



KETLEY PARISH COUNCIL

TELFORD, SHROPSHIRE

MINUTES of the meeting of the Resources Committee of Ketley Parish Council held on Tuesday 6 November 2018 at Ketley Community Centre commencing at 6:30pm

PRESENT:

Councillor Dave Elliott
Councillor Sam Millward Thomas
Councillor Mandy Cartwright

Councillor Andrew Morris
Councillor Laura Hodgkinson

Clerk: Emma Atwell

R18/433 WELCOME

The Chairman welcomed all members to the meeting.

R18/434 APOLOGIES FOR ABSENCE

Cllr A Jhwar (ex officio)

R18/435 DECLARATIONS OF PECUNIARY INTERESTS

Nothing to report.

R18/436 APPROVAL OF THE MINUTES OF THE RESOURCES COMMITTEE HELD ON TUESDAY 28 AUGUST 2018

RESOLUTION: The minutes of the meeting held on 28 August 2018 were proposed by Cllr S Millward Thomas and seconded by Cllr D Elliott as an accurate record, and unanimously agreed by the Resources Committee.

R18/437 KETLEY COMMUNITY CENTRE

i) UPDATE ON MARKETING & BOOKINGS

The Clerk presented a verbal update to the Committee reporting that there have been new bookings from MissFits Gym and TACT have booked 4 hours in the Class Room every Saturday afternoon from January 2019 onwards except for school holidays. Kreative Kidz are on the verge of re-booking having been unable to find a venue with a hoist and suitable storage facilities. Positive feedback was received from the latest National Citizens Service group who used the Centre at the weekend. A request from the Programme Coordinator was circulated to the Committee for consideration. In exchange for room hire one evening a month, the NCS will volunteer their time for any suitable projects the Parish Council has. The request was discussed and all agreed to the request on condition that a contract is signed which details social action expectations, the option to terminate and includes a review. **RESOLVED that the Clerk arrange a meeting with NCS to discuss the terms and draw up a contract. Room hire will be offered at a time which suits the Centre.**

The Clerk reported the success of the Halloween event and that arrangements are in place for Remembrance. A business event to market the Centre is planned for 2019.

ii) UPDATE OF BUILDING WORKS

The Clerk advised that the Facilities Management Officer has returned to work following the expiry of the last Doctor's note on 5 November 2018. FMO will be getting up to date on all checks, tests and assessments before putting a programme together of scheduled works including acoustic walls, replacement Class Room floor and auto door openers. **RESOLVED that cost and timings for acoustic walls to be obtained by the FMO. Quotes for work on the Class Room floor to be coordinated by the FMO. Quotes for wheelchair push access to be sought by the FMO.**

iii) DEPAVE PROJECT

The Clerk circulated information on the project which sets out to remove areas of concrete and tarmac to increase natural drainage and encourage wildlife with new planting. Shropshire Wildlife Trust are leading the project and have visited the Centre to measure up and will present a plan with suggestions for the Council to consider at the earliest opportunity.

R18/438

GARDEN OF REST

The Clerk reported that the work to remove the seating within the area to be designated as bin storage, has now been completed and the bins relocated. The Clerk will work with the FMO to arrange relocation of the noticeboard and memorial plaques within the main entrance. Quotes will be obtained on continuing the fencing at the front of the cemetery, automatic closers on the entrance gate, creation of new pathways and planting areas and redesigning the Garden of Remembrance. Work to notify grave owners has commenced with an article in the newsletter and notice at the cemetery and review of the policies is underway. The Clerk confirmed that a meeting with the grave diggers was positive and work to level out the ground at the back and side of the cemetery will be undertaken by them. Creation of raised beds for excess soil and revised cemetery layout will be carried out in conjunction with the grave diggers. It was **RESOLVED that the Clerk will continue agreed works and update again at the next meeting on progress.**

The Clerk advised the Committee that several residents on Marigold Court which is at the rear of the Garden of Rest, have made a complaint about the condition of the area within the Council's boundary but behind the new fencing. The Clerk met with some of the residents to discuss the issues which included a request to remove the now redundant fence panels, removal of trees encroaching on residents' gardens and general tidying of the area. The PET Officer has since strimmed back the area but is unable to carry out the tree work. The Committee Members discussed the requests and agreed that the fence panels could be removed if all affected residents agreed but would not contribute to the cost of relocating them. All agreed that the necessary tree work should be undertaken. It was **RESOLVED that the Clerk write to the affected residents and arrange for tree work to be carried out.**

R18/439

LAND AT SNOWDROP MEADOW

The Clerk provided an update on the land which went up for sale four weeks ago. The agent Andrew Dixon acting on behalf of the Administrators seems unwilling to provide a figure that they are prepared to accept for the land but would consider an exchange. It was noted that whilst the Councillors felt that the area was perfect for Garden of Rest parking, the cost of construction and ongoing maintenance should be carefully considered. Further enquiries should be made with Telford & Wrekin Council on the suitability of the land for the intended use and copies of the original planning applications granted for the Jennings Homes development. **RESOLVED that the Clerk make further enquiries with regard to the viability of the land, costs and original intentions of the developer.**

R18/440 LAND TO THE REAR OF THE FORMER INFANTS SCHOOL CAR PARK

The Clerk advised the Councillors that as part of the renewal of the licence of the building to TACT, the licensed area was reviewed. It was noted that the area at the rear of the car park had not been used previously during the term of the licence to date and so has been removed from the Licensed Area. It was also noted that the group are struggling for space and do not have use of one outside store despite it forming part of the Licensed Area. The Committee discussed the issues and agreed that Friends of Ketley Paddock Mound should relinquish the outside store and the keys handed to TACT. Space on the land at the rear of the car park should be offered to the group on which a shed could be placed. Ideas for the released area were considered and a request from a local resident to house bees onsite were discussed. Further information is required before a decision could be made but all felt that use of the space for the benefit of the community linking with the Gardening Club at Meadows Primary was most appropriate. A Veolia grant application could be made by FoKPM and the Parish to support community garden ideas. **RESOLVED that the Clerk make further enquiries with the resident on beekeeping and raise storage matters with FoKPM.**

R18/441 PET SCHEME UPDATE

The Clerk confirmed that Telford & Wrekin Council representatives will be attending the Council meeting on 14 November to brief Councillors on the new contract and answer questions. It was noted that the Council Chairman and Clerk will be attending a briefing about the contract ahead of the meeting. It was agreed that the main issues presented by the change for the Parish Council was maintenance of the Garden of Rest including grave digging. Once the cost of the buy in burial service from the new contractors is known, the Parish Council can consider a range of options including the possibility of a part time employee or using another contractor.

R18/442 TRAINING & DEVELOPMENT

No training needs have been identified at this time.

R18/443 AGENDA ITEMS FOR NEXT MEETING

The Clerk to be advised of items for inclusion on the next agenda

R18/444 DATE OF NEXT MEETING

The next meeting will be held on Monday 7 January 2019 at 6:30pm

R18/445 PRIVATE SESSION

STAFFING

The Clerk informed the Committee that a resignation had been received from the Centre Coordinator who will leave the Council on Friday 30 November. Responsibility for the duties of the role will be shared amongst the remaining staff and the structure reviewed in January 2019.

The meeting ended at 7:48pm

Signed:
Chairman of Ketley Parish Council Resources Committee

Date: 7 January 2019