

# KETLEY PARISH COUNCIL TELFORD, SHROPSHIRE



**Chairman:** Councillor Anil Saini

**Clerk to the Council:** Alison Hinks  
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**MINUTES of the Meeting of Ketley Parish Council held on Wednesday 11 March 2015 at 7.00 pm at in the Ketley Community Centre.**

## **PRESENT:**

Councillor Anil Saini (Chairman)  
Councillor Maggie Evans  
Councillor Amrik Jhawar  
Councillor Rajash Mehta  
Councillor Hilda Rhodes

Councillor David Elliott  
Councillor Laura Hodgkinson  
Councillor Simon Malpass  
Cllr Gilly Reynolds

**Clerk:** Alison Hinks

**In Attendance:** A number of members of the public.

## **15/6316 WELCOME**

The Chairman welcomed Parish Councillors, Borough Council colleagues and members of the public to the meeting.

## **15/6317 PUBLIC SESSION**

Cllr Saini said that he was pleased to see so many members of the public at the meeting and proposed that standing orders are suspended to allow the public to speak.

**RESOLUTION: Cllr Rhodes proposed that standing orders are suspended, which was seconded by Cllr Evans and unanimously agreed by the Parish Council.**

Mr Shuker, a resident of Sinclair Gardens, Ketley, expressed his concern about the Greenways site, Waterloo Road, Ketley. He confirmed that he has spoken to Environmental Health who are concerned with their working practices, although Environmental Health did say that they are unable to do anything about the road and have advised that Mr Shuker speaks to Parish Council and Borough Council about this. Mr Shuker said that Greenways needs to remove the excess soil, wood, plastics from the site as a matter of urgency. Mr Shuker said that there has been an increase in rates and vermin since Greenways took over the site.

Mr Shuker said that since the Secretary of State planning consent in 2007 the site has changed. He said that although the site can legally be on this road, there is a real need to clean up the site and he has concerns with smells during the summer months.

Cllr Saini said that the Parish Council has had 3 meetings with Greenways and that the Parish Council are here to represent the people of Ketley. Cllr Rhodes said that this site also effects Overdale.

A member of the public said that she was concerned that when two lorries travelling in opposite directions meet on the s-bend of the road they cannot see each other and expressed concerned that there could be an accident. Mr Shuker said that the road markings and humps on the road are no longer visible.

A member of the public said that the lorries are parking on the pavement causing an obstruction for pedestrians. The lorries are 40 ton lorries travelling from the continent. They sometimes have to sure the curb and are queuing up along the road to get into the site. The lorries are also turning up to the site early and suggested that Greenways advise them that they shouldn't do this. Cllr Mehta said that there is obviously an issue with the timings connected to the operation.

Mr Shuker said that the big lorries turning at the traffic lights on the Holyhead Road are also causing a problem and one lorry did not have any cover over the waste, which was blowing out of the lorry.

A member of the public said that residents were assured that Greenways was a better organization than the previous company and this is not the case. Mr Shuker said that the lorries visiting the previous company were smaller than those visit the Greenways site.

Cllr Jhawar said that the lorries parking on the side of the road have destroyed the footpaths. Greenways have created a parking area on site, although the lorries who arrive before and after the site opening times would be unable to use this. This site is in the totally wrong place. Cllr Jhawar said that the Highways Agency refused access to the site via the M54 and the Parish Council and Borough Council need to work with the residents over this problem. Greenways should be working within the planning conditions of the site. Cllr Saini said that residents can contact Cllr Jhawar or the Clerk direct with their concerns. The T&W Council Enforcement Officer is visiting the site regularly but illegally parked vehicles should be reported to the Police via 101.

Cllr Hodgkinson said that traffic surveys should be done during school commuting times and should include the residential area and cross road on the Holyhead Road.

Cllr Rhodes assured the residents that the Parish Council fully support the residents. This site should never have been granted Planning Consent. T&W Council refused the planning permission and the previous owners appealed against the Borough Council decision and referred the application to the Secretary of State, where it was granted. As soon as the site changed hands the Parish Council acted quickly to try to work with Greenways as they didn't want the same problems experienced with the previous owners. Greenways want to change some of the planning conditions on the site and T&W Council Planning Department has asked that they apply for new planning conditions for the whole site.

