



Minutes of the meeting held on Tuesday the 10th of October 2023 held at the Hillside meeting room, Lilleshall Memorial Hall Lilleshall.

Present: Cllrs Shaw, Hoof, Harvey, Parker, Taylor.

In Attendance: C Martin (Clerk) and one member of the public.

82/23 Apologies and declarations of Interest

Apologies have been received from Cllr A Eade, Cllr C Binnington and Cllr P Challinor. Pecuniary interest has been declared in item from Cllr Hoof 94/23.

83/23 CAT Operatives Q&A

Mrs Debbie Germany and Mrs Leah Wallage-Coin attended the meeting to speak to the council regarding the CAT operatives. Mrs Germany summarised the offers that Telford and Wrekin council make in relation to CAT operatives. Mrs Germany opened for questions and the councillors asked their relevant questions.

Cllr Taylor proposed to have an extraordinary meeting to discuss the needs of the parish in relation to CAT operatives, this was seconded by Cllr Shaw. The date was suggested by to be the 24th October 2023, this will be confirmed by the councillors who are not present.

84/23 Public Session

A member of the public was present but did not raise any concerns.

85/23 Minutes of the Full Council meeting held 12th of September 2023

Prosed by Cllr Hoof and seconded by Cllr Taylor agreed unanimously by the council.

86/23 Matters arising, for information, from the 12th of September 2023

Items have been raised in corresponding meeting have been included in the agenda.

87/23 Correspondence

Items received for information, action, consultation, or decision.

- a. A correspondence has been received from a resident asking for permission to put a notice relating to a business to support local children, young people and adults with their mental health and wellbeing – to consider her request and make a decision.
The council discussed the issue and agreed that the board should be used for Lilleshall Parish residents only and should not allow for the notice board to be used by businesses.

89/23 Reports from Parish Councillors and Ward Member present

Cllr Hoof reported on the issues of anti-social behaviour, he updated the council that the police are aware of the issue and are working on how to resolve the issue.

Cllr Shaw updated that he has been speaking to the bowie trust and the organisation scouts and guides, he will be in contact with them to discuss possible uses for the community.

90/23 Road safety schemes

a. A518 – Verbal Update

Cllr Eade has been in contact with Mr Lee Carter to ask about this issue but Cllr Eade was not present to inform the council if there has been an outcome.

Cllr Shaw updated the council that the SIDs in the locations ____ and ____ are scheduled to be installed in the next couple of weeks.

The clerk summarised the updates received from Andrew Kurta-Carlidge at Telford and Wrekin Parish Council in relation to the works at Liddles Bank Church Aston, the Humbers and Lilleshall 20mph amendments.

Cllr Hoof raised his concerns relating to the schedule of works and would like to receive a work date and schedule from Telford and Wrekin Council.

91/23 Planning

a. To consider any planning applications

TWC/2023/0707 – The council discussed the application. The council has no comment on this application.

b. To receive any updates

Cllr Taylor updated the council that TWC/2023/0582 was granted the status “Full Granted”. Cllr Hoof asked if there was an update regarding the development on Hillside over the old reservoir, no updates have been received but the clerk will follow up.

92/23 Financial Reports

a. To approve the reconciliation of recent banking statements and payments.

Cllr Harvey proposed to accept the schedule of payments and seconded by Cllr Taylor agreed unanimously with the exemption of Cllr Hoof who chose to abstain from the vote.

Schedule of Payments – awaiting authorisation		
Recipient	Reason for Payment	Payment Amount
Green Skips	Allotment Skip Hire	£228.00
Scribe	Accounting Software	£673.92
PKF	External Audit	£378.00
Gallagher	Insurance Renewal	£1,530.47
Ditton Services	Grounds Maintenance	£720.00
Total Payments		£3,530.39
Accounts Paid – Awaiting Authorisation		
HMRC	Salary deduction - September	£117.89
Chloe Martin	Salary - September	£932.51
Total Payments		£1,050.40

The clerk raised the issue of the invoice that was questioned in the last meeting regarding the memorial hall in the amount of _____, the clerk informed the council that the cost was increased due to inflation and the cost of living. Proposed by Cllr Taylor and seconded by Cllr Shaw agreed unanimously by the council.

- b. To consider any grant requests received
None received.
- c. Insurance Renewal
The clerk has updated that this was an automatic renewal, Cllr Taylor proposed to accept the payment, this was seconded by Cllr Harvey, this was voted on and 3 councillors voted to agree on the proposal two abstained.
- d. External Auditor Report proposed by Cllr Hoof seconded by Cllr Shaw to accept the report and the recommendations. Agreed unanimously.

93/23 Jubilee/Commemorative trees – to receive a verbal update.

Cllr Taylor updated the council on the progress he has made the council agreed to ask proposed by Taylor and seconded by Linda to make payment.

94/23 Mobile Phone

To consider the purchase of a phone contract to use for the parish council, so the clerk is able to be contacted in the case of an emergency or when working remotely.

Cllr Hoof has a pecuniary interest in the item relating to the refurbished phone.

Cllr Taylor proposes that the clerk be given a budget of £150.00 to purchase a phone and spend the sim card deal of £6.00 a month. Seconded by Cllr Harvey and agreed unanimously.

95/23 Confidential Session (Parish offices and staffing committee update)

Cllr Shaw summarised the actions taken in regard establishing a need for council offices and community space. The council discussed possible options that could be used for a parish office.

Cllr Hoof distributed the minutes. Cllr Hoof recapped the actions taken regarding SW who has been allowed a delayed start date due to personal reasons.

If the person is still not able to start the second choice would be asked.

The council noted the date of the next full meeting of the Parish Council, Tuesday 14th of November 2023, 7pm at Hillside Meeting Room.

The meeting was closed at 20.55.