

# KETLEY PARISH COUNCIL TELFORD, SHROPSHIRE



**Chairman: Councillor Amrik Jhawar**

**Interim Clerk to the Council:**

**Andrew Roberts**

Ketley Community Centre

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

## **PRESENT:**

Councillor Hilda Rhodes (Vice Chairman)

Councillor Maggie Evans

Councillor Joy Francis

Councillor Anil Saini

Councillor Mandy Cartwright

Councillor Laura Hodgkinson

Councillor Samuel Millward-Thomas

**Interim Clerk:** Andrew Roberts

**In Attendance:** Mr M Wilkinson and Mr P Griffiths Parish Clerk Designate.

## **16/6572 WELCOME**

Cllr Rhodes welcomed Parish Councillors and the member of the public to the meeting.

## **16/6573 PUBLIC SESSION**

- Mr Wilkinson advised members that he arranged an appointment with Dominic Proud – Telford & Wrekin Council in order to inspect footpaths within the civil parish area. This appointment had followed a meeting that he had held with Cllr Shaun Davies.

## **16/6574 POLICE MATTERS**

There were no police issues raised as no representatives from West Mercia Police were in attendance at the meeting.

## **16/6575 RECEIVE APOLOGIES FOR ABSENCE AND OBTAIN THE NECESSARY APPROVAL**

Apologies were received and accepted from Cllrs R Mehta, D Elliott, A Jhawar and A Morris.

## **16/6576 DISCLOSURE OF PECUNIARY INTERESTS**

Nothing to report.

## **16/6577 TO APPROVE THE MINUTES OF THE MEETINGS HELD ON 8 JUNE AND 29 JUNE 2016**

**RESOLUTION:** The minutes of the meetings held on 8 June and 29 June 2016 were proposed as accurate records of the meetings by Cllr Evans, seconded by Cllr Hodgkinson and unanimously agreed by the Parish Council.

## **16/6578 CLERK'S REPORT**

The Interim Clerk provided an oral report on matters since the previous meeting, although he confirmed that time had not permitted the production of a written report. He confirmed that he had submitted the Final Accounts for the Year Ended 31 March 2016 to the External Auditors following approval of the same following the Special Meeting held on 29 June 2016.

## **16/6579 FINANCE COMMITTEE**

- a) Minutes of the Finance Committee held on 30 June 2016 – The Clerk presented the minutes of the Finance Committee held on 30 June 2016 for information.

## **16/6580 RESOURCES COMMITTEE**

- a) Minutes of the Resources Committee held 28 June 2016 – The Clerk presented the minutes of the Resources Committee held on 28 June 2016 for information. Cllr Thomas confirmed that the members of the Committee had continued with the weekly meetings with the staff and that these would continue until the new Parish Clerk had commenced his duties with the Council. It was further confirmed that these meetings had also included the newly appointed Parish Clerk designate.

**16/6581 KETLEY PADDOCK MOUND**

Cllr Maggie Evans provided an oral report to Full Council following the recently held Open Day that had been held at Paddock Mound. It was noted however that the SLA had still to be finalised and that this would soon be completed following a recent meeting that had been held with Becky Eade Telford & Wrekin, representatives of the Friends Group and Cllrs Jhawar and Rhodes. Cllr Rhodes congratulated the Friends Group on their continued work and that the designation of LNR status for the Paddock Mound was a huge community achievement.

**16/6582 PLANNING**

**Applications**

- TWC/2016/0575 Sinclair Works, Holyhead Road, Ketley, Telford, Shropshire – Display of 4no. non-illuminated signs. No objection.
- TWC/2016/0527 Site of Beveley House, 82 Beveley Road, Oakengates, Telford, Shropshire – Erection of 1no. detached dwelling. No objection.
- TWC/2016/0526 63 Broadway, Ketley, Telford, Shropshire – Erection of a two storey side extension and erection of a porch to front extension. No objection.

**On-going**

- TWC/2016/0395 Land between 29 & 33 Station Road, Ketley, Telford, Shropshire – Erection of a Workshop. Noted.

**16/6583 CORRESPONDENCE/ITEMS FOR INFORMATION**

The Interim Clerk reported that there was no specific correspondence to report. However, he had circulated all correspondence direct to Members that had been received since the last meeting.

**16/6584 TO RECEIVE AN UPDATE ON THE COUNCIL WEBSITE AND YOUTH PROVISION**

Parish Council website: The Interim Clerk advised members that he would be undertaking further work on updating the Parish Council website now that the final accounts had been concluded and submitted to the External Auditors. He confirmed that he would undertake further work on updating the relevant meetings pages. Cllr Thomas commented that the further use of social media should be considered with the use of Facebook and Twitter, however this should be investigated further by the newly appointed Parish Clerk when he had commenced his duties with the Parish Council.

Youth Provision: Cllr Thomas reported that the results of the recently undertaken survey had been discussed by him and Cllr Cartwright. Members were advised that a further report confirming the findings and providing possible options to be considered would be presented to a further Full Council meeting. It was also confirmed that a meeting with John McFarland from Telford & Wrekin would also be held in order to consider and possibly identify likely options for possible future provision.

**16/6585 TO CONFIRM THE DATES OF FUTURE MEETINGS**

It was noted that an informal meeting would be held between members and the Parish Clerk designate on Wednesday 24 August 2016 commencing at 7.00 p.m. at the Ketley Community Centre. The next formal meeting of Full Council would be held on Wednesday 14 September 2016 commencing at 7.00 pm at the Ketley Community Centre.

**16/6586 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: Recruitment of Parish Clerk – Cllr Thomas provided an update on the appointment of the new Parish Clerk and the agreed contractual details. It was further confirmed that the Interim Clerk had agreed to continue his locum duties until the new Parish Clerk had commenced his duties. It was also further noted that the Interim Clerk had offered his assistance with any induction process to the newly appointed Parish Clerk
- There was an initial discussion following a request for a current room hirer for possible exclusive use of the Community Centre, which would also impact on the approved dates for Full Council meetings. Following a discussion it was agreed that further discussions would be held between the Parish Council and the room hirer, with a view to seeking a possible solution which would be for the benefit of all parties.

**Signed:**..... **Date:** 14 September 2016