

Minutes



Meeting held: St Georges & Priorslee Parish Council Meeting
Date: 7.00 p.m. on Tuesday 20 December 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
Deputy Clerk: Beverley Partridge (taking minutes)

Present:

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| Councillors: | R Overton (Chairman) | S Handley | R Cadman |
| | R Williams | D Wright | E Dabbs |
| | A Harrison | B Richards | |
| In attendance: | J Ellis, Parish Support Officer C Lane, Events Officer | | |

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| 97/23 | Public Question Time | |
| | <p>There were two members of the public present. The following matters were raised:</p> <ul style="list-style-type: none">• Thanks were expressed for the clarity of the Parish Council minutes.• Concern was raised about the pedestrian crossing on the A5 (Telford Way), which is used by children to get to school, since another road traffic collision had occurred on that stretch of road recently. The Clerk will contact the Highways Team.• Concern was raised from a resident in Priorslee relating to road safety issues, particularly in Priorslee Avenue, Teece Drive and Gatcombe Way. The resident had recently been involved in a meeting with an officer from the Highways team regarding pinch points and road safety, particularly for vulnerable road users. Specific problem locations were identified and recorded but Telford and Wrekin Council advised that there is no capital funding available at present to carry out improvements. The member of public will send the Note of this meeting to the Clerk for circulation.• The question of the location of a Community Centre in Priorslee on the Miller Homes development was raised but it is not known when or if a Community Centre will be built. | |
| 98/23 | Apologies | |
| | <p>Apologies were received from the following Members: Cllrs. I and V Fletcher: on holiday Cllr M Warner: unwell</p> | |

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| 99/23 | Declarations of interest | |
| | <ul style="list-style-type: none"> • 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. <p>Members agreed that they would make any other declarations if they arose during the meeting.</p> | |
| 100/23 | Minutes of previous meetings | |
| | Resolved: that the minutes of the Parish Council Meeting held on 15 November 2022, having been circulated, be agreed and signed. | |
| 101/23 | Clerk's Update | |
| | The Clerk's update was received and noted. Thanks were expressed by Cllr B Richards for the useful information contained in the report. | |
| 102/23 | Planning | |
| a). | <p>Planning Applications – Report for Parish Meeting on 20 December 2022</p> <p>Planning applications to consider</p> <p>TWC/2022/1012 Site address: The Bungalow, Cockshutt Road, Oakengates, Telford, Shropshire, TF2 6EB Description of proposal: Installation of 2no. rear dormer windows Resolved: No objection</p> <p>TWC/2022/1021 Site address: The Warehouse, Cockshutt Road, Oakengates, Telford, Shropshire, TF2 6EB Description of proposal: Change of Use from furniture warehouse to Nursery School with single storey front extension and 1no door and window. Over-cladding of various external walls, new fascia and cladding replacement, replacement of existing vehicular gates, hardsurfacing and landscaping Resolved: No objection but agreed that a comment would be made with regard to concern about the parking provision and requesting that Planning Officers undertake a detailed parking assessment for potential visitors to the site.</p> | |
| b) | <p>Responses made under delegated authority</p> <p>TWC/2022/0934 Site address: 1 Manor Drive, Telford, Shropshire, TF2 9DJ Description of proposal: Erection of a Single storey rear extension No objection</p> <p>TWC/2022/0943 Site address: 34 Collett Way, Priorslee, Telford, Shropshire, TF2 9SL Description of proposal: Conversion of existing double garage to annexe No objection</p> | |

TWC/2022/0954**Site address:** Carford House, Priorslee Road, St Georges, Telford, Shropshire, TF2 9EA

Description of the proposal: Reduce overhanging branches by up to 3m and crown trimming to clear dead branches to 1no. Beech tree (T1)

No objection**TWC/2022/0692****Site address:** 5 Woodhouse Lane, Priorslee, Telford, Shropshire, TF2 9SX

Description of proposal: Erection of a first floor side extension *****Amended Plans Received****

No objection**Results of Planning Applications notified by Telford & Wrekin Council****TWC/2022/0254****Site address:** 19 Finsbury Drive, Priorslee, Telford, Shropshire, TF2 9GU