A member of the public asked if there was a conflict of interest from the Borough Council as Veolio use this site for T&W Council household recycling. Cllr Jhawar said that this is a temporary arrangement as Veolia are having their own recycling centre built in Hortonwood.

Cllr Saini thanks the members of the public for attending the meeting and asked that they continue to report their concerns to the Parish Clerk and the Parish Clerk will keep residents up to date with the pending planning application. The letters of complaint already received will be passed to T&W Council Planning Department.

#### **15/6318 POLICE MATTER**

Nothing to report

#### **15/6319 RECEIVE APOLOGIES FOR ABSENCE AND OBTAIN THE NECESSARY APPROVAL**

All Councillors present at the meeting.

#### **15/6320 DISCLOSURE OF PECUNIARY INTERESTS**

??????

#### **15/6321 TO APPROVE THE MINUTES OF THE 11 FEBRUARY 2015 MEETINGS**

**RESOLUTION: The minutes of the meetings held on 11 February 2015 were proposed as an accurate record by Cllr Evans, seconded by Cllr Rhodes and unanimously agreed by the Parish Council.**

#### **15/6322 CLERK'S REPORT**

##### **1. Ketley Community Centre / Ketley Youth Centre**

Please find below a list of organisations now using Ketley Community Centre on a regular basis:

- Parkinsons Support Group
- Carers Support Group
- Osteoporosis Support Group
- CVS Exercise Class
- Shropshire Dementia Group
- Age UK Dance Group
- T&W Council Young Carers Group

The following groups are also held at the Community Centre:

- Telford Card & Stamp Group
- British Badge Association
- Ketley History Group
- Friends of Ketley Paddock Mound
- Ketley Good Companions
- Ketley Youth Club

TCAT and WEA are running the following courses from the Community Centre:

- |                   |                   |
|-------------------|-------------------|
| TCAT:             | WEA:              |
| - Skills for Life | - Computer Course |
| - Sewing          | - Ipad            |

- DIY
  - Computer Course
  - Painting and Drawing
  - Digital Photography
- Tai Chi

The following private organisation also use the Community Centre:

- Tai Chi
- Belly Dancing
- Self Defence
- The Rock Project
- First Class Learning
- Telford Band

#### **Garden of Rest**

2. Trees at 6 Marigold Court, Ketley – I am still waiting for Mark Greaves, T&W Council, to mark out the line where the new fence will lie. As the boundary lies along and inside the hedgerow, the Parish Council have decided to erect a fence one meter from the true boundary line. Once this has been done, I will write to the residents of Marigold Court who will be affected by this fence to ask for their views.

#### **Street Lighting**

3. Nothing to report.

#### **Parks and Play Facilities**

4. MUGA and NEAP at TMC – Derek Owen, T&W Council Parks and Open spaces has undated the Parish Council on the currently work: Works by Taylor Wimpey's play specialist contractors on the new Telford Millennium Community Neighbourhood Equipped Area for Play are progressing well. 'Back on Track' a specialist Mountain Bike / BMX track specialist have been busy creating an exciting and challenging BMX 'pump' track as a suitable replacement for the BMX track that was lost to facilitate the residential development. The track itself has now been completed and landscaping around the new facility is starting to establish. Kieran Edwards of Wrekin Riders BMX club visited the track and stated "the new Ketley track is completely unique, provides the opportunity for all (including experts) and I personally cannot wait for it to open so I can have a go myself". The new BMX track is currently closed to the public for Health and safety reasons as there is a number of other play area works are being carried out which are in close proximity. Works to the new Ketley Skate Park start March 2 with amendments to the ball court, a new seated shelter and not one but 2 play areas (junior and senior to follow). It is anticipated that works will be complete and the facility opened in early May.

