

Minutes



Meeting held: St Georges & Priorslee Parish Meeting			
Date: Tuesday 19th September 2017 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	
J Minor	T Hoof		
In attendance:	7 Members of the public	Mrs A Atkinson (Community Projects & Events Officer)	

73/18	Public Question time	
(a)	Station Hill A complaint was received regarding the poor condition of the road, particularly the trenches that are now showing signs of erosion. –the Clerk undertook to report it to T & W Council.	
(b)	Albion Street A complaint was received regarding the short distance of the newly painted double yellow lines, recently painted on Albion Street- the Clerk undertook to query it with T & W Council	
(c)	Pelican crossing – Stafford Street A complaint was received that a lights on the Pelican crossing was not working. – the Clerk undertook to report it with T & W Council	
d)	Invitation to ‘ Big Lunch Event’ Local resident, Ms B Dempsey kindly invited all Members of the Parish Council to her home on Saturday 23 rd September to a community ‘Big Lunch’ event.	
e)	Walker Crescent A complaint was raised regarding the high volume of weeds that have recently appeared along the gully on Walker Crescent – it was agreed the wider matter of weeds in roadside was a Borough wide issue which will be addressed as part of ‘Dave Hanley’ s presentation later in the meeting.	
74/18	Apologies	
	Cllr Mrs V Fletcher – Indisposed Cllr Mrs B Richards – Holiday Cllr 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 Speakers, 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 new arrangements will be required to be in place by 1 st April 2019. The purpose of the presentation aimed to	

	<p>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.</p> <p>Mr Hanley outlined the proposed approach for Telford & Wrekin – copies of his presentation were circulated to all Members.</p> <p>Mr Hanley and Mrs Astley responded to a number of questions raised by Members. Mrs Astley explained that whilst T&W Council are fully open to Parish Council suggestions, at this point they are not quite yet in a position to talk them through in any detail. 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.</p>	
77/18	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.	
78/18	Clerks update on matters arising	
(a)	<p>The Clerk gave an update on the following matters:</p> <p><u>Snedshill/Holyhead Road Speeding</u> The Clerk reported a reply on the issues raised regarding speeding from Mr Adam Brookes, T&WC Traffic Management Team Leader. Mr Brookes has confirmed a Speed Indicator Device had recently been on site, and plans for a count was programmed in over the next couple of weeks, to undertake a pedestrian crossing assessment. 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.</p>	
(b)	<p><u>Parish Gateway Scheme</u> The Clerk confirmed 10 new signs were on order, it was agreed the signs will feature the wording 'Rich in Heritage' as agreed at the previous Parish Meeting.</p>	
(c)	<p><u>Flagpole at Parish Centre</u> The Clerk reported contact had been made with flagpole companies, regarding pricing and regulations that the Parish would need to consider to purchase a Flagpole to be installed at the Parish Centre. It was agreed the Clerk will continue to bring the matter back to Council on receipt of more details.</p>	
(d)	<p><u>Giant poppies scheme</u> The 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.</p>	
(e)	<p><u>Llandudno 2017</u> The 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 were circulated to all Members for information and a further copy attached to the schedule of accounts.</p>	
(f)	<p><u>Freeston Avenue Play area</u> The Clerk thanked Cllr R Williams for attending an on-site meeting with T&W Council Officers, to explore possible options in 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. Resolved: that the Clerk contact Derek Owen of Telford & Wrekin Council to request they carry out the work, subject to the work not exceeding £1,600.</p>	
(g)	<p><u>School Transport provision</u> The Clerk confirmed she had spoken directly to Mrs Heather Loveridge, newly appointed T&WC Assistant Director of Education & Corporate Parenting on the matters raised by Council and residents. Mrs Loveridge reassured the Clerk she will look into the matter and come back with an official response.</p>	
(h)	<p><u>Priorslee Avenue Speeding measures</u> The Clerk had received confirmation by T & W Council of a planned implementation of new measures to reduce speeding on Priorslee Avenue, unfortunately details are not yet available on the proposals.</p>	
(i)	<p><u>School Parking Times</u> The Clerk confirmed a request had been sent to T&W Council, to extend the current waiting times for vehicles outside local Schools.</p>	
(j)	<p><u>Parish Web-site</u> The 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 complete, and training for staff to 'Author' the site was due to held on Thursday 21st September.</p>	

