

Minutes



Meeting held: St Georges & Priorslee Parish Council Meeting
Date: 7.00 p.m. on Tuesday 21st September 2021
Venue: The School Hall, St Georges C of E Primary School, London Road, St Georges

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
	A Harrison	Mrs B Richards	Mrs M Warner
	R Williams	D Wright	
In attendance:	J Ellis, Parish Support Officer	C Lane, Community Projects & Events Officer	A Moore, Independent Reporter

63/22	Public Question Time There was two members of the public present. David Johns attended the meeting (in his words) to draw attention to the uproar among Priorslee residents regarding the planning application TWC/2021/0871 for the extension of the Holy Trinity Academy and the handing over and fencing off of what is currently freely accessible public green space – the public playing fields adjacent to the school. He outlined the reasons for the residents' objections. He asked the parish council to object to the planning application and to open a discussion between the residents, Telford & Wrekin Council and the school to see if a more acceptable solution could be found. Ian Askey also presented objections to the proposed installation of fencing around the field adjacent to the school. He said that the land was given to community, with conditions and that it has been a freely available green space for the past 30 years.
64/22	Apologies There were none.
65/22	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.• 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.

	<ul style="list-style-type: none"> • Cllr R Overton declared an interest in Agenda Item 6(a) (Planning Applications for July and August 2021) regarding planning application TWC/2021/0871 since as a Borough Councillor he had voted for the expansion of the school. <p>Members agreed that they would make any other declarations if they arose during the meeting.</p>	
66/22	Minutes of previous meetings	
	<p>Resolved: that the minutes of the Parish Council Meeting held on 20th July 2021, having been circulated, be agreed and signed by the Chairman as a true record subject to amendments to Minute 49/22 to state that there is a lack of seats for walkers in the parish (not just Priorslee) and that an audit will be carried out of existing benches in St Georges and Priorslee, to propose new locations and to research options for new benches.</p> <p>Resolved: that the minutes of the Extraordinary Parish Council meeting held on 17th August 2021, having been circulated, be agreed and signed by the Chairman as a true record.</p>	
67/22	Clerk's Update	
	<p>The Clerk's update report was received and noted.</p> <p><u>Christmas Lights</u> New multi-coloured festoon lighting, to be installed on Derwent Drive beside the Flash, has been ordered. Eleven new lamp post motifs are planned for along Priorslee Avenue between Priorslee Academy and Teece Drive for Christmas 2021, depending upon the availability of the motifs and approval by Streetlighting.</p>	
68/22	Planning	
(a)	<p>Planning Applications received from Telford & Wrekin Council for consideration at Parish Council meeting on 21st September 2021</p> <p>TWC/2021/0101 Site address: Yard 5, Rookery Road, TF2 9BW Description of proposal: Additional information received – Noise Impact Assessment Resolved: To reiterate that the parish council's original comments and concerns about noise and dust nuisance to surrounding residential properties and on Gower Street and Stafford Street because of through traffic are still valid.</p> <p>TWC/2021/0871 Site address: Holy Trinity Academy, Teece Drive, Priorslee, TF2 9SQ Description of proposal: erection of stand alone three storey teaching block with changing block, 3G pitch with 6 no. 15m floodlights, two storey in-fill extensions to existing school, fencing to grass pitches outside school boundary and associated landscape works.</p> <p>Following a discussion about the proposals, it was Resolved by a majority: to object to the planning application for the following reasons:</p> <ul style="list-style-type: none"> • Firstly, because of the proposed installation of fencing around the grass pitches outside the present school boundary, given that this green space was gifted to the community in 1991 for recreational use by local residents. • Secondly, because the proposed installation of 15m high floodlights will cause light pollution and use of the 3G pitch in the evenings, may cause noise disturbance to local residents. • Thirdly, the expansion of the school will result in more traffic in a residential area that is already adversely impacted by traffic generated by the school at the beginning and end of each school day. 	

Having declared an interest, Cllrs I Fletcher, R Overton and D Wright did not take part in the discussion or vote.

(b)

Planning Applications for which a response was made by the Clerk and Cllr R Williams using Delegated Authority during Recess:

TWC/2021/0694

Site address: 11 Checkley Lane, St Georges, TF2 9UD

Description of proposal: Conversion of existing detached garage to an annexe (part retrospective)

No Objection subject to condition – that the use will not be changed in the future.

