



KETLEY PARISH COUNCIL

TELFORD, SHROPSHIRE

MINUTES of the Meeting of Ketley Parish Council held on Wednesday 11 April 2018 at Ketley Community Centre at 7:00pm

PRESENT:

Councillor David Elliott
Councillor Anil Saini
Councillor Hilda Rhodes
Councillor Amrik Jhawar (Chairman)
Councillor Laura Hodgkinson

Councillor Andrew Morris
Councillor Sam Millward-Thomas
Councillor Maggie Evans
Councillor Mandy Cartwright
Councillor Joy Francis

Clerk: Emma Atwell

- 17/6891 WELCOME**
The Chairman welcomed everyone to the meeting and in particular Cllr Cartwright following a period of leave from the Council.
- 17/6892 PUBLIC SESSION**
Mr Michael Wilkinson in attendance. No issues raised.
- 17/6893 POLICE MATTERS**
No-one from Ketley and Oakengates Safer Neighbourhoods Team were able to attend.
- 17/6894 RECEIVE APOLOGIES FOR ABSENCE AND OBTAIN THE NECESSARY APPROVAL**
Cllr Rajash Mehta (Work commitments) – accepted by the Council.
- 17/6895 DISCLOSURE OF PECUNIARY INTERESTS**
Cllr Hilda Rhodes declared an interest in Planning.
- 17/6896 TO APPROVE THE MINUTES OF THE 14 MARCH COUNCIL MEETING**
RESOLUTION: The minutes of the Council meeting held on 14 March 2018 were proposed as an accurate record by Cllr Hilda Rhodes and seconded by Cllr Maggie Evans and unanimously agreed by the Parish Council.
- 17/6897 CLERK'S REPORT**
Councillors received the Clerk's report.

Community Centre

1. Work on the back wall of the Community Centre has been completed and the mural painting begins week commencing 9th April 2018. **RESOLVED that a sketch of the design is to be provided to Council at the next meeting**
2. Decoration of the acoustic wall commenced week commencing 9th April to complement the existing painting.
3. Following removal of the designated smoking area staff have been monitoring activity and smokers are now coming out to front of the building with cigarette ends disposed of in the bin. **RESOLVED to review for a further month before Council makes a policy decision**

4. Room hire continues to increase with additional bookings from Telford & Wrekin Council, new group Blue Moon increasing to 4 hours per week from May and 10 training days booked by Emmett Techniques at £160 per day. Saturday's Wellbeing event raised £300 and the organiser is booking again for later this year.

Parish Environmental Team

5. Jason Hanley will be leading the 'Big Litter Hunt' on Thursday 12th April as part of the Clean Up Ketley from Spring campaign. Areas for attention will be around Sandbrook and old railway line.

Street Lighting

6. Clerk meeting with Eon in May to review existing street light records and agree a programme of works to replace obsolete bulbs.

Roads and Footpaths

7. Issues with pot holes have been forwarded to Telford & Wrekin Council. Noted that issues on Victoria Avenue were reported and Telford & Wrekin Council have confirmed resurfacing work on Riddings Close will take place in July/August 2018.

Rights of Way

8. Issues raised at the last meeting forward to the Rights of Way Officer at Telford & Wrekin Council.

Open Spaces

9. Nothing to report

Garden of Rest

10. Quotes currently being obtained for work on installation of new fencing, pathways and planting. Further investigation on drainage issues to be undertaken and review of seating areas and memorial plaques. **RESOLVED that proposals would be presented at full Council for consideration.**

Communication

11. Ketley Parish News was delivered in mid March and has received positive feedback. Notably sales of plots at the Garden of Rest has increased significantly.

Council Business

12. Community Buildings and Facilities Legacy Fund application has been submitted and the Council will be notified by 11th May if the application for a grant has been successful.
13. The Internal Auditor will make a final visit on Thursday 3rd May to inspect the end of year accounts before approval at the AGM on 9th May and submission to the External Auditor.

Staffing

14. Structure and cleaning role under review by the Resources Committee.

TACT

15. TACT have advised that plans to transfer some of their operations to Stafford Park have not gone ahead and they continue to focus solely at the Ketley site.

17/6898

FINANCE COMMITTEE

- i) The Chairman of Finance presented the draft minutes of the last committee meeting held on 22 March 2018 for noting.
- ii) The Council discussed the grant applications and recommendations proposed by the Finance Committee. It was noted that the current criteria precludes registered charities from applying and projects must benefit a substantial proportion of the electorate in Ketley. The grant scheme was discussed and it was agreed that the criteria for applying for a grant would be reviewed for 2018/19 and grants for individual sporting achievements would be considered.

