

## Minutes

**Meeting held: St Georges & Priorslee Parish Council**

**Date: Tuesday 20<sup>th</sup> September 2016 at 7pm at**

**St Georges & Priorslee Parish Centre**



**Chairman: Cllr Richard Overton**

**Minute Taker: Wendy Tonge (Parish Clerk)**

**Present:**

<b>Councillors:</b>	R Overton	S Malpass	T Hoof
S Overton	R Williams	V Fletcher	J Minor
<b>In attendance:</b>	MP Lucy Allen and staff member	11 Members of the public	

<b>72/17</b>	<b>1. Public Question Time</b>	
	<p>(a) Objections were made regarding the planning application for 4 Semi-detached dwellings on the site of Greenacres and The Bungalow, Church Street, St Georges Residents were advised of Telford &amp; Wrekin Councils Planning Process for them to submit their objections and register their views.</p> <p>(b) Written concern via Cllr Fletcher was received regarding a request for the Speed Indicators to return along Highgrove Meadow, Priorslee. The Clerk undertook to make further enquiries</p> <p>(c) Concern was raised for the poor condition on completion of the recent Highways resurfacing and need to replace the missing white lines along Albion Street The Clerk undertook to report this to Telford &amp; Wrekin Council</p> <p>(d) Concern was raised for the poor condition of the new trees planted around the Town Centre Box The Chairman agreed to report this to Telford Town Centre Management/Telford &amp; Wrekin Council</p>	
<b>73/17</b>	<b>2. Apologies</b>	
	<p>Apologies for absence were received as follows: Councillor S Ali – Work commitment Councillor I Fletcher – Borough duties Councillor Mrs J Overton – Indisposed Councillor Mrs B Richards – Prior engagement</p>	
<b>74/17</b>	<b>Declaration of interest</b>	
	<p>Councillor J Minor declared an Interest in all Planning Matters and undertook not to vote</p>	

	Councillor R Williams declared an Interest on Planning application TWC/2016/0812 – due to him being a Member of the Historical Group	
<b>75/17</b>	<b>Guest Speaker – Sue McGavin, Community Engagement CIC</b>	
	<p>The Chairman introduced Sue McGavin to the meeting.</p> <p>Sue gave a detailed presentation of the overall findings and outcomes that the Community Engagement CIC Team have carried out on behalf of the Parish Council . It was agreed the presentation, details of data and a report outlining the final recommendations be forwarded to the Clerk and distributed to Members.</p> <p>The Chairman thanked Sue and her staff for her Teams work and attending the meeting.</p> <p>Resolved: It was agreed the consultation information would be used to support the Council in developing a Parish Plan that sets out its future priorities.. The Clerk will organise a Parish Members Workshop which will focus on developing a Draft Plan.</p>	
<b>76/17</b>	<b>Matters arising from previous minutes</b>	
	<p>St Georges Churchyard</p> <p>The Clerk has received correspondence from Reverend Evans stating they are awaiting the determination of the Chancellor of the Diocese on this matter, all representations have been forwarded to him to aid his consideration of the application. The details of the scheme including plans are available for inspection in the church as they have been throughout the public notice period. Reverend Evans is very happy to share them with and explain them to any member(s) at a convenient time.</p>	
<b>77/17</b>	<b>Approval for Delegated Powers</b>	
	<p>Resolved: That the following actions taken under Delegated Powers be approved:</p> <ul style="list-style-type: none"> <li>a. Repairs to bus shelters in Priorslee £175.20</li> <li>b. Agreement to open an Account with Lyreco</li> <li>c. Adoption of a Parish Logo £178.80</li> </ul>	
<b>78/17</b>	<b>Clerks Report</b>	
	<p>Resolved: That the following be approved:</p> <ul style="list-style-type: none"> <li>a) Adoption of new booking forms, terms &amp; conditions and revised pricing list for the Parish Centre as from 1<sup>st</sup> October 2016</li> <li>b) Purchase of flip-chart stand, paper, office chair and various Stationery items be purchased up to the value of £250</li> <li>c) Jet washing of pathway and purchase of Planter outside the Parish Centre be carried out to. – £252</li> <li>d) Purchase of Hot Water Flask for hirers of the Centre to use - £40</li> <li>e) Adoption of Health &amp; Safety Policy and Risk Assessment, to be reviewed annually and a standard Agenda Item</li> <li>f) To organise a Day Trip to Llandudno in August 2017 for residents aged 60 years or above living within the Parish</li> <li>g) Adoption of a Parish Communications Plan</li> <li>h) Agreement for the Parish Centre to be a designated doo-poo bag collection point and purchase of litter picking equipment for community use</li> </ul>	

