

Minutes



Meeting held: St Georges & Priorslee Parish Council Meeting

Date: 7.00 p.m. on Tuesday 20 June 2023

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:

Councillors:	R Overton (Chairman)	R Cadman	E Dabbs
	S Handley	A Harrison	S Harrison
	J. Little	G. Singh	P Thomas
	R Tyrrell		
In attendance:	J Ellis	C Lane	C Southgate

22/24	Public Question Time
	<p>There were four members of the public present. The following matters were raised and will be passed on to the appropriate Telford & Wrekin Council officers:</p> <ul style="list-style-type: none">• Trees require pollarding and are very overgrown on the bank adjacent to Albion Street. It was acknowledged that it was not possible to do any pruning or hedge cutting until after the nesting season.• Concern was raised about children riding bikes up and down Dukes Way, and also the use of scooters in the road by children and teenagers. It was thought that there was a possibility of injury to the children as well as causing a nuisance to older people living in the area. Further, children are also kicking balls against the garages. These issues will be raised with officers at the Borough Council and a request will be made for the 'No ball games' sign to be repainted.• A request was made for the installation of some dropped kerbs in Priorslee Road, Snedshill Way and the surrounding areas of Snedshill because people were finding it difficult to get on and off the pavement safely and that this was a particular issue for disabled residents and for those using mobility scooters.• There was a request for a telecommunications box in Snedshill to be painted decoratively similar to the one that has been painted in the centre of St Georges (arranged by Safer Stronger Communities.)

23/24	Apologies	
	There were no apologies. However, unfortunately, Maureen Warner had been unable to complete her Declaration of Acceptance of Office following her re-election as a parish councillor for the St Georges West Ward. It was therefore Resolved: to issue a public notice of a Casual Vacancy for the St Georges West Ward.	
24/24	Declarations of interest	
	Cllr R Overton declared a non-pecuniary interest as Telford & Wrekin Cabinet Member with responsibility for strategic planning 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.	
25/24	Minutes of previous meetings	
a).	Resolved: that the minutes of the Parish Council Meeting held on 16 May 2023, having been circulated, be agreed and signed with one small amendment as follows: <i>Item 3/24 Declaration of Office</i> <i>'...may make that declaration on the prescribed form in the time for the following meeting which is 20 June 2023'.</i>	
b).	In order to correct the omission at the Annual Parish Council Meeting of electing Chairs for the Committees (as required in the Standing Orders) it was I. Resolved to approve: the Staffing Committee's recommendation that Cllr. R. Cadman is elected as Chair of the Committee II. Resolved: that Cllr. Richard Overton be elected Chairman of the Parish Plan Committee.	
26/24	Appointment of Councillor Champions	
	Resolved: to appoint Cllr Sarah Harrison to be the Mental Health Champion and Community and Voluntary Sector Champion.	
27/24	Clerk's Update	
	The Clerk's update was received and noted. It was agreed that Members be asked to suggest potential locations in their wards for dog poo bag dispensers.	
28/24	Planning	
a).	Planning applications to consider: TWC/2023/0384 Site address: 3 Thirlmere Grove, Priorslee, Telford, Shropshire, TF2 9RF Description of proposal: Installation of an access ramp to the front elevation No objection TWC/2023/0366 Site address: Grass verge opposite access to University of Wolverhampton, Shifnal Road, Priorslee, Telford, Shropshire	

Description of proposal: Prior approval application for the installation of 15m high slim-line monopole, supporting 6 no. antennas, 3 no. equipment cabinets and ancillary development thereto including 1 no. GPS module

Comment: The parish council is aware that local residents are unhappy with the proposed location of the mast. The loss of amenity would be mitigated to some degree by moving the mast location further along the grass verge, by around 150 - 200m, towards the entrance to the Ricoh site.

