



## ***FULL COUNCIL MEETING MINUTES***

**MINUTES** of the Wrockwardine Wood & Trench Parish Council Meeting held on Tuesday 14<sup>th</sup> April 2015 at the Parish Council Centre, Church Road, Wrockwardine Wood at 7pm.

**Present:** Cllr's. L.T. Brayne - Chair, K. Hanmer – Vice Chair, M. Hanmer, D. Plant, Shirley Reynolds, C.F. Smith, H. Smith, K.R. Watkins and S.A. Watkins.

**In attendance:** Nine members of the public.

### **15/2664 Apologies**

**RESOLVED** – to accept apologies from Cllr. Stephen Reynolds (Church Meeting) and Cllr. J. Thompson.

### **15/2665 Disclosable Pecuniary Interest**

There were no declarations of interest in any item specified in the agenda.

### **15/2666 Presentation of Grants**

Grants were presented to Mark's Pit Stop, Gower Heritage & Enterprise Group, The Ironbridge Brass Band Festival and Wellington Cottage Care. It was AGREED to post the grant to Crucial Crew.

### **15/2667 To receive Loren Parrish, Telford & Wrekin Council's Empty Property Officer**

Loren informed members that her role is to encourage the re-use of empty properties in the Borough. Loren said that some properties fall into disrepair and when empty it is a waste for Telford because of the housing shortage. Properties that fall into disrepair attract vandals and can be costly to council services. Properties are often empty because the owner has passed away and there is no probate or an owner may have reservations about becoming a landlord. Loren said that she receives a monthly list of empty properties and she writes to owners of those houses that have been empty for over six months to encourage them to let out the property with the Telford Homefinder Scheme. There are currently a lot of people on the waiting list for houses and Loren said she can help Landlord and Tenants and provide interest free loans to carry out necessary work on empty properties to enable them to be let.

Loren said that if gardens to empty properties are untidy, Environmental Health or the Planning Department may be able to help. The Borough Council do have powers, but sometimes there is nothing they can do.

Loren said that if we know of any empty properties in the area, she would like us to contact her and we can pass her number on to anyone who may have any concerns.

Cllr. K. Watkins asked if Loren deals with commercial as well as residential properties. Loren said that she deals mainly with residential properties but can consider problems with commercial properties if requested.

A resident expressed concern about the Old Shawbirch Pub on Trench Road which has been empty for a long time and is an eyesore because of the amount of rubbish and rats have been seen in the area. Loren said she knows about this property and will drive past and have a look after the meeting. Cllr. C.F. Smith said that a planning application to turn the pub into bedsits was refused as the plans were really for a house of multiple occupancy and didn't have the right facilities. Cllr. K. Hanmer said that people have been seen going into the former pub and the window is sometimes open.

Cllr. Shirley Reynolds asked how Loren gets to know about properties becoming empty and Loren said they are mainly reported by people and from a list she receives monthly that is compiled from people asking for a reduction in the council tax as the property is empty. Loren pointed out that there is no exemption from council tax any more for empty houses and if a property has been empty for more than two years it is subject to 150% council tax.

A resident asked if the flats at Gordon Road are being brought back into occupation and said some have been sold and some are still rented. Cllr. C.F. Smith said that residents will be moved back into the flats unless they are boarded up. The remainder will be demolished and replaced by housing.

There were no further questions and the Chair thanked Loren for attending the meeting.

## 15/2668 Public Session

- a) A resident said that there are parking problems at Trench Playing Field when footballers are using the pitches. Cllr's Shirley Reynolds and Charles Smith recently witnessed this problem and residents are concerned that an emergency vehicle would not be able to access Gibbons Road. The problem will get worse now the nights are lighter and the footballers are having evening practice sessions. The Chairman suggested that we should inform the police. The resident said that the police have been informed but there is nothing they can do unless vehicles are parked directly across a residents drive. It was AGREED to Cllr. Charles Smith's suggestion to write to TWC Highways to ask if a white line can be painted across residents driveways to prevent parking. Cllr. K. Hanmer said that on Sunday she witnessed disgraceful parking at this site and pointed out that there is space to park by the garages that are not used and at the side of the former police houses and by the hairdressers.
- b) A resident said that the churchyard is in a dreadful state and grass is left behind after cutting. The Clerk said that the grass is due to be cut tomorrow and that the Council did consider having grass cuttings removed but it proved too costly. The resident suggested that we could ask the Parish Environmental Team to help keep the churchyard tidy.
- c) A resident expressed concern about the terrible condition of the road surface at Field Road, Trench. The resident said that lorries, dustbin waggons and people from Woodhouse Crescent are using this road. Cllr. C.F. Smith said that he has received a complaint from another resident of Field Road and pointed out that this road is unadopted and the responsibility of residents to upkeep. Cllr Smith said that as other people are using the road he has arranged for the potholes to be repaired. Cllr. Smith said that he will talk to residents about a permanent repair at a later date.

