



KETLEY PARISH COUNCIL

TELFORD, SHROPSHIRE

MINUTES of the meeting of the Events Committee of Ketley Parish Council held on Tuesday 4 December 2018 at Ketley Community Centre commencing at 6:00pm

PRESENT:

Councillor Joy Francis
Councillor Sam Millward Thomas
Councillor Maggie Evans

Councillor Hilda Rhodes
Councillor Amrik Jhawar
Councillor Mandy Cartwright

Clerk: Emma Atwell

In attendance: Mark MacPherson-Lees, Sanctuary Housing Officer

E18/064 WELCOME

The Chairman welcomed everyone to the meeting

E18/065 APOLOGIES FOR ABSENCE

None

E18/066 DECLARATIONS OF PECUNIARY INTERESTS

None declared

E18/067 APPROVAL OF THE MINUTES OF THE EVENTS COMMITTEE HELD ON WEDNESDAY 3 OCTOBER 2018

RESOLUTION: The minutes of the meeting held on Wednesday 3 October were proposed by Councillor M Evans and seconded by Councillor H Rhodes as an accurate record, and unanimously agreed by the Events Committee.

E18/068 MILLENNIUM VILLAGE EVENTS

The Chairman invited Sanctuary's Housing Officer to address the Committee. It was explained that in addition to being the Housing Officer and liaison with the community, we was also the TMC Trust Board Co-ordinator. The Trust Board is currently comprised of the developers Taylor Wimpey who are profit making, Sanctuary Housing who have a fiscal role for the Stewardship fee due from all residents on the development, Homes England who own the land and four residents which will increase to eight when Taylor Wimpey withdraw. There will be just over 600 units when the development is completed in around three years time and at this moment 419 of those are complete. Sanctuary support the social housing which is pepper potted within the community and work with residents to address any issues of anti social behaviour. There have been a number of challenges particularly around the skatepark area that is well used and not just by residents. Sanctuary are proposing to introduce more structured interaction such as street football in an effort to engage more positively with those individuals creating ASB.

Cllr S Millward Thomas joined the meeting at 6.13pm

It was noted that parking on the cobbles at the entrance to the scheme on Ketley Park Road was again causing issues for existing residents who live on Holyhead Road opposite the development as well as pedestrians and other road users arriving or leaving the site. Sanctuary are aware of the issues and will take it up

directly with the private tenants to enforce the tenancy contract and remind them of their responsibilities for parking. Concerns were raised around the ownership of the land and it was unclear if it belonged to TMC. The Trust Board would like to install further bollards along the cobbled areas but are unable to do so until Telford & Wrekin Council have adopted the roads which has dragged on.

The spine road, the officer advised, is still in the hands of Taylor Wimpey and Telford & Wrekin Council and although nearly complete has no date for actual completion yet. Issues were raised around inadequate drainage, lack of gullies and incorrect instalment of drain covers which has since been rectified. Further highways issues were caused when parking bays were not correctly marked on Beveley Road and pavements had to be dug up. As there is less parking spaces on phase 5A and B, this work is essential but has created more havoc for residents.

It was noted that the new park opened 6 months ago is in a great location overlooked by houses and is well used by residents but has not suffered abuse like the skatepark. The officer confirmed that Sanctuary Housing take action against any of their tenants where issues of anti social behaviour arise.

The stewardship fee was discussed and it was recommended by the Committee that residents are offered the opportunity to pay by monthly instalments and made aware of this rather than an annual figure which can be daunting for some. It was noted that part of the fee goes towards a 'community pot' with an annual amount of circa £2,000 which is to be spent on community activities and not restricted to TMC. Committee Members were keen to see shared events such as Easter, use of the Square and playing fields and further improvements to strengthen and develop communications to encourage more community engagement.

It was therefore **RESOLVED that the Clerk will continue to work closely with Sanctuary Housing to deliver shared activities and build a relationship with Extra Care at Rose Manor.**

Cllr H Rhodes left the meeting at 6.44pm

The Chairman thanked the Sanctuary Housing Officer who then left the meeting at 6.45pm

E18/069

EVENTS FEEDBACK

(i) **Halloween**

This event had been arranged at very short notice and included pumpkin carving, art & crafts plus disco with games. The good response was noted as was the positive feedback from residents. The Committee **RESOLVED** that the event would now be annual to be held during the October half term holidays.

