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| **Minutes** | | | | | |
| **Meeting held: St Georges & Priorslee Parish Meeting** | | | | |  |
| **Date: Tuesday 17th October 2017**  **7pm at St Georges & Priorslee Parish Centre** | | | | |
| **Chairman: Cllr Richard Overton** | | | | | |
| **Minute Taker: Wendy Tonge ( Parish Clerk)** | | | | | |
| **Present:** | | | | | |
| **Councillors:** | | R Overton | J Minor | I Fletcher | |
| S Overton | | Mrs J Overton | R Williams | Mrs B Richards | |
| T Hoof | | S Ali |  |  | |
| **In attendance:** | | 4 Members of the public | Mrs A Atkinson (Community Projects & Events Officer) | Sgt A Hudson, WPC Victoria Mansell & PCSO Wayne Jervis (West Mercia Police) | |
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| **89/18** | **Public Question time** | | | |  |
| (a)  (b) | **Cockshutt Road**  Notification was received regarding a number of trees overhanging onto Cockshutt Road, St Georges.–the Clerk undertook to report it to T & W Council.  **Service Trench - Birkdale**  Notification was received regarding the Service Trench which appears to have sunk. The Trench is located in front of the entrance to Birkdale. – the Chairman undertook to report it to T & W Council | | | |  |
| **90/18** | **Apologies** | | | |  |
|  | Cllr Mrs V Fletcher – Indisposed.  Cllr S Malpass – work commitment. | | | |  |
| **91/18** | **Declarations of interest** | | | |  |
|  | Councillor Ian Fletcher declared an Interest in all Planning Matters and undertook not to vote. Councillors R Overton, R Williams, J Minor and Mrs W Tonge declared an interest in the Grant application for St Georges Partnership Group and undertook not to vote. Members agreed that they would make any other declarations if they arose during the meeting. | | | |  |
| **92/18** | **Guest Speaker: Sgt Andy Hudson (West Mercia Police).** | | | |  |
|  | **The Chairman welcomed Sgt Andy Hudson, WPC Victoria Mansell and PCSO Wayne Jervis, from West Mercia Safer Neighbourhoods Team.**  Sgt Hudson gave an overview on the work of his team. He emphasised that crime reduction remains a priority for the Police and reassured members that his team had seen a reduction in the number of Anti-Social Behaviour incidents in the area. Sgt Hudson directed members to the West Mercia Police Web-site for further crime figures and general information on any policing matters they wanted to look into. The matter of the Parish Council CCTV cameras was raised, Sgt Hudson confirmed West Mercia Police are currently in discussion with the Community Safety Team at T&WC regrading a Borough wide improvement programme, he advised the Council that it could potentially include the current Parish Council funded cameras, and clarified should anyone require sight of the footage held on the local CCTV cameras, due to an incident or accident occurring, it was important that the individual must formally arrange for their Insurance Company to make a direct request to the Police and not the individual. To help the Police reassure residents the Parish is safe, and has a very low-level of crime, the offer was made by the Parish Council for the Policing Team to advertise through the Parish Newslettter all local campaigns or messages of community reassurance. | | | |  |
| **93/18** | **Minutes** | | | |  |
|  | **Amendment to Minute 83/17,** to amend that the total amount agreed to be spent on Christmas lights improvement be amended from £11,815 to £12,610 : That the minutes of the meeting held on September 19th 2017, having being previously circulated be signed by the Chairman as a true record. | | | |  |
| **94/18** | **Clerks update on matters arising** | | | |  |
| (a)  (b)  (c)  (d)  (e)  (f)  (g) | The Clerk gave an update on the following matters:  Yellow lines marking on Albion Street  The Clerk reported she was in receipt of a reply, on the issues raised regarding the concern for the length of the yellow lines on Albion Street from Mr Adam Brookes, T&WC Traffic Management Team Leader. Mr Brookes confirmed the restrictions have been put in as an Experimental Order for a period of 18 months and welcomed comments on whether the lines should be shortened or lengthened.  Slow growing Christmas Tree – Snedshill Way  The Clerk confirmed the total cost of the original quote of £1,400 for a slow growing Christmas tree from Telford & Wrekin Council, had now increased to £2,200. This was due to the original quote not including delivery and collection.  **Resolved**: that the Clerk purchase the tree from Telford & Wrekin Council at a total cost of £2,200  School Transport  The Clerk confirmed she had received confirmation from Julie Van-Beek, Integrated Transport Officer for Telford & Wrekin Council,confirming they had recently launched a ‘Spare Seats Scheme’, the scheme allows parents to purchase spare seats on coaches for their children. Members welcomed the new scheme.  