***Cllr. Stephen Reynolds entered the meeting at 7.40pm.***

- d) A resident said that she reported a problem with graffiti on the garages at Lennock Road a few weeks ago and nothing has been done. The Clerk said that this was reported to Mr. Warner at Wrekin Housing Trust and she will chase this up.

**15/2669 The Minutes of the Parish Council Meeting held on Tuesday 10<sup>th</sup> March 2015** were confirmed as a correct record and signed by the Chair.

## 15/2670 Correspondence

- a) **Telford & Wrekin Council** – Notice of Election of Parish Councillors.
- b) **Telford & Wrekin Council** – Invitation to the Mayor Making Ceremony on Thursday 21<sup>st</sup> May at Oakengates Theatre at 6.30pm. A light buffet will be served following the meeting. Reply is required by 13<sup>th</sup> May. Cllr's. Stephen Reynolds and Anne Watkins agreed to attend.
- c) **Telford & Wrekin Council** – Notice of Temporary Prohibition of Traffic for the Sikh Celebration Parade on Sunday 19<sup>th</sup> April between 9am and 3pm.
- d) **Telford & Wrekin Council** – Email from Carl Philips. The Licensing Service is consulting on the current Street Trading Policy & Conditions with a view to creating a Day Street Trading Consent that will cover up to 5 commercial traders. A copy of the full report is available on request and any comments can be emailed to Mr. Philips.
- e) **Telford & Wrekin Council** – Telford & Wrekin Five Year Housing Land Supply Statement previously published in November 2013. The updated statement sets out the methodology used to underpin a revised assessment of housing supply as required in the National Planning Policy Framework. The Statement can be viewed on the Planning Policy and Strategy webpage at [www.telford.gov.uk](http://www.telford.gov.uk)
- f) **Telford & Wrekin Council** – Notice of National Events from Wendy Tonge: VE Day on Friday 8<sup>th</sup> May – 70<sup>th</sup> Anniversary of VE Day and communities are being invited to hold street parties and community picnics in the park. There will be a national 2 minute silence at 3pm on 8<sup>th</sup> May to co-ordinate with the anniversary and a special VE concert on 9<sup>th</sup> May to be broadcast on the BBC. The Big Lunch on Sunday 7<sup>th</sup> June, which is the UK's annual get together for local people to meet their neighbours. TWC would like to encourage communities to take part and suggest that allotment groups could have a BBQ, women's groups could hold a tea and cake party, men's clubs having a pie and pint event, church and faith groups having a community picnic or holding a street party on your estate. TWC is pleased to support these initiatives and as an incentive will provide community centres free on 7<sup>th</sup> June as meeting spaces for events. Wendy suggests that Parish Councils might also want to offer

their premises for celebratory events. If a community would like to hold an event on their street the fee for road closure will be waived.

g) **Telford Volunteers** – Notice of Age UK Afternoon of Entertainment Variety Show at Oakengates Theatre on Tuesday 19th May, 2pm to 4.30pm. It is aimed at the over 60s living either independently or in a care setting. The theme is Swinging 60s and will feature the music of The Beatles, Frank Sinatra and Elvis. Tickets are £5 each.

h) **NALC** – confirmation of registration with the Local Council Award Scheme. The Council has been awarded the Foundation Award for one year from January 2015 to 2016. A certificate will be sent as soon as possible

i) **Peter Andrews** – Email regarding free cycle parking for Parish Councils. The project aims to make cycling easier and more convenient and to tackle the problem of bike theft in the Telford & Wrekin area. The project offers various types of cycle stand free of charge and councils are welcome to apply for stands if they have a hall, community centre or green space that needs bike parking. Recipients must install the cycle parking on their own premises and not the public highway.

