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| **Minutes** |
| **Meeting held: St Georges & Priorslee Parish Meeting** |    |
| **Date: Tuesday 19th 2017 September** **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 (Late arrival due to Borough Duties) |
| S Overton | Mrs J Overton | R Williams | T Hoof |
| J Minor | T Hoof |  |  |
| **In attendance:** | 7 Members of the public | Mrs A Atkinson (Community Projects & Events Officer) |  |
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| **73/18** | **Public Question time** |  |
| (a)(b)(c)d)e) | **Station Hill**A complaint was received regarding concern that the areas of the road, particularly the trenches are eroding. – the Clerk undertook to report it to T & W Council.**Albion Street** A complaint was received regarding the double yellow lines recently painted on Albion Street were only approximately 10ft long, compared to ??? Street which were approximately 20ft long – the Clerk undertook to query it with T & W Council**Pelican crossing** – Stafford StreetA complaint was received that the lights on the Pelican crossing were not working. – the Clerk undertook to report it with T & W Council**Invitation to ‘ Big Lunch Event’**Local resident, Ms B Dempsey kindly invited all Members of the Parish Council to her home on Saturday23rd September to a community ‘Big Lunch’ event.**Walker Crescent**A complaint was raised regarding the high volume of weeds that have appeared along the gully on Walker Crescent – it was agreed the wider matter of weeds along the roadside will be covered in Dave Hanley’ s presentation. |  |
| **74/18** | **Apologies** |  |
|  | Cllr Mrs V Fletcher – Indisposed Cllr Mrs B Richards - holidayCllr S Ali – work commitment |  |
| **75/18** | **Declarations of interest** |  |
|  | Councillor Ian 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. |  |
| **76/18** | **Guest Speaker Mr Dave Hanley & Mrs Angie Astley, Telford & Wrekin Council – Presentation on the future of the Grounds & Cleansing Service.** |  |
|  | The Chairman welcomed Mr Hanley and Mrs Astley to the meeting.Mr Hanley explained the current contract for all Grounds & Cleansing services is due for renewal, and required to be in place by 1st April 2019. The purpose of the presentation is to update the Parish Council on the proposals and ensure they feel fully involved, and given the opportunity to put forward suggestions for improving the services for the Parish in the future. Mr Hanley outlined the proposed approach for Telford & Wrekin – copies of his presentation were circulated to all Members. Mr Hanley and Mrs Astley responded to a number of questions raised by Members, Mrs Astley explained that whilst T&W C are fully open to Parish Council suggestions, at this point they not quite yet in a position to talk them through in any detail, until the finer details of the Contract for the Parish has been drafted however Mr Hanley & Mrs Astley reassured Members they would continue to consult with the Parish Council in the future with a view to having a draft copy of the proposals by November/December. |  |
| **76/18** | **Minutes** |  |
|  | **Resolved**: That the minutes of the meeting held on July 18th 2017, having being previously circulated be signed by the Chairman as a true record. |  |
| **77/18** | **Clerks update on matters arising** |  |
| (a)(b)(c)(d)(e)(f)(g)(h)(i)(j)(k)(l) | The Clerk gave an update on the following matters:Snedshill/Holyhead Road SpeedingThe Clerk reported receipt from Mr A Brookes, T&WC Traffic Mangement Team Leader, confirming a Speed Indicator Device had recently been on site and plans for a count was programmed in over the next couple of week to undertake a pedestrian crossing. Once the count is complete, they will compile a report and issue for information to the Parish Council for consideration. Any identified work will be put forward on to a future works list for prioritisation and delivery as and when funding becomes available.Parish Gateway SchemeThe Clerk confirmed 10 new signs were on order, and as agreed at the previous meeting will feature the wording ‘Rich in Heritage’.Flagpole at Parish CentreThe Clerk reported contact had been made with flagpole companies regarding pricing and regulations the Parish would need to consider to purchase a Flagpole to be installed at the Parish Centre, and agreed to bring the matter back to Council on receipt of more details.Giant poppies schemeThe Clerk reported the Parish Council were in receipt of 100 poppies and confirmed TWS will be installing them towards the end of October/early November. Councillors were requested to forward their suggestions of locations to the Clerk by mid-October.Llandudno 2017The Clerk thanked Cllrs R Overton, S Overton, S Malpass, T Hoof and local resident Mr E Dabbs for their support in providing residents with a great day out. A breakdown of the finances was circulated to all Members for information.Freeston Avenue Play areaThe Clerk thanked Cllr R Williams for attending an on-site meeting with T&W Council Officers to explore options of resolving the ongoing issue of damage to the play area netting. The Clerk confirmed she was in receipt of a quote for £1,600 to carry out the improvements.