Parish Gateway Signs  The Clerk confirmed all of the new signs were installed. Unfortunately, there had been an error made with the installation of one of the Snedshill signs. Telford & Wrekin Council have agreed to order a replacement at their own cost.  Mining & Industrial Heritage Monument  The Clerk confirmed a site meeting had been arranged with Duncan Bromley, Landscape Architect. The meeting is due to be held on Wednesday 25th October 9.30am. The purpose of the meeting is to discuss the initial design of the proposed Monument. All Members received an invitation to attend.  Freestone Avenue  The Clerk circulated and reported two design options that had been received from Derek Owen, Telford & Wrekin Council that could potentially resolve the ongoing issue of repairs to the netting.  **Resolved**: that neither of the options presented be adopted, the situation to continue to be monitored, and reviewed in Spring 2018.  Christmas Lights 2017  The Clerk reported she was in receipt of correspondence from PP Electricals confirming that unfortunately due to their lateness in placing the order, the supplier for the new Christmas lights for 2017 was unable to provide lights for this year.  **Resolved**: That the current contractor PP Electricals carry out the work to support Christmas 2017, that the Clerk look into the possibility of the current 5 year contractual agreement with PP Electricals being terminated. | | | |  |
| **95/18** | **Parish Boundary Request** | | | |  |
|  | Cllr Hoof informed Council that Planning approval has been agreed for the development of 500 homes to be built on the Redhill Development Site. He explained the development sits on the outskirts of the Parishes Boundary and is within the Parish of Donnington & Muxton PC. Due to the close proximity, Cllr Hoof proposed the Parish Council make a request to Telford & Wrekin Council for the current Parish Boundary be extended to include the Redhill Development. Members debated Cllr Hoof’s proposal.  **Resolved:** that the Clerk seeks further information from Telford & Wrekin Council on the process involved in requesting a Boundary Review of the Parish and present back to Council for further consideration. | | | |  |
| **96/18** | **Decoration of the Parish Centre** | | | |  |
|  | Details of three quotations received from KRM Decorating & Building Contracting Services, Hankinson Painting Contractor and Bagnall’s Painting and Decorating were circulated for the decoration of the Parish Centre.  **Resolve**d: that KRM Decorating & Building Contracting Service be appointed to carry out the decoration of the Parish Centre at the quotation price of £2,920.00 (Including VAT). | | | |  |
| **97/18** | **Community Projects & Events Officer: Update to Members** | | | |  |
|  | The CP&E Officer circulated the findings from a survey conducted with 80 attendees at the Summer Trip held in August 2017.  **Resolved:** that the Officer explore the possibility of changing the date for the Summer trip to term-time for 2018. That the Officer also researches into the costings for the provision of an additional Winter Trip for 2018. It was agreed that the Officer purchase marketing and relevant resources to assist her in raising the profile of the Council and it’s events up to the sum of £700. | | | |  |
| **98/18** | **Grant Allocation Fund: To consider applications for Grant support** | | | |  |
|  | A schedule of Grant Applications had been previously circulated to all members for consideration.  **Resolved**: that the following grants be made:   1. St Georges Partnership Group – Christmas lights switch on event 2017 - £1,000 Bank Transfer 2. West Telford Visually Impaired Group - £200 granted (cheque No 011305) 3. Patients First – No Grant awarded. | | | |  |
| **99/18** | **PET Report** | | | |  |
|  | The Clerk provided a verbal update on the recent PET meeting held on 12th October 2017 with Phil Pritchard (T&WC) and Derek Carr (TWS).  1. Litter Bins -The new bins outside Booze Busters, Gower Street, St Georges have been installed. The  new bin directly opposite, is due to be installed later in the week.  2. Due to demands from neighbouring Parish Councils, Telford & Wrekin Councils ‘Angry eyes’ Dog  Fouling Signs will be taken down during the week commencing 23rd October.  3. The Pet team will be putting up the Giant Poppies week commencing 30th October, and removing  them at the beginning of week commencing 13th November.  4. The slow growing Christmas Tree at Snedshill Way has been approved for installation by the T&WC  Tree Officer and will be installed week commencing 13th November.  5. Phil agreed to provide feedback on Jake’s progress from his planned meeting with the TCAT course  Tutor.  **Resolved**: that the Clerk requests for two bins to be installed at the following locations - the existing concrete bin on The Flash, Priorslee be replaced, and a new bin to be installed along Church Road, Snedshill, St Georges. | | | |  |