Description of proposal: Erection of a first floor rear extension

Appeal dismissed by a Planning Inspector appointed by the Secretary of State**TWC/2022/0787****Site address:** Site of Tzigane, Freeston Avenue, St Georges, Telford, Shropshire

Description of proposal: Erection of 2no single storey dwellings and associated landscaping *****amended plans received*****

Full refused**TWC/2022/0841****Site address:** 15 Church Street, St Georges, Telford, Shropshire, TF2 9JU

Description of proposal: Change of use of commercial use land to residential use land

Full Granted**TWC/2022/0788****Site address:** 2 Hereford Drive, Priorslee, Telford, Shropshire, TF2 9US

Description of proposal: Application under Section 191 for a Certificate of Lawfulness for existing use of residential institution (Use Class C2)

Section 191 Existing Use Granted

103/23 Finance

a) Expenditure Approvals List**Resolved:** that the following expenditure for December 2022 be approved:
Note: all these amounts include VAT where applicable, but this can be reclaimed.

| Name | Particulars | Amount | Detail |
|---------------------------|-----------------------------------|-----------|-----------------|
| Staff Salaries | Salaries and wages for December | £3,707.35 | Standing Orders |
| HMRC | NI and Income Tax in December | £457.01 | Bank Transfer |
| Shropshire County Pension | Pension contributions in December | £968.12 | Bank Transfer |

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| Viking Direct | Camera and memory (previously approved but it cost £1.78 more) | £112.78 | Debit Card |
| Amazon | Items for Christmas Lights stall | £54.34 | Debit Card |
| Ryman | Items for Christmas Lights stall | £30.46 | Debit Card |
| J Ellis | Reimbursement of subsistence expenses | £10.70 | Bank Transfer |
| J Ellis | Reimbursement of purchase of Christmas Tree for Parish Centre | £26.25 | Bank Transfer |
| J Ellis | Reimbursement of purchase of cleaning materials | £21.44 | Bank Transfer |
| Argos | New microwave for Warm Space project | £70.00 | Debit Card |
| RSPB | Aprons for Warm Space project | £24.00 | Debit Card |
| Argos | Household items for Warm Space project | £20.00 | Debit Card |
| Argos | Household items for Warm Space project | £225.00 | Debit Card |
| ASDA | Household items for Warm Space project | £35.65 | Debit Card |
| Wickes | Storage boxes for Warm Space project | £28.00 | Debit Card |
| V Brain | Reimbursement of Amazon order for cold bag etc for Warm Space | £40.51 | Bank Transfer |
| Amazon | Household items for Warm Space | £82.55 | Debit Card |
| Aldi | Food for Warm Space on 5 th December 2022 | £51.12 | Debit Card |
| Nobridge | Supply and installation of a cut Christmas tree | £957.00 | Bank Transfer |
| Business Watch Guarding | Annual key holding fee | £360.00 | Bank Transfer |
| C Lane | Reimbursement of expenses | £18.95 | Bank Transfer |
| Idverde | Watering of hanging baskets in 2022 (invoice query took a long time to resolve) | £1,036.80 | Bank Transfer |
| M&G | Household items for warm space | £13.56 | Debit Card |
| Aldi | Food for warm space on 12 th December 2022 | £13.32 | Debit Card |
| Total | | £8,364.91 | |

b). Budget comparison report for the eight months to 30 November 2022
Noted.

