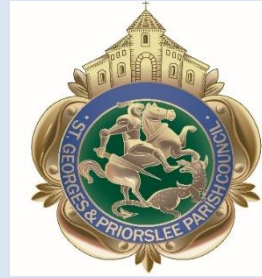


Minutes



Meeting held: St Georges & Priorslee Parish Council Meeting
Date: 7.00 p.m. on Tuesday 19 July 2022
Venue: The School Hall, St Georges C of E Primary School, London Road, St Georges, Telford TF2 9LJ

Chairman: Cllr Richard Overton

Clerk and Responsible Finance Officer: Vicky Brain
Minute Taker: Beverley Partridge (Deputy Clerk)

Present:

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

36/23	Public Question Time	
	There was one member of the public present. A member of the public advised the Council of concerns about thefts from the Co-Op convenience store on Stafford Street not being investigated by the Police. She was advised that this would be raised with West Mercia Police.	
37/23	Apologies	
	Resolved: to accept the apologies from Cllrs. Ian and Veronica Fletcher – unwell Cllr. Andy Harrison - unwell	
38/23	Declarations of interest	
	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.	
39/23	Minutes of previous meetings	
	Resolved: that the minutes of the Parish Council Meeting held on 21 June 2022, having been circulated, be agreed and signed.	

40/23	Clerk's Update	
	The Clerk's update was received and noted, and also noted, that a new procedure has been developed for the installation of festive illuminations on highway assets within Telford and Wrekin.	
41/23	Planning	
	<p style="text-align: center;">Planning Applications received from Telford & Wrekin Council for consideration at Parish Council meeting on 19 July 2022</p>	
(a)	<p>TWC/2022/0525 Site address: Greenhigh, Lodgewood Lane, St Georges, TF2 9PF Description of proposal: Erection of a two-storey side and rear extension, creation of a balcony above existing garage and installation of render to external walls and addition of stone lintels and sills to windows on existing property Resolved: No objection</p> <p>TWC/2022/0263 Site address: 12 Abelia Way, Priorslee, Telford, Shropshire, TF2 9TJ Description of proposal: Change of use of land to garden land and erection of 1.9m high fencing and 1.85m high gates in front garden (Retrospective) *** Amended description *** Resolved: No objection</p>	
(b)	<p>Responses made under Delegated Authority</p> <p>None</p>	
(c)	<p>Results of Planning Applications notified by Telford & Wrekin Council</p> <p>TWC/2022/0397 Site address: L Tranter & Son Funeral Directors Ltd, 101-109 West Street, St Georges, TF2 9JE Description of proposal: Erection of a first-floor rear extension and a single storey side extension to the existing building and erection of a two-storey building to be used as a client lounge following demolition of an existing building Full granted</p> <p>TWC/2022/0488 Site address: 81 Derwent Drive, Priorslee, Telford, Shropshire, TF2 9QR Description of proposal: Erection of a single storey rear extension and installation of a rear dormer window Full granted</p> <p>TWC/2022/0481 Site address: 15 Ely Close, Priorslee, Telford, Shropshire TF2 9QR Description of proposal: Erection of a two-storey side and rear extension Full granted</p> <p>TWC/2022/0161 Site address: Site of Woodhouse Farm, Woodhouse Lane, Priorslee, Telford, Shropshire</p>	

