

Minutes



Meeting held: St Georges & Priorslee Parish Council Meeting
Date: 7.00 p.m. on Tuesday 19th April 2022
Venue: The Parish Centre, Grove Street, 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:	B Partridge		

171/22	Public Question Time	
	There were two members of the public present. There were no questions.	
172/22	Apologies	
	There were no apologies.	
173/22	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 R Overton 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. Members agreed that they would make any other declarations if they arose during the meeting.	
174/22	Sgt Richard Jones, Police Safer Neighbourhood Team (East)	
	Sgt Jones was unable to attend and therefore this item was deferred.	
175/22	Minutes of previous meetings	
	Resolved: that the minutes of the Parish Council Meeting held on 15 th March 2022, having been circulated, be agreed and signed when the following amendments have been made:	

	Minute 155/22 – ‘to enhance the approach to Priorslee from the M54 Junction 4’ Minute 160/22 - ‘Cllr V Fletcher said that she would be visiting the site together with the sensory garden’	
176/22	Clerk’s Update	
	The Clerk’s update was received and noted.	
177/22	Planning	
(a)	<p style="text-align: center;">Planning Applications received from Telford & Wrekin Council for consideration at Parish Council meeting on 19th April 2022</p> <p>TWC/2022/0254 Site address: 19 Finsbury Drive, Priorslee, TF2 9GU Description of proposal: erection of a first floor rear extension Resolved: to object because of overlooking, loss of amenity and loss of privacy for neighbouring properties.</p> <p>TWC/2022/0263 Site address: 12 Abelia Way, Priorslee, TF2 9TJ Description of proposal: erection of a 1.9m fence and 1.85m gates in front garden (retrospective) Resolved: No objection</p> <p>TWC/2022/0312 Site address: Land between Castle Farm Way and A5 Priorslee Description of proposal: reserved matters application for the installation of a substation and associated landscaping (revised positioning of substation to approved permission TWC/2019/0864) pursuant to outline planning permission TWC/2014/0980. Resolved: No Objection</p> <p>However, there was then a discussion about the historic footpath that runs beside Castle Farm Way, on the perimeter of the Miller Homes development, up to Salisbury Avenue. Concerns were raised that although the retention of this footpath was a planning condition it has not been preserved. The Clerk was asked to raise this with the Planning Officer.</p>	
(b)	<p>Responses made under Delegated Authority</p> <p>TWC/2022/0227 Site address: 37 Essex Chase, Priorslee, TF2 9ST Description of proposal: erection of single storey rear extension No Objection</p> <p>TWC/2022/0233 Site address: Jacinth, 57 Canongate, St Georges, TF2 9DZ Description of proposal: erection of two storey side extension, single storey front extension, 1.8m rendered block wall with sliding gates and 2.00m rendered block pillars. No Objection</p>	