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| c). | <p><u>Quotations for hanging baskets in 2023</u> This item was deferred to the next meeting.</p> |
| d). | <p><u>Report from St Georges Partnership regarding Christmas Lights Event</u> A report detailing the expenditure for the running of the event was noted and thanks were expressed to the St Georges Partnership for providing the report, as requested by the Parish Council.</p> |
| e). | <p><u>Grant for Warm Space and creation of an Earmarked Reserve:</u></p> <ul style="list-style-type: none"> i. Resolved: that a new Earmarked Reserve be set up for the £2,000 warm space grant money, in order to keep expenditure on the project separate. ii. Noted: a spend for equipment required to set up the warm Space of £462 which was higher than stated for the grant application bid of £357. This was because additional equipment was needed to meet the requirements of registration with the Food Standards Agency. iii. Resolved: that a new Earmarked Reserve be created for the Councillors Pride Grant Funding of £1,000 for a new St Georges Parent and Toddler Group which, as yet; does not have a bank account set up for the new organisation. This grant funding will be used to offset the hire of the Parish Centre meeting room for group meetings, as well as the purchase of equipment. <p>As the above grant was funded from Cllrs Overton and Wright's Pride Fund, they declared an interest and did not take part in the discussion or vote.</p> |
| f). | <p><u>Coronation Event</u></p> <p>Resolved: that the Parish Council would organise a Coronation event on Monday 8th May 2023 and that the event would follow similar lines to the Jubilee celebration which took place in Priorslee in June 2022. The budget for the event will be £3,500. (Note: Telford & Wrekin Council has announced that there will be grants for Coronation events. A grant application will be submitted.)</p> |
| g). | <p><u>Budget and Precept for 2023/24</u></p> <p>The Clerk presented a report in which she explained that the budget setting exercise for 2023/24 had been much harder than usual both in terms of uncertainty of prices and the effect that cost of living increases are going to have on the budgets. She presented budget figures for two budget and precept scenarios. Option One would result in no increase in the Band D equivalent for the precept (£47.50), but it would result in a deficit of £20,000 of income over expenditure. Option Two proposed an increase of the Band D equivalent for the precept to £52.04 with the result that the budget would balance, with no deficit. It was noted that current reserves are healthy but that using reserves to supplement annual budgets can only be a short term solution.</p> <p>There was a discussion about the budget during which members remarked that many households are struggling with the cost of living and that it would therefore be</p> |

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| | <p>appropriate for the Parish Council to use some of its reserves in 2023/24 in order to keep the Band D equivalent at the same level that it was in 2022/23.</p> <p>Resolved: to amend the proposed expenditure budgets so that the Grants budget would remain at £4,500 and the Christmas Decorations budget would be £13,500.</p> <p>Resolved: to adopt Option One. The Precept requested would be £208,995 and the deficit of £20,000 would be taken from reserves. This would mean that there would be no increase in the precept per Band D property. The Band D equivalent would remain at £47.50.</p> | |
| 104/23 | Environment/Public Realm | |
| a) | <p><u>Community Action Team (Enforcement) Update</u> A report on activities in November 2022 was received and noted.</p> | |
| b) | <p><u>Community Action Team (Public Realm) Verbal Update</u></p> <p>The following matters were raised:</p> <ul style="list-style-type: none"> • Concern about nitrous oxide being used in the Cockshutt Road car park in view of the littering of canisters there. The Clerk was requested to ask Community Support Officers to visit the area and also to ensure that it is litter picked by the Public Realm team. • A Councillor commented that the report for November stated that there had been 13 visits to a certain street by the Enforcement Officers during the month but that he had not seen them, and the Clerk was requested to seek clarity on the types of visit undertaken. | |
| c) | <p><u>Result of a Royal Life Saving Society audit of the Flash</u> Resolved:</p> <ol style="list-style-type: none"> a) That the Parish Council endorses the suggestion of a new throwline at the Flash and that Members and officers participate in training on its use provided by Shropshire Fire & Rescue. b) That the Parish Council's logo is included at the installation. <p>Cllr. Dabbs left the meeting at 8.03pm</p> | |
| 105/23 | Gower Project Update | |
| | The Chairman of the Gower Working Group advised that a joint virtual meeting had not taken place on Tuesday 13 December due to illness by an officer at Nuplace. | |
| 106/23 | Health & Safety | |
| | There were no matters to report. | |
| 107/23 | Community Projects and Events | |
| | <p><u>Report from the Community Projects & Events Officer</u> The Community Projects and Events Officer's report was received. It was reported that much time had been taken up by all officers of the Parish Council to set up the Warm Space quickly. Thanks were expressed to the officers for their contribution and time in establishing the 'Meet and Eat' so successfully.</p> | |
| 108/23 | Correspondence | |
| | None received. | |

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| 109/23 | Next Meeting | |
| | The next meeting will be held at 7.00 p.m. on Tuesday 17 January 2023 The meeting closed at 8.14pm. | |

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