79/17	Planning	
	<p><b><u>Resolved: that the following action taken under Delegated Power be approved:</u></b></p> <p><b>1.App TWC/2016/0702</b>  Site: 11 Pitchford Drive, Priorslee, Telford, Shropshire, TF2 9SG  Proposed Dev - Erection of a two storey side and rear extension  Recommendation: Recommend Approval</p> <p><b>2.App TWC/2016/074</b>  Site: 20 Mosclay Road, St Georges, Telford  Proposed Dev – Erection of a single storey side extension  Recommendation: Recommend Approval</p> <p><b>Planning applications for consideration</b></p> <p><b>1.AppTWC2016/0804</b>  <b>Site:</b> Land rear of Units 1A-1C,Gatcombe Way, Priorslee, Telford  Proposed Dev – Reserved matters application for the erection of 18no dwellings and garages to include, access, appearance, landscaping, layout and scale in pursuant to outline application TWC/2012/0530  Recommendation: Recommend refusal on the grounds of Over- development</p> <p><b>2.AppTWC2016/0807</b>  Site: 9 &amp; 10 Chilcombe Drive, Priorslee Telford TF2 9TD  Proposed Dev – Prune overhanging branches to 2.5m to 2no Oak trees  Recommendation:Recommend Approval</p> <p><b>3.AppTWC/2016/0819</b>  Site: 33 Hazel Way, Snedshill,Telford TF2 9HL  Proposed Dev – Erection of conservatory and detached garage with extended driveway  Recommendation: Recommend Approval</p> <p><b>4.TWC/2016/0812</b>  Site: Greenacres and The Bungalow, Church Street, St Georges, Telford  Proposed Dev- Outline application for layout, appearance, scale and access for the erection of 4no Semi-detached dwellings following demolition of existing 2no bungalows with landscaping reserved  Recommendation: Recommend refusal on the grounds that this is a site of significant Medieval interest, concern for loss and destruction of Heritage and Over- development of site. The Clerk to ‘Green Card’ the application and Cllr Tom Hoof to be the representative at Telford &amp; Wrekin Councils Plans Board Meeting</p> <p><b>5.TWC/2016/0830</b>  Site:7 Priory Way, St Georges, Telford TF2 9YQ  Proposed Dev – Conversion of the existing garage into living accommodation and enclosure of the existing porch  Recommendation: Recommend Approval</p>	

**Planning applications received and Granted from Telford & Wrekin Council**

**TWC/2016/0503**

Site: 26 Cover Drive, St Georges Telford  
Description of proposal: Erection of Summer House

**TWC/20160505**

Site: Glenlee, Stafford Street, St Georges Telford  
Description of proposal: Erection of a single storey side extension and the change of use of open space to private garden land

**TWC/2016/0508**

Site: 21 Ragged Robins Close, St Georges, Telford  
Description of proposal: Erection of two storey side and rear extension

**TWC/2016/0504**

Site: 10 Cover Drive, St Georges Telford  
Description of proposal: Erection of a Conservatory to rear elevation

**TWC/2016/0561**

Site: Ashbourne, Goulbourne Road, St Georges, Telford  
Description of proposal: Erection of a single storey rear extension and two storey side extension

**TWC/2016/0559**

Site: 26 Ainsdale Drive, Priorslee, Telford  
Description of proposal: Erection of a front porch and installation of a velux window

**TWC/2016/0600**

Site: St Georges Park Care Home, School St, St Georges, Telford  
Description of proposal: Erection of a single storey rear extension to form orangery

