

KETLEY PARISH COUNCIL TELFORD, SHROPSHIRE



Chairman: Councillor Amrik Jhawar

Clerk to the Council: Phil Griffiths
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MINUTES of the Meeting of Ketley Parish Council held on Wednesday 14 June 2017 at Ketley Community Centre at 7 pm.

PRESENT:

Councillor Anil Saini
Councillor David Elliott
Councillor Joy Francis
Councillor Hilda Rhodes
Councillor Sam Millward-Thomas

Councilor Mandy Cartwright
Councillor Maggie Evans
Councillor Amrik Jhawar (Chairman)
Councillor Laura Hodgkinson

Clerk: Phil Griffiths

16/6724 WELCOME

17/6725 PUBLIC SESSION

No attendees.

17/6726 POLICE MATTERS

Nothing to report as the Clerk had been notified that no one would be able to attend this meeting.

15/6727 RECEIVE APOLOGIES FOR ABSENCE AND OBTAIN THE NECESSARY APPROVAL

Councillors Mehta (Work commitment) and Councillor Morris (Family Illness).

17/6728 DISCLOSURE OF PECUNIARY INTERESTS

Nothing to report.

17/6729 TO APPROVE THE MINUTES OF THE 10 MAY 2017 ANNUAL MEETING

RESOLUTION: The minutes of the Annual meeting held on 10 May 2017 were proposed as an accurate record by Councillor Evans, seconded by Councillor Cartwright and unanimously agreed by the Parish Council.

17/6730 CLERK'S REPORT

The Clerk presented the following report

Community Centre

1. Room Bookings –. Following funding cuts by the Borough council, Shropshire Wildlife Trust Green Heroes project will now end and they will vacate building from June. We are currently seeking new tenants and/or letting out as a meeting room to local organisations and businesses.
2. Leegomery Computers have been in contact regarding IT support and providing agendas and reports electronically by training councillors to use handheld tablet devices. They have successfully implemented at Wellington Town council. They have provided quotation for IT support which is 50% cheaper than current service. Currently seeking other quotations and will arrange a further presentation on this matter
3. Arty Party have confirmed a further weekly room booking which started in June and are also renting storage space for equipment at £50 per month
4. Assistant to Clerk currently working on improvements to invoicing/receipting procedures and also negotiating with hirers on a number of new regular weekday bookings and one off weekend bookings for the Centre
5. Hanging baskets and tubs on show at front of building – Facilities Management Officer has put these together

Parish Environmental Team

6. Telford & Wrekin have acknowledged the question of what the Parish will be given in terms of finance or works for the cost of the unfilled PET apprentice post and have agreed there is £11.6k that can be spent on public realm works. Councillors to approve suitable projects for expenditure

Garden of Rest

7. Garden of Rest no significant problems arising. Gates remaining unlocked

Street Lighting

8. No issues currently outstanding.

Roads and Footpaths

9. Amanda Roberts from Telford & Wrekin attending council meetings quarterly to provide updates on roads/footpaths.

Rights of Way

No issues to report

Open Spaces

10. Pinder's circus have requested, via the Borough council, that they bring the circus to Ketley playing fields between September 11th and 13th

Communication

11. Parish Newsletter – The next Parish Council newsletter will be distributed in late August. Can Councillors please forward to the Clerk items that they would like to include in the newsletter?

Council Meetings/Business

- 12 Youth Provision in Ketley – Councillor Millward-Thomas currently working with school and partners to provide further youth activities – to be invited to provide verbal update as required.
- 13 Room Hire charges due for review by Finance Committee in next few months

Staffing

14. Recruitment process completed and 3 part time staff appointed on permanent contracts. It is hoped that the introduction of new staff will allow the Parish to improve the facilities offered by the Centre, market those facilities, and increase revenues from room bookings
15. Former Centre Manager and Centre Cleaner have taken voluntary redundancy and finished at Centre 19 May and 5 May respectively with redundancy payments scheduled to be paid at end of June.

Councillor Millward-Thomas updated councillors on youth work being undertaken. The Fitness & Fun Camp sessions which had taken place at Meadows Primary school had been successful. Presentations were taking place on 16 June at the school with Veolia attending.

