

# KETLEY PARISH COUNCIL TELFORD, SHROPSHIRE



**Chairman:** Councillor Anil Saini

**Clerk to the Council:** Alison Hinks  
Ketley Community Centre  
Holyhead Road  
Ketley  
Telford  
TF1 5AN  
01952 612035  
[parishclerk@ketleyparishcouncil.co.uk](mailto:parishclerk@ketleyparishcouncil.co.uk)  
[www.ketleyparishcouncil.co.uk](http://www.ketleyparishcouncil.co.uk)

## MINUTES of the Ketley Parish Council meeting held at 7.00 pm on Wednesday 13 January 2016 at Ketley Community Centre.

### PRESENT:

Councillor Anil Saini (Chairman)  
Councillor David Elliott  
Councillor Joy Francis  
Councillor Samuel Millward-Thomas

Councillor Mandy Cartwright  
Councillor Maggie Evans  
Councillor Andy Morris  
Councillor Hilda Rhodes

**Clerk:** Alison Hinks

**In Attendance:** Mr & Mrs Spooner and Mr M Wilkinson.

### 16/6486 WELCOME

Cllr Saini welcomed Borough Councillors, Parish Councillors and the member of the public to the meeting.

### 16/6487 PUBLIC SESSION

- Cllr Cartwright said that two streetlights are not working on Wrens Nest Lane, Ketley.  
**ACTION: The Clerk to contact T&W Council Customer Quality to report the broken lights.**
- Cllr Evans reported that the footpath that runs from Beverly to Farm Foods is blocked.  
**ACTION: The Clerk to report the blocked footpath to the Ketley PET.**
- Cllr Evans said that the overhanging trees along Quarry Lane, towards the junction of Holyhead Road, Ketley are now so bad that vehicles are having to mount the footpath to drive down the road.  
**ACTION: The Clerk to report to H&S Council Customer Quality.**
- Mr Spooner said that he was attending the meeting to discuss planning application TWC/2015/1097.  
**RESOLUTION: Cllr Saini proposed that the Parish Council discuss this agenda item in the public session, which was seconded by Cllr Rhodes and unanimously approved by the Parish Council.**

Mr Spooner said he was concerned about the number of proposed housing on the site which was directly opposite a church regularly used by local people, directly opposite a bus stop and very close to residents. The proposed development was also extremely close to the very dangerous junctions of Potter bank and Shepherds Lane, where accidents have happened in the past. Mr Spooner said that he has concerns about the stability of the land as a lot of trees have already been removed from the site and although the entrance on to the development has been moved slightly, it is still a problem.

Mrs Spooner said that the upgrading and development of Paddock Mound will attract more people using the green space, which will increase the number of people walking along an already busy road, with the potential of 20 plus cars exiting the new housing development.

Cllr Francis said that the T&W Council Planning Officer responsible for the development is to undertake a site visit over the next few days. Mr Spooner said that there were cottages on the site until 1955 and then the land was used for landfill. Cllr Elliott said that the new entrance onto the site is in a no better position than before as it is not opposite the bus stop. Cllr Rhodes said that the stability of the land is also of concern. Cllr Cartwright said that there will be three junctions within a short space on a blind bend in the road. Cllr Evans said that the current application is for 10 houses in the first instance with a potential for a further 6 at a later date.

**RESOLUTION: Cllr Rhodes proposed that Cllr Francis green card the planning application, which was unanimously agreed by all Councillors. Cllr Francis will speak on behalf of the Borough Council.**

### 16/6488 POLICE MATTER

Nothing to report.

#### 16/6489 RECEIVE APOLOGIES FOR ABSENCE AND OBTAIN THE NECESSARY APPROVAL

Apologies were received and accepted from Cllr Hodgkinson (College commitment), Cllr Jhawar (prior engagement) and Cllr Mheta (work commitment).

#### 16/6490 DISCLOSURE OF PECUNIARY INTERESTS

Nothing to report.

#### 16/6491 TO APPROVE THE MINUTES OF THE 9 DECEMBER 2015 MEETING

**RESOLUTION:** The minutes of the meetings held on 9 December 2015 were proposed as an accurate record by Cllr Evans, seconded by Cllr Millward-Thomas and unanimously agreed by the Parish Council.

