

KETLEY PARISH COUNCIL TELFORD, SHROPSHIRE



Chairman: Councillor Martin Young
Clerk to the Council: John Roberts
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MINUTES of the meeting of **Ketley Parish Council**, which was held in the
Thursday 2nd July 2009 at 7.00p.m.

PRESENT:

Councillor Martin Young (Chairman)	Councillor Anil Saini
Councillor June Lamsdell	Councillor David M. Evans
Councillor Margaret Evans	Councillor Laura Hodgkinson
Councillor Roy Picken	

In Attendance:

Bob Holmes	
Rishi Verma	
Michael Wilkinson	
John Roberts	Parish Clerk

09/5108 WELCOME

Councillor Martin Young welcomed Councillors and members of the public to the meeting.

09/5109 PUBLIC SESSION

Bob Holmes of Holyhead Road complained about the newly installed granite blocks outside the entrance to the TMC. They made it very difficult to get on and off his drive; they were a danger to his vehicle and had hit them once. He explained that he had complained but nobody was willing to take responsibility. The Parish Council had not been consulted at all and was concerned about their appearance, height and location. The Chairman informed Bob Holmes that HCA had installed the blocks but that TWC planners would have given permission. It was suggested that Bob Holmes complain to both HCA (Peter Murray) and TWC (Kath Whitfield). The Parish will also be taking the matter up with these two bodies. Michael Wilkinson raised the matter of the water pump outside St. Mary's Church and reminded the Council that the Parish had previously considered refurbishing the pump but nothing had yet been done. It was agreed to explore the matter further.

09/5110 POLICE MATTERS

The Police were not present as they only attended bi-monthly. It was agreed to raise the Parish's concerns over motocross and other motorized vehicles using the footpaths on the TMC. Concern was expressed that the PACT meetings were not well attended and this was a result of them not being well publicised. It was noted that they were always on the second Thursday every other month at 6.30 p.m. The next one was 13th August. It was noted that Councillors were now receiving regular bulletins from Ringmaster (Neighbourhood Watch). It was agreed that these should be distributed further and should therefore be displayed on a notice board in the centre. It was agreed that as discussed in the Value for Money plan (later on the agenda) notice boards should be bought for various locations in the Parish.

09/5111 APOLOGIES

Councillor Joy Francis	Holiday
Councillor Fen Tyler	Holiday
Councillor Pauline Picken	Illness
Councillor Hilda Rhodes	Family illness (Given after the meeting)

09/5112 NOTIFICATION OF PRIVATE SESSION

There was no private session.

09/5113 DECLARATIONS OF INTEREST

Councillor Roy Picken	T&W Plans Board	Personal
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09/5114 MINUTES OF THE MEETING HELD ON 28th MAY 2009

Continued over

It was proposed by Cllr Roy Picken and seconded by Cllr June Lamsdell that the minutes of the meeting held on 28th May were a true and accurate record.

RESOLVED that the Minutes be signed by the Chairman. All were in favour.

09/5115 KETLEY COMMUNITY CENTRE

Correspondence had been received from Telford & Wrekin Council confirming the offer to sell the Community Centre and lease the Youth Centre to the Parish Council, which had been circulated to all councillors. Further to this correspondence there had been a discussion between the Parish and TWC regarding a break clause in the lease agreement. Telford & Wrekin Council was prepared to add such a clause with 2 years notice after a period of 10 years. This was considered to be reasonable. It was proposed by Councillor Martin Young and seconded by Councillor Roy Picken that the Parish Council instructs their solicitors to act on behalf of the Parish to agree a suitable contract for the purchase of the Community Centre and a suitable lease for the renting of the Youth Centre as set out in the offer letter. On being put to a vote this was passed unanimously.

RESOLVED that KPC's solicitors be instructed to negotiate a suitable contract and lease.

It was agreed that the next steps were to hold a public meeting with the residents of Ketley to keep them informed of the proposals.

It was reported that the planning applications had been considered by Plans Board on 10th June. The outcome was that a closing time of 10.00 p.m. had been imposed until the implementation of a noise insulation scheme. A vote was taken as to whether to accept this arrangement and 6 councillors voted in favour with one abstention.