**Resolve**d: that the Clerk contact Derek Owen of Telford & Wrekin Council to request they carry out the work, subject to it not exceeding £1,600.  School Transport provisionThe Clerk confirmed she had spoken directly to Mrs Heather Loveridge, newly appointed T&WC Assistant Director to Education & Corporate Parenting on the matters raised by Council and residents. Mrs Loveridge has reassured the Clerk she will look into the matter and come back to her with a response.Priorslee Avenue Speeding measuresThe Clerk had received confirmation by T & W Council implementation of new measures to reduce speeding on Priorslee Avenue is to go ahead in the future, details were not yet available on the proposals.School Parking TimesThe Clerk confirmed a request had been sent to T&W Council, to extend the current waiting times for vehicles outside local Schools.Parish Web-siteThe Clerk thanked Council and residents for their patience in the length of time it has taken to get the new Parish Website live. She confirmed it is finally completed and training for staff to ‘Author’ the site was due on Thursday 21st September. Slow growing Christmas Tree – Snedshill WayThe Clerk thanked Cllr R Williams for attending a site meeting with T&W Council Officers to revisit the proposed area to plant a slow-growing Chritmas tree following concerns raised that it may obscure drivers view from the road junction. The Clerk reassured Members the suggested planting area was well away from the junction and T&W Council did not see any problems.Resolved: that the Clerk contact Phil Pritchard – Telford & Wrekin Council and place the order for the tree to be purchased and planted this year.Mining & Industrial Heritage MonumentThe Clerk confirmed the Parish Councils intentions to take ownership of the piece of land near The Timbers had been made clear to the current owners – subject to approval of Planning Permission. When available the design and finer details of the scheme will be brought back to Council for full consideration . |  |
| **78/18** | **Appointment of Community Projects & Events Officer** |  |
|  | The Chairman welcomed newly appointed Community Projects & Events Officer, Mrs Audrey Atkinson, the Clerk issued Mrs Atkinson with her letter of appointment and contract. A briefing note on the purchase of a laptop had been previously circulated.**Resolved:** that the Clerk place an order with T&WC IT Department for the purchase of a Toshiba Prtg Z30. |  |
| **79/18** | **Hanging Baskets 2018** |  |
|  | A briefing note and details of the quotation received from Nobridge Nurseries for the supply of Summer Hanging Baskets 2018 had been previously circulated. The cost of 42 hanging baskets, including watering service was £5,938.28 (inc VAT).**Resolve**d: that the Summer hanging baskets 2018 be ordered with Nobridge Nurseries at the above prices. |  |
| **80/18** | **The Flash- CJ Wildlife initiative to reduce the feeding of bread to local wildlife** |  |
|  | The Clerk thanked Cllr’s Ian Fletcher and Roy Williams for attending an on-site meeting with staff from CJ Wildlife to discuss the ongoing issue of visitors to the Flash, feeding the wildlife bread. The outcome of the meeting resulted in a kind offer from CJ Wildlife to purchase information boards warning visitors of the dangers of feeding the wildlife bread and also recreating the information noticeboard on the species of the local birds, the installation of the signs will be run in conjunction with a programme of education run by CJ Wildlife staff with local Schools and residents.**Resolved**: that the Clerk continue to liaise with CJ Wildlife on the scheme and keep Members updated on progress. |  |
| **81/18** | **Priorslee Village Green**  |  |
|  | On behalf of Cllr I Fletcher, the Clerk gave a brief overview of a proposed Sensory Garden to be sited on Priorslee Village Green. T&W Council Officers are currently exploring if Planning Permission is required.Resolved: that Cllr I Fletcher will continue to update Council on progress. |  |
| **82/18** | **Christmas lights 2017** |  |
|  | A briefing note and details of the quotation has been received from the PP Electricals, for the supply of additional Christmas lighting for 2017 had been previously circulated. It was agreed the following proposals for improvements to be made:1. Overhead lights on Church Street – to add ‘from St Georges’ to existing banner = £7952. Replace existing lights with Small shooting Snowflake on:•Stafford Street – 4 Features on 1st four lampposts = £1,880.•West Street – 4 Features on 1st four lampposts = £1,880.•Gower Street – 3 Features on first three lampposts= £1,410.•Church Street – 3 Features on 1st three lampposts = £1,410.•Gower Street mini island – 4 features on 4 lamposts = £1,880.3. Install original lights from Church St along Gatcome Way = £310.4. Additional Christmas tree lights for entrance to Gatcome Way and Salisbury Avenue= £2,295.5. Improve strip lighting across front of shops on Gatcome Way= £750.Total cost including VAT = £11,815.**Resolved**: that the additional Christmas lighting for 2017,be ordered with PP Electricals at the above prices. |  |
