however, noted that SALC advises that it is good practice to change the internal auditor every few years so it was Resolved: to obtain quotations from other auditors for the 2021/22 internal audit.</p>																
(g)	<p><u>Grant Application – Telford & Wrekin CVS</u> Resolved: to award a grant of £370 to the Telford & Wrekin CVS towards the cost of their Carers Me-Time creative activities project.</p>																

(h)	<p><u>Telford & Wrekin Council – Laptops for Learners</u> Resolved: to contribute the balance of the Grants Budget (£730) to the Telford & Wrekin Council Laptops for Learners scheme.</p>
115/21	Environment/Public Realm
(a)	<p><u>Severn Trent land by the Priorslee Balancing Lake</u> The Clerk read out a response from the Site Supervisor with an update saying that a section of the site (the area envisaged for allotments) is going to be managed for increased biodiversity. With regard to future community involvement in the site a meeting will be convened later in the year when covid-19 restrictions allow it. In the meantime, it was Resolved: to contact Miller Homes again to see if there would be any possibility of partnership working with the parish council to provide allotments on their development.</p>
(b)	<p><u>Play Facilities in Priorslee</u> An e-mail from Derek Owen, Healthy Space Design Specialist, regarding investment in play areas in the Priorslee area of the parish had been received and circulated to councillors. (See Appendix A). Noted.</p>
(c)	<p><u>Landscaping at Snedshill</u> The Clerk explained that following the last meeting, as suggested, she had checked the soft landscaping plan for the Nuplace development on the corner of Holyhead Road and Snedshill Way on the Planning Portal. The plan included trees along the boundary which had not yet been planted. The Clerk raised this with Telford & Wrekin Council and was pleased to report that the contractor had confirmed that trees will be planted within the next couple of weeks. Resolved: to ask Nuplace if the parish council could work in partnership with them to plant wildflowers along the boundary of the site in addition to the trees.</p>
(d)	<p><u>Grit Bin Requests</u> The Clerk presented a report with five requests for new grit bins</p> <ul style="list-style-type: none"> • At the end of Albion Street, St Georges, where it becomes a cul de sac with a hammerhead turning place. There is a grit bin part way down Albion Street, on the corner of Albert Street, but this is some distance away and not easily reached by the residents at the far end of the street. It was recommended that a new grit bin should be supplied. • Chancery Park, Priorslee, where it joins Westminster Way. The surface is block paving which tends to become slippery when it is icy. The resident who requested the grit bin was also concerned about the sloping path from Chancery Park that goes down towards the underpass under Castle Farm Way and is used by school children. On discussing it with him, he has decided to volunteer to become a snow warden and he will be given a supply of grit for the path. It was recommended that a new grit bin should be supplied for the junction with Westminster Way. • Pains Lane, St Georges. This is on the Cloisters development where the road are unadopted. The resident requesting the grit bin has agreed to volunteer to be a snow warden and will have grit supplied for the footpaths leading to the children’s play area. It was recommended that no further action was needed. • Ely Close, Priorslee, where it joins Salisbury Avenue. The nearest grit bin is some distance away, on the corner of Lichfield Close. It was recommended that a new grit bin should be supplied. • Lapwing Gate, Priorslee, where a resident had concerns about the path/bridge over the Wesley Brook becoming slippery. It turned out that the resident making the request is already a snow warden so the co-ordinator for

	<p>snow wardens was asked to talk to him about obtaining additional supplies of grit. It was recommended that no further action was needed.</p> <p>Resolved: to provide new grit bins for Albion Street, Chancery Park and Ely Close.</p>	
116/21	Gower Project Update	
	<p>Resolved: to adopt the draft Terms of Reference for the working group.</p> <p>It was noted that Cllr B Richards had been elected to be chairman of the working group.</p> <p>On Monday 8th February 2021 the working group met with the project architects to look at four options for the internal layout of the Gower building. There was a good discussion during which various changes were proposed. The architect will incorporate these into another version of the layout which will be reviewed by the working group on Monday 22nd February 2021.</p> <p>Having declared an interest, Cllr I Fletcher did not take part.</p>	
117/21	Health & Safety	
	This is standing item on the Agenda, nothing to report on this occasion.	
118/21	Community Projects and Events	
	<p><u>Recruitment of a new Community Projects & Events Officer</u></p> <p>Resolved: to give the Staffing Committee Delegated Powers to recruit a new Community Projects & Events Officer.</p>	
119/21	Correspondence	
(a)	<u>Telford & Wrekin Council – Prohibition of Waiting Order for various roads in St Georges.</u> Noted	
(b)	<u>Telford & Wrekin Council – Provision of Road Humps Notice for Stafford Street and Furnace Road,</u> Noted	
(c)	<u>Telford & Wrekin Council – Zebra Crossing Notice for Stafford Street and Furnace Road.</u> Noted	
(d)	<u>Telford & Wrekin Council – Temporary Speed Limit Order – Castle Farm Way.</u> Noted	
120/21	Next Meeting	
	The next meeting will be a Parish Meeting to be held at 7.00 p.m. on Tuesday 16 th March 2021. The meeting closed at 8.40 p.m.	

