

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 13th May 2010 at 6.00p.m.

PRESENT:

- | | |
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| Councillor Martin Young (Chairman) | Councillor June Lamsdell |
| Councillor David M. Evans | Councillor Fen Tyler |
| Councillor Margaret Evans | Councillor Hilda Rhodes |
| Councillor Joy Francis | Councillor Anil Saini |
| Councillor Laura Hodgkinson | Councillor Roy Picken |
| Councillor Michael Wilkinson | |

In Attendance:

- | | |
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| John Roberts | Parish Clerk |
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10/5301 WELCOME

Councillor Martin Young welcomed Councillors to the meeting. It was noted that the draft minutes sent out with the agenda had been amended so that minute 10/5299 read as follows;

a) Three people had expressed an interest in being co-opted onto the Parish Council. Of the three only one lived in the Parish. Previously the Parish Council had used the criterion that councillors should be resident in the parish; if this was used there would be only one candidate. It was agreed that this criterion be used and that Michael Wilkinson be invited to join the Parish Council at the next meeting as a co-opted member.

10/5302 PUBLIC SESSION

No matters were raised.

10/5303 POLICE MATTERS

No matters were raised.

10/5304 APOLOGIES

Councillor Joy Francis Late arrival TWC Scrutiny Meeting

10/5305 NOTIFICATION OF PRIVATE SESSION

There was no need for the private session on the agenda.

10/5306 DECLARATIONS OF INTEREST

Councillor Joy Francis	TWC Plans Board
Councillor Hilda Rhodes	TWC Plans Board
Councillor Roy Picken	TWC Plans Board

10/5307 MINUTES OF THE MEETING HELD ON 1ST APRIL

It was proposed by Cllr Margaret Evans and seconded by Cllr Anil Saini that the minutes of the meeting held on 1st April were a true and accurate record with the amendment as set out above.

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

10/5308 HOMES AND COMMUNITIES AGENCY - HCA

David Charbury (HCA) was due to attend the meeting but officers of HCA have received guidance from Communities and Local Government (CLG) that until the Prime Minister forms a government, purdah arrangements remain in force. It is therefore proposed that David Charbury attends the July meeting of the Parish Council.

10/5309 VACANCY ON THE COUNCIL

Michael Wilkinson had been appointed as a co-opted member of the Parish Council and duly made the declaration of Acceptance of Office.

Continued over

10/5310 KETLEY COMMUNITY CENTRE

- a) The Clerk referred to the notes of the meeting on 11th May regarding the establishment of a 'Friends of Ketley Community Centre' group. There was a further meeting of the group to look at the potential governance of the body on the evening of 29th June at a time to be determined.
- b) The accounts for the preceding Financial Year indicated that the costs of running the Community Centre had exceeded expectations. It was felt that this had implications for taking on the centre and that rather than rush a discussion now, matters should be discussed at length on Thursday 27th May at 1.00 pm. Discussions on the contract to purchase Community Centre and lease for Youth Centre were deferred until that meeting.
- c) It was reported that as a result of the item in the Newsletter Lisa Basini had volunteered to assist with the maintenance of IT and Computing at the Centre.
- d) A bid had been submitted to People's Millions Lottery funding to refurbish the outbuildings behind the Community Centre as changing rooms. These would be run by the Friends group.

10/5311 FINANCE

- a) The minutes of the Finance Committee meeting on 25th March were approved. The Clerk gave a short report from the Finance Committee on 29th April. It was noted that the accounts for the year ending 31st March 2010 indicated an excess expenditure over income of £37,000. This had been analysed and did relate to a number of one-off items of expenditure and an overspend on the community centre. Steps had been taken to reduce this overspend and further discussions will take place at the next Finance Committee meeting. Detailed figures will be produced prior to the special meeting on the 27th May.
- b) The figures reflecting the accounts for the year for the Audit report were submitted for approval. These were approved accordingly and signed by the Chairman.

10/5312 CLERK'S REPORT

- a) The action points from the previous meeting were noted.
- b) A discussion on the Model Standing Orders for Local Councils was due to take place at the next meeting of the Parish Council.
- c) The Clerk's Appraisal document had been previously circulated. This was agreed, but it was noted that as a result of an error made by the Clerk incurring a financial cost he had declined to accept the additional increment agreed previously.
- d) It was agreed to seek formal suggestions for a memorial to Cllr Pauline Picken at the Garden of Rest. It was suggested that this should be linked to the work being done on the new Flower Garden and that there should be a formal opening to remember Pauline.
- e) The Clerk reported that in discussions with the Land Registry it appeared that the Garden of Rest had not been registered. To do this and register the Parish Council as the formal owners the Title Deeds were needed. The whereabouts of these was not known at this time. It was suggested that Wellington Rural District Council may have held the deeds and transferred them to Telford & Wrekin Council. It was agreed to approach TWC for assistance. It was also noted that there was a court case with a parishioner which needed evidence of ownership in the 80's and that the Council's solicitor in the past was Mr. Michael Gwynne; these facts may also assist the search. It was also agreed to ask for the documents relating to registration of the community buildings on Holyhead Road. It was agreed to discuss this further, especially regarding the inclusion or otherwise of School Lane and the land which used to be used for the Good Companions hut.
- f) The Clerk reported that Japanese Knotweed was still growing at the Garden of Rest. It was agreed to ask Chris Hill to let it grow to 2 – 4 ft. but not to let the leaves open and then pull up each plant including the roots.
- g) Councillor Michael Wilkinson was nominated for the vacancy for a Parish Council Representative on Telford and Wrekin Council Standards Committee.
- h) The Presiding Officer at the Ketley Polling station had written to Ann and all the caretaking staff at the community centre thanking them for helping to run an efficient polling station on Election Day.

