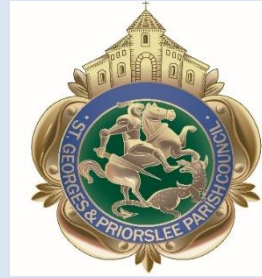


## Minutes



Meeting held: St Georges & Priorslee Parish Council Meeting  
 Date: 7.00 p.m. on Tuesday 15<sup>th</sup> March 2022  
 Venue: The School Hall, St Georges C of E Primary School, London Road, St Georges, Telford

Chairman: Cllr Richard Overton

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

### Present:

Councillors:	R Overton (Chairman)	R Cadman	E Dabbs
	I Fletcher	V Fletcher	S Handley
	A Harrison	B Richards	M Warner
	R Williams	D Wright	
In attendance:	J Ellis, Parish Support Officer	C Lane, Community Projects & Events Officer	

The meeting began with a minute's silence to remember Josie Overton, previously a parish councillor, who passed away on 28<sup>th</sup> February 2022.

155/22	Public Question Time	
	<p>There were two members of the public present.</p> <p>Wynford Rowley raised concerns about parking in Church Street, St Georges. With so many cars parked on both sides of the narrow street, it is hazardous to drive along it, especially if motorists drive too fast. It was noted that ideas for making the street safer have been considered in the past, with no consensus about what should be done. However, this needs to be revisited, therefore it was</p> <p><b>Resolved:</b> to write to the Highways Department to ask for a Traffic Management Plan and also to request that the Enforcement Officers patrol the street regularly.</p> <p>Paul Thomas raised concerns about speeding on Priorslee Avenue and Gatcombe Way. Traffic Management Plans are needed for both roads, especially with the increased volume of traffic generated by the new house building in Priorslee.</p> <p><b>Resolved:</b> to write to the Highways Department to request that Priorslee Avenue and Gatcombe Way are revisited and for there to be Traffic Management Plans.</p> <p>Paul Thomas said that he had a good meeting with Aaron England and Angela Collier (the new Environmental Locality Officer) at which they had discussed planting Spring bulbs to enhance the approach to Priorslee from the M54 Junction 4.</p>	
156/22	Apologies	
	There were no apologies.	
157/22	Declarations of interest	
	<ul style="list-style-type: none"> <li>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.</li> </ul>	

	<ul style="list-style-type: none"> <li>• 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.</li> <li>• Cllr R Overton declared a non-pecuniary interest as Telford &amp; Wrekin Cabinet Member with responsibility for housing and infrastructure and said that he would not take part in any discussions about strategic planning matters.</li> </ul> <p>Members agreed that they would make any other declarations if they arose during the meeting.</p>	
158/22	<b>Derek Owen, Telford &amp; Wrekin Council's Healthy Spaces Design Specialist</b>	
	<p>Derek Owen gave a presentation about two options for using S106 money to improve play facilities for children in Priorslee.</p> <ul style="list-style-type: none"> <li>• Option One would have a large new skate park for the Teece Drive recreation area and a modest refurbishment of the children's play area at Gatcombe Way.</li> <li>• Option Two would have a smaller skate park at Teece Drive and would enable the creation of a bigger children's play area at Gatcombe Way.</li> <li>• Both options would include resurfacing the play area at Gatcombe Way.</li> </ul> <p>Derek Owen described a new large skate park that has been installed at Woodside, which has proved popular with 8-12 year old scooter riders as well as teenagers with skateboards. He felt that more people would enjoy Option One. He explained that although there is S106 money to create a skate park, there is no revenue budget for inspection and maintenance. Therefore, if the parish council wishes to have a skate park installed (of any size) they will need to agree to take on responsibility for it. This would include weekly inspections, an annual RoSPA inspection, any maintenance and regular litter picking and checking for broken glass. Based on the cost of Freeston Avenue play area inspections before they were included in the CAT team package, it is likely that inspections would cost around £1,500 per annum. The CAT team could do the litter picking. A concrete skate park should not require much maintenance.</p> <p>The Clerk remarked that the current annual budget for play areas is only £2,500 and that it would need to be increased to at least £5,000 if the parish council were to take on responsibility for a skate park. Derek Owen said that the adoption of the skate park could be delayed until 1<sup>st</sup> April 2023 if that made it easier for the budgeting. The following course of action was agreed:</p> <ul style="list-style-type: none"> <li>• Derek Owen will write tender specifications for the two options and will go out to tender.</li> <li>• When he has received proposed designs from the contractors, he will come back to the parish council and have further discussions.</li> <li>• An article will be put into the July parish newsletter explaining the options and seeking the community's views about what would be most popular.</li> </ul> <p>Derek Owen was thanked for attending the meeting.</p>	
159/22	<b>Minutes of previous meetings</b>	
	<b>Resolved:</b> that the minutes of the Parish Council Meeting held on 15 <sup>th</sup> February 2022, having been circulated, be agreed and signed by the Chairman as a true record.	
160/22	<b>Clerk's Update</b>	
	<p>The Clerk's update was received and noted.</p> <p>Cllr V Fletcher reported that, having offered to help, she had been talking to Adrian Corney regarding planting around the Priorslee Clock. Adrian Corney's opinion is that the ground is too wet for wildflowers but that if the parish wants to pursue shrub</p>	