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

E-mail 26.01.21 from Derek Owen, Healthy Space Design Specialist, apt-Group

Vicky,

It would be me who would have been involved in the development of play facilities in the parish council area.

There are a number of existing children's play facilities in the Priorslee area of the Parish. These are:

Gatcombe Way Play area (Local Equipped Area of Play) – No major safety issues.
Gatcombe Way Ball Court (includes table Football table) – **Newly created 2020.**
Teece Drive Play Area (Local Equipped Area of Play) – Old facility and some safety issues.
Proposed to be upgraded in 2021 (the Parish will be consulted on this project).
Teece Drive Ball Court – No major issues
Priorslee Flash Play Area (Local Equipped Area of Play) – **recently refurbished (2019).** No major safety issues.

It should be noted that there are also a number of nearby play facilities within the recommended walking distance suggested as an accessibility standard by Fields In Trust to Priorslee residents in the St Georges area.

The above facilities are owned and managed by Telford & Wrekin Council. General maintenance and occasional minor repairs are carried out by Neighbourhood Services with a limited maintenance budget.

There is no current capital programme for the refurbishment of the councils' children's play provision from Telford & Wrekin. Refurbishment is often carried out with allocated S106 funding specifically allocated to a particular play area site (i.e. cannot be used elsewhere), and also through the support of Town & Parish councils. Minor works are paid for through the budget allocated for Borough wide play area repairs, but this amount is sufficient only for minor repairs and not refurbishments.

There are a number of future proposals for new children's play provision secured through planning obligations in this area. These are:

Priorslee East (TWC/2017/0347) – Creation of a wetland play park.
Castle Farm Way / A5 (TWC/2014/0980 – details to be agreed) – Creation of a Neighbourhood Equipped Area of Play / Ball Court and informal Local Play Area
Castle Farm Way (TWC/2013/0769) – Creation of a Local Equipped Area of Play.
Anticipated 2021/2022.

The above proposed facilities are likely to be managed by Management Companies and not the council.

S106 provision

A number of planning applications in Priorslee have secured off site contributions towards children's play / recreation. These S106's are:

Castle Farm Way (TWC/2013/0769) - £220k for upgrading / enhancing local nearby play / recreation facilities on or before occupation of 100 dwellings. –Not yet received by the council.

Priorslee East (W2002/1421) – This incorporated £42,500 for the upgrade of Teece Drive NEAP, £50,600 for the development of a NEAP within 1000m of the development, and £29,200 for the maintenance of the onsite MUGA facilities to be created by the developers. This funding has recently been received.

The onsite Priorslee East NEAP was not developed and a deed of variation in 2017 was provided for £55,000 for the council to build a replacement facility. This funding was not provided until very recently and part funded the new Ball Court at Gatcombe Way.

The Future

In accordance with the Priorslee East S106, the Teece Drive play area will be upgraded in summer this year (2021). The condition of this play area (as identified by RoSPA), compared to other local play facilities is poor and is the highest priority to refurbish. Works need to be done during dry weather (summer), as access to the site is difficult and would minimise any reinstatement required. The cost of the refurbishment is not yet confirmed, but as the play area is old, a replacement play area is likely to be required, and is likely to be in excess of the allocated amount and will need some of the NEAP allocated amount. These works will involve consultation with the parish council. A tender for this work is proposed to be issued in February and is likely to be received in April.

Works to enhance the Teece Drive NEAP using the remaining Priorslee East S106 funding are aimed to be discussed with Ward Councillors and the Parish Council following the Teece Drive Play Area works, as it will only be after this project that the available remaining S106 funding will be known.

A proposal to enhance play facilities at Gatcombe way would be discussed with the Parish Council at this stage, at the same time as discussing the enhancement of the Teece Drive NEAP. It is acknowledged that the Gatcombe Way play area could be enhanced, as could every children's play area in the Borough. This discussion with the Parish Council is likely to be arranged in April.

A similar discussion would occur upon the council receiving the Castle Farm Way S106 funding.

It should be noted that Telford & Wrekin Council is responsible for the maintenance of play facilities across the Borough. A comparison of the neighbouring parishes shows that significantly more work on children's play facilities have been carried out in the parish council area than in Neighbouring parish council areas. For example in the Hollinswood & Randlay PC area several small play areas have been removed and only 1 play area has had any refurbishment work to them (resurfacing of the Deercote play area).

I hope this answers your queries.

Regards,

Derek Owen