| **83/18** | **Christmas trees 2017** |  |
|  | A quotation was circulated from Nobridge Nurseries, for the purchase erection/dismantling of Christmas Trees for 2017. It was agreed, subject to approval from T&W Council Highways Department, and confirmation that an electrical supply be available, that a further 2 trees be sited at the entrances of Salisbury Avenue and Gatcombe Way. Cost of 5 trees, including installation and removal in total was £3,666 (inc VAT). Cllr R Williams reminded the Clerk to ensure permission was granted for the installation on the lights along the Gatcombe Way Shops/Medical practice – this was noted.**Resolved**: that the temporary trees be ordered from Nobridge Nurseries at the above prices. |  |
| **84/18** | **Approval for Delegated Powers taken during August 2017** |  |
| (a)(b) | **Resolved**: that the following action taken under Delegated Powers be approved:The purchase of a new kettle and whiteboard for the Parish Centre.Repairs carried out to the Parish Centre Fascia Boards and hot water tap. |  |
| **85 /18** | **Planning** |  |
| (a)(b)(c) | **Planning Application for consideration**1.Application Number: TWC/2017/0714 N/ASite address: Land junction of, Holyhead Road/Snedshill Way, Snedshill, Telford, ShropshireDescription of proposal: Erection of 39no. dwellings with open space, associated landscaping and creation of new access **Recommendation**: Approval, subject T&W Council give further consideration to identifying a safer alternative for developments site exit/entrance.**2**.Application Number:TWC/2017/0700 N/ASite Address: 92 The Nabb, St Georges, Telford, Shropshire, TF2 9BUDescription of proposal: Erection of a two storey rear extension and the installation of 2no. sky lights**Recommendation**: Approval3.Application Number:TWC/2017/0699Site Address: Glenhill Court, Gower Street, St Georges, Telford, Shropshire, TF2 9DBDescription of proposal: Installation of 2no. internally illuminated bollards and the installation of 3no. mounted LED wall lights **Recommendation**: Approval4.Application Number:TWC/2017/0635 Site Address: Red Ley, Goulbourne Road, St Georges, Telford, Shropshire, TF2 9LE Description of proposal: Erection of single storey side extension **Recommendation**: No objectionPlanning decisions received from Telford & Wrekin Council – none received.Pre –applications received – no matters raised |  |
| **60/18** | **Accounts** |  |
| (a)(b)(c)(d) | Resolved: that the following accounts paid under Delegated Powers be approved:

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| **Name** | **Particulars** | **Invoice No** | **Amount**  | **Cheque No** |
| Employee Payments | AugustWages & Salary | - | £1,544.38 | Standing Order |
| Royal British Legion | Poppies | PAEP17:01 | £300 | 011286 |
| Inland Revenue | NI & Income Tax August 2017 | - | £403.02 | 011287 |
| Shropshire County Pension | August Contribution |  | £398.18 | Bank Transfer |
| Telford & Wrekin Council | Telephone | 4339279 | £20.08 | Bank Transfer |
| Mrs W M Tonge | Llandudno Lunch money | - | £1,900 | Bank Transfer |
| Technical Services Ltd | Maintenance for CCTV cameras | 10093 | £1,638 | Bank Transfer |
| Security Wise LTD | Intruder alarm system maintenance | 132763 | £235.20 | Bank Transfer |
| Runtime | Printing | 6950422 | £35 | Bank Transfer |
| Telford & Wrekin Council | Photocopier repairs | 4336096 | £126.49 | Bank Transfer |

Resolved : that the following accounts due for payment 19th September 2017

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| **Name** | **Particulars** | **Invoice No** | **Amount**  | **Cheque No** |
| Employees Payments | September Wages & Salary |  | £1,544.38 | Standing order |
| W M Tonge | Petty Cash Claim |  | £282.89 | 011288 |
| Inland Revenue | NI & Income Tax September 2017 | - | £403.02 | 011289 |
| Shropshire County Pension | SeptemberContribution | - | £398.18 | Bank Transfer |
| Telford & Wrekin Council | Street Lighting Qtr April-June  | 4340761 | £12,550.82 | 011290 |
| Mazars | Fee for external audit | 1306907 | £510.00 | 011291 |
| The Midland News Association | Job Advert | 17373341 | £357.00 | 011292 |
| Boultons of Shropshire | Coaches to Llandudno | 7446 | £2,120 | 011293 |
| Transolutions | Window cleaner for Parish Centre | - | £40.00 | 011294 |
| Telford & Wrekin Council | Telephone | 4344906 | £26.87 | 011295 |
| Granville Construction | Repairs to fascia boards | 11745 | £65.06 | 011296 |

**Annual Audit of Accounts 2016/17**Receipt of the Certified Annual Return wa received from Maxars stating that in their opinion all the information in the Return is in accordance with proper practices and nom matters have come to their attention giving cause for concern and that the relevant legislation and regulatory requirements have been met. The Clerk confirmed that a conclusion of Audit Notice has been displayed on all Parish Noticeboards and posted on to the Parish Website.**Resolved**: that the Auditors Report be adopted. |  |
| **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.
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|  | **Chairman………………………………………………………Date……………………………………………..** |  |