



**St Georges & Priorslee Parish Council**  
**Parish Centre, Grove Street**  
**St Georges, Telford TF2 9LJ**  
**Tel; 01952 567700**

**Email: [clerk@stgeorgesandpriorslee-pc.gov.uk](mailto:clerk@stgeorgesandpriorslee-pc.gov.uk)**  
**Website: [stgeorgesandpriorslee-pc.gov.uk](http://stgeorgesandpriorslee-pc.gov.uk)**

TO ALL MEMBERS OF ST GEORGE'S & PRIORSLEE PARISH COUNCIL

**YOU ARE HEREBY SUMMONED TO ATTEND THE ANNUAL MEETING OF** St Georges & Priorslee Parish Council, to be held on Tuesday 15th May 2018 at **7.00pm** at St Georges & Priorslee Parish Centre, Grove Street, St Georges.

Yours faithfully

Wendy Tonge (Mrs)  
**Parish Clerk**

**AGENDA**

1. Public question time. Fifteen minutes is allowed for any questions from the public.
2. Election of Chairman
3. Chairman to sign Declaration of acceptance of office
4. Apologies.
5. Election of Vice Chairman
6. Declarations of Interest
  - (a) Personal
  - (b) Prejudicial
7. To confirm dates for Parish Council meetings (currently the third Tuesday in every month excluding August)
8. To appoint representatives to outside bodies as follows:
  - (a) SALC Wrekin Area Executive Committee (currently Councillor R Williams)
  - (b) St Georges Recreation Ground (currently Councillor S Overton)
  - (c) Bus Users Group (currently Councillor I Fletcher)
  - (d) Tree Warden (currently Councillor I Fletcher)
  - (e) Snow Warden (currently Councillor R Overton)
  - (f) Granville Park Management (currently Councillors I Fletcher and R Williams)
  - (g) Friends of the Cockshutt (currently Councillor, R Overton and R Williams)
  - (h) Parish Charter Monitoring Group (currently Councillor R Williams)
  - (i) Parish Forum (currently Councillor R Williams)
  - (j) St Georges Partnership (currently Councillor R Overton)
9. To appoint representatives to Staffing Committee (currently Councillor B Richards, R Williams, T Hoof, R Overton and I Fletcher)
10. To appoint representatives to the Parish Plan Committee currently Councillor B Richards, R

Williams, T Hoof, R Overton and I Fletcher)

11. To appoint a Council member to conduct a quarterly internal audit check on an annual basis
12. Minutes: to approve the Minutes of the meeting held on 17<sup>th</sup> April 2018 (copy provided)
13. Clerks update on any matters arising from the previous meeting
14. Planning:
  - (a) To consider any Planning Applications (Schedule attached)
  - (b) Planning Decisions - Planning decisions received and 'Full Granted' from Telford & Wrekin (Schedule attached)
  - (c) Pre-Application Advice
15. Finance:
  - (a) To approve accounts due for payment in May 2018 (Schedule provided)
  - (b) Confirmation of receipt of first- half of annual precept 2018/2019
16. PET Report: to approve the notes of the meeting held 7<sup>th</sup> April 2018
17. Fixed Asset Register & Insurance 2018/2019 – To be considered and adopted by Council
18. Review of Documentation
  - (a) Standing Orders – (The new Model Standing Order incorporates or references new legislation introduced after the last model standing orders that were published in 2013)
  - (b) Financial Regulations
  - (c) Complaints & Grievance Procedure
  - (d) Disciplinary & Grievance Procedure
  - (e) Health & Safety Policy & Risk Assessment
  - (f) Communication Policy
  - (g) Councillors Code of conduct
  - (h) Grant Allocation Form & Policy
  - (i) Adoption of GDPR documentation.
19. Community Projects & Events: Officers briefing to Members
  - (a) Mining/Industrial heritage sketch – to review amendments to the design
  - (b) Parish Newsletter June 2018 – to request suggestions for any key features Or articles
  - (c) Llandudno 2018 – to confirm number of volunteer's available
20. No parking notices for Grove Estate: to consider quote received for the purchase of two notices
21. Road Safety: to gather members views on the following matters:
  - (a) Zebra crossing, Priorslee Avenue – Cllr R Overton
  - (b) Stafford St/West St/Holyhead Road – Cllr T Hoof
22. Priorslee Clock: to consider the adoption of the Priorslee Clock as a Parish Council project – Cllr R Williams
23. Christmas lights: to consider quote received for the electrical works required for lighting 2018
24. Christmas trees: to confirm the number of Christmas trees required for 2018
25. Parish Noticeboards: to consider a review and programme of replacement
26. The Flash: to receive an update on the new signs and 'Breaducation' scheme
27. **Exclusion of Press and Public 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 Meetings Act 1960, the public and press be temporarily excluded from the meeting and they are instructed to withdraw.
28. To progress staffing matter referenced in Members briefing notes.

29. Correspondence received:

(a) Mr P Thomas (Priorslee resident) – Request for council to consider developing a Smartwater scheme

(b) Veolia – Invitation to attend recycling site or offer of Guest Speaker