(c)	<p>Results of Planning Applications notified by Telford & Wrekin Council</p> <p>TWC/2022/0086 Site address: Ricoh UK Products Ltd, Shifnal Road, Priorslee Description of proposal: Variation of condition 10 (deposited plans) of planning application TWC/2020/0293 (erection of ground mounted solar photovoltaic panels and associated infrastructure) to allow amendments to previous plans. Full Granted</p> <p>TWC/2022/0190 Site address: Applemoor, Priorslee Road, St Georges, TF2 9EA Description of proposal: erection of single storey rear extension Full Granted</p> <p>TWC/2022/0132 Site address: 47 Collett Way. Priorslee, TF2 9SL Description of proposal: crown reduction up to 3m to 1no oak tree (T1) TPO Granted</p> <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. Full Granted</p> <p>TWC/2022/0227 Site address: 37 Essex Chase, Priorslee, TF2 9ST Description of proposal: erection of single storey rear extension Full Granted</p>
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178/22	Finance
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(a)	<p><u>Expenditure Approvals List</u> Resolved: that the following expenditure for April 2022 be approved: Note: all these amounts include VAT where applicable but this can be reclaimed</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Name</th> <th style="width: 35%;">Particulars</th> <th style="width: 15%;">Amount</th> <th style="width: 30%;">Detail</th> </tr> </thead> <tbody> <tr> <td>Staff Salaries</td> <td>Salaries and wages for April</td> <td style="text-align: right;">£2,581.39</td> <td>Standing Orders</td> </tr> <tr> <td>HMRC</td> <td>Ni and Income Tax</td> <td style="text-align: right;">£443.22</td> <td>Bank Transfer</td> </tr> <tr> <td>Shropshire County Pension</td> <td>Pension contribution</td> <td style="text-align: right;">£666.32</td> <td>Bank Transfer</td> </tr> <tr> <td>Zoom</td> <td>Videoconference fee</td> <td style="text-align: right;">£14.39</td> <td>Debit Card</td> </tr> <tr> <td>BT</td> <td>Quarterly phone bill</td> <td style="text-align: right;">£122.00</td> <td>Bank Transfer</td> </tr> <tr> <td>Telford & Wrekin Council</td> <td>Streetlighting maintenance for Q4 of 2021-22</td> <td style="text-align: right;">£6,272.57</td> <td>Bank Transfer</td> </tr> <tr> <td>The Midlands Co-operative</td> <td>Supplies for hospitality</td> <td style="text-align: right;">£7.57</td> <td>Debit Card</td> </tr> <tr> <td>Meeting Point Trust</td> <td>Parish Grant agreed at meeting on 15.03.22</td> <td style="text-align: right;">£250.00</td> <td>Bank Transfer</td> </tr> </tbody> </table>	Name	Particulars	Amount	Detail	Staff Salaries	Salaries and wages for April	£2,581.39	Standing Orders	HMRC	Ni and Income Tax	£443.22	Bank Transfer	Shropshire County Pension	Pension contribution	£666.32	Bank Transfer	Zoom	Videoconference fee	£14.39	Debit Card	BT	Quarterly phone bill	£122.00	Bank Transfer	Telford & Wrekin Council	Streetlighting maintenance for Q4 of 2021-22	£6,272.57	Bank Transfer	The Midlands Co-operative	Supplies for hospitality	£7.57	Debit Card	Meeting Point Trust	Parish Grant agreed at meeting on 15.03.22	£250.00	Bank Transfer
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Wild@Art@Maws	Balance of Bus Shelter community art	£1,760.00	Bank Transfer
Idverde	Supply and fit new padlock to gates at Freeston Avenue	£36.00	Bank Transfer
David Chiu Ltd	Contribution towards cost of electricity for the CCTV camera	£60.00	Bank Transfer
Traditional Fairground Company	Balance of charge for fairground games for the Jubilee event	£446.00	Bank Transfer
St Georges Partnership	Contribution to St Georges Day event	£2,500.00	Bank Transfer
JCE Electrical	Attend to non functioning floodlight	£60.00	Bank Transfer
SALC	Affiliation fee	£2,220.79	Bank Transfer
Total		£17,440.35	

Resolved: to cancel the monthly subscription for Zoom videoconferencing.

(b)

Budget Comparison Report for the 12 months ended 31st March 2022

The report was received and noted. The Clerk remarked that although all of the receipts and payments up until 31st March had been entered, it did not show the final year end position, because there would be some accruals to enter as part of the year end close down.

Quotations

The Clerk presented a report on the following two items:

(c)

Quotation for two new staff laptops

The Clerk's laptop is old and well-used and is showing signs of its age. There is also a need for an additional laptop for when the new Deputy Clerk is appointed. The Clerk had obtained a quotation for two new L14 Gen 2 Lenovo laptops to be sourced from the Telford & Wrekin Council IT department, at a cost of £638.14 each.

Resolved: to order the two laptops.

It was noted that a Microsoft licence will be required for the laptop for the Deputy Clerk.

Resolved: that since there are inadequate funds in the Parish Centre Equipment budget that the money for the new laptops should be vired from the Gower Project budget since they will be used in the new offices at the Gower.