TWC/2023/0408

Site address: Land between, Castle Farm Way and A5, Priorslee, Telford, Shropshire

Description of proposal: Variation of condition 8 (deposited plans) on planning permission TWC/2019/0864 (Reserved matters application for the erection of 455no. dwellings, associated infrastructure and public open space including details for appearance, landscaping, layout and scale pursuant to outline application TWC/2014/0980) to allow for redesigned access to the NEAP (Neighbourhood Equipped Area for Play) and its associated car parking

No objection

TWC/2023/0426

Site address: Land between, Castle Farm Way and A5, Priorslee, Telford, Shropshire

Description of proposal: Reserved Matters application for the installation of a substation and associated landscaping for Phase 2C, pursuant to Outline Planning Permission Ref: TWC/2014/0980

No objection

TWC/2023/0417

Site address: Beech Cottage, Priorslee Village, Priorslee, Telford, Shropshire, TF2 9NW

Description of proposal: Erection of a single storey side extension

No objection

TWC/2023/0421

Site address: 20 West Street, St Georges, Telford, Shropshire, TF2 9HX

Description of proposal: Conversion of first floor area above shop from 1no. to 2no. self contained flats, erection of a two storey side extension, a single storey rear extension and first floor rear extension

Comment: The parish council views the development of a local business and the provision of an additional dwelling as a positive for St Georges. However, parking is already difficult on West Street, therefore the parish council requests an assessment of the adequacy of the parking arrangements for the two flats.

b).

Responses made under delegated authority

TWC/2023/0352

Site address: 12 Church Street, St Georges, Telford, Shropshire, TF2 9JU

c).	<p>Description of proposal: Change of use from a cafe and bed and breakfast (Use Class E and C1) to a residential property (Use Class C3) and replacement doors and windows (Retrospective) No objection</p> <p>Results of Planning Applications notified by Telford & Wrekin Council</p> <p>TWC/2023/0148 Site address: Site of 61 Albion Street, St Georges, Telford, Shropshire Description of proposal: Variation of condition 3 (approved plans) of TWC/2020/0638 (erection of 2no. dwellings) to allow amendments to the previously approved elevations and changes to landscaping and parking area ****AMENDED PLANS RECEIVED**** ****AMENDED DESCRIPTION*** Reserved matters granted</p> <p>TWC/2023/0242 Site address: 11 Silvermere, Priorslee, Telford, Shropshire, TF2 9RQ Description of proposal: Erection of a single storey side and rear extension Full granted</p> <p>TWC/2023/0227 Site address: Danescourt, Church Street, St Georges, Telford, Shropshire, TF2 9NA Description of proposal: Change of brickwork finish to render finish on the single storey rear extension and first floor side extension Full granted</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 Full granted</p> <p>TWC/2023/0217 Site address: Fleur, 1 The Hollies, Priorslee Village, Priorslee, Telford, Shropshire, TF2 9NW Description of proposal: Erection of a detached garage, installation of 2no. windows to garage conversion, and installation of a 1.8m high automatic sliding gate Full granted</p> <p>TWC/2023/0268 Site address: 49 The Timbers, St Georges, Telford, Shropshire, TF2 9UY Description of proposal: Erection of a single storey rear extension Full granted</p> <p>TWC/2023/0254 Site address: 5 The Grove Estate, St Georges, Telford, Shropshire, TF2 9JH Description of proposal: Erection of a single storey side and rear extension, creation of a vehicular access, retaining wall and a 1.21m high fence Full granted</p>
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29/24	Finance		
a).	Expenditure Approvals List for Parish Council meeting on 20th June 2023		
	Note: all of these amounts include VAT where applicable, but this can be reclaimed		
	Name	Particulars	Amount (£) Detail
	Staff salaries	Salaries and wages in June	3,709.30 Standing order Bank
	HMRC	Tax and NI in June	445.63 Transfer Bank
	Pension Fund	Pension contributions in June	940.12 Transfer
	Amazon	Office Supplies	81.22 Debit Card
	Amazon	Aphid spray	15.99 Debit Card
	Co-op	Refreshments for coffee morning	4.70 Debit Card
	Post Office	Postage for declaration forms	2.25 Debit Card
	B Partridge (Amazon)	Reimbursement re teapot	14.99 Bank Transfer
	Amazon	Two air pot flasks	52.91 Debit Card
	B Partridge (Waitrose)	Reimbursement cream tea supplies	72.00 Bank Transfer
	David Austin	Gifts for retiring councillors	150.00 Debit Card Bank
	BHIB	Insurance premium	2,303.86 Transfer Bank
	Granville	Replacement taps	131.40 Transfer
	Telford & Wrekin Council	ICT Managed Service charge	975.00 Bank Transfer
	Telford & Wrekin Council	Buyback fees	570.85 Bank Transfer
	RBS Rialtas	End of year close down	906.00 Bank Transfer
	JDH Business Services	Part 2 of audit fee	240.00 Bank Transfer
	idverde	Tree survey	300.00 Bank Transfer
	idverde	Play area inspections in May 2023	156.00 Bank Transfer
	St John Ambulance	First Aid at event	126.72 Bank Transfer
	R Overton	Chairman's Allowance	800.00 Bank Transfer
	St Georges School	Contribution to heat and light	2,000.00 Bank Transfer
	PCC Priorslee	Messy Church supplies	63.99 Bank Transfer