(k)	<p><u>Slow growing Christmas Tree – Snedshill Way</u> The Clerk thanked Cllr R Williams for attending a site meeting with T&W Council Officers, to revisit the proposed area to review the planting of a slow-growing Christmas tree, specifically 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.</p>	
(l)	<p><u>Mining & Industrial Heritage Monument</u> The Clerk confirmed the Parish Council's 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 their consideration.</p>	
79/18	Appointment of Community Projects & Events Officer	
	<p>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 at a cost of £1,003.68p</p>	
80/18	Hanging Baskets 2018	
	<p>A briefing note and details of the quotation received from Nobridge Nurseries, for the supply of summer hanging baskets for Summer 2018, had been previously circulated. The cost of 42 hanging baskets, including watering service was £5,938.28 (inc VAT). Resolved: that the Summer hanging baskets 2018 be ordered with Nobridge Nurseries at the above prices.</p>	
81/18	The Flash- CJ Wildlife initiative to reduce the feeding of bread to local wildlife	
	<p>The Clerk thanked Cllr's Ian Fletcher and Roy Williams for attending an on-site meeting with staff from CJ Wildlife, where the ongoing issue of visitors to the Flash feeding the wildlife bread was discussed. The outcome of the meeting has resulted in a kind offer from CJ Wildlife to purchase information boards warning visitors of the dangers of feeding the wildlife bread, and also renewing 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.</p>	
82/18	Priorslee Village Green	
	<p>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 making enquiries to clarify if any Planning Permission is required. Resolved: that Cllr I Fletcher continues to update Council on progress.</p>	
83/18	Christmas lights 2017	
	<p>A briefing note and details of the quotation 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 = £795 2. 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 lampposts = £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 = £12,610 Resolved: that the additional Christmas lighting for 2017 be ordered with PP Electricals at the above prices.</p>	
84/18	Christmas trees 2017	
	<p>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 Council 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.</p>	
85/18	Approval for Delegated Powers taken during August 2017	
(a)	Resolved: that the following action taken under Delegated Powers be approved: The purchase of a new kettle and whiteboard for the Parish Centre.	
(b)	Repairs carried out to the Parish Centre Fascia Boards and hot water tap.	