(d)	<p>Description of proposal: Internal and external works to facilitate the conversion of part of existing retained barn into 1 no affordable dwelling (Listed Building Application) Listed Building Granted</p> <p>Delegated Authority Resolved: according to the usual practice during Recess, to give Delegated Authority to the Clerk and the Chairman for general matters, to the Clerk and Cllr R Williams for Planning Matters and to the Clerk and Cllr I Fletcher for Tree Matters. Any decisions made will be reported to the Parish Council meeting on 20th September 2022.</p>																																																																
42/23	Finance																																																																
(a)	<p><u>Expenditure Approvals List</u> Resolved: that the following expenditure for July 2022 be approved: Note: all these amounts include VAT where applicable, but this can be reclaimed.</p> <table border="1" data-bbox="268 797 1299 1998"> <thead> <tr> <th>Name</th> <th>Particulars</th> <th>Amount</th> <th>Detail</th> </tr> </thead> <tbody> <tr> <td>Staff Salaries</td> <td>Salaries and wages for July</td> <td>£3,390.54</td> <td>Standing Orders</td> </tr> <tr> <td>HMRC</td> <td>NI and Income Tax</td> <td>£270.41</td> <td>Bank Transfer</td> </tr> <tr> <td>Shropshire County Pension</td> <td>Pension contributions</td> <td>£1,045.28</td> <td>Bank Transfer</td> </tr> <tr> <td>Zoom</td> <td>Videoconference fee</td> <td>£14.39</td> <td>Debit Card</td> </tr> <tr> <td>Anthony's Garden Services Invoice 10191</td> <td>Grass cutting service</td> <td>£629.00</td> <td>Bank Transfer</td> </tr> <tr> <td>Emergent Crown Contract Office Furnishings Ltd</td> <td>Office Chair</td> <td>£159.84</td> <td>Bank Transfer</td> </tr> <tr> <td>IKEA Limited</td> <td>Office desk and pedestal</td> <td>£260.00</td> <td>Debit Card</td> </tr> <tr> <td>Amazon</td> <td>Office supplies</td> <td>£84.13</td> <td>Debit Card</td> </tr> <tr> <td>Cartridge People</td> <td>Toner for the printer</td> <td>£89.69</td> <td>Debit Card</td> </tr> <tr> <td>Telford & Wrekin Council</td> <td>Buyback fees April 2022 – 2023</td> <td>£570.85</td> <td>Bank Transfer</td> </tr> <tr> <td>PSG Football Club</td> <td>Grant agreed at June parish council meeting</td> <td>£500.00</td> <td>Bank Transfer</td> </tr> <tr> <td>I&A Publishing</td> <td>Printing & distribution of the newsletter</td> <td>£951.20</td> <td>Bank Transfer</td> </tr> <tr> <td>BT</td> <td>Quarterly phone bill</td> <td>£122.00</td> <td>Bank Transfer</td> </tr> <tr> <td>Nobridge Ltd</td> <td>Replacement of multi play platform and bike springer unit</td> <td>£1,796.40</td> <td>Bank Transfer</td> </tr> <tr> <td>Animal Club</td> <td>Animal activity at Jubilee event</td> <td>£170.00</td> <td>Bank Transfer</td> </tr> </tbody> </table>	Name	Particulars	Amount	Detail	Staff Salaries	Salaries and wages for July	£3,390.54	Standing Orders	HMRC	NI and Income Tax	£270.41	Bank Transfer	Shropshire County Pension	Pension contributions	£1,045.28	Bank Transfer	Zoom	Videoconference fee	£14.39	Debit Card	Anthony's Garden Services Invoice 10191	Grass cutting service	£629.00	Bank Transfer	Emergent Crown Contract Office Furnishings Ltd	Office Chair	£159.84	Bank Transfer	IKEA Limited	Office desk and pedestal	£260.00	Debit Card	Amazon	Office supplies	£84.13	Debit Card	Cartridge People	Toner for the printer	£89.69	Debit Card	Telford & Wrekin Council	Buyback fees April 2022 – 2023	£570.85	Bank Transfer	PSG Football Club	Grant agreed at June parish council meeting	£500.00	Bank Transfer	I&A Publishing	Printing & distribution of the newsletter	£951.20	Bank Transfer	BT	Quarterly phone bill	£122.00	Bank Transfer	Nobridge Ltd	Replacement of multi play platform and bike springer unit	£1,796.40	Bank Transfer	Animal Club	Animal activity at Jubilee event	£170.00	Bank Transfer
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Limetree	Rental, installation and watering of 43 hanging baskets	£5,968.80	Bank Transfer
C Lane	Milk from Co-op	£1.40	Bank Transfer
Timpsons	Key cutting (security key)	£48.00	Debit Card
Transolutions Shropshire Ltd	Window Cleaning	£45.00	Bank Transfer
Anthony's Garden Services Invoice 10246	Grass Cutting	£629.00	Bank Transfer
Total		£25,304.93	

(b) **Budget comparison report for the three months ending 30th June 2022.**

The report was received and noted.

(c) **Transfer to earmarked reserves**

Resolved: That transfers be made from the General Fund to the existing Earmarked Reserves as follows:

Budget Heading	Amount to transfer into Earmarked Reserve
Election expenses	£6,500
Gower project	£31,371
Play area	£1,620
Total	£39,491

(d) **Approval of finance arrangements for the Llandudno coach trip**

The planned finance arrangement for the trip were discussed. On the day of the coach trip, attendees are given £10.00 each, which represents the return of the £3.00 deposit plus a £7.00 contribution towards the cost of buying lunch. (Carers do not pay a deposit, nor do they receive a contribution for lunch).

Resolved: That the Clerk, assisted by the Deputy Clerk, to withdraw the appropriate amount of cash in advance of the planning outing.