(ii) **Remembrance**

It was noted that there had been a number of activities and events taking place around this year's Remembrance which was the Centenary of the end of WW1 and also Armistice. The installation of three Silent Soldiers at prominent locations within the Parish was well received and by linking in with Meadows Primary School, the Poppy Service at the flower bed, and placing of flowers at the feet, created a poignant and unique way of remembering those who had lost their life in the War. Comments about the flowerbed came from across the borough and the event was covered in the Shropshire Star. The Committee all agreed that this should be become an annual event in the Council's diary and consideration should be given to a road closure at the traffic light junction of Waterloo Road and Holyhead Road to enable the children's voices to be heard and more people to attend safely.

Signed.....

It was **RESOLVED** that the Clerk advise the school of the plans and make enquiries with Telford & Wrekin Council regarding road closures.

The Committee also discussed linking in with other groups for example Rose Manor who had produced a complete knitted display for Remembrance. Councillors who had attended the parade which preceded the service at St Mary's on the 11th November, recommended that this also become an annual event as well as supporting the Meadows Primary School service at St Mary's. It was therefore **RESOLVED that the Clerk make all necessary arrangements and ensure the events are well publicised in 2019.**

(iii) **100 years film screening**

Those councillors who had attended agreed that the event had been a success and was worthwhile despite the challenges faced with the venue change from the Community Centre to Meadows Primary School. It was noted that the event had been partly funded by Film Hub West Midlands in addition to the Parish Council and supported by BFI and Flatpack.

E18/070 NEWSLETTER

Feedback on the latest newsletter was very positive and the use of a vibrant image on the front had encouraged all age groups to pick it up. The content was informative providing residents with ways they can engage with the Council and details of what's happening in the community. It was noted that there are four separate properties at Ketley Hall and improvements to distribution was discussed. Suggestions for inclusion in the next issue due out early March is a spotlight on the councillors, why be a parish councillor and encouraging local residents to register to vote.

E18/071 CHRISTMAS VOUCHERS & LIGHT SWITCH ON

The Clerk issued an itinerary for the events taking place on Friday 7 December which detailed the times, activities and person responsible. The Clerk confirmed that the Centre is closed from 12.30pm on Thursday and that all members of staff would be in to set up ready for the Vouchers starting at 10am on Friday.

E18/072 ANNUAL PARISH MEETING

The Clerk circulated the agenda for the 2018 meeting for discussion. It was agreed to follow the same format with the inclusion of grant award presentations as part of the evening. The Committee also recommended introducing two new awards for Community Champion. Nominations would be invited from the community to recognise a young person and an adult who has made a difference through their contribution to the Parish. The nomination process is to be detailed in the next newsletter. It was therefore **RESOLVED that the Clerk make the necessary arrangements for this meeting to take place on Wednesday 27 March 2019 commencing at 6.30pm with refreshments available from 6pm.**

E18/073 EASTER EVENT

The Clerk confirmed that Easter is Sunday 21 April next year and school holidays are 6 – 22 April inclusive. The date of the Easter event was discussed and it was **RESOLVED that the event will be on Saturday 13 April.** Joint working with Sanctuary Housing and the Telford Millennium Community would offer the opportunity to expand the event further and with the additional funding it may be possible to use Ketley Playing Fields, subject to availability. A range of community activities would be provided.

It was **RESOLVED that the Clerk contact Telford & Wrekin Council in the first instance to ascertain availability for the Field on 13/04/18 and work up draft plans for the event with TMC and Sanctuary.**

Signed.....

E18/074 ELECTION PLANNING

The Committee considered any requirements needed in the event that there are new councillors following the elections in May. It was agreed that the Clerk prepare an induction pack to include local information and expectations of a councillor serving on Ketley Parish Council. Details of dates for Fundamentals for Councillors training to be obtained. It was therefore **RESOLVED that the Clerk ensure adequate support is put in place should the need arise following the next election.**

E18/075 AGENDA ITEMS FOR THE NEXT MEETING

Annual Parish Meeting
Easter
May 2019 Elections

E18/076 DATE OF NEXT MEETING

The next meeting will be held on Tuesday 5 March 2019 at 6:00pm

The meeting ended at 7:14pm

Signed:
Chairman of Ketley Parish Council Events Committee

Date: 5 March 2019

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Signed.....