	<p>planting around the clock and is willing to finance and look after them through the CAT team the best options for the site and soil conditions would be something like Cornus sanguinea 'Midwinter fire' which has red stems in winter. Cllr V Fletcher said that she would be visiting the site, together with the sensory garden, with Adrian Corney and Angela Collier, to discuss it further.</p>	
161/22	Planning	
(a)	<p><b>Planning Applications received from Telford &amp; Wrekin Council for consideration at Parish Council meeting on 15<sup>th</sup> March 2022</b></p> <p><b>TWC/2022/0132</b>  Site address: 47 Collett Way. Priorslee, TF2 9SL  Description of proposal: crown reduction up to 3m to 1no oak tree (T1)  <b>Resolved:</b> Support</p> <p><b>TWC/2022/0144</b>  Site address: land between Castle Farm Way and A5 Priorslee (phase 1)  Description of proposal: variation of conditions 4 and 8 of planning permission TWC/2019/0864 (erection of 455 no. dwellings, associated infrastructure and public open space) to facilitate amended layout and house designs.  <b>Resolved:</b> Support subject to the following conditions/comment:  That there is a commitment to providing community facilities sooner rather than later.  That bus stops are provided on Castle Farm Way at the entrance to the new development (and opposite) to encourage residents to use public transport.  The Parish Council has noted that the proposed tenure plan shows the affordable housing in enclaves, at one end of the development but feels that locating the affordable housing 'pepper pot' style, i.e. throughout the development is preferable.</p> <p><b>TWC/2022/0160</b>  Site address: Site of Woodhouse Farm, Woodhouse Lane, Priorslee  Description of proposal: Erection of 8 no. dwellings, garages, landscaping and conversion of part of existing retained barn into 1 no. affordable dwelling and enlargement of existing pond.  <b>Resolved:</b> Object strongly because Shropshire Homes are now applying to build houses on a piece of land that was identified in previous planning applications by Miller Homes and Shropshire Homes as being retained open space with mature trees. There are also concerns about the hedgerow along the boundary with properties on Ely Close and Lichfield Close. In addition, the Parish Council endorses comments made by the Shropshire Council Historic Environment Team and their recommendation that a programme of archaeological work should be made a condition of any planning permission for the proposed development.</p> <p><b>TWC/2022/0161</b>  Site address: Site of Woodhouse Farm, Woodhouse Lane, Priorslee  Description of proposal: Internal and external works to facilitate the conversion of part of the existing retained barn into 1 no. affordable dwelling.  Listed Building Application.  <b>Resolved:</b> Support (subject to comment above about the need for a programme of archaeological work).</p> <p><b>TWC/2022/0190</b>  Site address: Applemoor, Priorslee Road, St Georges, TF2 9EA  Description of proposal: erection of single storey rear extension  <b>Resolved:</b> No comment (insufficient information to make a comment)</p>	

**TWC/2022/0199**

Site address: 3 Hollyoak Grove, Priorslee, TF2 9GE

Description of proposal: erection of single storey rear extension and garage conversion to a habitable room.

**Resolved:** No Objection

In addition, another planning application was considered because it comes within the sphere of influence of the St Georges & Priorslee Parish Council.

**TWC/2022/0170**

Site address: Granville Landfill, Grange Lane, Redhill

Description of proposal: Variation of Condition 6 of planning permission W2006/0232 (Extension to existing landfill site by deepening and raising contour profile by about 2m and restoration of the site with variation to conditions 7.13 and 20 of planning consent Ref: MW/94/0424/WR) to allow the disposal of permitted wastes within the landfill area to continue until 31st December 2030

**Resolved:** Object because although the waste site is not situated in the St Georges and Priorslee parish, it is nearby and therefore affects the amenity of houses within the parish, including the new dwellings on the Miller Homes development in Priorslee, and causes traffic movement of heavy vehicles on roads in the parish. The proposal to make the landfill mound higher and to allow dispersal of permitted wastes to continue to 31st December 2030 will extend the life of a landfill site that was due to close by the end of December 2025. The waste site is no longer necessary for the disposal of Telford & Wrekin waste and therefore the parish council objects to it being kept open longer in order to dispose of waste from other areas.