(e) **Contribution towards electricity costs for parish council CCTV camera**

The CCTV camera which is owned by the Parish Council (one of four) and located on the Chinese take away building is now surplus to requirements because a newer camera owned by Telford and Wrekin Council is positioned nearby.

	Resolved: That the CCTV camera owned by the Parish Council be removed as it is disturbing the tenants in the first floor flat above the takeaway.	
43/23	<u>Minutes of the Staffing Committee</u>	
	The draft minutes of the Staffing Committee meeting held on 7 July 2022 were noted. The Chair of the Staffing Committee expressed gratitude and thanks to the Jubilee Working group for all their hard work.	
44/23	<u>Environment/Public Realm</u>	
a)	<u>Community Action Team (Enforcement) Update</u> A report on activities in June 2022 was received and noted.	
b)	<u>Community Action Team (Public Realm) Update</u> <ul style="list-style-type: none"> It was observed that parking before and after school now extends as far as Cadman Drive (from which there is a path to HTA) and the bus stop on Priorslee Avenue opposite Everglade Road. As well as inconsiderate parking, drivers are leaving their engines running which means that residents are subjected to fumes. The Clerk will request the Neighbourhood Enforcement Officers to address this at the beginning of the new academic year. There appeared to be more litter in the location of the Village Green where drivers appeared to be using the car park to have lunch and then leaving litter behind. It was noted that the Public Realm Operative does include this area for regular litter picking. 	
c)	<u>Landscaping by the Priorslee Clock</u> <ul style="list-style-type: none"> Further to discussions and decisions made at previous Parish Council meetings, it was noted that a third quotation is awaited for a flower border to be created near to the Priorslee Clock. <p>Resolved that delegated authority be granted to the Clerk, in liaison with the Chair of the Parish Council, to approve a quotation for the landscaping of the area next to the Priorslee Clerk, with a spend not exceeding the cost of the lowest quotation that has already been received.</p> <ul style="list-style-type: none"> The Priorslee Clock is running a few minutes fast and it was noted that an annual service of the clock was due in September when this will be rectified. 	
d)	<u>Proposed Skate Park for Priorslee</u> This item was deferred until the next meeting of the Parish Council, in order for further information to be gathered.	
45/23	<u>Gower Project Update</u>	
	Resolved by a majority: That the Chair of the Council and Chair of the Gower Working Group be given Delegated Authority to approve the Agreement for Lease, and Lease of the Gower building, when the solicitor advises that all the loose ends have been tied up satisfactorily. Councillor Roy Williams voted against the recommendation and wished this to be noted in the minutes of the meeting.	

	<p>Resolved by a majority that the Chair of the Council and Chair of the Gower Working Group are given Delegated Authority to sign the Agreement for Lease when it has been approved.</p> <p>Councillor Roy Williams voted against the recommendation and wished this to be noted in the minutes of the meeting.</p>	
46/23	<p>Health & Safety</p> <p><u>Damage and repair of bus shelter on Priorslee Avenue.</u></p> <p>A report in respect to the damage to the bus shelter was received. The bus shelter roof appeared to have been hit by a bus or heavy goods vehicle. Tiles had been damaged and large pieces of mortar cracked as a result of the impact, causing a potential hazard to passengers and pedestrians standing close to the shelter.</p> <p>Resolved that Granville Construction and Maintenance be instructed to make the shelter safe by removing the tiles and mortar from the roof.</p> <p>Resolved that further consideration be given to the future of the bus shelter at the next meeting of the Parish Council. This will include considering different construction types of shelter, and use of materials for the roof given that the shelter roof had been damaged by vehicle collisions in the past due to the shelter's proximity to the highway.</p>	
47/23	<p>Community Projects and Events</p> <p><u>Report from the Community Projects & Events Officer</u></p> <p>(a) The Community Projects and Events Officer's update report concerning bookings for the coach trip to Llandudno was received and noted. Resolved to book a fourth coach at a cost £580 in order to accommodate all parishioners who wished to attend the event.</p> <p>(b) <u>Coach trip policy.</u> This item was deferred until the next meeting of the Parish Council.</p> <p>(c) <u>Use of the Parish Meeting Room by the Social Care team.</u> Resolved that the meeting room be made available to the team without charge, so that residents of St Georges and Priorslee who may wish to access social care can seek advice and support without the need to travel further afield.</p>	
48/23	<p>Correspondence</p> <p>No correspondence had been received.</p>	
4922	<p>Next Meeting</p> <p>The next meeting will be held at 7.00 p.m. on Tuesday 20th September 2022</p> <p>The meeting closed at 8:05 p.m.</p>	

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