



St Georges & Priorslee Parish Council

Minutes of the meeting held on Tuesday 17th October 2023 commencing at 7pm at The School Hall, St Georges C of E Primary School, London Road, St Georges.

Chairman: Cllr Richard Overton
Clerk and Responsible Finance Officer: Kate Southgate
Administrative Assistant: Catherine Lane (taking minutes)

Present:

Councillors: R. Overton (Chairman), R. Cadman, E. Dabbs, S. Handley, A. Harrison, J. Little, G. Singh, P. Thomas, R. Tyrrell, J. Smart.
In attendance: J. Ellis PS Officer.

Welcome from the Chair: The Chairman welcomed everyone to the meeting.

80/24 Apologies: Cllr S. Harrison
The apology was noted.

81/24 Declarations of Interest: a) Personal, b) Prejudicial
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.

Cllr S Handley declared an interest as substitute Member of the Borough Planning Committee and is thus unable to vote on Planning matters.

Members agreed that they would make any other declarations if they arose during the meeting.

82/24 Public Session: 15 minutes is allowed for members of the public to raise their concerns.

A member of the public raised the issue of the dip in the road, at the crossing point on Stafford Road. Two borough Cllrs commented that they had already reported this but that the Parish would also bring it to the attention of TWC.

A member of the public updated the Parish Council that a number of people had been picking up dog poo in the area, in order to combat the continuous issue we have with the amount of dog fouling within the area.

Cllr Janine Smart advised that the free dog poo bags that are available in her shop on Church Street had been well received and half a box had already been given out.

Gareth Kibby PSG Football Club Secretary read out a letter of thanks to the Parish Council naming in particular the Cllrs Stephen Handley, Paul Thomas and Rachael Tyrrell who went above and beyond to help the club.

A resident gave the Council an update regarding the loss of the community bus. She had received a phone call from TWC advising that the funding is unavailable and had been sign posted to Dial-a-Ride however it is overcrowded and not practical to book a week ahead. Clerk to discuss this with TWC.

83/24 Representatives from the Safer Neighbourhood Team: PCSO W Jervis and PCSO M Williams attended the meeting to update the Council on how they work in the local community to prevent crime and tackle anti-social behaviour in St Georges & Priorslee.

The concerns of the residents were expressed to the police regarding reports that police were not responding to crimes that had been reported.

The SNT explained the strain the Police are under with Telford and Wrekin receiving around 600 to 900 calls a day. The calls get rated from 1 – 4 with 1 being danger of life, 4 being no immediate danger so a response is likely to be the following day. Due to the lack of resources, this could be an email or phone call from a desk officer. Over the last few years, the size of the parish has doubled but the SNT has reduced, and although most people like to see a 'bobby on the beat' it's not often the best use of the resources with the volume of calls to follow up.

Praise was given to the SNT for excellent service they provide the Parish.

84/24 A representative from Telford & Wrekin Council: Aaron England and Paul Fenn attended the meeting to speak about the Community Action Team Proposal for April 2024.

85/24 Minutes:

Resolved: that the Minutes of the Parish Council Meeting held on 19 September 2023 having been circulated, be agreed, and signed.

Resolved: that the Minutes of the Staffing Committee Meeting held on 12 September 2023 having been circulated, be agreed, and signed.

86/24 Clerk's update on any matters arising from the previous meeting:

(a) Tree Topping Update following concerns on Albion Bank – Advised that TWC would be making a site visit, however trees being too tall/swaying wasn't a reason to undertake work. TWC provided a copy of their Tree and Woodland Policy TL4D for reference (this can also be found on their website).

(b) Dog Poo Bags – It was reported that a reminder regarding Dog Poo Bags was given on social media. Concerns were raised about whether the current poo bags provided by TWC to residents via outlets such as the Parish Council are in fact plastic Free or Biodegradable. This is to be researched.

(c) Publishing of Working Group Notes – Where possible the Parish Council will endeavour to keep the website up to date with updates from working groups. TWC are in the process of putting a link together from the Parish website to give information on the Gower Project so residents can access the most up to date news.

(d) Traffic Regulation Order – The Clerk was awaiting a response from TWC on this, however Cllr Thomas explained that he had spoken to TWC and we would be receiving an update shortly.

(e) Councillor Photographs & Wards – Photographs of Councillors have now been taken and will be uploaded onto the website with the ward each Cllr covers.