#### 16/6492 CLERK'S REPORT

##### Community Centre

1. H&S Upgrades at Ketley Youth Centre – External H&S work has been arranged for w/c 11.1.16 including, uneven ground, highlighting steps, increasing the high of bars on the edge of steps, removing tripping hazards. The external security lights also need to be changed so that they are on a timer.
2. IT Support – I have not received any information from Paul Woodhouse, T&W Council IT Support to about support the Parish Council's IT network, with a view to cost saving.
3. Courses and Class at Ketley Community Centre:

Course/Class	Day	Time	Contact
Belly Dancing	Tuesday	7.00 pm	07929 437172
Badge Collectors	Tuesday	7.30 pm	01952 247808
Card & Stamp Club	Monday	7.00 pm	01952 247783
Computer Drop In	Tuesday	10.00 am	01952 612035
Dance for All	Thursday	11.00 am	01952 612035
First Class Learning – child tuition	Tuesday / Friday	4.00 pm	07429 815098
Friends of Ketley Paddock Mound	Tuesday	7.00 pm	01952 612035
Good Companions	Wednesday	1.00 pm	01952 223170
Indian Dancing	Sunday	10.00 am	01952 612035
Ketley History Group	Wednesday	7.00 pm	01952 252459
Martial Arts	Monday/Wednesday/Friday	From 5.30 pm	07980 957336
Painting & Drawing	Thursday	2.00 pm	07989 753379
Seated Exercise	Tuesday	10.30 am	07821 739943
Tae Kwon-Do	Wednesday	6.00 pm	07866 060544
Tai Chi – evenings	Monday	7.30 pm	01952 536967
Tai Chi – day time	Wednesday	10.00 am / 1.00 pm	01952 614451
The Rock Project	Saturday	9.00 am	01952 814652
Telford Community Orchestra	Thursday	6.30 pm	07985 903731
Yoga	Sunday	9.00 am	07510 186982

##### Community Events

4. Abraham Darby Academy Jazz and Percussion Bands on Saturday 23<sup>rd</sup> January 2016 at 7.30pm - This is being held at Ketley Community Centre, Holyhead Road. Ticket are now on sale at £6 and proceeds will be split between St Marys and Abraham Darby Music. This will be an excellent night with exceptionally talented and multi-award winning musicians.
5. Telford Food Bank – A food collection box has been set up in the Reception at Ketley Community Centre and local residents are donating food regularly.

##### Parish Environmental Team

6. Apprentice – The PET is currently without an apprentice. The post is currently out to a second advertise but T&W Council are struggling to attract people to this post. The Parish Council will be financial reimbursed for this vacancy.
7. PET Timetable – I am in the process of reviewing the PET timetable. The contract has now been running for well over a year and the change in operative seem an ideal time to ensure that the schedule is fit for purpose.

##### Garden of Rest

8. The new fence has been damaged during the recent high winds. As the tree was in Mrs Balls garden, she has removed the tree. A further tree from The Vicarage garden has fallen and has left a gap at the very end of the new fencing. The gap does not expose the view of the GOR from any properties. The Parish Council does not have money to do this work. Councillors suggested that Mrs Ball get in touch with The Vicarage to notify them that their tree has blown down.
9. Mike Wilkinson forwarded me details of burial fees and the revised costs from Powys County Council. This information highlights that charges are slightly higher than those of Ketley Parish Council..

### **Street Lighting**

10. I am meeting with Amanda Roberts, T&W Council Procurement Officer, to look into a joint T&W Council/Parish Councils streetlights maintenance contract with the hope that savings can be made. I have not received any further information on this.

### **Parks & Play Facilities**

11. Millennium Park – The official open of the new Millennium Park is arranged for Saturday 20 February 2016 between 10.00 am and 4.00 pm. Further details to follow.

### **Roads and Footpaths**

12. ROW at Cornflower Grove – The ROW off Cornflower Grove has been damaged, along with a retaining wall by work men who removed a fence for a homeowner following wind damage. The machinery used to do the work has also damaged the ROW. I have spoken to the workmen, who are in the process of fixing the damage they caused.
13. Waterloo Road, Ketley – I was contacted by a resident to again complain about the lorries parking along Waterloo Road when waiting for access into Greenways. I have reported this to enforcement. Derek Causer, T&W Council Enforcement Officer said that he would chase Greenways on the matter and in doing so I will remind them they need to submit a revised Planning Application or face enforcement. Derek thanks the Parish Council for their patience and will hopefully by end of January 2016 give a clear update.

