

DAWLEY HAMLETS PARISH COUNCIL
MINUTES OF THE MEETING OF THE PARISH COUNCIL
held on Wednesday 19th October 2016 at Horsehay Village Hall at 7.00 p.m.

PRESENT Cllr. A. Burford (Chairman)
Cllrs. B. Cooke, Beryl Onions, Jane Pinter, Cathy Salter, and A. Scott.

Also Present: Mr. M. Goldstraw (Clerk)
Three members of the public.
PCSO Sarah Houlston
Andrew Careless (Borough Officer)
Mandy Roberts (Borough Officer)

16/69 Chairman's Opening Remarks

The Chairman welcomed all to the meeting and reported the sad news that Borough Councillor Clive Mollett, who had given service not only to the Borough but had also attended meetings of the Parish council and assisted on many occasions, had recently passed away.

The chairman called for a minute's silence. All present remained silent for one minute in respect of the late Cllr. Mollett.

Resuming the meeting, the Chairman stated that there were two key items on the agenda with Andrew Careless attending to update the meeting on matters relating to the footpath between Bridge Road and the Travelers Joy and Mandy Roberts in attendance as part of the Traffic Liaison initiative.

16/70 Apologies

Courtesy apologies were received from Borough Councillor Jayne Greenaway

16/71 Declarations of Interest and Dispensation Requests

There were no declarations.

16/72 Footpath Bridge Road to Travelers Joy

The Chairman outlined the background to stated that since the last meeting, the Parish Council had written to Mr. Careless setting out its position (which was that it now sought a reinstatement of the original route).

Mr. Careless, Rights of Way Officer, was introduced to the Meeting and explained the process of the evidence gathering exercise, some of the requirements and the time scales. He stated that he was in receipt of the letter from the Parish Council setting out why it believed there was a good case for this matter to be allowed to be considered as a priority (there were something like 80 outstanding cases and this was number 75) and he would be discussing it with the Borough Solicitor.

Members were hopeful that the urgency of this case would allow it to be jumped up the queue.

Mr. Careless answered several questions from all present.

It was agreed that the Parish Council would write to the Borough Council's Planning Enforcement Officer as there had also been an apparent breach of planning conditions which stated quite clearly that the route should not be obstructed. Members believed that this could be enforced without affecting any claim or denial that the route was a right of way as it was simply a planning condition which had, allegedly, been breached.

7:13 p.m. Mr. Careless left the meeting after being thanked by the Chairman and agreeing to keep the Parish Council up to date.

The Chairman then moved that the Police Session should be dealt with next on the agenda to allow the officer to leave without further delay.

16/73 Police Session

PCSO Sarah Houlston gave an update on policing in the Hamlets.

The Chairman gave brief details of the proposed PCSO Partnership with GDTC.

7:43 p.m. PCSO Sarah Houlston left the meeting after being thanked by the Chairman.

16/74 Public Session

It was noted that the Borough Council were acting to replace the missing bollards at Farm Lane.

16/75 Traffic Liaison – Borough Council

The Chairman introduced Mandy Roberts, Group Manager for Highway Maintenance Issues (Borough Council) who went on to explain the purpose of the liaison initiative. Three things had recently been reported and details of these were presented; there was an ongoing speed review at Castlefields Way; a review of collisions at the Willow Bank Junction; traffic issues around the development at St. Luke's Road and Frame Lane (the Meeting was informed that the Borough were looking at a traffic calming plan for that area).

Members discussed these issues and several other matters were brought to the attention of the Officer including issues over a lack of footpath at Doseley Road South where there had been a collision between a pedestrian and a cyclist, the need for a second exit on Lightmoor Way and traffic concerns on New Road and Holly Road.

Members were content that Ms. Roberts attend regularly and it was agreed that she would attend the January 2017 meeting of the Council.

7:52 Ms. Roberts left the meeting after being thanked by the Chairman.

16/76 Borough Councillors Reports

Cllr. Jane Pinter gave a report on her attendance at an extraordinary meeting

regarding the PRH and reported that she had been working with residents over two planning applications, one of which had been withdrawn and the other, the Red Lion site where she and the chairman had met with residents and Bromford Housing, the developers.

Cllr. Scott expressed concern over the fact that there is no footpath at the side of the road by the site on Holly Road. It is felt that the provision of a footpath would ensure the safety of the residents as this site is on a busy road and near to a bend.

The Chairman stated that he had invited Bromford to attend the next meeting of the Council.

The Clerk was asked to write to the Borough Council asking for time to respond to the application and in the meantime, it was agreed to convey the concern over the lack of footpath provision.

