

Minutes



Meeting held: St Georges & Priorslee Parish Meeting
 Date: 7 p.m. on Tuesday 20th April 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:	J Ellis, Parish Support Officer	A Moore, Independent Reporter	

135/21	Public Question time	
	<p>There were two members of the public present. Alan Gaut asked the following questions: <u>Are the double yellow lines on Albion Street permanent?</u> The Chairman answered that the parking restrictions were put in as an Experimental Order in 2017 with an opportunity for residents to make comments over an 18 month period. The double yellow lines are now permanent. Alan Gaut said that vehicles are parking on the double yellow lines and causing problems for vehicles turning into Albion Street from Gower Street. The Enforcement Officers will be asked to look at this. <u>Would the Parish Council support a return of the entire Gower site to community use if the planning application was not successful?</u> The Chairman responded that the Gower refurbishment is a Telford & Wrekin Council project and that if there were any problems with planning approval then it would be up to Telford & Wrekin Council to come up with a modified plan. <u>Are Speed Bumps installed by Telford & Wrekin Council's Highways Department?</u> The response was 'yes'. Alan Gaut said that the speed bumps installed on Stafford Street have reduced vehicle speeds and that he would also like to see them installed on Church Street and West Street as well. Cllr S Handley had been asked to raise an issue on behalf of a member of the public: <u>The catenary wire used to support the Christmas lights around the St Georges Square</u> had not been put away properly and one end of the wire had fallen to the ground. This has been rectified, but the member of the public wished to have it minuted that this wire should be put away properly after use in future. Noted.</p>	
136/21	Apologies	
	There were no apologies.	

137/21	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>	
138/21	The Process for Modifying the Definitive Map	
	<p>Andrew Careless, Senior Rights of Way Officer, attended the meeting to explain the process for modifications to the Definitive Map and to answer questions. The Definitive Map is the Council's legal record of public rights of way in the Borough. A new Definitive Map was published in digital format in March 2021, the first publication since 1965. This has enabled people to see which footpaths are included. Under Schedule 7 of the Wildlife and Countryside Act 1981 applications for modifications to the Definitive Map can be made. Applications must be supported by evidence of use for at least 20 years or documentary evidence such as historic maps and records. There is a deadline of 2026 for recording pre 1949 paths on the Definitive Map, otherwise they will be extinguished.</p> <p><u>Questions:</u></p> <ul style="list-style-type: none"> • Is a paper copy of the Definitive Map available? Andrew Careless will supply a paper copy of the Map for the St Georges & Priorslee area. • Could we also have a link to the digital map? Andrew Careless will provide a link. • How do we get linking footpaths in Priorslee onto the Definitive Map? The first step would be to identify the paths and to see if they are on Telford & Wrekin Council land, in which case they could be identified as Rights of Way. If they are in third party ownership then it would be necessary to make an application to modify the Definitive Map, with the necessary evidence of use over more than 20 years. <p>Resolved: to have an item on the Agenda for the June Parish Council Meeting to consider undertaking a parish project to look at Rights of Way in the Parish.</p> <p>Andrew Careless said that he could support a Parish Council project to look at Rights of Way, for example by providing the necessary documents. The Chairman thanked Andrew Careless for attending the meeting.</p>	
139/21	Minutes of previous meetings	
	<p>Resolved: that the minutes of the Parish Council Meeting held on 16th March 2021, having been circulated, be agreed and signed by the Chairman as a true record.</p>	
140/21	Co-option of a Parish Councillor	
	<p>Resolved: to defer the co-option of a new parish councillor until after the adoption of a Co-option Policy at an Extraordinary Parish Council Meeting on 27th April 2021.</p>	
141/21	Clerks Update Report	
	The Clerk's update was received and noted.	

