

**DAWLEY HAMLETS PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL**  
**held on Wednesday 16<sup>th</sup> January 2025 at Aqueduct Primary School**  
**at 7.00pm**

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**PRESENT:** Cllr. B Wennington (Chair)  
Cllrs. K Barnes (arrived 7.22pm), S Wennington and M Rogers

**Also Present:** Aaron England, T&WC Grounds and Cleansing Team Leader  
Borough Councillor Andy Burford  
Frank Curry, Dawley Hamlets Local Nature Reserve  
Chris Whitehead, Telford Steam Railway  
Two members of the public  
K Ewence (Clerk)

**24/110 Welcome and Introductions**

The Chair wished everyone a Happy New Year and welcomed them to the meeting

**24/111 Apologies for Absence**

Cllrs. Z, Hannington, I Preece, L Parker and R Mehta

**24/112 Declarations of Interest and Dispensation Requests**

Chair – DHLNR

**24/113 Public Session**

Mr Curry suggested the speed indicator sign on Castlefields Way, Aqueduct, would be more effective if it was moved up the road by the pedestrian crossing. The Clerk will raise this matter with T&WC Highways department.

Dawley Hamlets Parish Council has objected and called in planning application TWC/2024/0697, Barns rear of 28 Woodhouse Lane. One member of the public informed the meeting that he is the owner of the property and took the opportunity during the public session to respond to the objections which the Parish Council had registered on the T&WC planning portal. The Chair thanked the member of the public for the information he had provided.

The same member of public informed the meeting that he sits on the liaison group for the former Ironbridge power station development. He said that he is concerned about the future increase in construction traffic through the neighbouring parishes and the lack of communication there is with surrounding town and parish councils regarding this matter. Borough Councillor Burford said that this was a good point and it was agreed that the Parish Council would pursue this matter.

Mr Whitehead informed the meeting that this year's Polar Express event had been very successful and allowed the TSR to be able to pay off the remaining debt on a one-hundred-year-old locomotive which they are restoring. The locomotive will be the focal point of an event to be held on May 4<sup>th</sup>.

**24/114 Idverde Dedicated Grounds & Cleansing Service**

Details of this service offered by T&WC's Community Action Team were emailed to Councillors in advance of the meeting.

The Chair welcomed Aaron England, T&WC Grounds and Cleansing Team Leader, to the meeting. Mr England explained the advantages of adopting Idverde's dedicated

grounds and cleansing service, this service is over and above their core contract with T&WC. Councillors asked questions and considered the advantages the service would bring to the Parish. The cost of the service for 2025/26 is £23,484 plus CPI for one full-time operative with a van, there will be no holiday cover.

**RESOLVED:** to adopt this service for a one-year trial period from 1.4.25, this scheme will be funded from Parish Council reserves.

#### **24/115 Minutes of the Previous Council Meeting**

It was **RESOLVED** to approve the minutes of the meeting held on the 20<sup>th</sup> November 2024 as a true record.

#### **24/116 Councillors Reports**

##### **Cllr. S Wennington:**

- Attended the Parish Council Christmas party on the 6<sup>th</sup> December
- Attended the Aqueduct Primary School nativity on the 13<sup>th</sup> December
- Attended the Aqueduct Primary School Christmas lunch on the 17<sup>th</sup> December

##### **Cllr. Barnes:**

- Little Dawley meadow fence is now in place and looks good
- Requested a gritting service on Lightmoor Road but this was refused by T&WC as they are only gritting primary and secondary networks

##### **Cllr. Rogers:**

- Reported that there was a lot of broken fencing in the Nightingale Walk ward and the ward requires a litter pick. Details will be passed to the Clerk to report these matters to T&WC.

##### **Chair:**

- Attended the Parish Council Christmas party on the 6<sup>th</sup> December
- Attended the Aqueduct Primary School nativity on the 10<sup>th</sup> December
- The Christmas trees have now been removed. Thanks to Adam Birkitt of Wrekin Tree Consultancy who promptly straightened the trees after they were affected by storm Daragh in December.