#### **Roads and Footpaths**

5. Trees on Quarry Lane, Ketley – I have reported to T&W Council Environmental Maintenance Team, the trees that are hanging over the Quarry Lane at the junction on to the Holyhead Road in Ketley. Drivers do not have clear visibility when exiting this junction. Gavin Onions, T&W Council Tree Officer, has been in touch to say that he has written twice to the landowners to ask that the trees be cut back. There is nothing further to report.
6. Ironbridge Way Footpath – T&W Council plan to start the work to the footway from Holyhead Road to Copper Beech on 16 March 2014. This is the final stage of the work to the cycle path that runs from Sinclair gardens and also included the upgrade of the safer crossing of Station Road, Ketley.
7. Parked Cars along Station Road, Ketley – Following complaints at the last Parish Council meeting, I contacted T&W Council Highway Department. Teresa Maxfield, Assistant Traffic Management & Streetworks Officer, T&W Council has responded to say that the Borough Council does not have any powers to enforce on-street parking issues this can only be done by the West Mercia Police. The Licensing and Enforcement team have also advised that the cars 'For Sale' and the cars parked for advertising in the lay-by's have not actually been abandoned and have road tax; therefore technically they are not committing any offences. However these laybys have been added to T&W Council list to be reviewed as part of our next TRO review for the installation of waiting restrictions to be considered along this stretch of road. If successful then this borough-wide review will include informal consultations processes involving a working group including the Parish/Town Councils and local borough councillors, subsequently there are public consultations held for members of the public to attend.
8. Over hanging trees on public footpath by 181 Woodside Road, Ketley – T&W Council have confirm that these trees have now been cut back.

9. Temporary Road Closure of Shepherds Lane, Red Lake - Severn Trent Water are undertaking water mains maintenance works, which are set to commence on Monday 23 March 2015 for a duration of 3 days with an end date of Wednesday 25 March 2015.
10. One-Way System for Quarry Lane, Ketley - Thomas Goffe, T&W Council Traffic Management & Streetworks Officer, has been in touch to ask for a meeting on site to look at the concerns raised about Quarry Lane and the need for it to become a one-way system. Cllr Maggie Evans is due to meet Thomas on site in the near future.
11. Upgrade to footpaths from Candleberry Meadow and Woodside Road to Mountside, Ketley – I have received a number of complaints about the uneven surface of the walk way from Candleberry Meadow and Woodside Road to Mountside. This route is used by parents as a quick route to The Meadows School and is maintained under the PET contract. A couple of people with pushchairs have slipped over and on inspection it is dangerous. TWS will be re-stoning the footpaths, cutting back and reinstating the edges and installing steps at a cost of £4,649.09.

#### **Rights of Way**

12. Blocked ROW 197, Quarry Lane –Andrew Careless, T&W Council ROW Officer, has still not actioned the two cars that are blocking the entrance to ROW 197. Mr Careless was in the process of instructing T&W Council Legal Department to write to the owners of the vehicles and ask that they be moved. I have nothing further to update on this issue.
13. Footpath between Sandbrook and Victoria Avenue, Ketley – nothing to report.

#### **Open Spaces**

14. Paddock Mound and The Paddocks, Red Lake – agenda item.
15. Environmental Maintenance Team Work Schedule – I have reviewed the work schedule of the Environmental Maintenance particularly the work that the Team undertakes during the winter months. Please let me know if there are any areas that you would like included on the schedule or any one-off areas that you would like worked on.
16. WWI Poppies Planting - I have agreed with Chris Jones, T&W Council Parks & Open Spaces for the WWI poppy and wild flower seeds should be planted along Beards Patch, Copper Beech Road and along the grass area in front of Orchard Close at a cost of £464.00.

#### **Communication**

17. Parish Newsletter – The next Parish Newsletter will be circulated over the weekend of 28/29 March 2014. A local company can circulate the newsletter at a cost of £132. Please let me have any items that you would like included in the newsletter by no later than Thursday 19 March 2015.

#### **IT Developments**

18. Parish Website – Runtime UK have started the work on the Parish Website. A holding page has been uploaded and I am currently working on the content for the site. The website will be launched on 27 March 2015 and promoted in the newsletter. Facebook and Twitter accounts have also been set up for regular contact with the local community. This is an on-going project and feedback is appreciated.