**TWC/2016/0424**

Site: Play Area, Gatcombe Way, Priorslee, Telford  
Description of proposal: Construction of a Multi-use games area and 3m high fencing

**TWC/2016/0572**

Site: The Old Vicarage, Priorslee Rd, St Georges, Telford  
Description of proposal: change of use from Hostel ( Gui Generis to a house of multiple Occupation)

**TWC/2016/0684**

Site: 8 Gilwell Grove, Priorslee Telford  
Description of proposal: Erection of a first floor side extension and conversion of existing Garage into family room with replacement of door with window

**TWC/2016/0745**

Site: 20 Mosclay Road, St Georges Telford  
Description of proposal :Erection of a single storey side extension

80/17	Accounts			
(a)	<b>Resolved: that the following accounts paid under Delegated Powers be approved:</b>			
	Name	Particulars	Amount	Cheque
	Technical Services Shropshire	CCTV	£3,215.52	11131
	Telford & Wrekin Council	I T Equipment for Parish Centre	£18.00	11132
	Securitywise Ltd	Centre Alarm Service	£230.40	11133
	J Ellis	Wages	£207.20	11134
	Error	Cancelled		11135
	Error	Cancelled		11136
	W Tonge	Salary	£1,178.00	11137
	K James	Salary	£133.62	11138
	K James	Travel	£53.10	11139
	Inland Revenue	Salaries	£181.46	11140
	W Tonge	Llandudno Lunch Money	£300	11141
(b)	<b>Accounts due for Payment September 2016</b>			
	Name	Particulars	Amount	Cheque
	W Tonge	Salary	1178.80	011142
	J Ellis	Wages	207.20	011143
	K James	Salary	171.94	011144
	Inland Revenue	Salaries	190.86	011145
	Runtime	Reprographics	178.80	011146
	SALC	Affiliation Fee	1,775.74	011147
	Telford & Wrekin Council	Street Lighting	8,521.94	011148
	Boultons of Shropshire Ltd	Hire of 5 x Coaches	1,980.00	011149
	Telford & Wrekin Council	Telephone	9.68	1011150
(c)	<b>Annual Audit of Accounts</b>			
	<p>Receipt of the Certified Annual Return was received from Mazaars 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 relevant legislation and regulatory requirements have been met.</p>			
	<p><b>Resolved: that the Auditors Report be adopted and the previous Clerk be thanked for a successful Audit.</b></p>			
(d)	<b>Half-yearly Internal Auditors Visit</b>			
	<p>Confirmation received that Sue Hackett will be visiting the Parish Office to conduct the half-yearly Internal Audit on 5<sup>th</sup> October</p>			