- iii) **The following was unanimously agreed by the Parish Council and RESOLVED:**
- a. **Ketley History Group to receive grant of £200**
 - b. **Sinclair United FC to receive grant of £500**
 - c. **Shropshire Playing Fields Association to receive grant of £30**
 - d. **Friends of Ketley Paddock Mound to receive grant of £5000**
 - e. **Wellington Cottage Care Trust grant not awarded**
 - f. **Silver Clouds Bingo & Social Club grant not awarded**
 - g. **Cheques to be raised and signed at the next meeting of the Finance Committee on Thursday 26 April and subsequently issued to the successful groups.**
 - h. **To review the grant award scheme and application criteria**

17/6899

RESOURCES COMMITTEE

- i) The Chairman of Resources presented the draft minutes of the last committee meeting held on 20 March 2018 for noting.
- ii) The next meeting of the Committee will be held on Tuesday 22 May 2018

17/6900

EVENTS COMMITTEE

- i) The Chairman of the Events Committee delivered a verbal account to the Council on the Easter event. Cllrs J Francis and S Millward-Thomas had both supported the event and reported it had been successful with many families attending despite the poor weather. Feedback had been positive and the decision to hold the Egg Hunt inside the Centre had enabled local people to look round the facilities and socialise with other members of the community. It was also noted that having the event at the weekend allowed fathers' to take part in the activities. **RESOLVED to thank all the staff and volunteers who supported the event before, during and after.**
- ii) The Clerk confirmed that the 'Big Litter Hunt' would be taking place on Thursday 12th April with two sessions starting at 10am and 1pm from the Centre. Support for this event was discussed. **RESOLVED that Cllrs A Jhawar, J Francis and H Rhodes would attend at 10am and Cllrs S Millward-Thomas and L Hodgkinson would support the 1pm session.**

17/6901

ANNUAL PARISH MEETING

The Clerk suggested that the Annual Parish Meeting be held on the evening of Wednesday 23rd May starting at 6:30pm themed around celebrating community champions. In addition to presenting the Council's Annual Report, how public money is spent and giving the electorate the opportunity to meet and talk with councillors, it's a chance for the Parish Council to recognise volunteers and groups within the Community such as the Street Champions, FoKPM, Meadows Primary School and the work on the mural for example. Confirmation of the date is subject to clashes with Planning Committee. **RESOLVED that Cllr J Francis to check with Planning and the Clerk to confirm date and arrangements for the Annual Parish Meeting thereafter.**

17/6902

BOUNDARY SIGNAGE

The Clerk advised that provisional designs from graphic artist still awaited and revised suggestions for colour background with black & white logo are currently with the sign company. Proofs to be provided at the next meeting. **RESOLVED: The Clerk to follow up designer and sign company prior to the next meeting**

17/6903

KETLEY PADDOCK MOUND QUARTERLY REPORT

The Clerk delivered a verbal update to the Council having attended the FoKPM Quarterly Management meeting with the Chairman of the Council on Monday 9 April. Following a walk around the Mound to inspect works carried out and identify new issues, it was noted that the water in the canal is still extremely high and the

dipping platform cannot be installed until the water level drops to the step. Jason Hanley, PET Officer will be reporting back to TWS on the water level. Benches are awaiting installation and unfortunately there had been some vandalism where whips have been removed and fences damaged and sections thrown into the Lost Pool. Telford & Wrekin Council representatives will report to the local Policing team. A number of projects have been identified by the Friends including walk leaflets, animal wood carving and clearance work to open up views. Funding opportunities were discussed and a grant from the Parish Council to be confirmed following the full Council meeting. It was noted that Adrian Corney, Locality Officer from TWC who had supported the FoKPM since their inception no longer has the Mound as part of his workload and Kay Grice will replace him. The group thanked him for his dedication and support and welcomed Kay. The Council discussed ways in which children and young people can get more involved and it was noted that Meadows Primary School work in the 'Forest Glade' and have a gardening club, but there are currently no links in with HLC. The next management meeting is on Monday 9 July 2018.

Cllr Hilda Rhodes left the room at 7:57pm before the next item

17/6904 PLANNING

New Applications:

Application or enforcement number	Appeal number	Site Address	Description of proposal	Date consultation received	Reply by date
TWC/2018/0243	N/A	1 Ketley Dingle, Holyhead Road, Ketley, Telford TF1 5HS	Erection of a two storey side and rear extension including balcony	21/03/2018	11/04/2018
TWC/2018/0268	N/A	Land between Woodruff & Westaways Shrubbery Road, Red Lake, Telford	Erection of 2no. dwellings with associated detached garages and access	04/04/2018	25/04/2018
TWC/2018/0272	N/A	Woodruff, Shrubbery Road, Red Lake, Telford	Erection of a front porch, two storey front and side extension, two storey side extension and creation of a first floor	05/04/2018	26/04/2018
TWC/2018/0281	N/A	45 Broadway, Ketley, Telford TF1 5AS	Erection of a single storey rear extension measuring 3.98m in length 2.85m in height and 2.55m to eaves	06/04/2018	27/04/2018

The Council discussed each of the new applications. There were no comments or objections from the Parish Council to any of the new applications.