(f) Overflowing Bins – Angelia Collier, our TWC Environmental Locality Officer is monitoring the reports on bins reported on the My Telford App. Should there be areas in which the bins need to be emptied on a more regular basis, then this should be picked up. To get an accurate account of what is happening in the parish, we need everyone to report any issue via My Telford or on the App in the first instance. If you are unable to make a report online, you can call 384384 to get it logged.

(g) Dropped Curbs – Locations where residents feel dropped curbs are lacking have been reported. TWC advised that locations have been added to a list for review & consideration. However, this current year is already oversubscribed.

87/24 Planning:

Note: for every planning application it will be considered whether any proposed climate change mitigation measures are adequate.

Applications:

TWC/2023/0717**Site address:** Site of Tzigane, Freeston Avenue, St Georges, Telford, Shropshire**Description of proposal:** Erection of 2no. single storey dwellings and associated landscaping**Comment:** We are concerned about current drainage issues in the area, this would need to be addressed.**TWC/2023/0728****Site address:** The Old Vicarage, Church Street, St Georges, Telford, Shropshire, TF2 9LZ**Description of proposal:** Removal of fire damaged limb and prune by 2m to rebalance 1no. Katsura tree (T1) and felling of 1no. Laburnum tree (T2) and 1no. Willow tree (T3).**Comment:** No objection.**TWC/2023/0762****Site address:** 15 George Wynn Way, Priorslee, Telford, Shropshire, TF2 9TH**Description of proposal:** Erection of a rear veranda (Retrospective)**Comment:** No objection.**Permissions Granted:****TWC/2022/1039****Site address:** 9 Pitchford Drive, Priorslee, Telford, Shropshire, TF2 9SG**Description of proposal:** Change of open space to private garden land, erection of 1.1m brickwork boundary wall and piers to front, 2.1m timber fence and brickwork piers to side and rear including border planting to side and raising of external rear garden levels (Part-Retrospective).**Decision:** Full Granted 13.10.23**TWC/2023/0640****Site address:** 26 Fountain Drive, St Georges, Telford, Shropshire, TF2 9DP**Description of proposal:** Erection of a single storey rear extension**Decision:** Full Granted 12.10.23**TWC/2023/0652****Site address:** 41 Yellowstone Close, St Georges, Telford, Shropshire, TF2 9UG**Description of proposal:** Installation of dropped kerbs.**Decision:** Full Granted 12.10.23**Permissions Refusals: None****Any other planning matters:****TWC/2023/0497****Site address:** 33 Bullrush Glade, St Georges, Telford, Shropshire, TF2 9TR**Description of proposal:** Felling of 1no. Turkey Oak tree (T1)**Decision:** Withdrawn 20.09.23**88/24 Finance:****(a) To approve payments of accounts due in October 2023 - Noted.****Resolved** to approve all payments for the October Schedule.

Updated Expenditure Approvals List for Parish Council meeting on 17th October 2023

Note: all of these amounts include VAT where applicable but this can be reclaimed

This covers invoices received during September & October 2023

Name	Particulars	Amount (£)	Detail
J Ellis - Asda	Cleaning Supplies	53.80	Bank Transfer
Amazon Marketplace	Stationary Supplies	62.07	Bank Transfer

Cartridge People	Black Toner/Pens	79.89	Debit Card
Cartridge People	Refund Black Toner	-86.70	Bank Transfer
Cartridge People	Refund Delivery	-7.99	Bank Transfer
C Lane - Aldi	Macmillan Day Supplies	32.46	Bank Transfer
C Lane - Co-op	Coach Trip Supplies	8.25	Bank Transfer
J Ellis - Argos	Stationary Supplies	9.99	Bank Transfer
Jones' Gardening Service	Inv 4 Grass Cutting	167.40	Bank Transfer
Idverde	Replacement Swing	66.00	Bank Transfer
Idverde	September 23 - Inspections	156.00	Bank Transfer
Staff salaries	Salaries and wages in Oct 23	3,395.60	Standing order
HMRC	Tax and NI in Oct 23	514.78	Bank Transfer
Pension Fund	Pension contributions in Oct 23	723.41	Standing order
Poppy Shop	25 Poppies & 2 Wreaths	164.98	Debit Card
British Telecom	Telephone 1st Oct-31st Dec 23	139.61	Bank Transfer
Total		5,479.55	

**Expenses Awaiting
Authorisation for Payment**

Name	Particulars	Amount (£)	Detail
Stevenson Carter	Freeston Ave Rocker Bike Repair	630.00	
Boultons of Shropshire	Chester Coach Trip 22/11/23	1,500.00	
		2,130.00	

(b) Budget comparison report for the six months to 30 September 2023 – Noted.