	<b>Resolved: The Clerk to confirm with Sue Hackett to visit the Parish Office and conduct the Internal Audit on Wed 5<sup>th</sup> October 2016.</b>	
<b>81/17</b>	<b>PET Report</b>	
	<p>A copy of the report of the PET Management meeting held on 12<sup>th</sup> July 2016 had been circulated to all Members as follows:</p> <p><b><u>Update on Issues Raised from Previous Notes</u></b></p> <ol style="list-style-type: none"> <li><b>Lych Gates</b> – The Clerk and The Chairman held a meeting with Dave Hanley, Environmental Service Delivery Manager. It was agreed further enquiries need to be made regarding the figures provided for the improvements to be carried out prior to – Dave Hanley will report to Cllr Overton once all of the information has been gathered.</li> <li><b>Priorslee Clock</b> – The Clerk and The Chairman held a meeting with Dave Hanley, Environmental Service Delivery Manager. It was agreed he would work with the Clerk to develop various options for the future of the Clock with an aim to present to Council in October.</li> <li><b>Village Green</b> – The Clerk and Cllr R Williams held an on-site meeting with Telford &amp; Council, Officer Mark Greaves to identify locations of picnic benches. Mark agreed to provide quotes for the installation of 2 picnic benches and a new bin. Possible deterrent for travellers getting onto the Village Green were also raised, Mark agreed possible solutions such as, raised mounds around the perimeter of the Green or bollards installed would help and to provide a quote for the work needed for Council to consider in the future.</li> <li><b>Freeston Avenue Play Area Netting</b> – To completely redesign would cost in excess of £ 25,000, Phil had consulted a number of companies and recommended Council use Sunshine Gym at a cost of £500 if they reuse the existing tensioning wire, or £680 if they have to replace some of the tensioning wire. The Clerk agreed to take to Council for their consideration in September.</li> <li><b>The Flash</b> – Drainage work is nearing completion</li> </ol> <p><b>New Items discussed</b></p> <ol style="list-style-type: none"> <li>Emptying of bins around the Flash – concern for the lack of continuity of regular bin emptying was raised. It was agreed Derek Carr would ensure these were put on the TWS programme and dealt with urgently.</li> <li>Bin emptying at the St Georges Social Club were raised – Derek Carr agreed to look into and ensure they were on the TWS programme in the future</li> <li>Derek confirmed the only ‘bin emptying’ the PET Team were assigned are the bins directly located at the Social Club, other work is at Phil Ecclestone’s discretion, and should be predominantly ‘topping’ only.</li> <li>Wendy to remind Cllr Hoof to identify exact location of proposed new bins</li> <li>The Clerk requested when Phil Ecclestone is on Annual leave for TWS to ensure his duties continued to be carried out by an alternative operative – Derek agreed to put this in place in the future</li> </ol>	

	<p>6. Phil agreed to request if the Clerk could have access to T&amp;WC GIS System to enable her to identify locations within the Parish</p> <p>7. Phil to provide the Clerk with an updated Budget</p> <p>8. It was agreed the next meeting in October would be held to review the PET Teams current Work Programme – The Clerk agreed to ask Council for their suggestions prior to the meeting.</p> <p>9. The Clerk requested that should the Council agree to provide a Planter at the front of the Parish Centre the PET Team could be responsible for it – Agreed.</p> <p><b>Resolved: That the PET Report be adopted and the Clerk to action the immediate repairs to the netting at Freestone Avenue Play area, with the agreement to continue to present back to Council a longer-term solution in the future . Councillors to forward to the Clerk suggestions for new works they wish to be added to the revised PET Work Programme before 9<sup>th</sup> October 2016.</b></p>	
82/17	<b>Correspondence</b>	
	<p>The following correspondence was received and the contents noted:</p> <p><b>Telford &amp; Wrekin Council</b></p> <ul style="list-style-type: none"> <li>• CSA Ofsted update – forwarded to Members</li> <li>• Hackney Carriage and Private Hire – Forwarded, comments by 31<sup>st</sup> Oct</li> <li>• Transport &amp; Highway Development – Parish Liaison to visit Council Quarterly</li> <li>• Environmental Reports/Grit Bins</li> </ul> <p><b>Other</b></p> <ul style="list-style-type: none"> <li>• Wellington Festival</li> <li>• Day Trip- Thank you Cards</li> <li>• NALC- AGM 19<sup>th</sup> November at Dawley Town Hall - Apologies due to annual leave</li> <li>• SALC National Conference 30<sup>th</sup> November 2016- Attendance not required</li> <li>• Wellington TC – Mayors Civic Sunday Parade &amp; Service Sunday 25<sup>th</sup> September-</li> <li>• Big Lottery Event Tuesday 27<sup>th</sup> September- Clerk to attend and identify potential funding for a Community Project to celebrate the Mining History in the Parish –</li> <li>• Royal Air Forces Association (Wellington Branch) 25<sup>th</sup> September</li> <li>• Reminder for Newsletter Articles by Oct 5<sup>th</sup> 2016</li> </ul> <p><b>Resolved: The Parish Council to commit to developing a project to commemorate local mining history</b></p>	
83/17	<b>Any other Business</b>	
	<p>There were no matters raised under Any other business</p> <p><b>Resolution: That Agenda item ‘Any other Business’ is not to appear on Parish Council Meeting Agendas in the future.</b></p>	

	Chairman.....Date.....	
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