16/77 Minutes of the previous meeting

It was agreed that the note on page three of the minutes should be changed to: *8:11 p.m. Cllr. Jayne Greenaway and the members of the public left the meeting.*

Subject to the amendment: **The Minutes of the Meeting held on 21st September 2016** were approved as a true record and signed by the Chairman.

16/78 Vacancies in the Office of Parish Councillor

The Clerk reported that elections had been called in both Wards and gave details of the procedures and time scales.

Poll Cards

Following discussion, it was RESOLVED fund Poll Cards for each elector of each ward and to request that the Borough Council set this in place on behalf of the Parish Council.

16/79 Parish Matters

a) Newsletter Distribution

The Clerk tabled the estimated cost of distribution of the Newsletter by Royal Mail (£66.60 per thousand equaling £199.80) and the service provided by the Royal Mail, which would be practically 100 % coverage was compared with the cost of distribution by Midland News Association via the Telford Journal (£61.12 in total).

Members agreed that although the cost of the Royal Mail was substantially more, the use of the RM would undoubtedly be more efficient and solve the longstanding issue with patchy delivery where many of the households were left without a newsletter. It was RESOLVED that in principle the Council should opt for the Royal Mail unless an equal but more cost effective alternative could be found.

b) Targeted Neighborhoods

The Chairman gave a report and stated that he had contacted officers of the Borough Council responsible for footpath maintenance who had agreed to add funds to a project to improve the footpaths in the Chain Makers Gate area. Cllrs Pinter and himself had agreed to use parts of their Borough Pride Funding towards the project and requested that the Parish Council match their Pride Fund monies. The Chairman agreed to provide more details next month and, subject to the PC agreeing a figure, it was agreed in principle that the parish would contribute to the project.

c) Community Gardening Scheme

The Chairman informed the Meeting that the Clerk to Great Dawley Town Council had been invited to attend the November meeting of the Parish Council to provide more details of the project.

The Clerk confirmed that a request for feedback from residents had been included in the latest newsletter.

d) Remembrance Sunday – Wreath laying

It was agreed that Cllr. Scott would represent the Council and lay wreaths at the Little Dawley War Memorial at the morning service and the Aqueduct at the afternoon service. Cllr. Scott was thanked for volunteering to represent the Council at both services.

Cllr. Mrs. Onions tabled a poster, produced by members of the Horsehay Church, advertising the Remembrance Day Service at the War Memorial. Cllr. Mrs. Onions was thanked by the Council and it was agreed that the poster would be copied and placed on the Parish Council's notice boards.

16/80 a) Planning Applications

The following applications were considered:

- | | |
|---------------|--|
| TWC/2016/0976 | 73 Suffolk Way, Horsehay. Conversion of garage to living accommodation (Retrospective). There were no comments. |
| TWC/2016/0954 | Land East of Southall Play Area, Southall Road, Aqueduct. Outline application for residential development with all matters reserved. There were no comments. |
| TWC/2016/0947 | 2 Southall, Dawley. Conversion of one dwelling into two dwellings. There were no comments. |
| TWC/2016/0943 | 12 Frame Lane, Doseley. Erection of single storey rear extension. There were no comments. |
| TWC/2016/0933 | White Cottage, 17 St Lukes Road, Doseley. Erection of two single storey side extensions and detached double car port. There were no comments. |

TWC/2016/0918 Site of Red Lion, 15 Holly Road, Little Dawley.
Erection of 14 flats (Use Class C2) and Resource Hub with new access arrangements and landscaping following demolition of existing public house.

The Parish Council had no objections to the proposed development however there were concerns over the fact that there was no footpath at the side of the road by the site on Holly Road. It was felt that the provision of a footpath would ensure the safety of the residents as this site is on a busy road and near to a bend.

TWC/2016/0878 2 Elvin Close, Horsehay. Erection of a chimney on side elevation. There were no comments.

TWC/2016/0866 34 Smallhill Road, Lawley Village. Erection of a single storey rear extension. There were no comments.

The following permissions were noted:

TWC/2016/0742 9 New Row, Spring Village, Horsehay. Replacement of two doors on front elevation.

Withdrawn:

TWC/2016/0778 Land adjacent The New Bungalow, Frame Lane, Doseley. Erection of one bungalow.

TWC/2016/0831 Elmwood, Spring Village, Horsehay. Felling of one Ash tree.

Section 106 agreements

The Chairman spoke of the Farm Lane development and gave details of the £7800 section 106 agreement which had been allocated to remedy essential health and safety issues on the playing field at Spring Village.