TWC/2021/0711

Site address: 3 Shaftesbury Close, Priorslee, TF2 9GW

Description of proposal: erection of single storey rear extension

No Objection

TWC/2021/0713

Site address: 1 Fenns Crescent, St Georges, TF2 9BN

Description of proposal: conversion of existing detached single storey garage into self-contained annexe (part retrospective)

No Objection

TWC/2021/0736

Site address: 2 Woodhouse Lane, Priorslee, TF2 9SX

Description of proposal: erection of first floor extension over garage, removal of conservatory and erection of single storey rear extension

No Objection

TWC/2021/0762

Site address: Glenlee, Stafford Street, St Georges, TF2 9JQ

Description of proposal: erection of single storey side extension

No Objection

TWC/2021/0810

Site address: 1 Yellowstone Close, St Georges, TF2 9UG

Description of proposal: erection of rear conservatory (retrospective)

No Objection

TWC/2021/0822

Site address: 30 Highgrove Meadows, Priorslee, TF2 9RJ

Description of proposal: erection of first floor front extension and installation of second floor rear dormer

No Objection subject to condition to protect neighbours from any inconvenience during construction work and time limit on completion of project

TWC/2021/0557

Site address: site of Woodhouse Farm, Woodhouse Lane, Priorslee

Description of proposal: erection of 16 no. dwellings with associated garages and conversion of existing farmhouse and barn into 5 no. dwellings. Amended plans and site location plan received.

Comments made as follows – Comments on original application still valid. Plus, the altered road layout is of some concern. The amended layout could allow future development on land that is at present allocated as 'open space'. This land should have protection from future development.

(c)	<p>TWC/2021/0837 Site address: Redhill Primary School, Gatcombe Way, TF2 9GZ Description of proposal: erection of nursery and dedicated external teaching/play space including associated car park extension following demolition of existing prefabricated nursery. No Objection</p>
	<p>Results of Planning Applications notified by Telford & Wrekin Council</p>
	<p>TWC/2020/0824 Site address: Land adjacent to The Trees Bungalow, The Nabb, St Georges Description of proposal: erection of a dwelling and associated parking access Full Granted</p>
	<p>TWC/2021/0272 Site address: 14 Stewardstone Gate, Priorslee, TF2 9SS Description of proposal: 1no detached outbuilding Full Granted</p>
	<p>TWC/2021/0668 Site address: 8 Lark Rise, St Georges, TF2 9TP Description of proposal: felling of 1no. Turkey Oak Tree due to Honey Fungus infection and high risk of root damage to built structures Tree Preservation Order Granted</p>
	<p>TWC/2021/0655 Site address: Greenhigh, Lodgewood Lane, St Georges, TF2 9PF Description of proposal: erection of a 2 storey side and rear extension Full Granted</p>
	<p>TWC/2021/0694 Site address: 11 Checkley Lane, St Georges, TF2 9UD Description of proposal: conversion of existing detached garage to an annexe (part retrospective) Full Granted</p>
	<p>TWC/2021/0397 Site address: Albion Inn, Station Hill, St Georges, TF2 9AD Description of proposal: erection of a single storey rear extension Full Granted</p>
	<p>TWC/2021/0713 Site address: 1 Fenns Crescent, St Georges, TF2 9BN Description of proposal: conversion of existing detached single storey garage into self-contained annexe (part retrospective) Full Granted</p>
	<p>TWC/2021/0711 Site address: 3 Shaftesbury Close, Priorslee, TF2 9GW Description of proposal: erection of single storey rear extension Withdrawn</p>
<p>TWC/2021/0762 Site address: Glenlee, Stafford Street, St Georges, TF2 9JQ Description of proposal: erection of single storey side extension Full Granted</p>	

TWC/2021/0736

Site address: 2 Woodhouse Lane, Priorslee, TF2 9SX

Description of proposal: erection of first floor extension over garage, removal of conservatory and erection of single storey rear extension

Full Granted

69/22 Finance

(a) Expenditure Approvals List**Resolved:** that the following expenditure for September 2021 be approved.

Name	Particulars	Amount	Detail
Staff Salaries	Salaries and wages for September	£2,551.52	Standing Orders
HMRC	NI and Income Tax	£408.42	Bank Transfer
Shropshire County Pension Scheme	Pension contribution	£654.79	Bank Transfer
Zoom	Videoconference fee	£14.39	Debit Card
Anthony's Garden Services Invoice 9500	Grass cutting service	£594.00	Bank Transfer
Anthony's Garden Services Invoice 9545	Grass cutting service	£594.00	Bank Transfer
Royal British Legion	50 lamp post poppies	£150.00	Bank Transfer
Royal British Legion	2 wreaths	£37.00	Bank Transfer
Telford & Wrekin Council	6 new grit bins (installed in 2020/21)	£840.00	Bank Transfer
Telford & Wrekin Council	Charge for ICT managed services	£975.00	Bank Transfer
PKF Littlejohn	External audit fee	£720.00	Bank Transfer
Co-operative Group Ltd	Supplies for coffee mornings	£7.14	Debit Card
Amazon	Paper and guillotine	£34.10	Debit Card
Cartridge People	Toner for printer	£69.80	Debit Card
JW Electrical	30% of purchase and installation cost for the additional Christmas lights	£3,203.51	Bank Transfer
Smith of Derby	Clock repair and servicing	£789.60	Bank Transfer
Total		£11,643.27	