Councillor Joy Francis joined the meeting at 6.35 pm.

10/5313 PARISH PLAN

A meeting on the Parish Plan had taken place on 11th May. Bernard Thompson had offered to do some work on the various plans that had been looked at as examples and produce a suggested outline of a Ketley Plan. A further meeting was planned for 8th June starting between 6.00 pm and 7.30 depending on other group members.

Continued over

10/5314 YOUNG PEOPLE IN KETLEY

- a) All the Youth Clubs were going well with healthy attendances. The Friday Social Club was also growing slowly.

- b) A meeting regarding the Riddings Close Play Area was planned for Tuesday 18th May at 2.00 pm.
- c) Arrangements for Ketley Community Day on Saturday 22nd May were well in hand.
- d) The opening of the MUGA was planned for 24th July between 10.00 am and 5.00 pm.
- e) Work on the Sandbrook Play area had commenced.

10/5315 EDUCATION AND LEARNING MATTERS

- a) An Adult Education Review Meeting was planned for Wednesday 9th June at 10.30 am.
- b) WEA were seeking to relocate to Ketley Community Centre from the first week in August. Temporary arrangements had been agreed to base them near to the Clerk's Office. Charges for use would be discussed at the next Finance Committee meeting. There would also be a need to identify and deliver their IT requirements.
- c) TCAT were being inspected by OFSTED between 24th and 28th May.

10/5316 BUSINESSES IN THE PARISH

It was hoped that some businesses would take part in the community day. The Clerk asked for any contact details to send appropriate invitations.

10/5317 COMMUNICATION

The May Newsletter had been delivered although there were still some gaps. It was important to tighten up on the delivery in future. The main gaps were Glen Cottages, parts of Beveley, Shrubbery Road, Quarry Lane, Mountside and Waterloo Road.

10/5318 THE TELFORD MILLENNIUM COMMUNITY

- a) The Community Trust Board met on 13th May; the main item on the agenda was a discussion around consultation on phase 2. This was planned for 4th and 5th June. The Chairman will be making suggestions as to whom should be invited. There was considerable discussion regarding access for construction traffic for the second phase. TWC and HCA are reluctant to spend money on an access from Wombridge Way and would like access through Phase 1. Taylor Wimpey and the Parish Council objected and a compromise would be to use the Eastern Entrance.
- b) The Playing Field has still not been handed over. The gate from Waterloo Road was damaged. The reinstatement of the 'old gates' was being arranged. There was a problem regarding parking as double parking bays near the playing field had been converted to single bays. It was agreed to approach Derek Causer regarding a possible breach of planning conditions.
- c) A meeting had taken place on 13th April regarding the anti-parking blocks by the western entrance at which it was agreed they would be removed. There will be a trial period to assess the extent of the problem and if it is confirmed alternative measures will be proposed for consultation. This caused a knock on problem for Taylor Wimpey as they had to solve the parking problem on the opposite side.

Councillor Roy Picken left the meeting at 7.00 pm.

10/5319 ROADS FOOTPATHS, OPEN SPACES AND STREET LIGHTING

- a) The Clerk presented an update on progress on commissioned work. It was noted that there had been no progress on a lighting scheme around Wedgewood Crescent. It was reported that some potholes had been filled in on School Lane (without prejudice!). Dave Hanley had offered to attend a Parish Council meeting in June or July (June would be preferable as HCA were attending in July)
- b) The pilot project to replace existing lights with LED lights was noted and it was suggested by E.On that Sandbrook would be a favourable location. An example of the light would be erected outside the Clerk's Office next week including on the Community Day.
- c) A letter had been sent to Dave Hanley regarding School Lane, Red Lees and other non adopted roads throughout the Parish but no reply yet received
- d) There had been no response to date regarding Copper Beech Road, Open spaces throughout the Parish or stiles on Public Rights of Way
- e) Clarification was sought on the proposed changes to signage on Broadway. The Clerk would follow up the initial email.

Continued over

10/5320 CORRESPONDENCE

The follow items had been received for information:

- a) NALC Direct Information Service no. 731
- b) SALC Annual Subscription

- c) SALC Mailing
- d) Telford & Wrekin Council for Voluntary Service – minutes of meeting 21st April
- e) Telford & Wrekin Council invitation to Freedom of the Borough Ceremony 29th May
- f) Telford & Wrekin Council - Housing Needs in Telford; Active Travel for Life
- g) Telford & Wrekin Proof of Age Scheme
- h) ICCM Newsletter
- i) SafeGuard magazine
- j) Institute of Local Council Management – Seminar 8th July
- k) DEFRA – Ways to tackle climate change
- l) Clerks and Councils Direct
- m) SMP Outdoor Fitness Range
- n) SLCC CPD & Regional Conference Programme
- o) The Clerk

10/5321 PLANNING

- a) The following application had been received;

TWC/2010/0022	Mr D Stack	Land adjacent 56 Sandbrook, Ketley, Telford, Shropshire, TF1 5BD	Erection of 2no. detached bungalows with shared garage following demolition of existing lock-up garages
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There was concern over access and the Chairman agreed to talk to members of the Planning Committee so a response could be submitted.

- b) There had been no response to the concerns raised regarding Brickhill Lane – Restricted byway diversion order 1 of 2010

10/5322 AGENDA ITEMS FOR NEXT MEETING

David Charmbury (HCA) was due to attend the July meeting.

10/5323 DATE OF NEXT MEETING

The meeting was closed at 7.15 pm. and the next meeting agreed as Thursday 3rd June 2010 at 7.00 p.m. in the Ketley Community Centre

SignedDate Thursday 3rd June 2010