### **Rights of Way**

14. Blocked ROW 197, Quarry Lane – nothing further to report.
15. Footpath between Sandbrook and Victoria Avenue, Ketley – nothing further to report.
16. Path Diversion Order – Bali Hi Footpath No. 191 and 193 – The Secretary of State public hearing for the proposed diversion of these footpaths was arranged for 19, 20 and 21 January 2016 at Ketley Community Centre. Unfortunately, this had had to be cancelled due to an administrative error by T&W Council. Cllr Frances confirmed that it was an administrative error by T&W Council that postponed the hearing about Bali Hi.

The Clerk said that there has been more fly tipping along Brick Kiln Lane, Ketley. This is a regular occurrence although T&W Council say that the land is not registered and have refused to remove the fly tipping. The Clerk said the Ketley PET have removed fly tipping from this area in the past but on this occasion there is just too much for them to remove. Mr Wilkinson said that when he objected to the closure of this footpath T&W Council agreed to grit and salt the road and suggested that by doing so are taking responsibility of the land.

Cllr Francis ask that the Ketley PET are thanked for removing the silt from the junction of School Lane, Red Lees.

### **Open Spaces**

17. Ketley Paddock Mound – agenda item.
18. Pond off Sinclair Gardens De-siltation Works – nothing further to report.

### **Communication**

19. Parish Newsletter – The next Parish Council newsletter is being distributed over the weekend of 26 March 2015.

### **Community Based Projects**

20. Plaque to Commemorate William Reynolds – nothing further to report.

### **Councillor Meetings**

21. Holocaust Memorial Day Civic Ceremony – All Councillors are invited to this event arranged for 27 January 2016 14:00-15:00 at The Place at Oakengates. Please confirm with the Clerk if you would like to attend.

#### 16/6493 FINANCE COMMITTEE

- a) December 2015 Bank Reconciliation and Order of Payments – The Clerk reported as at year end on 14 December 2015 the Parish Council's bank statements were as follows:
- |                  |             |
|------------------|-------------|
| National Savings | £106,246.79 |
| Co-op            | £ 41,355.87 |
| TOTAL            | £147,602.66 |
- There is currently £120.00 of un-presented cheques from the Co-op Bank Account, leaving a balance of £41,235.87. The Clerk confirmed that £45,000 from that National Savings account has been transferred into the Co-op Bank account but the withdrawal is not currently showing on the National Savings bank statement. The actual balance in the National Savings account is £61,246.7920. The Clerk reported that at the Finance Committee on 17 December 2015 Councillors approved payments amounting to £7,766.73 which do not currently show on the Co-op Bank statement.
- b) Minutes of the Finance Committee held on 26 November 2015 – The Clerk presented the minutes from the Finance Committee held on 26 November for information.
- c) Verbal report from Finance Committee held on 17 December 2015:
- Appointment of Internal Auditor for 2015-16 – The Clerk reported that the Finance Committee approved that Sue Hackett, the internal auditor used for the past 4 years, should be appointed as the internal auditor for 2015-16, which was unanimously agreed by the Full Parish Council.
  - 2016-17 Budget and Precept – The Clerk went through the proposed budget for 2016-17 showing that all budget heading had been scrutinized by the Finance Committee but no further savings could be made. The Finance Committee propose that Ketley Parish Council increase their Precept by 3% to ensure that all costs associated to the running of the Parish Council are covered. A 3% increase would increase Band D Council Tax calculation by £2.82 per annual, 0.24p per month. Cllr Rhodes said that the residents of Ketley could also have increase by T&W Council and West Mercia Police and the Parish Council increase should be explained in detail to the residents.  
**RESOLUTION: Cllr Saini proposed that the Parish Council increase their Precept by 3%, which was seconded by Cllr Evans and unanimously agreed by the Parish Council.**
- d) Telford & Wrekin Council Budget Proposals for 2015-16 – The Clerk went through T&W Council's proposed budget cuts to the environment that will affect the resident:
- Reduced road sweeping - If taken forward, all roads will have one annual sweep and local roads which may need follow up sweep will be programmed e.g. Rock Road.
  - Reduced litter picking – high risk roads will continue to be litter picked fortnightly but the secondary roads may be reduced to quarterly and backed up by a Rapid Response team, although the Ketley PET programme does include litter picking more regularly.
  - Reduced chemical weed killing - The proposal is to stop spraying 'open space' footpaths and shrub bed edges, although spraying along road kerb edges or highway pavements 'back edge' will continue.
  - Reduced grass cutting - several areas where 'framing' could be considered but KPC does not have many areas and these are only suggestions at this time. This will not affect Ketley Playing Field but could affect Sandbrook and Riddings Close play areas. Ketley Paddock Mound will continue to be cut once a year.
  - Wildflower and annual planting scheme - the carpet bed at the Waterloo Rd / Holyhead Rd may be affected and costs are circa £320 for materials & £300 for site prep & maintenance. If Beverley Roundabout is to be considered (this may be joint with OTC), the costs are materials £845 and prep & maintenance est £900.
  - The Clerk said that a lot of this work could be picked up by the Ketley PET and could be done on a needs must basis, although the 2016-17 budget for environmental projects is only £371. The Clerk will provide an update at for Councillors at the next meeting.
- e) Staging Date for The Pensions Regulator – The Clerk reported that the Parish Council must complete all information about the current Pension Scheme on 1 February 2016.