16/81 Budget & Precept

The Chairman informed the Meeting that it was proposed to increase the Precept by £7500.00 to spread out the cost of the PCSO initiative over six years, the provision for the PET would stay in place as already budgeted and any provision for Neighbourhood work and the proposed gardening scheme could be absorbed.

The Meeting discussed the budgets for the PCSO scheme.

16/82 Accounts

The following additional payment was noted:

JMB Landscapes Grounds Maintenance £60.00 cheque 000903.

Transfer of Funds

It was RESOLVED to transfer £30'000 [Thirty Thousand Pounds] from the

RBS current account to the Unity Trust deposit account by way of a cheque made payable to Dawley Hamlets Parish Council [Cheque 000904].

RECEIPTS & PAYMENTS - It was **RESOLVED** that these be approved and paid as tabled.

STATEMENTS 88 Royal Bank of Scotland and 4 & 5 unity Trust along with reconciliation were tabled and approved.

16/83 Correspondence

- | | |
|----------------|---|
| T&WC | BACS Payment Advice – Second half of the Precept [£35'000]. |
| T&WC | Request that the PC take over the funding of the annual maintenance of the Wildflower meadow at Castlefields Open Space at a cost of £320 (Annual Partnership Funding). It was RESOLVED to fund the maintenance of the wild flowers at a cost of £320 per annum. |
| Home Start T&W | Letter of thanks for the grant. |
| T&WC | Temporary prohibition of traffic Brick Kiln Lane Lightmoor. Noted. |
| T&WC | PET Team progress report. The Clerk was asked to request that the team provide before and after photographs. |
| T&WC | Acknowledgement of suggested street name for land adjacent Windermere House Farm Lane [William Ball Terrace/Lane/Drive]. The matter would now be put to the Chair of the Licensing Committee along with other suggestions. |

16/84 Matters for the next agenda.

Council's Budgets, Holly Road development and Gardening Scheme.

Cllr. Mrs Onions asked if the PET team could attend to the area adjacent to the Aqueduct and reported that she had recently had to chase the Borough Council to accept its responsibility in maintaining the closed burial ground at Doseley.

16/85 Date of the next Meeting of Council – Wednesday 16th November 2016 at Horsehay Village Hall at 7:00 p.m.

There being no further business, the meeting closed at 8:49 p.m.

Signed.....
Chairman

Date.....

**PAYMENTS AND RECEIPTS
FOR CONSIDERATION COUNCIL MEETING
19th October 2016**

PAYMENTS MADE – SEPTEMBER

	Amount	Chq. No.	VAT	TOTAL
Mazars LLP – Audit	200.00	000882	40.00	240.00
T&WC – PET (May to Sept)	10416.67	000883	----	10416.67
JMB Landscapes – Gds Maint	60.00	000884	----	60.00
JMB Landscapes – Gds Maint	60.00	000885	----	60.00
JMB Landscapes – Gds Maint	60.00	000886	----	60.00
M.G. – Office Exp	319.00	000887	----	319.00
	}	678.28	000888	----
Staff Costs	}	98.20	000889	----
	}	256.15	000890	----
M.G. – Travel	21.10	000891	0.72	21.82
M.G. – P&PC	3.30	000892	----	3.30
	<u>12172.70</u>		<u>40.72</u>	<u>12213.42</u>

ACCOUNTS TO BE PAID – OCTOBER

	Amount	Chq. No.	VAT	TOTAL
Unity Trust – Bank Charges	18.00	DD	----	18.00
M.G. – P&PC	10.13	000893	0.71	10.84
JMB Landscapes – Gds Maint	140.00	000894	----	140.00
Madeley Print – Newsletters	500.00	000895	----	500.00
JMB Landscapes – Gds Maint	60.00	000896	----	60.00
Mid News Assoc – Distribution	61.12	000897	12.22	73.34
Dylan Hartley – WMM Cross	1589.00	000898	317.80	1906.80
	}	678.08	000899	----
Staff Costs	}	98.40	000900	----
	}	256.15	000901	----
M.G. – Travel	<u>28.57</u>	000902	0.98	29.55
	<u>3439.45</u>		<u>331.71</u>	<u>3771.16</u>

RECEIPTS

Opening Balance	£52'764.44
Precept	£70'000.00
Bank Interest/Dividend	£19.49
Misc. Receipts	£6875.00
Customs VAT	<u>£385.79</u>
	<u>£130'044.72</u>

Bank Balance	£102'865.26	Receipts	£130'044.72
Less u/p chqs	£200.00	less p'mts	£27'379.46
Less a/c to be pd	<u>£3'771.16</u>		<u>£3'771.16</u>
	<u>£98'894.10</u>		<u>£98'894.10</u>

Signed
Responsible Financial Officer

Signed
Chairman