<p>(b)</p> <p>(c)</p> <p>(d)</p> <p>(e)</p> <p>(f)</p>	<p><u>Budget Comparison Report</u> The Budget Comparison Report for the 5 months ended 30th August 2021, together with a report from the Clerk, was received and noted.</p> <p><u>Budget Virements</u> Resolved: to make the following virements:</p> <ul style="list-style-type: none"> • A virement of £365 from the Salaries budget to the National Insurance and Tax budget • A virement of £1,054 from the Salaries budget to the Superannuation budget • A virement of £750 from the Contingency budget to the Superannuation budget. <p><u>Creation of an Earmarked Reserve</u> To make it easier to keep track of expenditure from the £10,000 Councillors' Pride grant allocated by Cllrs I and V Fletcher for additional Christmas lights in Priorslee it was Resolved: to create an Earmarked Reserve for the Councillors' Pride grant.</p> <p><u>Annual Review of the Financial Risk Management Assessment</u> Resolved: that the Financial Risk Management Assessment having been reviewed by the Clerk and circulated, be adopted and signed by the Chairman and Parish Clerk.</p> <p><u>Completion of External Audit</u> The External Auditor's Report and Certificate for 2020/21 were received and noted. The External Auditor had not listed any matters giving cause for concern. The Clerk confirmed that the Notice of Conclusion of Audit and supporting documents have been published on the parish website and community notice boards. The Clerk was thanked for her work on the accounts.</p>
70/22	Review of Policies
	<p><u>(a) Councillor Code of Conduct 2020</u> Telford & Wrekin Council has recently adopted the Local Government Association Councillor Code of Conduct 2020 and has recommended that parish councils adopt the same Code of Conduct. Therefore, having been circulated, it was Resolved: to adopt the Local Government Association Councillor Code of Conduct 2020.</p>
71/22	Environment/Public Realm
<p>(a)</p> <p>(b)</p>	<p><u>Community Action Team (Enforcement) Update</u> The Clerk gave a verbal update. A new Whats App group, whereby the Enforcement Officers send photographs as they are out and about in the parish, is proving very helpful. She has monthly meetings with Richard Walmsley who manages the Enforcement Officers. The Clerk was asked to share some of the photographs from the Enforcement Officers with the councillors.</p> <p><u>Community Action Team (Public Realm) Update</u> The Clerk reported that she is having fortnightly Microsoft Teams meetings with Phil Pritchard from Telford & Wrekin Council and Ben Federico from idverde and also weekly catch-up meetings with the public realm operative and the apprentice. Phil Pritchard is still working on obtaining more readable reports, specific to each parish council. The Clerk tabled some 'before and after' photographs showing work done by the Community Action Team. It was commented that it would be good to show these on social media.</p>

(c)	<p><u>Permanent Christmas Trees</u> The Clerk presented a detailed report about the six permanent Christmas trees that were planted at the end of 2019. Unfortunately, three of the Christmas trees have died. It was Resolved to do the following:</p> <ul style="list-style-type: none"> • Purchase three replacement trees from Majestic Trees at a total cost of £5,300 including planting and to contract a local professional tree company to provide regular maintenance and advice on the care of the Christmas trees (idverde to continue with the watering under direction). • Before planting any new trees to obtain advice as to the suitability of the proposed locations.
(d)	<p><u>Lease for the Land on which the Priorslee Clock Stands</u> Telford & Wrekin Council has proposed a 25 year lease, on a peppercorn rent, from when the clock was installed in November 2019. The Clerk said that she had visited the site and considered the proposed area of land for the lease. The area shown on the proposed lease plan includes an area of grass and a line of trees that would become the responsibility of the parish council. The Clerk was concerned that the parish council did not have the resources to take this on. She recommended that the lease should only be for the footprint of the clock tower and not for its surroundings. It would still be possible to carry out improvements to the area such as planting a wildflower bed, in partnership with the Borough Council. Resolved: to request an amendment to the lease plan so that it only includes the footprint of the clock tower, the Christmas tree and the electrical installations. The Clerk was asked to discuss this with the solicitor appointed to advise on the lease.</p>
(e)	<p><u>CCTV Contract</u> Resolved: to accept the quotation from Technical Services (Shropshire) Ltd for an annual CCTV maintenance contract at a cost of £2,495.44 plus VAT.</p>
(f)	<p><u>Noticeboard Repair</u> The Clerk reported that two of the community noticeboards (at Snedshill and at Salisbury Avenue) have deteriorated because of weathering and the cork board needs to be replaced. With the Chairman's permission during Recess, she had commissioned replacement cork boards to be installed on the existing frames. However, because of current supply chain problems, the new noticeboards are still not available from the supplier. She will keep chasing it. Resolved: to purchase two new cork boards at a total cost of £540.</p>
(g)	<p><u>Teece Drive Play Area</u> Telford & Wrekin Council has commissioned a contractor to provide new play equipment and a new safety surface for the Teece Drive play area. The proposed design for the play area was circulated to councillors during Recess. The installation should be complete by Christmas.</p>
72/22	Communications from Parish Residents
	<p><u>(a) Problems with obtaining GP appointments</u> Parish residents had raised concerns via Cllr D Wright about problems with obtaining GP appointments. Problems include long waits for the telephone to be answered, having to wait in for a lengthy period for telephone consultations and the difficulty of obtaining a face-to-face GP consultation. On-line booking is being encouraged, but some patients are unable to do this. There was a general discussion and councillors said that they had themselves experienced similar difficulties. Resolved: to ask the Clerk to write to the Clinical Commissioning Group, copied to Healthwatch and Telford & Wrekin Council's Health & Well-being Board, regarding</p>