**(b) Results of Planning Applications notified by Telford & Wrekin Council****TWC/2021/1056**

Site address: land adjacent to Fleur, 1 The Hollies, Priorslee Village

Description of proposal: erection of 1no dwelling with associated works

Amended plans received.

Full Granted

**TWC/2022/0029**

Site address: Lindisfarne, Church Street, St Georges, TF2 9NA

Description of proposal: removal of lowest branch to 1no. apple tree, remove to ground level 3no. larch trees (T2, T3, T4) and side prune up to 1.5m to stop encroachment into garden and regain shape of tree to 1no. Indian bean tree (T5)

TPO Granted

**162/22 Finance****(a) Expenditure Approvals List**

**Resolved:** that the following expenditure for March 2022 be approved:

Name	Particulars	Amount	Detail
Staff Salaries	Salaries and wages for March	£3,116.77	Standing Orders
HMRC	NI and Income Tax	£653.48	Bank Transfer
Shropshire County Pension	Pension contribution	£833.46	Bank Transfer

Zoom	Videoconference fee	£14.39	Debit Card
JW Electrical Invoice 3334	Final invoice for the Flash lights	£1,200.00	Bank Transfer
JW Electrical Invoice 3335	Final invoice for the purchase & installation of 11 features	£4,103.51	Bank Transfer
JW Electrical Invoice 3336	Final invoice for installation and removal of Christmas lights	£1,200.00	Bank Transfer
JW Electrical Invoice 3343	Redhill Christmas trees power supplies	£240.80	Bank Transfer
Taylor's	Second boiler service	£78.00	Bank Transfer
Amazon	Life size cardboard cut-out of the Queen	£34.99	Debit Card
I&A Publishing	Design, printing and distribution of the March newsletter	£944.00	Bank Transfer
Tree Man Tree specialist Ltd	Pollarding of trees in the Freeston Avenue play area	£834.00	Bank Transfer
JCE Electrical	Fixed wiring remedial works	£240.00	Bank Transfer
D R Seabury Builders and Building Services	Bus shelter repairs	£755.00	Bank Transfer
Idverde	Rental and delivery of hanging baskets	£1,901.65	Bank Transfer
Idverde	Watering of hanging baskets	£1,036.80	Bank Transfer
Idverde	Biomass sugar for trees	£91.20	Bank Transfer
JCE Electrical	Repair to clock power supply (in December)	£189.00	Bank Transfer
Telford & Wrekin Council	Maintenance of Street Lighting Q3 of 2021/22	£6,538.07	Bank Transfer
Telford & Wrekin Council	Community Action Team contribution	£16,760.00	Bank Transfer
Jess Ellis	ASDA cleaning supplies	£38.26	Bank Transfer
<b>Total</b>		<b>£40,803.38</b>	

B

(b)

Budget Comparison Report for the eleven months ended 28<sup>th</sup> February 2022  
The report was received and noted.

