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| **Minutes** | | | | | | |
| **Meeting held: St Georges & Priorslee Parish Meeting** | | | | |  | |
| **Date: Tuesday 18th July 2017**  **7pm at St Georges & Priorslee Parish Centre** | | | | |
| **Chairman: Cllr Richard Overton** | | | | | | |
| **Minute Taker: Wendy Tonge ( Parish Clerk)** | | | | | | |
| **Present:** | | | | | | |
| **Councillors:** | | R Overton | S Malpass | I Fletcher | | |
| S Overton | | Mrs B Richards | R Williams | T Hoof | | |
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| **In attendance:** | | 5 Members of the public |  |  | | |
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| **54/18** | **Public Question time** | | | | |  |
| (a)  (b)  (c)  d) | Albion Hill  A complaint was received regarding the overgrown grass verge at the bottom of Cockshutt Road, St Georges – the Clerk undertook to report it to T & W Council.  Provision of School Transport/Speeding along Priorslee Avenue  A complaint was received regarding the lack of provision for school transport which T & W Council currently provide for local children – the Clerk undertook to report the concerns raised to the Cabinet Member for Education & Skills, Cllr Mrs Shirley Reynolds and to also contact Mr Angus Neale, Head Teacher of Holy Trinity Academy, to request the findings of the recent consultation the school have carried out. The issue of speeding vehicles along Priorslee Avenue was raised during the discussion – the Clerk agreed to contact T & W Council Highways Department, to request details of the proposed plans for their plans to introduce new enforcement measures.  **Resolved**: Provision of school transport and speeding along Priorslee Avenue, to be an Agenda items for the next Parish Meeting in September.  Speeding on Willows Road  A complaint was received regarding speeding vehicles on Willows Road, through to The Nabb (from the direction of the Albion Bank) – the Clerk undertook to report the concerns to T & W Council Highways Department to request improved 30MPH road markings, and suggest the installation of signs to warn motorists that elderly people are crossing in the area.  A complaint was received regarding an overgrown hedge hanging over the pathway along Station Hill, resulting in pedestrians having to walk into the road – the Clerk undertook to investigate further into the concern, and arrange for the Parish PET team to carry out the work. | | | | |  |
| **55/18** | **Apologies** | | | | |  |
|  | Cllr Mrs J Overton - unwell  Cllr Mrs V Fletcher – Indisposed  Cllr J Minor – private appointment  Cllr S Ali – Holiday | | | | |  |
| **56/18** | **Declarations of interest** | | | | |  |
|  | Councillor I Fletcher declared an Interest in all Planning Matters and undertook not to vote. Members agreed that they would make any other declarations if they arose during the meeting. | | | | |  |
| **57/18** | **Minutes** | | | | |  |
|  | **Resolved**: That the minutes of the meeting held on 20th June 2017, having being previously circulated be signed by the Chairman as a true record. | | | | |  |
| **58/18** | **Clerks update on matters arising** | | | | |  |
|  | The Clerk reported the following matters:  Following the request received from Dave Hanley, Service Delivery Manager of Environmental Services, T & W Council to attend a future Parish meeting, confirmation has been received, he will attend the Parish Councils meeting in September to deliver a short presentation and overview of the future of the Grounds and Cleansing Service.  Officers in the Highways and Transport Department at Telford & Wrekin Council, are in receipt of the issues raised regarding speeding along Holyhead/Snedshill Road, the Clerk is awaiting a response.  The Clerk was disappointed to report that 3 of the hanging baskets at the Flash, had been subject to vandalism, they had been removed and thrown into the lake. They were retrieved from the Lake but are no longer in good order.  **Resolved**: the Clerk to purchase a pack of plastic ties, and request the PET team to secure the baskets in an attempt to deter vandals from easily removing the baskets in the future. | | | | |  |
| **59/18** | **Planning** | | | | |  |
| (a)  (b)  (c)  (d) | **Notification received for outline refused**  1.No Application number TWC/2016/0812  Site address Site of Greenacres and The Bungalow, Church Street, St Georges, Telford, Shropshire  Description of proposalOutline application for layout, appearance, scale and access for the erection of 4no. semi detached dwellings following demolition of existing 2no. bungalows with landscaping reserved \*\*\*Additional Information Received\*\*\*  **Planning Application for consideration**  1.Application number TWC/2017/0554  Site address 25 Crest Road, St Georges, Telford, Shropshire, TF2 9NG  Description of proposal Rear single storey extension to existing garage, replacement of existing conservatory and partial conversion of garage  **Recommended**: No objection  2.Application number TWC/2017/0567  Site address 8 Hollyoak Grove, Priorslee, Telford, Shropshire, TF2 9GE  Description of