(d)

Quotation for new catenary wires for the St Georges Christmas lights

It was not possible to install the festoon lighting across Church Street, St Georges in 2021 because an inspection revealed that the catenary wires and fixing points were inadequate to support the lights. The Clerk had looked for relatively local companies that could carry out the work.

A quotation for installing new fixing points and wires had been obtained from Highline Electrical Ltd, a Shropshire company that carries out streetlighting maintenance work for other parish councils.

It was noted that Cllr R Overton and Cllr D Wright have allocated £3,200 of their Councillor's Pride fund for improvements to the St Georges Christmas lights.

	Resolved: to accept the quotation from Highline Electrical Ltd for £1,184.38 (excluding VAT).	
179/22	Environment/Public Realm	
(a)	<u>Community Action Team (Enforcement) Update</u> A report on activities in March 2022 was received and noted.	
(b)	<u>Community Action Team (Public Realm) Update</u> The Clerk gave a verbal report.	
(c)	<u>Replanting of the Sensory Garden on the Priorslee Village Green</u> The Clerk had drawn up a list of plants based on Adrian Corney's list and advice from the Lakeside Plant Centre. The cost of the plants would be £190.00 It was noted that some of the existing plants may be suitable to retain, which will reduce expenditure on new plants. Resolved: to approve a maximum budget of £190.00 for the purchase of new plants for the sensory garden. Cllr V Fletcher offered to assist the CAT team with regular maintenance of the plants.	
180/22	Gower Project Update	
	Negotiations are still on-going between the Landlord's and Tenant's solicitors regarding the Agreement for Lease and Lease. The solicitor has advised that the parish council needs to appoint a building surveyor to monitor the project. This will introduce a delay while a surveyor is appointed and reviews the Agreement for Lease and Lease, but it will protect the interests of the parish council especially since no-one in the Gower working group has expertise in building projects. The Clerk presented a report on the appointment of a surveyor. She had obtained an estimate of costs from Graham Thompson of Wiggins Lockett Thompson Ltd and was awaiting an estimate of costs from Colin Silk of Silk Sharples Jennings Chartered Surveyors. Resolved: to appoint a surveyor as soon as possible, at a cost not exceeding that estimated by Graham Thompson, and therefore to give Delegated Authority to the Chair and Clerk to decide on which of the above surveyors to use when the estimated costs have been received from the second company.	
181/22	Health & Safety	
	Nothing to report.	
182/22	Community Projects and Events	
	<u>Report from the Community Projects & Events Officer</u> The Community Projects and Events Officer's update report was received and the dates of forthcoming events were noted. Barbara Dempsey was thanked for knitting 'George' the dragon, which has been used to publicise the St Georges Day event. <u>Update from the Queen's Platinum Jubilee Working Group</u> The next working group meeting will be on 25 th April 2022. Preparations for the event have been on-going, including the design for a poster. There will be free entry to the event and most of the activities will be free too.	

183/22	Correspondence	
	<p><u>E-mail from Paul Thomas about the Arriva bus service from Priorslee to Shifnal</u> The route for the Arriva bus service number 14 will no longer provide a direct link between Priorslee and Shifnal from 23rd April 2022 onwards as part of a rationalisation of unprofitable bus routes. This will create problems particularly for Priorslee residents who need to visit the GP surgery in Shifnal. The Clerk said that she had already forwarded the e-mail to the Telford & Wrekin Council Public Transport Officer who was obtaining a response from Arriva. The Clerk was asked to find out whether the number 14 bus service would be extended along Castle Farm way as far as the Redrow Development, to encourage residents to use public transport.</p> <p><u>St Georges Church</u> – an invitation to the St Georges Day service at 6 p.m. on Sunday 24th April was received.</p>	
184/22	Next Meetings	
	<p>The next meeting will be the Annual Parish Meeting to be held at 7.00 p.m. on Tuesday 17th May 2022, immediately followed by the Annual Parish Council Meeting.</p> <p>The meeting closed at 7.55 p.m.</p>	

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