| **100/18** | **Remembrance Sunday: To consider contribution to the RBL towards a poppy wreath** | | | |  |
|  | **Resolved**: that a cheque for £50 be raised for the RBL as a donation for this year poppy wreath – Cheque No 11302. | | | |  |
| **101/18** | **Half yearly progress of the Parish Plan** | | | |  |
|  | An updated copy of progress made on the Parish Plan 2017/18 had been previously circulated to all members.  **Resolved:** that the Booking Clerk be formally thanked for all her hard work in increasing the usage of the Parish Centre. That the Clerk organises a meeting for member of the Parish Plan Committee to draft a new Parish Plan for 2018/19. | | | |  |
| **102/18** | **Planning** | | | |  |
| (a)  (b)  (c) | **Planning Application for consideration**  1.Application number TWC/2017/0714  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 \*\*\* Amended site boundary plan to include surface water drainage provision \*\*\*  **Recommendation**: Approval, subject to conditions previously stated.  2.Application number TWC/2017/0775  Site address the Co-operative Food, Priorslee Avenue, Priorslee, Telford, Shropshire, TF2 9NR  Description of proposal Installation of 1no. internally illuminated replacement fascia sign  **Recommendation**: No objection  3.Application number TWC/2017/0823  Site address 21 Chancery Park, Priorslee, Telford, Shropshire, TF2 9GP  Description of proposal Erection of two storey side and rear extension  **Recommendation**: No objection  4.Application number TWC/2017/0835  Site address The Old Vicarage, Priorslee Road, St Georges, Telford, Shropshire, TF2 9EA  Description of proposal Application for the change of use from Houses of multiple occupation (Sui Generis) to Children's home (Use Class C2)  **Recommendation**: Objection  **Planning decisions received and Granted from Telford & Wrekin Council**  1.Application number: TWC/2017/0598  Site address: 20 West Street, St Georges, Telford, Shropshire, TF2 9HX  Description of proposal: Erection of single storey side extension and front extension forming new shop front with roller shutters  2.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  3.Application number TWC/2017/0465  Site address Wesley House, 4 Station Hill, St Georges, Telford, TF2 9AA  Description of proposal Conversion of former Homeless Hostel into 12no. residential units with associated landscaping and parking  **Pre –applications received – no matters raised** | | | |  |
| **103 /18** | **Accounts** | | | |  |
| (a)  (b)  (c)  (d)  (e) | Resolved: that the following accounts due for payment 17th October 2017 be approved.   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Name** | **Particulars** | **Invoice No** | **Amount** | **Cheque No** | | Employee Payments | October Wages & Salary | - | £1818.46 | Standing Order/  Bank Transfer | | Inland Revenue | NI & Income Tax 2017 | - | £383.62 | 011297 | | Shropshire County Pension | October Contribution | - | £398.18 | Bank Transfer | | Teal Design & Print | Parish Newsletter | 000285 | £535.00 | 011298 | | British Telecom | Parish Centre Phone line | Q07025 | £88.20 | 011299 | | Technical Services Ltd | Detailed visits for CCTV cameras | 10092 | £1,577.52 | 011300 | | PP Electricals Ltd | PAT Testing service | 7436 | £33.00 | 011301 | | St Georges Partnership | Grant allocation | 6950422 | £1,000 | Bank Transfer | | Royal British Legion | Donation for wreath | - | £50.00 | 011302 | | Information Commissioner | Data protection registration fee | - | £35.00 | 01303 |   To confirm receipt of the half yearly precept payment 2017/18 from Telford & Wrekin Council for £75,000.  **Quarterly Statement of Account**  The Clerk had circulated a copy of the Bank Reconciliation to 30th September 2017 and a copy of the quarterly statement of Account.  **Resolved:** that the Quarterly Statement of account be received and adopted.  The Clerk had circulated a copy of the fees for End of year accounts from RBS for 2017/18.  **Resolved**: that the management fees be accepted, and the Clerk arrange an end of year visit with RBS.  The proposal was made to avoid bank charges for the usage of cheques the Clerk/RFO where appropriate make council payments for certain items by internet banking transfer.  **Resolved**: that the Clerk if thought appropriate and within Parish Councils financial regulations, make council payments for certain items by internet banking transfer, provided evidence is retained showing which members approved the payment.. | | | |  |
| **104/18** | **Correspondence** | | | |  |
|  | (a) Christmas tree request at ‘The Cloisters’**. Resolved**: The Clerk will research into the possibility of installing a tree next for next year.  (b) Renewal of Data protection fee**. Resolved**: that the Clerk renew the Parish Council’s £35.00  Registration fee.  c) SALC – AGM & Conference 2017. Details were circulated to members. | | | |  |
|  | **Chairman………………………………………………………Date……………………………………………..** | | | |  |