#### **24/117 Community Action Team (CAT)**

The updated action plan for December 2024 and a new action plan for January 2025 were circulated to Councillors in advance of the meeting and the contents were noted. The Clerk informed the meeting that the CAT team had asked when we would like our annual walkabout this year. It was **RESOLVED** to opt for a day in July which is not a Tuesday, the Clerk will contact the CAT Team to see what dates are available and the Council will opt for the one which is convenient for the most Councillors.

#### **24/118 Local Nature Reserves (LNRs) in the Parish**

For DHLNR the Chair and Cllr. Barnes reported that the Friends Magical Winter Event had been a great success and that the Friends group had held a meeting on Monday and were planning more action days involving members of the community. There were no further reports.

#### **24/119 Traffic Regulation Orders**

The proposals for several new traffic regulation orders in the Parish were considered. Cllr. Barnes raised concerns regarding the restrictions proposed for Castlefields Way outside Madeley Academy in advance of the meeting and Chris Pearson, T&WC Traffic & Road Safety Engineering Team Leader, had responded to say that it is to resolve the issue of damage to the verges caused by parents parking up to collect and drop off and the displacement will be approximately ten vehicles.

It was **RESOLVED** to accept the proposals.

**24/120 Grit Bin Requests**

A report detailing the current grit bins located in the Parish, requests received for additional grit bins and the costs was circulated to Councillors in advance of the meeting. As all requests for grit bins are in the Horsehay Ward and those Councillors were not present at the meeting the Chair deferred the item and asked the Clerk to ask them to investigate the requests and report back to the February council meeting.

**24/121 Aqueduct Notice Board**

The Chair asked the Council to consider replacing the noticeboard on Majestic Way, Aqueduct, as it is in a state of disrepair.

**RESOLVED** to purchase a new noticeboard similar to the one in Little Dawley. The Clerk will obtain three quotations to be considered at next month's meeting.

**24/122 2025 Gardening Scheme**

The Clerk informed the meeting that the Council had received an invoice from Great Dawley Town Council for last year's gardening scheme and the cost was £3,443 for 25 residents. The cost to continue the scheme for 25 residents this year is estimated at between £4,000 and £5,000.

**RESOLVED:** to continue the gardening scheme for another year

**24/123 2025 Senior Residents Party Arrangements**

Councillors discussed arrangements for this year's senior residents' parties.

**RESOLVED** to hold the parties at Horsehay Village Hall on Friday 6th June 2025 and Friday 5th December 2025 or the nearest date available and ask T&WC 'Let's Dine' to provide the catering.

**24/124 SS2025 Newsletter**

The production and distribution of the newsletter was discussed and it was **RESOLVED** that SJF Design & Print would continue producing the newsletter, there is no price increase. The Chair will circulate a list of contents for approval and ask whether the distribution can be tasked to the new grounds and cleansing officer as this will assist in the officer becoming familiar with the area.

**24/125 Planning**

a) **The meeting considered the following applications:**

Application or enforcement number	Appeal number	Site Address	Description of proposal	Date consultation received	Reply by date
TWC/2025/0017	N/A	1 Pool Side, Horsehay, Telford, Shropshire, TF4 2NG	Installation of a retractable awning to the front elevation	10/01/2025	31/01/2025
TWC/2024/0899	N/A	The Woodlands, Phase 3, Lightmoor Village, Telford, Shropshire	Variation of condition 10 (deposited plans) for previously approved TWC/2020/0342 (Reserved matters application for the erection of 202no. dwellings with layout, scale, appearance, access and landscaping in pursuant to outline permission W2007/0456) to allow amendments to the tenure, levels and drainage across Phases 3 to 6, including adjustments to Phase 3 house types off the back of the level changes and design development	09/01/2025	30/01/2025

**Note:** Planning applications TWC/2024/0891 and TWC/2024/0697 were dealt with last month under delegated powers. An objection has been logged on the T&WC planning portal regarding application TWC/2024/0697, Barns rear of 28 Woodhouse Lane, Horsehay, and the application has been called in to be heard by the T&WC planning committee.