proposal Erection of a balcony on front elevation  **Recommended**:No Objection  **Plans received and ‘Full Granted’ by Telford & Wrekin Council**  1.Application number TWC/2017/0419  Site address Clovelley, Church Street, St Georges, Telford, Shropshire, TF2 9NA  Description of proposal Continuation of use of part of dwelling (Use Class C3) to a childminders (Use Class D1)  2.Application number TWC/2017/0439  Site address The Co-operative Food, Priorslee Avenue, Priorslee, Telford, Shropshire, TF2 9NR  Description of proposal Installation of glazed panel above existing automatic doors  **Pre-Applications received from Telford & Wrekin Council**  **PE/2017/0676**  **1. L**and junction of Holyhead Road/Snedshill Way,Snedshill Telford Shropshire Erection of 37no dwellings and associated external works  **Recommended: Request that further consultation on the proposal planned is carried out.**  **PE/2017/0718**  2.Land south of The Old Vicarage, Church Street ,St Georges, Telford, Shropshire Erection of 10no dwellings  **Recommended:** Request for further details on the application to be provided.  3.Provisional Enquiry by Development Management for Reserved matters application for 450no dwellings TWC/2013/0769 – Land off Castle Farm Way, Priorslee  **Recommended:** Comment – request made for further consideration be given for an additional entrance to the main routes to local schools to avoid traffic congestion and highlight safe routes to Schools, also the emphasis on protecting the local countryside and natural habitants also needs highlighting. | | | | |  |
| **60/18** | **Monthly Payment Schedule** | | | | |  |
| (a)  (b) | |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Name** | **Particulars** | **Invoice No** | **Amount** | **Cheque No** | | Parish Employees | Salary & Wages | - | £1,544.38 | Standing Order | | Shropshire Pension Fund | Pension Contribution | - | £398.18 | 011275 | | Inland Revenue | NI & Income Tax – June 2017 | - | £403.02 | 011276 | | I & A Publishing | Parish Newsletter | 009042 | £214.42 | 011277 | | British Telecom | Phone Line | Q069XO | £88.20 | 011278 | | Birchall | Annual boiler service | 109967 | £63.75 | 011279  Cancelled | | A H Fong Shun David Chiu Ltd | Siting of CCTV |  | £50 | 011280 | | JCE Electricals | Wiring Testing | 15729 | £180 | 011281  Cancelled | | NPower Ltd | Supply for Xmas lights | LGU32KV5 | £90.78 | 011282 | | Telford & Wrekin Council | Phone charges | 4334814 | £21.64 | 011283 | | Birchall | Annual boiler service | 109967 | £76.50 | 011284 | | JCE Electricals | Wiring Testing | 157629 | £180 | 011285 |   **Quarterly Statement of Account**  The Clerk had circulated a copy of the Bank Reconciliation to 30th June 2017 and a copy of the quarterly statement of Account.  **Resolved**: that the Quarterly Statement of account be received and adopted. | | | | |  |
| **61/18** | **Parish Gateway Signs Scheme** | | | | |  |
|  | The Clerk had circulated a copy of proposed designs and locations for the new signs to be displayed.  **Resolved**: that the signs include the wording ‘Rich in Heritage’, additional signs to be added to the proposed list on Station Hill, Cannongate ,Shifnal Road and Checkley Lane, the quotation from Telford & Wrekin Council be accepted. | | | | |  |
| **62/18** | **Parish Centre Flagpole** | | | | |  |
|  | The proposal to install a flagpole to display the St Georges Flag at the Parish Centre was discussed.  R**esolved**: that the Clerk to look into flag flying guidance, and costings. | | | | |  |
| **63/18** | **Parish Environmental Team Report** | | | | |  |
|  | Resolved: that the copy of the of the PET Management meeting which had been previously circulated to all Members be adopted:  St Georges & Priorslee Parish Council PET Meeting held Thursday 6th July 10.00am at the Parish Centre  Present: Wendy Tonge (Parish Clerk), Phil Pritchard (T&WC) Derek Carr (TWS)  1.**Litter bins**  Overflowing bins outside the Booze Busters shop and Mac’s store are being continually reported.  **Agreed** **action**: to remove 3 concrete open top bins outside Booze Busters shop with 2 metal bins. To increase emptying from once weekly, to three times weekly, at both locations from week commencing 10 July.  The bin next to the wooden footbridge in Priorslee needs replacing due to its very poor condition.  **Agreed** **action**: Phil to carry out an assessment of the bin, and if needed will arrange for it to be replaced.  2.Dog Fouling Signs  The damaged sign to be removed on London Road.  3.Ladder Training request  The Clerk requested it would be helpful for Phil E to receive ladder training.  **Agreed action**: Derek to organise ladder training, should this is not be available in time, Derek agreed to find an alternative operative who can carry out tasks.  5. Slow growing Christmas Trees  Phil provided a quote for the purchase and planting of slow growing Christmas trees.  **Agreed action**: The Clerk to discuss with Council.  6.Freestone Avenue Play Area  The recent damage to the netting raised concern for ongoing assessment to be carried out on a regular basis.  **Agreed Action**: Phil P to arrange with Sunshine Gym for regular inspections.  7.Walkway – St Georges Sports & Social Club  Phil confirmed the job with Community Payback has been raised.  8.Apprentice  Phil confirmed Jake’s current contract will be extended to January 2018. There will be a slight salary increase which will mean an additional cost to the Parish Council will be £530.48, this will be taken out of the allocated PET budget.  **Agreed Action**: Phil to organise the necessary arrangements for the extension of Jake’s current contract.  9. Uncut Grass verges  There has been a complaint regarding uncut grass verges at the bottom of the Albion Bank.  Agreed Action: Derek and Phil to identify exact location and organise cutting of the verges.  It was agreed due to the Summer break a meeting would not be held during the month of August. Date of next meeting in September to be confirmed.  Meeting ended 11.30am | | | | |  |
| **64/18** | **Remembrance Sunday: to consider the purchase and installation of giant poppies** | | | | |  |
|  | A briefing note on the giant poppies scheme had been previously circulated.  **Resolved**: that the Clerk order 100 poppies at a cost of £300 for installation across the Parish, and organise installation prior to Remembrance Sunday. Locations to be agreed. | | | | |  |
| **65/18** | **Slow growing Christmas tree on the Green at Snedshill Way** | | | | |  |
|  | A briefing note on the purchase and planting of a slow growing Christmas tree to be planted on the Green at Snedshill Way had been previously circulated.  **Resolved**: that the Clerk requests assistance from Telford & Wrekin Council, Environmental Services, to conduct a full risk assessment, due to concerns raised that the tree may block driver’s views when vehicles are attempting to exit the junction. | | | | |  |
| **66/18** | **Mining/Industrial heritage memorial** | | | | |  |
|  | A briefing note on the transfer of ownership of land to the Parish Council sited near the entrance to The Timbers estate from its current owner had been previously circulated.  **Resolved:** that subject to approved Planning Permission for a Mining/Industrial Heritage memorial to be located on the land, the Parish Council agree in principal to the transfer of land into its ownership.  **Vote**:5:1 1 abstention | | | | |  |
| **67/18** | **Llandudno: Financial arrangements** | | | | |  |
|  | The Clerk confirmed that five coaches had been ordered with one of the five on standby in case it was not required.  **Resolved:** that the Clerk organises a withdrawal of cash direct from the Bank in advance of the trip for the lunch allowance of £7 per person in order to prepare the distribution and return of the £3 Deposit paid by each person. If the withdrawal of cash direct from the bank is not possible the Clerk to organise that she be paid direct. | | | | |  |
| **68/18** | **Freeston Avenue Play Area** | | | | |  |
|  | **Resolved:** That the following action taken under Delegated Powers be approved:  Urgent repairs to the Play Area netting be carried out by Sunshine Gym Ltd at a cost of £500 to be taken from the PET budget.  That the Clerk arrange an onsite visit with Telford & Wrekin Council Officers, Sunshine Gym and Cllr R Williams to discuss his suggestions of finding a long term solution to the problem of vandalism to the netting. | | | | |  |
| **69/18** | **Correspondence** | | | | |  |
| (a)  (b)  (c) | Allotment request: A request had been received from a resident for the provision of an allotment within the Parish. The Clerk was advised to contact Miller Homes to identify if the new Priorslee development could potentially include land that could be used as an allotment site.  Parish Charter Monitoring Group: Notice of July 2017 Meeting.  People of Wellington: Notice of event for July 2018 | | | | |  |
| **70/18** | **Delegated Powers** | | | | |  |
|  | **Resolved**: that the Chairman and the Clerk have delegated powers on all Parish Council matters during the August recess until the September Parish Council meeting. Councillor R Williams and the Clerk to have delegated powers on all Planning matters. | | | | |  |
| **71/18** | **Exclusion of Press and Public** | | | | |  |
|  | **Resolved: that in view of the confidential nature of the business about to be conducted 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.** | | | | |  |
| **72/18** | **Matters arising at the Staffing Committee held on 6th July 2017** | | | | |  |
|  | **Resolved:** that the minutes and recommendations of the Staffing Committee held on 6th July having been previously circulated, be signed as a true record and adopted.  **Documents**  The Clerk had circulated copies of the following documents.   1. Shropshire County Pension Fund Discretions Policy: Resolved: Adopted as amended 2. Members Allowance: Resolved :Adopted as amended 3. Parish Community Projects Officer, Job Description & Person Specification: Resolved: Adopted 4. Extension of PET Apprentice Contract: Resolved: Telford & Wrekin Council to amend contract. | | | | |  |
|  | **Chairman………………………………………………………Date……………………………………………..** | | | | |  |