(c) Contribution to the St Georges Partnership Christmas Lights event. Council to consider.
Cllrs: R. Overton, S. Handley and J. Smart left the room.

Resolved: to contribute £2500 to the St Georges Partnership towards the 2023/24 events.
Cllrs: R. Overton, S. Handley and J. Smart returned to the room.

(d) Internal Audit – quotation for 2024.

Resolved: to use John Henry of JDH Business Services Ltd for the 2023/24 internal audit.

(e) Approval of expenditure for Chester coach trip.

Resolved: to pay £1500 for the coaches to Chester in November 2023.

(f) Review of Financial Regulations.

Resolved: to approve the Financial Regulations.

(g) Additional Bank Account – The Clerk updated the Council on the reasons why we require more bank accounts and discussed options on how we could implement this. One being to use a not-for-profit cash platform.

Resolved: that the Clerk investigate more options regarding this.

89/24 Environment/Public Realm:

(a) Community Action Team Enforcement. Noted.

(b) Community Action Team Public Realm – The Clerk updated the Council on issues that the CAT team had been dealing with recently, such as clearing leaves from footpath on Cannon Gate, steps at the Flash and repositioning the grit bins.

90/24 Councillors to contribute topics of discussion for the Police & Crime Commissioner visit to the November Parish Council Meeting.

Cllrs put forward several suggestions such as complaints about the police not responding to calls, lack of resources, new officers, police visibility, community safety, budget, shoplifting and reassurance to residents.

91/24 Christmas Lights:

(a) Update from the Christmas Lights Working Group – The Parish Christmas Lights are now in the hands of the new contractor who has carried out an audit of their condition and a list of faults has been created. We are hoping to have some new lights around Gatecombe Way this year.

(b) Delegated powers for the group – To agree that the Working Group is delegated to spend up to the budget in dealing with the issues and installation for the Christmas lights 2023.

Resolved: that the Christmas Lights Working Group can spend up to £13,500.

92/24 Gower Project:

Update on project – Cllr R. Cadman was able to update the Council following the last Gower Working Group Meeting. Work is progressing nicely with works to the retaining wall having been concluded. Residents who would like to be updated on the Gower Regeneration Scheme are advised to sign up via email to TWC.

93/24 Community Projects & Events:

(a) Report from the Community Projects & Events Officer - Noted

(b) Plastic Free.

Resolved: that St Georges and Priorslee Parish Council will lead by example and remove single-use plastic items from its premises and operations.

Resolved: that St Georges and Priorslee Parish Council will encourage plastic-free initiatives in the area, promoting the campaign and supporting events.

Resolved: that Cllr P. Thomas will be a representative of the council to sit on the Plastic Free Community Steering Group.

94/24 Correspondence received:

(a) Telford & Wrekin Council – Winter Service Policy Statement – Noted. A comment was raised that grit rather than grit salt would be preferred. This is to be investigated.

(b) Email from Mrs K Lord (Information attached).

Resolved: that the letter was noted and the Clerk to respond to Mrs K Lord.

(c) Email from Sam Lane, Community Champion Priorslee Information regarding the Remembrance event at Priorslee Clock at 10.45am Friday 10 November - Noted

95/24 Date of Next Meeting: - Tuesday 21st November 2023

Private session

Public Bodies (Administrations to Meetings) Act 1960 – To Resolve that in view of the confidential nature of the business about to be transacted which will involve the likely disclosure of exempt information as defined in the Public Bodies (Admission to Meeting) Act 1960, the public and press will be temporarily excluded from the meeting and asked to withdraw.

(All attendees left the meeting with the exception of the Councillors and the Clerk)

96/24 Staffing Committee:

An update from the Chair of the Staffing Committee was given to discuss the staffing changes due to the resignation of the Deputy Clerk.

Resolved: to approve the following:

- I. The appointment, recommended by the Staffing Committee, of Catherine Lane to be the new Deputy Clerk to commence on 6 November.
- II. The appointment, recommended by the Staffing Committee of Jess Ellis to be the new Community Events and Parish Support Officer commencing 6 November.
- III. TOIL be paid up to date before new roles commence.
- IV. Due to staffing challenges, the Clerk will commence her CILCA training within the first 18 months in post.
- V. Clerk to commence ILCA training as soon as possible.

The Meeting closed at 9.08pm

Chairman.....21.11.23