**b) The following permissions were noted:**

**Full Granted:**

<b>Application number</b>	TWC/2024/0666
<b>Site address</b>	20 Malvern Crescent, Little Dawley, Telford, Shropshire, TF4 3HE
<b>Description of proposal</b>	Erection of single storey rear extension
<b>Application number</b>	TWC/2024/0665
<b>Site address</b>	23 Avon Close, Little Dawley, Telford, Shropshire, TF4 3HP
<b>Description of proposal</b>	Erection of a single storey rear extension***Amended Plans Received***
<b>Application number</b>	TWC/2024/0605
<b>Site address</b>	34 Avon Close, Little Dawley, Telford, Shropshire, TF4 3HP
<b>Description of proposal</b>	Change of use from dwelling house (use class C3) to Residential Institution (use class C2) **AMENDED CERTIFICATE RECEIVED**

**c) TWC/2024/0697 Barns rear of 28 Woodhouse Lane**

Consideration was given to which Councillor would represent the Parish Council to present objections at the planning committee meeting which is likely to be held on the 26<sup>th</sup> March.

**RESOLVED** to invite one of the Horsehay ward Councillors to attend the meeting, if no one is available the Chair will attend.

**24/126 Finance & Administration:**

a) **Budget Monitoring Report & Bank Reconciliation Statement**

The Parish Council was asked to consider the latest budget monitoring report and bank reconciliation statement which was circulated in advance of the meeting.

**RESOLVED** – to approve the budget monitoring report and bank reconciliation statement.

b) **List of Payments Presented for Approval:**

The Council was asked to consider the following on-line payments presented for approval in advance of the meeting:

Payee/Reason	Payt Method	Date	Net	VAT	Total
Staff Costs - Jan 2025	Bank Transfer	15 January 2025	1,432.76	0.00	1,432.76
HMRC Tax & NI - Jan 2025	Bank Transfer	15 January 2025	275.48	0.00	275.48
SCC Pension Fund - Jan 2025	Bank Transfer	15 January 2025	493.50	0.00	493.50
Staff Travel Expenses	Bank Transfer	15 January 2025	72.15	2.09	74.24
K Ewence - reimburs (Website Hosting, Data Protection, ALCC)	Bank Transfer	15 January 2025	135.53	9.11	144.64
Horsehay Village Hall - Room Hire Jan- Dec 2024	Bank Transfer	15 January 2025	270.00	0.00	270.00
BOCT - Christmas Trees	Bank Transfer	15 January 2025	1,770.00	0.00	1,770.00
GDTC - 2024 Gardening Service	Bank Transfer	15 January 2025	3,443.25	0.00	3,443.25
			<b>7,892.67</b>	<b>11.20</b>	<b>7,903.87</b>

**RESOLVED** - to approve these payments.

c) **2025/26 Annual Planning and Budget Setting Working Group Meeting held on the 9<sup>th</sup> January 2025**

The minutes of this meeting were circulated to Councillors in advance of the meeting. The recommendations of the report were presented by the Clerk and considered by the Councillors.

It was **RESOLVED:**

That the council set a budget of £84,600 for 2025/26

That the Parish Council set a precept of £82,600 for 2025/26

That the new allocation of reserves from the 1<sup>st</sup> April 2025 will be as outlined in the report. This includes the Borough Councillors match-funding reserve which will be topped back up to £20,000 and will automatically match Borough Councillors spend within the Parish.

d) **2025/26 Precept Warrant**

The precept warrant for £82,500 was signed by the Chair, two Councillors and the Clerk.

**24/127 Correspondence**

A member of the public has emailed Horsehay Borough Councillors and the Parish Council regarding the local plan proposals which effect Horsehay and Lawley regarding his concern about the ability for residents and stakeholders to consult on the next stage of the plan. These concerns were discussed and noted.

The Parish Council has been invited to nominate someone who has gone over and beyond for their community in any way to attend HM Lord-Lieutenant's Shropshire Garden Party Orleton Hall, Wellington, on Wednesday 4th June 2025. A number of worthy recipients were discussed and it was agreed to finalise the matter after the meeting once there had been an opportunity to discuss the matter with the selected nominee.

**24/128 Items for the Next Agenda**

Grit bin requests  
Aqueduct noticeboard quotations

**24/129 Date of the next meeting – Wednesday 19<sup>th</sup> February at Horsehay Village Hall at 7pm.**

There being no further business, the meeting closed at 8.26pm.

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Chairman**