09/5116 FINANCE

- a) The minutes from Finance Committee on 28th May were approved.
- b) A brief verbal report from Finance Committee on 30th June was given
- c) It was agreed to note and enact the recommendations from the internal auditor as follows;
 - i. Code of Conduct. Declarations of Interest at meetings must state whether they are personal or personal/prejudicial, also the nature of the interest, which should be minuted. If prejudicial, the Member must leave the meeting at the appropriate point, after making any relevant comments, and it must be clearly minuted that this has been done.
 - ii. The finance minutes, which are a record of payments made, are legal documents and should be filed in conjunction with the minutes of the meetings, so that anyone asking to see the minutes could readily see the payments.
 - iii. I would suggest that National Savings be instructed to complete the pass-book properly, and make it clear that the amount of credit is in fact the interest for the year, as they have done in previous years.
 - iv. Once again, there is an excellent set of accounts, robust internal controls are in place and there is a clear audit trail
- d) Councillors were invited to make comments on the Value for Money Report. The Chairman stated that a lot of hard work had gone into the report and it formed a sound basis for a Parish Plan. The report was agreed unanimously.
- e) It was noted that Finance Committee were reviewing the criteria for burial at the Garden of Rest including the interment of cremated remains and scattering of ashes and would report to a future meeting of the Council.

09/5117 CLERK'S REPORT

- a) The Clerk outlined the action taken since the last meeting. It was agreed that the installation of litter bins was a priority over the summer. It was agreed that the Chairman and the Clerk would discuss the best way of installing a phone in the youth centre.
- b) A letter had been received from Victor Brownlees, Interim Chief Executive, Telford & Wrekin Council regarding Sustainable Communities requesting proposals to be taken forward in the borough. The Chairman suggested that the basic requirement of a sustainable community was a local council (at whatever level) that responded to the needs of the local people.
- c) It was agreed that the Clerk would respond to a questionnaire about the Telford & Wrekin Allotments Strategy. It was noted that there were no allotments in the Parish although the demand was high.

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- d) The Clerk's Appraisal was presented and comments invited. The Chair and the Clerk explained that the meetings to produce the appraisal had been rigorous and hard work but it was an extremely valuable process. The Clerk confirmed that all the outstanding certificates for reservations at the Garden of Rest had now been issued.
- e) The Clerk reported that ID Cards for Parish Councillors were available from safeguardsystems.demon.co.uk. It was agreed that rather than ordering ID cards all Councillors would be asked to be photographed and all members of the Council be identified on a display in the Community Centre. All were in favour.
- f) It was agreed that the Clerk would write to SALC explaining that Ketley Parish Council did not intend to join this year as the organisation was very Shropshire-centric and did not represent value for money. It was noted that changes were in train and that if they met the Council's concerns consideration would be given to rejoining next year. This was also unanimously agreed.

09/5118 YOUNG PEOPLE IN KETLEY

- a) The MUGA had been very successful, perhaps too successful since it had opened. Chris Hill was now keeping the litter down and had cans of paint to cover up graffiti, especially anything offensive or on the outside of the structure. It was noted that TWC's graffiti busters were also available to remove obscene graffiti. This was the case across the parish and councillors should inform the Clerk of any locations of obscene graffiti. It was agreed to install the litter bins currently at the Garden of Rest after the lease has been finalised and ask HCA to consider putting in some picnic benches to attract parents and young children.
- b) The youth clubs were all going well. The Junior Club had obtained money for a special project utilizing the kitchen and volunteers were receiving training.

09/5119 EDUCATION AND LEARNING MATTERS

An Open Day and Information Event was planned to be held at the Community Centre on Monday 7th September 2009 between 2pm - 6pm. It was agreed to request TCAT consider a Spanish class at a time other than Saturday morning. There was a planning meeting on Tuesday 14th July at 10.30 a.m.