j) **Telford Lions Club** – Request for space for planting trees, daffodils and rose bushes as part of their Centennial Celebrations. The Year 2017 sees the 100<sup>th</sup> anniversary of Lions Club International and they are planning some major service projects including one to enhance the local environment. They are looking to plant trees, small saplings or larger specimen trees, daffodils and rose bushes. They would provide the plants and undertake the setting, hopefully involving local youth groups in the actual planting which would take place either autumn 2015 or spring 2016. They are happy to consider any area large or small that is accessible to the public if we have any areas that would benefit.

k) **Telford Mind** – Letter of thanks for grant received.

## **CORRESPONDENCE RECEIVED AFTER PUBLICATION OF THE AGENDA**

**Lexington Communications** – Letter from Tom Arnold informing us that developer and investor Northern Trust is preparing plans to build up to 450 homes on land beside Redhill Way and immediately north of the A5. A pre-application preview exhibition of the plans will be held on Thursday 16<sup>th</sup> April between 2pm and 3pm at St. Georges Methodist Hall, Church Street, St. Georges. The exhibition will be open to the public between 3pm and 7pm.

## **TABLED CORRESPONDENCE**

**Telford & Wrekin Council** – List of Borough road closures. **West Mercia Police & Crime Commissioner** – Weekly Newsletters. **Shropshire Community Health** – Community Health News March 2015. **SALC** – Information Bulletins – 13<sup>th</sup> & 23<sup>rd</sup> March and 2<sup>nd</sup> & 13<sup>th</sup> April. **Came & Company** - Council Matters Magazine. **Local Council Review Magazine**

### **15/2671 Payments to be Issued**

Each Councillor received a list of the expenditure transactions for April 2015. **RESOLVED** – that the expenditure transactions for April 2015 totalling £17,897.13 be approved. (Copy list attached to office Minutes)

### **15/2672 To receive and approve a Statement of Accounts for March 2015**

A Statement of Accounts for March 2015 was tabled (copy attached to office Minutes). **RESOLVED** – to approve and accept the Statement of Accounts for March 2015.

Cllr. Stephen Reynolds pointed out that the statement shows a receipt of £950 for the Friends of the Cockshutt Group. Cllr. Reynolds said that since January he has been battling with two banks to open an account for the receipt of money in respect of grants from the Ward Co-operative Fund that had to be paid by March 31<sup>st</sup>.

### **15/2673 Annual Audit – Year ending 31<sup>st</sup> March 2015**

#### **a) To receive notification of the Annual Audit**

It was noted that the statutory deadline to approve the Annual Return is 30<sup>th</sup> June 2015; the date by which the Annual Return must be submitted to Mazars is 3<sup>rd</sup> July and the date set for the exercise of electors rights is 31<sup>st</sup> July 2015.

**b) To appoint an Internal Auditor**

It was **RESOLVED** to appoint Brett Corden as Internal Auditor for year ending 31<sup>st</sup> March 2015.

**15/2674 Parish Environmental Team** – To consider repairs to the path near Stanmore Drive Allotments.

Cllr. S.A. Watkins informed members that the repairs are needed on the path over the brook because it is sinking and as it is sited at the bottom of the hill, water is collecting there.

**RESOLVED** – to fund this work from the PET Team budget to build up the path level approximately 20m x 1.2m at a cost of £313.25.

**15/2675 Any Items of Information or Items for the Next Agenda**

Cllr. C.F. Smith informed members that there are no new plans at present for the proposed housing at the Sutherland School site. There will be consultation with the public in June. Cllr. Smith said that Sport England have withdrawn their objection to housing on this site.

**15/2676 Date & Venue of the Next Meeting**

Cllr's Shirley Reynolds, Stephen Reynolds, C.F. Smith, K. Watkins and S.A. Watkins apologised that they will not be able to attend the next meeting. Alternative dates were considered, but a suitable date could not be agreed on.

The Annual Parish Meeting will be held on Tuesday 12<sup>th</sup> May 2015 at 7pm follow by the Annual General Meeting at approximately 7.30pm.

The Meeting closed at 7.55pm.

Signed.....  
Chairman

Date.....