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## MINUTES OF THE FULL COUNCIL MEETING HELD 5<sup>TH</sup> APRIL 2022 HILLSIDE MEETING ROOM, LILLESHELL, 7PM

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**Members present** Cllrs: Baker (Chair), Cornes, Challinor, Millard, Parker, Shaw, Taylor

**In attendance:** Mr Furnival (Clerk), Cllr Eade (Ward Member), PCSO Collumbell, 1 member of the public

### 21/22.155      **Opening**

The Chairman opened the meeting, welcoming everyone to the last meeting of this council before the AGM.

### 21/22.156      **Apologies and declarations of Interest**

None.

### 21/22.157      **Community safety**

P. Fenn from TWC Public Protection had offered his apologies to this meeting. However, shared some information to members of the council relating to the use of CCTV signage.

The Chairman raised his concern with erecting warning CCTV signage without having adequate surveillance in place. He further raises his concerns with more groups and residents in the area asking for this signage.

Cllrs Shaw and Cornes believe that the parish council should be actively doing something to tackle the concerns relating to crime in the area.

The Chairman asked PCSO Collumbell for his advice on the use of signage.

After much deliberation it was agreed that the erection of CCTV signage on Hillside East and The Humbers Little Library would not proceed.

### 21/22.158      **Public Session**

R. Evlyn-Bufton was in attendance on behalf of Lilleshall Cricket Club, who have submitted a grant application and wanted to know if there are any questions in relation to this. The proposed grant would support match funding for improvements to the parking area outside the cricket pavilion. Members noted that this was greatly needed as the car park is widely used.

R. Evlyn-Bufton noted thanks Cllr Eade for his support in supporting the cricket club with recent grants and asked to note thanks to Cllr Shaw and the Clerk for their assistance with organising a memorial bench in the parish in memory of his parents.

PCSO Collumbell reported that the new PC for the area is Richard Edward, taking over from PC Lee Thomas in May.

Operation SNAP was promoted, people can report videos captured on cash cams to West Mercia Police who can prosecute.

Community Speed Watch is being heavily supported by West Mercia Police and encourages the parish council to keep trying to get volunteers to set up a scheme.

### 21/22.159      **Minutes of the Full Council meeting held 1<sup>st</sup> March 2022**

It was proposed by Cllr Taylor and seconded by Cllr Millard, all were in favour, thus **RESOLVED that the minutes of the meeting held on 1<sup>st</sup> March 2022 be signed as a true record.**

**21/22.160      Matters arising, for information, from the 1<sup>st</sup> March 2022**

Cllr Baker asked Cllr Eade if there were any updates on the application for the Hundred Acre Kitchen, there are no updates. Cllr Shaw spoke with the landowner of the Hundred Acre Kitchen who reported that they have a two-year temporary planning permission.

**21/22.161      Correspondence**

None.

**21/22.162      Reports from Parish Councillors and Ward Member present**

Cllr Millard has received complaints from residents regarding the changes to the bus service 5 which is due to be changed to a one-hour service with certain areas of Lilleshall being removed from the service. Cllr Shaw notes that there is a Bus Users Group meeting on the 20<sup>th</sup> April and Councillors can raise their concerns with Arriva at this meeting.

Cllr Eade noted that Church Aston Parish Council may wish to submit a complaint at this service change jointly with Lilleshall Parish Council. Members agreed to this and could also object with other neighbouring parishes.

The changes to the service summary are as follows;

*5/5A/5E/6 Telford – Donnington – Muxton – Newport - Stafford*

*We're changing the routes and timetables on routes 5 and 5A.*

*A combined frequency of up to every 20 minutes on will run routes 5, 5A and 6 between Telford and Donnington Parade on Mondays to Saturdays, and a combined frequency of up to every 30 minutes will run between Newport and Stafford.*

*From Telford Town Centre, route 5 continues along Queens Road then direct along the A518 (New Trench Road) to Newport and Stafford running up to every 60 minutes throughout the day.*

*From Telford Town Centre, route 5A continues along Queens Road then through Muxton (Marshbrook Way and Fieldhouse Drive) and Lilleshall to Newport and Stafford running up to every 60 minutes throughout the day.*

*Route 5E follows the same route as the current 5 operating on Monday to Saturday evenings and Sundays. New route 6 serves Donnington Asda, then along Donnington Wood Road before returning via Queens Road back into Telford Town Centre.*

*All buses will start and finish in Chell Road, Stafford, and will no longer serve Earl Street, South Walls, Pitcher Bank or Gaol Square.*

Cllr Eade noted that any savings to Arriva would be marginal as the service would continue to service through the A518.