17/6731 TO APPROVE THE PARISH COUNCIL'S ACCOUNTS FOR 2016-17,

- a) **TO AUTHORISE SIGNATURE OF THE ACCOUNTS**
- b) **TO AUTHORISE THE ANNUAL GOVERNANCE STATEMENT AND ANNUAL RETURN 2016-17**
- c) **TO RECEIVE THE INTERNAL AUDITORS REPORT AND REAPPOINT THE INTERNAL AUDITOR FOR 2017/18**

RESOLUTION: That the Accounts be authorised and signed and dispatched to the Council's external auditors, the Annual Governance statement and Annual Return be authorised and dispatched to the Council's external auditors

RESOLUTION: That the Internal Audit report be received and that SDH Accounting be appointed to undertake the next half yearly Audit for 2017/18

17/6732 FINANCE COMMITTEE

The Minutes of the meeting of the Finance Committee held on 25 May 2017 were received for noting. The Clerk presented the minutes and April Bank reconciliation and Orders for Payment for information.

The Clerk reported that as at 30 April 2017 the Parish council bank statements were as follows:

National Savings	£41,159.35
Co-op current account	<u>£77,427.88</u>
Total	<u>£118,587.23</u>

There were currently £803.00 worth of unpresented cheques, leaving a balance of £117,784.23

17/6733 RESOURCES COMMITTEE

The Minutes of the meeting of the Resources Committee held on 23 May 2017 were received for noting.

17/6734 KETLEY PADDOCK MOUND

A handrail had been damaged and TWS had been contacted to carry out repairs.

Councillors Rhodes and Jhawar left the room during discussion of the next agenda item

17/6735 PLANNING

New Applications -

Application or enforcement number

Appeal number

TWC/2017/0471	N/A	24 Morgan Way, Ketley, Telford, Shropshire, TF1 5FB	Erection of a first floor extension above garage with associated external stair access	12/06/2017	03/07/2017
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Approved –

Application or enforcement number

Appeal number

TWC/2016/1025	N/A	Land adjacent 36 Quarry Lane, Red Lake, Telford, Shropshire	Erection of 1no. dwelling with detached garage and alterations to existing access	02/11/2016	23/11/2016
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TWC/2017/0298	N/A	Belmont, School Lane, Ketley, Telford, Shropshire, TF1 5DH	Erection of a detached double garage	07/04/2017	28/04/2017
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Refused –

TWC/2017/0239	145 Woodside Road, Ketley, Telford,	Erection of a fence	21/03/2017	11/04/2017
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On-going:

Application or enforcement number	Appeal number	Site Address	Description of proposal	Date consultation received	Reply by date
TWC/2017/0153 Deferred	N/A	Site of The Wrens Nest, Wrens Nest Lane, Ketley, Telford, Shropshire	Outline planning for Demolition of public house and erection of 9no. dwellings with garages and parking	24/02/2017	17/03/2017

Councillors agreed

TWC/2017/0236	N/A	Site of Castlebridge Plant & Compound 1C, Ketley Business Park, Ketley, Telford, Shropshire	Demolition of existing building and the erection of a warehouse and smoking shelter	29/03/2017	12/04/2017
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Councillors agreed that the Parish would again speak against the Wrens Nest application [TWC/2017/0153](#) when it was next heard at Planning Committee, requiring the Borough council to take in to account parking arrangements for Meadows Primary school and associated road safety considerations for children walking to the school. The school Head Teacher would also be contacted about this matter.

Councillors Rhodes and Jhawar returned to the meeting for the next item

17/6736 CORRESPONDENCE

Nothing to report.

17/6737 AGENDA ITEMS FOR NEXT MEETING

No specific items were raised.

17/6722 TO CONFIRM THE DATES OF FUTURE MEETING

The next meeting of Ketley Parish Council was confirmed for Wednesday 12 July 2017 at 7.00 pm at Ketley Community Centre

17/6723 NOTIFICATION OF PRIVATE SESSION UNDER PUBLIC BODIES ACT 1960

Councillor Elliott asked that his thanks for the work done by Resources Committee recently, and in particular the Chairman Councillor Mandy Cartwright be recorded. Councillor Cartwright thanked her fellow councillors and all Centre staff for their recent work. Councillor Francis told the meeting that Resources Committee should be congratulated for their recent work under difficult circumstances.

The meeting ended at 8.52 pm

Signed:.....

Date: 12 July 2017