#### **Community Based Projects**

19. Community Events in Ketley – The following events will be taking place over the next 3 months:

13 March 2015	Comic Relief	Raffle in Reception of Ketley Community Centre
2 April 2015	Easter Egg Hunt 10.00 am – 2.00 pm	Ketley Paddock Mound and Easter crafts and refreshments at Ketley Community Centre
18 April 2015	Table Top Sale 10.00 am – 2.00 pm	£5 per table (free for charities) at Ketley Community Centre

20. Ketley Community Group Meeting – I have arranged for the first meeting of the Ketley Community Group for 1.00 pm on Tuesday 10 March 2015 at Ketley Community Centre. This group will bring together the local school, churches, TMC and the community groups who work closely with the Parish Council with an aim to working closer and sharing ideas for community events.

#### **15/6323 FINANCE COMMITTEE**

- a. February 2015 Monthly Bank Reconciliation and Order of Payments – The Clerk reported an overall balance in all bank accounts of £188,716.83 as at 11 February 2015, with a balance of £104,707.75 in

the Co-op Bank account. The Parish Council were also given a copy of the order of payments for February 2015 which were agreed by the Finance Committee.

- b. Minutes from the Finance Committee held on 29 January 2015 – attached for Parish Council information.
- c. Verbal report from the Finance Committee on 24 February 2015
  - 2014-15 Grant Requests

The Clerk presented the following grant applications to the Parish Council which was recommended by the Finance Committee at their meeting on 26 February 2015:

Group:	Amount:	Current A/cs Balance	Outcome:
Ketley History Group	£350 for projector	£300	Agreed
Ketley Good Companions	£240 for rent	£49,659.69	Declined due to current bank balance
Ketley Youth Club	£400 for laptop	£9,537.30	Agreed
Silver Clouds Bingo Club	£200 for Christmas social event	No specified	Agreed
Friends of Ketley Paddock Mound	£600 – trees/plants, hire of KCC, wheelbarrows	£381.21	Agreed
Marks Pit Stop	£150 – Rent and food	££4,829.98	Declined – not based in Ketley
Telford Chin Woo	£250 – Class in Ketley	£59.28	Declined – not based in Ketley
Gower Heritage	Any amount - Stationary, printing, promotions	Not specified	Declined – not specific to Ketley
Telford Mind	Not specified	Not specified	Declined – not specific to Ketley

**ACTION: Cllr Hodgkinson proposed the above grants, which was seconded by Cllr Reynolds and unanimously approved by the Parish Council.**

- Financial Regulations – The Finance Committee at their meeting on 26 February 2015 agreed the attached Financial Regulations, which were presented to the Parish Council for information
- Financial Risk Assessment – The Finance Committee at their meeting on 26 February 2015 agreed the attached Financial Risk Assessment, which was presented to the Parish Council for information.

#### 15/6324 RESOURCES COMMITTEE

- a) Minutes of Resources Committee held on 25 November 2014 – attached for parish Council information.
- b) Verbal report from Resources Committee on 26 February 2015 – The Clerk reported that the Cleaning Assistant has just returned to work on a phased return following a period of long term sick. The Cleaning Assistant is on a reduced work load and hours increasing over the next 4 weeks to her contracted hours.

#### 15/6325 KETLEY PADDOCK MOUND

- a) Lease Agreement with T&W Council – The Clerk reported that the amended lease is currently with the Parish Council's solicitors who are in discussions with T&W Council Legal Department. The land searches undertaken shows mining and some landfill. A concern has been raised about possible land contamination from the landfill and a further survey costing £450 could give more information on this. The Parish Council agreed that this survey should be undertaken.
- b) Friends of Ketley Paddock Mound Management Plan – The Clerk advised that the environmental consultants will be starting the management plan over the next couple of weeks at a cost of £7,000.
- c) Pride in the Community Funding – The Clerk reported that the first meeting of the Task and Finish Group is arranged for Friday 13 March 2015. The aim of the group is to review the location of the pathways and information boards, put together a quote specification and choose the most appropriate contractor to undertake the work.
- d) Ash Die Back – The Clerk reported that she had spoken to Gavin Onions, T&W Council Tree Officer who has advised that the number of ash trees on the Paddock Mound is small and if this disease did affect the trees it would be possible for the Parish Council to act quickly and control it. Friends of Ketley Paddock Mound has also reiterated this course of action.