Cllr Shaw notes that he still needs to review the latest feedback from the highway's engineers regarding the Lilleshall Road Safety Scheme and will report back to council.

Old Ben Homes will be erecting CCTV above the planter that is to be erected near their premises.

Cllr Challinor reported that there is a suspicious tent up Kynnersley Drive which appears as if someone is living rough at this location, asked if this could be reported.

Cllr Baker notes his disappointment with the lack of progress with improvements to rights of way around the parish. Despite many requests for updates and action to be taken. Cllr Eade said that we will work with TWC to try get these improvements done within the next 6 weeks.

**21/22.163      Clerks Report**

Defibrillators – two defibrillators have been received for Lilleshall Memorial Hall and Barrack Lane/Woodlands bus shelter. We have received a cabinet for one and awaiting the other, the first of the two shall be installed on the Barrack Lane/Woodlands bus shelter.

Great Lilleshall Spring Clean – this was very successful with nine residents plus myself collecting a total of 7 bags of litter from around the parish. All areas were covered.

Allotments – in response to the recent thefts we have supplied security equipment to the allotment tenants and Smartwater kits will be rolled out soon. A dog bag dispenser is also being erected to the outer fence of the allotments in response to concerns relating to dog fouling on the allotments, all tenants have been written to and warned about allowing their pets to do this.

A request to supply gravel has been made by the allotment's society. Members agreed to defer this request until further discussions had been made with the allotments society around what is needed specifically.

Strategic landscape request – Gavin Ashford has acknowledged the request and will be responding in due course.

DMMO on footpath 17B – TWC have acknowledged the DMMO request and are investigating. All notices have been complied with.

Locality Officer – councillors and staff were given the chance to meet A. Collier, the new Locality Officer at TWC on Tuesday 29<sup>th</sup> March. The meeting outlined some of the issues we have been looking at for some time and Angela took details to investigate further.

RoSPA – the RoSPA inspection for the tennis courts has now been outsourced as TWC missed us on this occasion, the inspection will be done by an officer from Hollinswood and Randlay PC on 12<sup>th</sup> April.

Annual Electors Meeting – this has been organised for the 17<sup>th</sup> May, starting 7pm at the Memorial Hall. The guest speaker will be Charles Green, Planning Spokesperson for the Campaign to Protect Rural England.

Ornithology talk – this was very successful with a good turnout, thanks were noted to Cllr Peter Challinor for giving this talk.

Approach has been made to the local primary school to look at installing the remaining bird boxes around the nearby woodland, with the advice from Cllr Challinor.

## 21/22.164 Planning

The following applications were considered by members and it was proposed by Cllr Shaw and seconded by Cllr Taylor, all were in favour, thus **RESOLVED to approve the following responses;**

| Planning Application Number, Location & Proposed Development   | LPC response |
|--|--------------|
| TWC/2022/0299 - Fairview, Hillside East, Lilleshall, Newport, TF10 9GZ<br>Erection of a single storey side extension with alterations to existing roof and a detached single storey garage following demolition of existing garage | No comment   |

Cllr Cornes notes that a property on Hillside has installed a large shed which does not appear to have planning permission, questions when does planning permission become required for these types of sheds.

Cllr Shaw notes that a possible application on the site of The Croft may be forthcoming.