#### 16/6494 RESOURCES COMMITTEE

- a) Minutes of the Resources Committee held on 24 November 2016 – The Clerk presented the minutes from the Resources Committee held on 24 November 2015 for information.
- b) Verbal report from Resources Committee held on 15 December 2015:  
This item is being discussed under agenda item 16/6502 – Notification of Private Session Under Public Bodies Act 1960

#### 16/6495 KETLEY PADDOCK MOUND

The Clerk reported that the work to upgrade of the footpaths on Ketley Paddock is now underway and is due to be finished by the end of January 2016. Cllr Saini said that on completion the Friends of Ketley Paddock Mound should be thanked for the work in arranging this work. Cllr Saini suggested that once the

upgrade to the footpaths are complete and new information and signage boards installed Cllr Evans arranges a guided walk of the site for Parish Councillors. Cllr Elliott suggested that the local press are invited to this too.

The Clerk reported that despite chasing, the Parish Council and Friends of Ketley Paddock Mound are still waiting for the joint working SAL from T&W Council.

#### **16/6496 RED LEES**

Cllr Francis reported that T&W Council have filled the pot holes towards the top of Red Lees. Cllr Elliott said that there are still a number of dangerous pot holes at the bottom of Red Lees close to the entrance to Hutchinson Way.

#### **16/6497 THE MEADOWS SCHOOL PARKING**

Cllr Saini updated parish Councillors on the ongoing problem of parking for The Meadows School, Ketley. Cllr Saini said that the headteacher is in discussions with T&W Council for a car-park to be located at the bottom Riddings Close, next to the small play area. Chris Galstone, T&W Council Planning Department said that they could allocate this land for parking but would be unable to fund it. The headteacher has asked if the Parish Council could support proposal. Cllr Francis said that historically the Wrens Nest car-park has been used by the parents but this is no longer available. Cllr Saini said that the owner of the Wren Nest has asked for the School to pay for the resurfacing of the car-park but has not yet provided the School with costs for this and has asked that parents do not use the car-park until there is a commitment from the school to resurface the car-park. Cllr Evans said that the residents of Riddings Close park outside of their homes and the road is too narrow for the number of cars using the potential car park, with the potential for congestion at the junction of Woodside Road. Cllr Evans suggested that the land by the bottom gate of the school, off Woodside Road, would be a better place for a car park. Cllr Cartwright said that parents will not use a car-park at the end of Ridding Close because potential congestion along the road; they will continue to park on the road outside of school. Cllr Rhodes said that the residents will probably object to a new car-park at the end of Riddings Close. Cllr Evans said that the Parish Council should support the school in principle but must not make any financial commitment until the costs are known. Cllr Rhodes said that the Parish Council need to investigate the costs and implications before committing. Cllr Elliot said that a car park will not only be used by parents and visitors to the School. Cllr Saini suggested that the School consult with the local residents about the proposed car park before a final decision is made and also look at the alternative land at the bottom of Woodside Road.