86 /18	Planning																																																								
(a)	<p>Planning Application for consideration</p> <p>1.Application Number: TWC/2017/0714 N/A Site address: Land junction of, Holyhead Road/Snedshill Way, Snedshill, Telford, Shropshire Description of proposal: Erection of 39no. dwellings with open space, associated landscaping and creation of new access Recommendation: Approval, subject to T&W Council give further consideration to identifying a safer alternative for the developments site exit/entrance.</p> <p>2.Application Number:TWC/2017/0700 N/A Site Address: 92 The Nabb, St Georges, Telford, Shropshire, TF2 9BU Description of proposal: Erection of a two storey rear extension and the installation of 2no. sky lights Recommendation: Approval</p> <p>3.Application Number:TWC/2017/0699 Site Address: Glenhill Court, Gower Street, St Georges, Telford, Shropshire, TF2 9DB Description of proposal: Installation of 2no. internally illuminated bollards and the installation of 3no. mounted LED wall lights Recommendation: Approval</p> <p>4.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 objection</p>																																																								
(b)	Planning decisions received from Telford & Wrekin Council – none received.																																																								
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87/18	Accounts																																																								
(a)	<p>Resolved: that the following accounts paid under Delegated Powers be approved:</p> <table border="1" data-bbox="268 1032 1410 1653"> <thead> <tr> <th>Name</th> <th>Particulars</th> <th>Invoice No</th> <th>Amount</th> <th>Cheque No</th> </tr> </thead> <tbody> <tr> <td>Employee Payments</td> <td>August Wages & Salary</td> <td>-</td> <td>£1,544.38</td> <td>Standing Order</td> </tr> <tr> <td>Royal British Legion</td> <td>Poppies</td> <td>PAEP17:01</td> <td>£300</td> <td>011286</td> </tr> <tr> <td>Inland Revenue</td> <td>NI & Income Tax August 2017</td> <td>-</td> <td>£403.02</td> <td>011287</td> </tr> <tr> <td>Shropshire County Pension</td> <td>August Contribution</td> <td></td> <td>£398.18</td> <td>Bank Transfer</td> </tr> <tr> <td>Telford & Wrekin Council</td> <td>Telephone</td> <td>4339279</td> <td>£20.08</td> <td>Bank Transfer</td> </tr> <tr> <td>Mrs W M Tonge</td> <td>Llandudno Lunch money</td> <td>-</td> <td>£1,900</td> <td>Bank Transfer</td> </tr> <tr> <td>Technical Services Ltd</td> <td>Maintenance for CCTV cameras</td> <td>10093</td> <td>£1,638</td> <td>Bank Transfer</td> </tr> <tr> <td>Security Wise LTD</td> <td>Intruder alarm system maintenance</td> <td>132763</td> <td>£235.20</td> <td>Bank Transfer</td> </tr> <tr> <td>Runtime</td> <td>Printing</td> <td>6950422</td> <td>£35</td> <td>Bank Transfer</td> </tr> <tr> <td>Telford & Wrekin Council</td> <td>Photocopier repairs</td> <td>4336096</td> <td>£126.49</td> <td>Bank Transfer</td> </tr> </tbody> </table>	Name	Particulars	Invoice No	Amount	Cheque No	Employee Payments	August Wages & 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	
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	Telford & Wrekin Council	Street Lighting Qtr April-June	4340761	£12,550.82	011290		
	Mazars	Fee for end of year 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 - Parish Centre	-	£40.00	011294		
	Telford & Wrekin Council	Telephone	4344906	£26.87	011295		
	Granville Construction	Repairs to fascia boards	11745	£65.06	011296		
(c)	<p>Annual Audit of Accounts 2016/17 Receipt of the Certified Annual Return was received from Mazars, stating that in their opinion all the information in the Return is in accordance with proper practices and no 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.</p>						
(d)	<p>Corporate Bank Card The Clerk explained the current difficulties of not having a Corporate Bank Card, particularly when purchasing goods or the need to withdraw cash from the Parish Council Bank Account. Resolved: that the Clerk apply for a Corporate Bank Card.</p>						
(e)	<p>Standing order for new Employee The Clerk asked Councils permission to set-up a Monthly Standing Order, for the payment of salary for the newly appointed Community Projects & Events Officer. Resolved: that the Clerk set-up a monthly standing order.</p>						
88c x/18	Correspondence						
	<ul style="list-style-type: none"> Telford 50th Celebration – Details of Survey and Grants on offer from Telford & Wrekin Council were shared. Prohibition Order on Albion Street, St Georges – details were shared. The Gower Building – Request for a Newsletter Article in Parish Newsletter 2017- Telford & Wrekin Council wished to place an article updating residents on the Gower Building – agreed, the article could appear in the next edition of the Parish Newsletter, any costs to be met by Telford & Wrekin Council. Mayors Charity Launch event – Friday 29th September, The Wakes, Oakengates. Llandudno Day Trip- Thank you Cards. Wellington Town Council - Invitation to Sound of the Sirens Event, 22nd Oct 2017 						
	<p>Chairman.....Date.....</p>						