



KETLEY PARISH COUNCIL

TELFORD, SHROPSHIRE

MINUTES of the Annual Meeting of Ketley Parish Council held on Wednesday 13 June 2018 at Ketley Community Centre at 7:00pm

PRESENT:

Councillor David Elliott
Councillor Anil Saini
Councillor Hilda Rhodes
Councillor Amrik Jhawar
Councillor Joy Francis

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

Clerk: Emma Atwell

18/0022 WELCOME

The Chairman welcomed everyone to the meeting

18/0023 PUBLIC SESSION

In attendance three members of the public.

Following the election of Cllr Rajash Mehta to the position of Borough Mayor, it was noted that there had been a high number of Mayors who served on Ketley Parish Council.

Issues around TMC were again raised and the lack of partnership working. The residents were assured that this has been addressed and KPC now work closely together with TMC, Sanctuary Housing and the local Policing team. It was **RESOLVED that the Clerk to link in with Sanctuary Housings Stewardship Officer to request the dates of the next Trust Board meeting and ask that a representative from the local Policing team attend.**

18/0024 POLICE MATTERS

Unfortunately no one was able to attend due to shift patterns. It was **RESOLVED that the Clerk request a member of the local Policing team to attend the next meeting.**

18/0025 APOLOGIES

Councillor R Mehta (Mayoral duties) and Councillor L Hodgkinson (unwell) – accepted by the Council.

18/0026 DECLARATION OF INTERESTS

Councillor M Evans declared an interest in Planning Application TWC/2018/0428

18/0027 TO APPROVE THE MINUTES OF THE 9 MAY ANNUAL COUNCIL MEETING

RESOLUTION: The minutes of the Council meeting held on 9 May 2018 were proposed as an accurate record by Cllr H Rhodes and seconded by Cllr S Millward Thomas and unanimously agreed by the Parish Council.

Two residents left the meeting at 7.36pm

Councillors received the Clerk's report.

Community Centre

1. New bookings from Touched by Suicide, Infant Massage & Mindfulness Parenting, Emmett Techniques along with regular repeat bookings from Telford & Wrekin Council and the Centre is now the preferred venue for the Adult Social Care Service Improvement & Efficiency team.
2. Work on the new disabled toilet and baby change facility is now complete and in use.
3. A grant application has been made under the Housing Legacy Scheme operated by Lovell and Nuplace for materials and labour to replace the Classroom floor.
4. Plans for the additional disabled toilet to the side entrance of the building have been revised and quotes for a single ladies cubicle and tea point are being obtained.
5. Work on the mural is well underway however due to limited funding, completion of the wall will be abstract and without detail. Councillors discussed the project and it was **RESOLVED that the Council would contribute up to £1,000 to ensure the work is completed to the required level of detail.**

Parish Environmental Team

6. Continue to work closely with PET Officer to identify and deal with any issues raised in the Parish. The Officer has also been supporting TWS and Friends of Ketley Paddock Mound with installation of benches and dipping platform work.

Street Lighting

7. Finance Committee have approved a new maintenance contract and upgrade of 66 sodium lanterns to LED

Roads and Footpaths

8. Councillors to note that there will be road closures and diversions on the A442 (Queensway Eastern Primary) from 27 June whilst sections of the new footbridge are craned into place

Rights of Way

9. No issues raised

Open Spaces

10. No issues raised

Garden of Rest

11. Quotes have been obtained on replacement boundary fencing to be reviewed at the next Finance Committee meeting on 5 July.

Communication

12. The next issue of Ketley Parish News will be distributed w/c 15 July 2018 and will include photographs and contact details of all Councillors.

Council Business

13. Positive feedback has been received on the Annual Parish Meeting. Councillors discussed the meeting and it was **RESOLVED that it would go ahead before the Election next year and include presentation of grant awards.**
14. The Parish & Town Council Conference took place on 6 June. Feedback was provided from those who attended. There was a motivational speaker, two workshops on social media and insurance along with trade stands.
15. The Future Fit consultation commenced on 30 May and runs through to 4 September. The Public Consultation document has been circulated to all Councillors. It was **RESOLVED that the Clerk to invite a member of the NHS team to attend the next full Council meeting to talk about the public consultation.**
16. The Telford 50 Mile trail will be officially launched on Saturday 16 June. In discussion with the Events Committee residents are invited to walk a section of the trail which passes through Ketley. A circular route starting and ending at the Community Centre of around 3 miles (1.5 hours walk) has been devised. Walkers leave the Centre at 10.30am and return

for tea, coffee and biscuits. It was **RESOLVED** that **Cllr A Jhavar would represent the Parish Council at the official launch and Cllrs S Millward Thomas and J Francis will join the circular route.**

17. Draft end of year accounts have been submitted to the external auditor and will be published on the Council's website for 30 days from 18th June.
18. The Council have received an invitation to attend the Crucial Crew VIP Day on Thursday 5 July at 11:30am at Telford College. The Crucial Crew is aimed at 10 – 11 year old children and is designed to provide them with life skills and knowledge that will help keep them and others safe in the future. This will be an opportunity to view this year's scenarios and new venue, meet partners and facilitators. Lunch is provided. Councillors to attend if available.
19. Midlands Air Ambulance have sent a letter of thanks for the donations generously given by residents at the Easter event. This will be included in the newsletter along with a photograph of the Chairman handing over the cheque to the volunteers at the shop.