#### **16/6498 PLANNING**

##### **Applications:**

- TWC/2015/1154 Site of The White Lion Inn, Holyhead Road, Ketley, Telford, Shropshire, - Outline application for the erection of 2no. dwellings with associated access (all other matters reserved) – The Clerk has previously emailed Parish Council the application details. Cllr Frances said that she has discussed this application with the T&W Council Planning Officer and emphasised that this is a historic building. Cllr Evans said that the car park were the proposed houses are to be built has been land fill in the past. Parish Councillors object to the plans due to the over development of the small site. Access to the site is on a very busy road, directly next to a pedestrian crossing and close to a mini island, one of only two used as access to the Telford Millennium Village.
- TWC/2015/1139 21 Orchard Close, Ketley, Telford, Shropshire, TF1 5HA - Erection of a single storey side and rear extension - The Clerk has previously emailed Parish Council the application details. Ketley Parish Councillors discussed this planning application and have no objections to the plans.
- TWC/2015/1097 Land between 87-88 & View House 103 Holyhead Road, Ketley, Telford, Shropshire - Erection of 10no. dwellings with associated garages and access. Discussed until agenda item 15/6487.

##### **Approvals:**

- TWC/2015/1043 59 Holyhead Road, Ketley, Telford, Shropshire, TF1 5AN - Erection of a first floor extension to existing detached garage

##### **Refused**

- /

##### **On-going:**

- TWC/2015/0244 Land adjacent, 29 Sandbrook, Ketley, Telford, Shropshire - Erection of two storey dwelling attached to 29 Sandbrook and vehicle driveway to the rear
- TWC/2015/0705 Land rear of 11, Wrens Nest Lane, Ketley, Telford, Shropshire - Erection of 2no. bungalows with garages, parking and landscaping \*\*\*\*\*AMENDED RED LINE LOCATION PLAN RECEIVED\*\*\*\*\* - The Clerk has previously emailed Parish Councillor the application details. Parish Councillors felt that despite the changes to the plan they still had concerns about the additional cars exiting the lane onto Waterloo Road which is dangerous.

##### **Land for Sale in Ketley**

- Waterloo Road, Ketley – The Clerk reported that the Wellings site along Waterloo Road, Ketley is currently up for sale for £2m. The details state that the seller has had discussions with T&W Council

planning department, about the prospects for redevelopment and the following criteria will need to be met:

- Justification that the site can be removed from the Green Network
- Highways prefer no frontage access for any houses on Rock Road
- Public transport facilities to be improved (bus boarder kerbs both sides of road and relocate southbound stop and provide it with shelter)
- Affordable housing policy is 38% although may be possible to run viability argument to reduce this.
- Education and Public Open Space contributions anticipated.

Cllr Saini said that the Parish Council need to be aware of the unadopted land in the Parish and asked Councillors to inform the Clerk if they would like any land investigated.

#### **16/6499 CORRESPONDENCE**

Nothing to report.

#### **16/6500 AGENDA ITEMS FOR NEXT MEETING**

Update on Greenways – The Clerk to invite Derek Causer to the next meeting to update Councillors on the outstanding amended planning application for the greenways site. Cllr Rhodes said that she had been informed that temporary double yellow lines were to be installed along the road outside Greenways to stop lorries parking before they enter the Greenways site. Cllr Cartwright said that there is a real issue for drives along the 's' bend on Waterlook Road. Cllr Evans said that the fact there is no footpath on the opposite side of the road does not help pedestrians.

#### **16/6501 TO CONFIRM THE DATES OF FUTURE MEETINGS**

The next meeting of Ketley Parish Council is arranged for Wednesday 10 February 2016 at 7.00 pm at Ketley Community Centre

The meeting was formally closed at 8.50 pm.

#### **16/6502 NOTIFICATION OF PRIVATE SESSION UNDER PUBLIC BODIES ACT 1960**

To resolve: That by the Public Bodies (Admission to Meetings) Act 1960 (S1(2)) and in accordance with the provisions of Schedule 12A of the Local Government Act 1972, the public and press be excluded for the remainder of the meeting for the following items of business on the grounds they involve the likely disclosure of exempt information as defined in the Acts.

- Staffing Update – The Clerk updated Councillors on the pending investigation brought forward by the Centre Manager. The Clerk also went through the proposals for the staffing structure proposed by Resources Committee.

RESOLUTION: Cllr Evans proposed the changes to staffing structure, which was seconded by Councillor Saini and unanimously agreed by the Parish Council.

- Paddock Mound – Cllr Evans updated the Parish Council on concerns that she has with N Overton and the people that are working for him.

Signed:.....

Date: 13 January 2016