<p>(c)</p> <p>(d)</p> <p>(e)</p>	<p><u>Requests for Virements</u> The Clerk presented a report requesting virements to ensure that budgets are not overspent at the end of the financial year. <b>Resolved:</b> to approve the following virements:</p> <table border="1" data-bbox="260 365 1390 784"> <thead> <tr> <th>Amount (£)</th> <th>Virement from this budget:</th> <th>Virement to this budget:</th> </tr> </thead> <tbody> <tr> <td>500</td> <td>Advertisements</td> <td>Salaries</td> </tr> <tr> <td>90</td> <td>Travelling</td> <td>Salaries</td> </tr> <tr> <td>178</td> <td>Audit</td> <td>National Insurance &amp; Tax</td> </tr> <tr> <td>261</td> <td>Subscriptions</td> <td>Superannuation</td> </tr> <tr> <td>105</td> <td>Equipment</td> <td>Wages</td> </tr> <tr> <td>550</td> <td>Fees &amp; Charges</td> <td>Christmas Decorations</td> </tr> <tr> <td>205</td> <td>CCTV</td> <td>Christmas Decorations</td> </tr> <tr> <td>735</td> <td>Street Furniture</td> <td>Parish Environmental Fund</td> </tr> <tr> <td colspan="3"><hr/></td> </tr> <tr> <td>2624</td> <td></td> <td></td> </tr> </tbody> </table> <p><u>Quotations for Freeston Avenue play area repairs</u> The Clerk presented a report in which she explained that the RoSPA inspection carried out in December 2021 had identified some minor works needed to the equipment in the Freeston Avenue play area. She had sent the RoSPA report to three contractors who had provided quotations. <b>Resolved:</b> to accept the quotation of £1,497.00 plus VAT from Nobridge Ltd. It was not the lowest quotation, but Nobridge have been used satisfactorily in the past for inspections and repairs to the play area.</p> <p><u>Quotations for new floodlights outside the parish centre</u> This item was deferred because a quotation was still awaited.</p>	Amount (£)	Virement from this budget:	Virement to this budget:	500	Advertisements	Salaries	90	Travelling	Salaries	178	Audit	National Insurance & Tax	261	Subscriptions	Superannuation	105	Equipment	Wages	550	Fees & Charges	Christmas Decorations	205	CCTV	Christmas Decorations	735	Street Furniture	Parish Environmental Fund	<hr/>			2624		
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163/22	Grant Applications																																	
	<p><u>Meeting Point Trust</u> – support for weekly ‘Well-Being for Women’ meetings. This item was deferred from the previous meeting in order to obtain a copy of the latest Meeting Point Trust accounts to accompany the grant application. <b>Resolved by a majority:</b> to award a grant of £250 to the Meeting Point Trust.</p>																																	
164/22	Environment/Public Realm																																	
<p>(a)</p> <p>(b)</p> <p>(c)</p>	<p><u>Community Action Team (Enforcement) Update</u> A report on activities in February 2022 was received and noted. Points were raised including:</p> <ul style="list-style-type: none"> <li>• Parking on the double yellow lines on Priorslee Avenue near the entrance to the university</li> <li>• Litter and fly tipping in William Reynolds Way and an open gate in the fence around the attenuation pond.</li> </ul> <p><b>Resolved:</b> to ask the Clerk to follow up all of these issues with the Enforcement Team or Nuplace, as appropriate.</p> <p><u>Community Action Team (Public Realm) Update</u> The Clerk gave a verbal report.</p> <p><u>Replanting of the Sensory Garden on the Priorslee Village Green</u> It was noted that the plants in the sensory garden are not in a good condition and there is a need to replant. Adrian Corney has provided a list of the original plants.</p>																																	

(d)	<p>The Clerk was asked to cost out the list so that it can be considered at the next parish council meeting.</p> <p><u>Refurbishment of the 'Victorian' lamp posts and hanging basket poles alongside the Flash.</u> The lamp posts and hanging basket poles and brackets need inspecting and repainting, together with the balustrade. However, the parish council is not in a position to take on responsibility for this. <b>Resolved:</b> to write to the Borough Council regarding the refurbishment.</p>	
165/22	<u>Report from the Staffing Committee meeting</u>	
	<p>The draft minutes of the Staffing Committee meeting on 22<sup>nd</sup> February 2022 were tabled at the meeting and noted.</p> <p><u>Recruitment of Deputy Parish Clerk</u> It was noted that there has been an excellent response to the advertisement, with good quality applications. Interviews will take place on Monday 11<sup>th</sup> April 2022.</p>	
166/22	<u>Gower Project Update</u>	
	The Clerk reported that negotiations are on-going between the Landlord's and Tenant's solicitors regarding the Agreement for Lease and Lease.	
167/22	<u>Health &amp; Safety</u>	
	Nothing to report.	
168/22	<u>Community Projects and Events</u>	
	<p><u>Report from the Community Projects &amp; Events Officer</u> The Community Projects and Events Officer's update report was received and noted.</p> <p><u>Update from the Queen's Platinum Jubilee Working Group</u> Cllr A Harrison gave an update on plans for the Queen's Platinum Jubilee event on Friday 3<sup>rd</sup> June 2022. The application for a Telford &amp; Wrekin Council Jubilee Events grant of £1,985 was successful. The Jubilee working group had a useful site visit to the Priorslee Primary Academy on 24<sup>th</sup> February and believe it is going to be a very good venue for the event.</p>	
169/22	<u>Correspondence</u>	
	<p><u>Letter from Anna Turner, Her Majesty's Lord-Lieutenant of Shropshire.</u> The parish council was invited to nominate two 'covid heroes' to attend a garden party on 8<sup>th</sup> June 2022 at Orleton Hall, Wellington. <b>Resolved:</b> to nominate Colin Davies of Bikes 4 kids and Paul Thomas, Street Champion and community volunteer in Priorslee.</p>	
170/22	<u>Next Meetings</u>	
	<p>The next meeting will be a Parish Council Meeting to be held at 7.00 p.m. on Tuesday 19<sup>th</sup> April 2022.</p> <p>The meeting closed at 9.10 p.m.</p>	

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