#### 15/6326 HGV TRAFFIC ALONG WATERLOO ROAD, KETLEY

Discussed under agenda item 15/6317.

#### 15/6327 PLANNING

##### Applications:

- TWC/2015/0158 Woodruff, Shrubbery Road, Red Lake, Telford, Shropshire, TF1 5EQ - Erection of a 2 storey and first floor side extension and erection of a detached garage – Parish Councillor had no objections to this application.

- TWC/2015/0122 Castlebridge Plant, Ketley Business Park, Ketley, Telford, Shropshire, TF1 5JD - Change of use from warehouse (use class B8) to builders merchant (sui generis) with the erection of a trade counter and snack bar – Parish Councillors expressed concern about the increase to traffic along Waterloo Road, Ketley.
- TWC/2015/0115 Site of The Wrens Nest, Wrens Nest Lane, Ketley, Telford, Shropshire - Outline application for appearance and landscaping and all other matters reserved for the erection of 11no. flats with bin store, cycle store and car parking – Cllr Elliott said that the exit from the flats car park was dangerous as it was at the bottom of a hill on Woodside Road, Ketley. Cllr Hodgkinson said that there was sewage pipes on the car park directly below the planned buildings. Cllr Saini said that The Meadows School were worried about the development as parents currently use the car park as off street parking. Cllr Hodgkinson said that the emergency services would be unable to access The Meadow School at certain times of the day due to the number of cars parked on Woodside Road/Riddings Close.

**RESOLUTION: Cllr Rhodes proposed that the Parish Council objects to the planning application on the grounds of over development of the area and the application should be discussed at Plans Board, which was seconded by Cllr Elliott and unanimously agreed by the Parish Council.**

**Approvals:**

- TWC/2015/0009 183 Woodside Road, Ketley, Telford, Shropshire, TF1 5WT - Erection of two storey rear extension - email previously sent to Councillors
- TWC/2015/0107 7 Bluebell Coppice, Ketley, Telford, Shropshire, TF1 5NE - Crown reduction of 1no. Sycamore tree

**Withdrawn:**

- TWC/2014/1135 Land between 87-88 & View House 103 Holyhead Road, Ketley, Telford, Shropshire - Erection of 10no. dwellings with garage, parking and associated access and landscaping - email previously sent to Councillors
- TWC/2014/0852 Recycling House, Rock Road, Ketley, Telford, Shropshire, TF1 5HW - Installation of 2no. waste balers and alterations to existing work plan

**On-going:**

- TWC/2015/0072 14 Hutchinson Way, Ketley, Telford, Shropshire, TF1 5FD - Erection of a single storey extension to existing garage to form granny annex
- TWC/2014/1151 Telford Millennium Community (Part of Phase 4), Ketley, Telford, Shropshire - Erection of No.52 apartments and No.14 dwelling houses (Variation of Planning Permission TWC/2013/0096) - email previously sent to Councillors
- TWC/2014/1154 19 Castle View, Ketley, Telford, Shropshire, TF1 5EN - Erection of a two storey side extension - email previously sent to Councillors
- TWC/2015/0040 43 Ketley Park Road, Ketley, Telford, Shropshire, TF1 5B - Erection of a conservatory to rear

**15/6328 CORRESPONDENCE**

The Clerk reminded Councillors of the T&W Council Buss User Group meeting on Thursday 12 March 2015. Cllr Hodgkinson said that she would represent that Parish Council at this meeting.

The Clerk reminded Councillors of the T&W Council Borough Elections 2015 Guidance on Pre-Election Protocol which was emailed to Parish Councillors.

**15/6328 AGENDA ITEMS FOR NEXT MEETING**

**15/6329 TO CONFIRM THE DATES OF FUTURE MEETINGS**

The next meeting of Ketley Parish Council is arranged for Wednesday 15 April 2015 at 7.00 pm at Ketley Community Centre

The meeting was formally closed at 9.00 pm.

**15/6330 NOTIFICATION OF PRIVATE SESSION UNDER PUBLIC BODIES ACT 1960**

See separate confidential minutes

Signed:.....

Date: 15 April 2015