Approved:

Application or enforcement number	Appeal number	Site Address	Description of proposal	Date consultation received	Reply by date
TWC/2018/0197	N/A	26 Sutherland Close, Ketley, Telford TF1 5BR	Erection of a single storey rear conservatory	06/03/2018	27/03/2018
TWC/2018/0088	N/A	Ketley Sands Balancing Reservoir, Whitchurch Drive, Ketley, Telford, Shropshire	Re-profiling of the existing reservoir embankment at Ketley Sands Balancing Reservoir and temporary access road	30/01/2018	20/02/2018

Refused – None

Application or enforcement number	Appeal number	Site Address	Description of proposal	Date consultation received	Reply by date
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Ongoing:

Application or enforcement number	Appeal number	Site Address	Description of proposal	Date consultation received	Reply by date
TWC/2017/0882	N/A	Recycling House, Rock Road, Ketley, Telford, Shropshire TF1 5HW	Variation of Conditions, 1 (revised site plan), Condition 9 (1 modern wheel wash), Condition 11 (operating hours), Condition 16 (clarification of type of waste) and Condition 17 (Importation limit) and removal of Conditions 31 and 32 (Mineshafts and Landscaping) (previously discharged) of planning permission W2005/0906	01/11/2017	20/11/2017
TWC/2017/0946	N/A	Site of KN Wheels Ltd, Beveley Works, Beveley Road, Oakengates, Telford, Shropshire	Demolition of existing commercial unit and an outline application for the erection of no.14 dwellings, associated access, parking, appearance, layout and scale with other matters reserved	27/11/2017	18/12/2017
TWC/2017/0866	N/A	Site of Woodruff, Shubbery Road, Red Lake, Telford, Shropshire	Erection of 1no. two storey detached dwelling with integral garage	27/10/2017	17/11/2017
TWC/2018/0029	N/A	The Studio, Brickhill Lane, Ketley, Shropshire	Conversion of former photographic studio to single residential dwelling with additional dormer windows	11/01/2018	01/02/2018

TWC/2018/0060	N/A	Former Taurus Metals UK Ltd, Whitchurch Drive, Wellington TF1 5BY	Change of Use from Scrap Yard (Sui Generis) to waste recycling site for concrete, road planings and soil, including erection of an office and storage building and banded waste recycling bays (Sui Generis)	23/01/2018	13/02/2018
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The Parish Council had requested that application number TWC/2017/0882 be considered by Telford & Wrekin Council's Planning Committee and the date of the meeting is still awaited. The Clerk to produce leaflets once the date is known and these will be hand delivered to affected residents.

Cllr Hilda Rhodes returned to the room at 8:04pm following the conclusion of the previous item

17/6905 CORRESPONDENCE

The Chairman advised that Telford & Wrekin Council had responded on the matter of a parking proposal at Wedgewood Crescent. TWC can design the scheme but are unable to progress it without confirmation that the Parish Council will contribute 50% to the overall cost. The matter was again discussed at length. **RESOLVED that Cllr J Francis to meet with the Highways Service Delivery Manager in an effort to reach an agreement.**

17/6906 AGENDA ITEMS FOR NEXT MEETING

Update on St Peter Hill – issues with flooding and overgrown hedges
Update on GDPR

17/6907 OTHER MATTERS

None

17/6908 TO CONFIRM THE DATE OF THE NEXT MEETING

The next meeting of Ketley Parish Council is the Annual General Meeting and was confirmed for Wednesday 9 May 2018 at 7:00pm at Ketley Community Centre

Mr M Wilkinson left the meeting at 8:33pm before the next item.

Notification of Private Session under Schedule 12a, Local Government Act 1972, the following items are likely to disclose exempt information in relation to establishment and contractual matters and that pursuant to provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded.

17/6909 GROUNDS AND STREET CLEANSING CONTRACT

The Council discussed the revised proposals for 2019 in private session and agreed to express an interest for additional services. **RESOLVED that the Clerk to submit a response on behalf of the Council expressing an interest.**

The meeting ended at 8:48pm

Signed: **Date: 9 May 2018**
Chairman of Ketley Parish Council