	<p><u>Meetings after 6th May 2021</u></p> <p>It was noted that the legislation allowing for remote Parish Council meetings will expire on 6th May 2021. It will be necessary to find a venue large enough for Covid-19 secure meetings. Concern was expressed by a councillor who is shielding and who would not feel safe attending a meeting in person. It was noted that Telford & Wrekin Council had just passed a resolution stating that if a councillor is clinically vulnerable that is an acceptable reason for not attending an in person meeting.</p> <p>Resolved: to write to SALC to express concerns about having to return to in person meetings while there is still community transmission of Covid-19.</p>	
142/21	Planning	
(a)	<p><u>Planning Applications received from Telford & Wrekin Council for consideration at Parish Council Meeting on 20th April 2021:</u></p> <p>TWC/2021/0305 Site address: 'Mayarth', London Road, St Georges, TF2 9LH Description of proposal: erection of a single storey side extension. Resolved: No Objection</p> <p>TWC/2021/0348 Site address: 5 Chancery Park, Priorslee, TF2 9GP Description of proposal: erection of a single storey rear extension, first floor side extension over existing garage, conversion of existing garage into living accommodation and extension of dropped curb. Resolved: No Objection</p> <p>TWC/2021/0349 Site address: 25 Fireclay Drive, St Georges, TF2 9UH Description of proposal: erection of a rear veranda Resolved: No Objection</p> <p><u>Planning Application for which a response was made by Cllr R Williams using his Delegated Authority:</u></p> <p>TWC/2021/0272 Site address: 14 Stewardstone Gate, Priorslee, TF2 9SS Description of proposal: 1no detached outbuilding A response was required by 17th April 2021 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>	
(b)	<p><u>Results of Planning Applications notified by Telford & Wrekin Council</u></p> <p>TWC/2019/864 Site address: Land between Castle Farm Way and A5 Description of proposal: reserved matters application for the erection of 455 dwellings, associated infrastructure and public open space. Reserved Matters Granted</p> <p>TWC/2020/0879 Site address: Land corner of Redhill Way/A5 Redhill</p>	

Description of proposal: reserved matters application for erection of 450 no. dwellings and garages with access, appearance, landscaping, layout and scale in pursuant to outline permission TWC/2019/0974. Reserved Matters Granted **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.
 Full Granted

143/21

Finance

(a)

Expenditure Approvals List

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

Name	Particulars	Amount	Detail
Staff Salaries	Salaries and wages for April	£1,898.83	Standing Orders
HMRC	NI and Income Tax	£370.49	Bank Transfer
Shropshire County Pension Scheme	Pension contribution	£466.85	Bank Transfer
Zoom	Videoconference fee	£14.39	Debit Card
Telford & Wrekin Council	Telephony charges for the period 1 st June 2020 to 28 th February 2021	£152.19	Bank Transfer
Aldi	Provisions for breakfast packs 22/3/21 (including the chocolate bunnies)	£158.82	Debit Card
Aldi	Provisions for breakfast packs 29/3/21	£111.13	Debit Card
Aldi	Provisions for breakfast packs 12/4/21	£105.83	Debit Card
Telford & Wrekin Council	Maintenance of street lighting for Q3 of 2020/21	£6,867.98	Bank Transfer
Telford & Wrekin Council	Maintenance of street lighting for Q4 of 2020/21	£6,563.52	Bank Transfer
BT	Quarterly phone bill	£111.60	Bank Transfer
Aldi	Provisions for breakfast packs 19/4/21	£85.23	Debit Card
Aldi	Cleaning materials	£11.81	Debit Card
Telford & Wrekin Council	Structural Testing for street light columns and replacement of 2 columns with heavy duty columns	£6,145.80	Bank Transfer