The following applications were noted as being decided since the last meeting:

| Planning Application Number, Location & Proposed Development  | LPC Resp      | Decision |
|---|---------------|----------|
| TWC/2020/0356 - Land opposite Woodside Farm, Kynnersley Drive<br>Creation of manage, parking, associated boundary treatments and the erection of stables/equestrian buildings   | Object        | Granted  |
| TWC/2020/0358 - Land opposite Woodside Farm, Kynnersley Drive<br>Three year siting of mobile home and demountable garage with modifications to existing access to support Livery  | Object        | Granted  |
| TWC/2022/0124 - 8 Limekiln Lane, Lilleshall, Newport, TF10 9EZ<br>Erection of a part single and two storey side and rear extension with associated first floor rear balcony, erection of a front porch, erection of an attached log store and installation of 3no. roof lights to the existing detached garage and erection of a detached garden room | No comments   | Granted  |
| TWC/2022/0049 - Abbey View, Church Road, Lilleshall, TF10 9HJ<br>Erection of a single storey rear and side extension  | No objection. | Granted  |

## 21/22.165 Financial Reports

**21/22.165.1** A summary of account statements from 1<sup>st</sup> Mar 22 to 31<sup>st</sup> Mar 22 were noted, a reconciliation of the accounts for this date period was reviewed by members, bringing the reconciled accounts to the 31<sup>st</sup> March 22 to £83,816.92. It was proposed by Cllr Millard and seconded by Cllr Shaw, all were in favour, thus **RESOLVED to approve as an accurate record.**

**21/22.165.2** The following payment list and accompanying invoices/receipts were reviewed and it was proposed by Cllr Taylor and seconded by Cllr Challinor, thus **RESOLVED to approve the following payments to be made;**

| Details                            | Bank ref    | Statutes          | Account        |
|------------------------------------|-------------|-------------------|----------------|
| Grounds maintenance                | 1198        | LGA 1972 s214     | 720.00         |
| Street lighting (Q4)               | 4527549     | HA 1980 s.301     | 1229.14        |
| Hillside meeting room hire         | 240322      | LGA 1972 s.134(4) | 1150.00        |
| Bird and bat boxes                 | LPC-01      | LGA 1972 s137     | 24.00          |
| Dog bag dispenser at allotments    | 23762       | LGA 1972 s137     | 104.34         |
| Salaries (March 2022)              | SALARY      | LGA 1972 s112     | 967.63         |
| PAYE (March 2022)                  | 475/SB25455 | LGA 1972 s112     | 77.00          |
| Pension contributions (March 2022) | LPC-02      | LGA 1972 s112     | 113.81         |
| Stationary                         | 5881797     | LGA 1972 s111     | 74.12          |
|                                    |             | <b>TOTAL</b>      | <b>4460.04</b> |

**21/22.165.3** A grant application had been received from the Lilleshall Cricket Club for £400 towards improvements to the car park. It was proposed by Cllr Taylor and seconded by Cllr Shaw, all were in favour, thus **RESOLVED to approve this grant request.**

## 21/22.166 Projects and events

**Platinum Jubilee Events** – all planning is going well for all three events, the Lord-Lieutenant of Shropshire has confirmed attendance to the Jubilee Fete on the 5<sup>th</sup> June. The next meeting of the group is on the 11<sup>th</sup> May, 7pm at the Hillside Meeting Room. Cllr Shaw notes the possibility of having of a bird display at the event and will share details with the Clerk.

**Road safety schemes** – Noted under item 21/22.162.

**Installation of solar panels at the Talbot Centre** – the installation is now fully complete and the building is receiving a feed from solar energy. An introduction for users is being organised for staff and Councillors and tenants to attend.

**Flower planter installation** – a revised quote was required for these planters as the original measurements worked out as too small for the base of the planters. Two quotes were obtained and a third requested. On reviewing the quotes members felt that it would be more suitable to use the contractor who is more likely to oversee the planting schemes, therefore it was proposed by Cllr Shaw and seconded by Cllr Taylor, all were in favour, thus **RESOLVED to appoint Needes Landscaping to erect the bases for planters.**

Planters are arriving on Friday 8<sup>th</sup> April and will be stored until the bases are ready.

**New notice board for the allotments** – members reviewed three different noticeboards, their quality, supplier, price and design. It was decided that there should be continuity with design of notice boards and it was proposed by Cllr Shaw and seconded by Cllr Challinor, all were in favour, thus **RESOLVED to approve the notice board from The Notice Board Company at the value of £876 ex VAT.**

This meeting closed at 20:03

*These minutes are to be considered as a draft form until signed at the next appropriate meeting, the signed copy will be retained by the Parish Council.*

Signed: ..... Dated: ...../...../.....