09/5120 COMMUNICATION

It was agreed that the next Newsletter would be in August covering parish matters with a deadline for content by mid July. It was also agreed that there should be a separate mailing for the education classes and the Community Centre. The distribution of the newsletter was discussed and the Chairman asked councillors to think about a number of issues prior to making decisions at the August meeting. It was noted that distribution was not consistent across the parish. The question of paying for delivery was raised and it was felt that this should cover the whole of the parish. However at maybe as much as £800 p.a. it was felt to be too expensive. It was noted that the option of inserting it in the Journal was not available as the Journal was not delivered to all of Ketley. It was suggested that an item be placed in the next Newsletter inviting people to deliver to the whole parish at a few pence per copy. There may be delivery agencies located in the parish who could offer a good deal. These options are to be explored further. (The date for the Newsletter meeting is now Wednesday 15th July at 12.00 midday at the Community Centre)

09/5121 THE TELFORD MILLENNIUM COMMUNITY

- a) There was further discussion on the granite anti-parking blocks. It was felt that both TWC and HCA are acting within their rights and responsibilities although there may now be a feeling that there has been a mistake. As there was no consultation, the question was whether the Parish found them acceptable. It was felt that parking had to be restricted although as situated close to the island the blocks were dangerous and inconsistently placed (there were none on the developers land). It was agreed to write to both HCA and TWC raising concerns over the complete lack of consultation with the parish and residents. The concerns expressed above would also be included.
- b) The Playing Field still had not been handed over and there were still concerns over the 'ridge'.

09/5122 ROADS FOOTPATHS, OPEN SPACES AND STREET LIGHTING

- a) A response was still awaited from TWC regarding open spaces throughout the Parish
- b) Progress on Commissioned work was reported by the Clerk.
- c) The Parish Walk would be publicised on the website and would start at the Compasses Public House at 4.00 p.m. on Sunday July 19th finishing at the Horseshoes Public House.
- d) A revised map showing Public Rights of Way had been received although it was yet to be updated regarding those new routes across the TMC.

Continued over

- e) New Issues to report include;

- The land by the Methodist Chapel, by the bus stop on the western entrance to the TMC and at the Waterloo Road entrance to the playing fields had been left by the TMC overgrown and unsightly. It was agreed to write to Derek Causer (Enforcement) and then write to Peter Murray (HCA)
- Vehicles were speeding on Woodside Road by the bends and at least 2 accidents had happened. It was agreed to inform the CSOs
- Red Lees was very slippery, Chris Hill to be asked to clear.
- There was some discussion regarding the bus stop opposite the Horseshoes. It was isolated and dark. It was agreed to write to Saint Gobain asking them to cut back the tree and request consideration of an additional stop by the takeaway. The Parish and Councillor Roy Picken to raise these matters with Trevor Turner.

09/5123 CORRESPONDENCE

The following items had been received for information:

- a) NALC Direct Information Service No. 710 and 711
- b) SALC Training opportunities
- c) CVS Quality Matters Training 14th July 9.30 a.m.
- d) Vcashpoint – funding for young people volunteering
- e) ID Cards for Parish Councillors
- f) Report from the Chairman of Wrekin Area Committee
- g) SLCC Branch Newsletter
- h) ICCM Journal
- i) Open Space Magazine
- j) SALC - Resignation of John Ward and survey on new structural proposals
- k) Shropshire PFA
- l) SLCC Annual Conference
- m) TWC Insight
- n) Shropshire Public Transport News
- o) Clerks and Councils direct

Councillor Roy Picken left the meeting.

09/5124 PLANNING

a) Applications

W2009/0445	Vogue Holdings	Unit 17, Ketley Business Park, Waterloo Road	Change of use from (Business) Class B1 to (Cafe and hot food takeaway) Class A3/A5
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There were no objections

W2009/0448	Mr Matthew Williams	14, Hutchinson Way, Ketley	Extension of existing single detached garage to create a double detached garage
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There were no objections

- b) Central Telford Area Action Plan – The Public Consultation 2nd June – 13th July 2009 was noted
- c) Regarding the appeal by the residents of Woodruff, Shrubbery Road against the prohibition of vehicle storage and repairs it was believed by councillors that a business was definitely being carried out and that this was posing a danger due to additional traffic and impacting negatively on the quality of the environment. It was agreed to raise concerns over an apparent paint spraying business being carried out on Shepherds Lane
- d) The Surface Water Drainage; Managing and Improving Water Quality Supplementary Planning Document was noted.

09/5125 PARISH PLAN

Deferred

09/5126 AGENDA ITEMS FOR NEXT MEETING

It was agreed to invite someone from HCA to the next or September Parish Council meeting.

09/5127 TO CONFIRM THE DATE OF FUTURE MEETINGS

Thursday 6th August 2009 7.00 p.m. at the Ketley Community Centre

SignedDate Thursday 6th August 2009