	Total		£23,064.47	
(b)	<u>Annual Renewal of the Insurance Policy</u> The Parish Council entered into a three year agreement with Zurich in 2020. It was therefore Resolved: to pay the annual renewal fee of £3,535.65 including insurance tax.			
(c)	<u>Budget Comparison Report</u> The budget comparison report for the twelve months ended 31 st March 2021 was received. The Clerk/RFO explained that although this was the report for 12 months it did not give the final year end figures because there would be items of expenditure committed to in 2020/21 but not yet invoiced which would have to be included when Rialtas do the Year End Closedown. For example, there would be the expenditure on Footway Lighting for Q4 (£5,469.60), expenditure on lighting column testing and upgrading 2 columns (£5,121.50) and the Laptops for Learners purchased through Telford & Wrekin Council (£728.04). <u>Earmarked Reserves</u> At the meeting on 16 th February 2021 it was resolved to create Earmarked Reserves at the end of the year, with the final amounts being in the agreed ratios, adjusted according to the actual surplus at the year end. The exact amounts put into each Earmarked Reserve will be reported to the May Parish Council Meeting.			
143/21	Environment/Public Realm			
(a)	<u>Community Action Team</u> The Clerk gave a verbal report regarding the new Community Action Team which started on 1 st April 2021. There will be fortnightly monitoring meetings with Phil Pritchard (Public Realm) and Richard Walmsley (Enforcement). An apprentice has been recruited to work with the idverde Public Realm operative. The permanent Christmas trees will be watered regularly by the Public Realm team.			
(b)	<u>The Cockshutt</u> The Telford & Wrekin Council Cabinet has approved the designation of the Cockshutt as Local Nature Reserve, subject to Natural England approval. Mark Latham, Ecology & Green Infrastructure Specialist, is working on the management plan for the new LNR and will share it with the Friends group and the Parish Councils in the coming weeks.			
(c)	<u>Quotation for Tree Removal</u> Resolved: to accept the quotation from idverde of £450 plus VAT to remove the Christmas trees on the corner of Collett Way and Gatcombe Way, subject to an inspection to check that the trees are beyond saving.			
144/21	Gower Project Update			
	The Chairman of the Gower working group gave an update on the working group meetings held on 22 nd March 2021 and 12 th April 2021. The meeting on 19 th April 2021 was postponed. The working group has been shown plans and room layouts with accurate dimensions following a measured survey. They feel that the proposed plans are practical and make best use of the space within the building. The Contract Managers and Architects from Novus Property Solutions have been very obliging and patient and have allowed the working group to have lots of input into the community side of the development. There will be a presentation of the plans at an informal Zoom meeting for parish councillors and members of St Georges Partnership on 17 th May 2021. Public consultation is on-going via the Nuplace website. Resolved: to thank the working group for the time and effort that they have put into the project so far.			

145/21	Health & Safety	
	<p><u>Testing of the Hanging Basket Brackets</u></p> <p>The brackets for the hanging baskets had a LOLER test in the Spring of 2020 to check if the brackets were strong enough to support the hanging baskets. LOLER tests are only valid for 6 months and therefore it was</p> <p>Resolved: to accept the quotation from idverde for £1,260 plus VAT for LOLER testing the hanging basket brackets before the installation of the hanging baskets for 2021.</p> <p>The Clerk confirmed that there is enough money in the Gardening budget to cover this expenditure.</p>	
146/21	Community Projects and Events	
	<p><u>Appointment of a new Community Projects & Events Officer (CPEO)</u></p> <p>The Staffing Committee used its Delegated Powers to recruit a new Community Projects & Events Officer.</p> <p>Resolved: to approve the appointment of Catherine Lane to the post of Community Projects & Events Officer, with effect from 4th May 2021.</p> <p>Resolved: to thank the Clerk and the Parish Support Officer for the extra work that they have taken on during the CPEO vacancy.</p> <p><u>Update on the Bus Shelter Community Art Project</u></p> <p>An e-mail update from the Community Artist, Sarah Jane Ryan was received. It was remarked that first bus shelter that she has painted to represent 'Spring' looks good and has received favourable comments from the public. The artist will be working with children from St Georges Primary School to design the 'Summer' bus shelter on Stafford Street.</p> <p>Resolved: to approve additional expenditure of £120 for materials for the school project.</p> <p>When the Bus Shelter Art Project has been completed in St Georges, the Parish Council will consider extending it to Priorslee.</p> <p><u>Update on the Percy the Snake Project</u></p> <p>Progress on Percy the Snake has been slow. Currently a licence from Telford & Wrekin Council to carry out the work on their land is awaited.</p> <p>Resolved: to ask the Clerk to raise this with Telford & Wrekin Council since the project was nominated by Cllrs I and Mrs V Fletcher to receive £60 from the Councillor Pride Fund 2020.</p> <p><u>Parish Council Events in 2021</u></p> <p>The Priorslee Summer Fair has been postponed.</p> <p>The coaches are booked for the Senior Citizens coach trips on 3rd August (Llandudno) and 17th November (Chester).</p> <p>It is hoped that some small scale events can start again as Covid-19 restrictions are lifted.</p>	
147/21	Correspondence	
	There was none.	
148/21	Next Meeting	
	<p>The next meetings will be an Extraordinary Parish Council Meeting to be held at 7.00 p.m. on Tuesday 27th April 2021 and a Parish Council Meeting to be held at 7.00 p.m. on Tuesday 18th May 2021.</p> <p>The meeting closed at 8.27 p.m.</p>	

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