d).	<p>iii) Accounting Statements 2022/23 (Annual Return) – to be signed by the Chairman and Clerk.</p> <p>Notice of Elector’s Rights</p> <p>A proposed Notice of Public Rights had previously been circulated to all members. Resolved: to accept the proposed Notice of Public Rights, to be announced by the Clerk on 22 June 2023 which will provide a public inspection period from Monday 26th June 2023 until Friday 4 August 2023.</p>	
32/24	Staffing Committee Minutes	
	Noted: Minutes of the Staffing Committee meeting held on 6 June 2023 which were circulated previously to members.	
33/24	Environment/Public Realm	
a)	<p>Community Action Team (Enforcement) Update</p> <p>A report on activities in May 2023 was received and noted.</p> <p>The Clerk and the Chairman confirmed that they had raised an enquiry about relatively few fixed penalty notices issued outside schools but had not received a response.</p>	
b).	<p>Community Action Team (Public Realm) Update</p> <p>The Clerk advised that a new operative has been appointed to the team. The team is busy strimming and keeping footpaths tidy and has affixed signs designed by children regarding picking up after dogs</p>	
34/24	Christmas Lights	
	<p>Since the last meeting, progress has been made as three or four quotations have now been received which will be considered at the next meeting of the Christmas Lights Working Group.</p> <p>Local business will be contacted in the coming weeks in respect to new brackets being attached to the buildings in St Georges.</p>	
35/24	Gower Project Update	
a).	<p>PowerPoint slides of the last meeting of the Gower Project Working Group, which included officers from the Borough Council, had been circulated to all members. The project is scheduled to be completed in Autumn 2024 and footings have been dug for the Nuplace housing. There has been an issue regarding permissions concerning a wall with a neighbouring property which has caused some delays. A site visit for officers and members of the working group has been scheduled for 20 July 2023.</p> <p>Noted</p>	
b)	<p>The Group recommended at their meeting on the previous week that Cllr. R Cadman be appointed as Chair.</p> <p>Resolved to approve: the Gower Project Group’s recommendation that Cllr. Rob Cadman be elected as Chair.</p>	

36/24	Health & Safety	
a)	Survey of Parish Council trees Noted: The results of a survey of Parish Council trees by the Idverde tree officer which did not reveal any safety issues with the trees. One tree is currently being treated for an aphid infestation, but it is expected to make a full recovery. The tree specialist advised, as part of the survey that spruce trees are best suited to acidic soil, which may explain why some of the trees planted around the parish have not thrived.	
b)	Play Area Inspections – no updates to date were available at the time of the meeting with regard to finding alternative and less expensive inspection providers.	
37/24	Community Projects and Events	
a)	Noted: A Report from the Community Projects & Events Officer detailing future events from the diary.	
b).	Noted: Meet your parish Councillor event; date for the diary – 1 August 2023	
c).	Community Fridge Resolved; that the Community Project and Events Officer be asked to research the Parish Council installing a Community Fridge. It was acknowledged that this may not be a viable option until the Council moves into the Gower Building but it was requested that she look at staffing and the logistics of running the project, and any costs involved.	
38/24	Correspondence	
	Noted: A letter from Jas Bedesha, Service Delivery Manager for the Community Safety, Cohesion & Environmental Enforcement Team, was tabled at the meeting. This concerned the return of Crucial Crew as an in person event at Telford College and a request for volunteers and funding from the Parish Council. There was an invitation to attend a VIP Day on 12 July. Resolved: to consider the request for a financial contribution to Crucial Crew at next Parish Council meeting.	
39/24	Next Meeting	
	The next meeting will be the Parish Council Meeting held at 7.00 p.m. on Tuesday 18 th July 2023 The meeting closed at 8.40 pm.	

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