	<p>the problems people are having contacting GP surgeries and accessing GP appointments.</p> <p><u>(b) Noise from outdoor events at The Lion pub in Priorslee</u> It was noted that since the resident contacted councillors and the parish council about this, the matter has been dealt with by the Telford & Wrekin Council Licensing Department.</p>	
73/22	Gower Project Update	
	<p>It was noted that because of a recent strategic decision by the Novus management board, the company will no longer work on projects which involve residential development. Therefore, Telford & Wrekin Council has had to appoint Lovells as an alternative contractor. This has introduced a short delay into the Gower Project, which will now be going to the Plans Board in October 2021.</p>	
74/22	Health & Safety	
	<p><u>(a) General Risk Assessment – Annual Review</u> Resolved: that the General Risk Assessment having been reviewed by the Clerk and circulated, be adopted and signed by the Chairman and Parish Clerk.</p> <p><u>(b) Fire Risk Assessment</u> The Fire Risk Assessment was carried out by Churches Fire on 20th July 2021. There were some recommended actions which the Clerk will carry out. Noted.</p> <p><u>(c) Renewal of the safety surface at the Freeston Avenue Play Area</u> It was noted that there is S106 money available to renew the safety surface at the Freeston Avenue Play Area. This has been commissioned by Derek Owen (apT. Healthy Space Design Specialist) and is due to be done during the week beginning 18th October 2021.</p>	
75/22	Community Projects and Events	
	<p>The Community Projects and Events Officer's update report was received and noted.</p> <p><u>Coach Trip to Chester, Wednesday 17th November 2021</u> Three 53 seater coaches have been booked for the trip. This time the coaches will be filled to capacity on a 'first come, first served' basis.</p> <p><u>Allotments</u> Now that the Miller Homes development has started on site, the Clerk was asked to contact the Site Manager to find out who the parish council needs to talk to about providing allotments in phase 2 of the development.</p> <p><u>Community Fridge</u> The Community Projects & Events Officer was asked to contact Brookside Central and the Park Lane Centre in Woodside to find out more about how to run a community fridge.</p> <p><u>Arrangements for Remembrance Sunday 14th November 2021</u> On Remembrance Sunday there will be a community remembrance ceremony by the Memorial Gates in St Georges and a remembrance service at St Peter's Church in Priorslee. As usual, Cllr R Williams will lay a wreath on behalf of the parish council at the foot of the Priorslee Clock. Around 200 poppies will be put up on lamp posts in St Georges and Priorslee at the end of October. Resolved: that the community remembrance event on Remembrance Sunday by the St Georges Memorial gates should be an official parish council event.</p>	

	<p><u>Christmas Lights Event, Friday 3rd December 2021</u> The St Georges Partnership are planning their usual Christmas Lights event to be held on Friday 3rd December 2021.</p>	
76/22	<p>Correspondence</p> <p><u>(a) Police & Crime Commissioner – Draft Safer West Mercia Plan 2021-2025</u> This had been circulated by e-mail. Noted.</p> <p><u>(b) Telford & Wrekin Highways TRO-2021-08 A4620 Donnington – Priorslee</u> This had been circulated by e-mail. Resolved: to ask the Clerk to write to Highways on behalf of the parish council, stating that the proposed 40mph speed limit should extend all the way to the junction with the M54.</p>	
77/22	<p>Next Meeting</p> <p>The next meeting will be a Parish Council Meeting to be held at 7.00 p.m. on Tuesday 19th October 2021.</p> <p>The meeting closed at 8.45 p.m.</p>	

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