Staffing

20. The facilities officer trial has taken place and has helped the team to understand the role required. It was **RESOLVED** that **the Clerk will advertise immediately for a flexible part time (16 hours – evening/weekends) Centre Assistant who would undertake the cleaning, room set ups, take payments, liaise with Centre Users and be a keyholder. First interviews to be carried out by the Clerk, with second interviews by an Panel of the Resources Committee**

TACT

21. No issues raised

18/0029

FINANCE COMMITTEE

- i) The Chairman of Finance presented the draft minutes of the last committee meeting held on 24 May 2018 for noting.
- ii) The Chairman confirmed that payment for the new disabled toilet facility had been made as the Council had been unsuccessful in obtaining funding through the Telford 50 Buildings Legacy grant

18/0030

RESOURCES COMMITTEE

- i) The Chairman of Resources presented the draft minutes of the last committee meeting held on 22 May 2018 for noting.
- ii) The Chairman advised that an application had been made for funding to support the cost of replacing the Class Room floor. However, it was **RESOLVED that this work must be undertaken even if the grant application is unsuccessful.**

18/0031

FINAL INTERNAL AUDIT REPORT

The content of the report was noted. Councillors acknowledged the significant improvements made and thanked the Clerk for the amount of work undertaken to achieve such a positive report from the Internal Auditor.

18/0032

BOUNDARY SIGNAGE

The signage project was discussed. Councillors considered more than one logo and strap line to recognise the heritage of the area including Williams Reynolds, the Roman Road, Paddock Mound, Inclined Plane, mining and the Aga. It was noted that Ketley is the Parish and other signs eg. Red Lake should fall within the boundary line. It was **RESOLVED that the Clerk would obtain costings for five different signs and that the Red Lake sign would be relocated off the Parish boundary line to the junction with Woodside Road and Shepherd's Lane.**

Councillor M Evans left the room at 8.02pm prior to any discussion on planning application TWC/2018/0428

New Applications:

Application or enforcement number	Appeal number	Site Address	Description of proposal	Date consultation received	Reply by date
TWC/2018/0268	N/A	Land between Woodruff & Westaways, Shrubbery Road, Red Lake, Telford, Shropshire	Erection of 2no. dwellings with attached garages and associated access ***AMENDED PLANS RECEIVED***	24/05/2018	07/06/2018
TWC/2018/0428	N/A	10 Quarry Lane, Red Lake, Telford, Shropshire, TF1 5EE	Erection of a rear conservatory (Retrospective) ***Amended description***	22/05/2018	12/06/2018
TWC/2018/0418	N/A	51 Wedgewood Crescent, Ketley, Telford, Shropshire, TF1 5BW	Erection of a single storey side and rear extension	21/05/2018	11/06/2018
TWC/2018/0399	N/A	153 Woodside Road, Ketley, Telford, Shropshire, TF1 5WT	Erection of a single storey side and rear extension	09/05/2018	30/05/2018
TWC/2018/0384	N/A	Site of 41 Riddings Close, Ketley, Telford, Shropshire	Reserved matters application for the erection of 1no. dwelling including details for access, appearance, landscaping, layout and scale pursuant to outline application TWC/2016/0836	04/05/2018	25/05/2018

The Council discussed the new applications. There were no comments or objections from the Parish Council on 0268, 0418, 0399 or 0384, however the Clerk was requested to circulate the link to 0428 in order that Councillors could consider the application in more detail.

Approved – None

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

Refused – None

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

Ongoing:

Application or enforcement number	Appeal number	Site Address	Description of proposal	Date consultation received	Reply by date
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/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/2018/0060	N/A	Former Taurus Metals UK Ltd, Whichchurch 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
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/2018/0272	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

Councillor A Jhavar left the meeting at 8.07pm. Councillor S Millward Thomas chaired the remainder of the meeting

The Council noted that applications are often taking a considerable time for a decision to be reached and expressed concern about the delay of application 0882 – Recycling House. It was understood this to be due to a revised drainage plan. It was **RESOLVED that an update to be sought and confirmation on the time for which an application can be left on hold.**

Councillor M Evans returned to the room at 8.08pm

18/0034 CORRESPONDENCE

The Vice Chairman advised councillors that a resident had contacted the Council via Facebook message to raise issues around graffiti and vandalism on the play park situated on the Field. It was **RESOLVED that the Clerk contact TWC requesting the issues be dealt with.**

The Vice Chairman advised councillors that Meadows Primary School pupils are creating a film to commemorate 100 years of women's right to vote. All noted that the film shown at the Annual Parish Meeting on mining was excellent and agreed to support the school to produce the latest film. It was **RESOLVED to give funding of £350 from the Youth Provision budget to the school to help support the film project**

18/0035 AGENDA ITEMS FOR THE NEXT MEETING

To include NHS Future Fit consultation, a report from the local Policing team and a representative from the Telford Millennium Community

18/0036 TO CONFIRM THE DATE OF THE NEXT MEETING

The next meeting of Ketley Parish Council is confirmed for Wednesday 11 July 2018 at 6:30pm at Ketley Community Centre

The meeting ended at 8:27pm

Signed: **Date: 11 July 2018**
Chairman of Ketley Parish Council

DRAFT