

 Lilleshall Parish Council

 **Lilleshall Memorial Hall**

 Hillside, Lilleshall, Newport,

 Shropshire, TF10 9HG

 Telephone: 01952 676379

 Email: lilleshallparishcouncil@gmail.com

Minutes of the **Ordinary Council Meeting** of **Lilleshall Parish Council**

held at 7.00pm, Monday 4th July 2016, at Lilleshall Memorial Hall.

PRESENT: Councillors: A Baker, C Baker, P Millard, D Shaw, B Taylor (Chairman) and J Taylor.

STAFF: C Binnington (Clerk)

There was 10 members of the public present

1. **Welcome**

Councillor B Taylor welcomed Councillors and visitors to the meeting.

1. **Apologies**

Proposed by Coucillor A Baker, Seconded by Councillor J Taylor

**Resolved** that the Council accept the apologies of Councillor Cherrinngton.

Borough Councillor Andrew Eade asked that his apologies be noted.

1. **Declaration of Interest**

Councillor Millard declared an interest in Agenda Item 9 as she is a member of the Church Parochial Council.

1. **Public Session**

**The Clerk apologised to residents that the Planning Application reference on the agenda was incorrect and that the correct reference is TWC/2016/0241, which would be discussed at the meeting.**

Local resident, Mr Peter Ball reported an issue with water continually running off Hillside which contains raw sewage. The water runs from the corner of the playing fields by the school, Severn Trent Water have been contacted and sent their representative, Steve Rowley who has visited the site but denies that it is their problem. Severn Trent say that the problem is a drain belonging to Telford & Wrekin Council.

Councillor J Taylor suggested that Mr Ball should contact Dave Hanley, Highways Manager and copy in Jonathan Rowe, Director of Highways to raise his concerns.

Mr and Mrs Parker explained about the problems experienced by the continuing building work in Hillside on land adjacent to number 9 and the destruction it is causing to trees and hedges. Construction traffic are using the access to Hillside via the entrance by the school and not abiding by delivery restrictions previously agreed when the application was submitted.

Adrian Spooner from plot 2, stood up to answer concerns regarding building work.

A discussion took place and residents expressed concerns. Councillor C Baker noted that a delivery of breeze blocks took place at 8.15am on the 28th June with a further early morning delivery on the 30th June despite restrictions on deliveries around school start and end times. Delivery times should be 10am -2pm. Residents said that size and weight of vehicles are the problem.

Agreed to

* Mr Spooner to contact Jewson at Stafford to look at using a smaller lorry.
* Use a qualified banksman.
* Delivery times to be restricted to between 10am – 2pm.
* Road to be swept on a regular basis.

Clerk was tasked to write to Telford & Wrekin Council Planning Department to advise them of the problems experienced on planning applications TWC/2016/0241 and TWC/2016/0581 and that councillors and residents were fully justified in their concerns/comments on difficulties that may arise from the planning application in Hillside.

1. **Previous Minutes**

Amendments

Page 1,2,3 agreed.

Page 4: Item 16 – Noticeboards. Omitted and make good.

 Item 17 - minor pruning around trees and lights around tennis court not to be obstructed.

Proposed by Councillor J Taylor, Seconded by Councillor Shaw

**RESOLVED** that the Committee agreed to accept the minutes of the Parish Council meeting on the 46th June 2016 subject to amendments.

1. **Matters arising from previous minutes**

Councillor C Baker questioned whether the Council had appointed an auditor for the current financial year. This was agreed at the Annual Parish Council meeting.

Councillor A Baker said that Andrew Craddock was unhappy wth the letter sent to him by the Parish Council saying that the Parish Council wanted to crown trees on his land surrounding the tennis courts, which he is unhappy with.

The Clerk checked the wording of the letter sent on behalf of Councl and it said that the tree surgeon had recommended that the trees be crowned and reshaped, but this could be looked at later.

Councillor A Baker asked Councillors to agree a procedure to allow Councilors the authorisation of emergency expenditure in the Clerks absence due to holidays or sickness The Clerk was unhappy with this proposal as she felt that it was unnecessary and allowed for councillors to purchase items/ authorise work to be carried out without prior authorisation. The Chairman asked for SALC to be contacted for advice.

Councillor A Baker asked if the Clerk had requested in writing a quote form Lion Properties to carry out further maintenance of bus shelters. The Clerk replied that she had requested quotes from Lion Properties and was waiting for them to get back to her, but would follow up the request.

1. **Street Lighting**

Councillor Shaw updated that following discussions with Newport Town Council and Church Aston Parish Council regarding taking over responsibility for the management of street lighting from Telford & Wrekin Council, he has met with Gary Johnson from EON, who had agreed to carry out an inspection of our lighting stock and report back to the Council at the end of June. A follow up meeting will take place with Mr Johnson on the 21st July to discuss structural issues, prioritise maintenance work and look at recommndations regarding LED lamps. The Parish Council are currently on a 3 month rolling contract with Telford & Wrekin Council.

A discussion took place and Councillors agreed that upgradeing street lighting should be a priority.

Councillor Millard updated that there are still issues with lights on the green and at the Cricket Club being on all day despite being reported to Telford & Wrekin Council.

1. **Planning Application TWC/2016/0241**

 Councillors had previously discussed complaints received from residents regarding the ongoing

 development during the public session. A series on improvements have been agreed with the owner

 of the plot - See Item 4.

1. **Cemetry Footpath repairs**

The Clerk had received a letter from Reverend Matthew Lefroy concerning repairs and resurfacing of cemetery footpaths and asked that the Parish Council pay for repairs on land that is the Council’s responsibility. The Church had received a quote for £1190 + vat from a contractor to complete the work whilst undertaing other maintenance work on site.

Councillors asked the Clerk to contact Reverend Lefroy to provide copies of 3 quotes to comply with Parish Council financial regulations.

Proposed by Councillor A Baker, Seconded by Councillor Shaw

**RESOLVED** that the Committee agreed that the church should provide 3 quotes for the work required inline with Parish Council Financial Regulations. Councillors are happy to agree for the maintenance work be carried out as per the churches rcommendations.

1. **Finance Update**

Councillor C Baker said she was still unhappy with the budget update provided by the Clerk and asked where carried forward figures had come from. The Clerk explained that they had come from the bank statement as at 31st March 2016. Councillor C Baker still had issues with the figure and the Chairman suggested that Councillors agree the bank reconciliation in order for the meeting to move forward and discuss any other issues at the end of the meeting.

 Proposed by Councillor Shaw, Seconded by Councillor J Taylor.

 **RESOLVED** that the Committee agreed the bank reconciliation for April and May 2016.

1. **Notice Boards**

 The Clerk advised Councillors that she contacted TEN at Horsehay, who are a part of Telford &

 Wrekin Council’s Inclusive Training Scheme. TEN are current making noticeboards for neighbouring

 Councils and they quoted around £250 - £300 for a standard noticboard but there would be a 3-4

 month delay in obtaining a noticeboard as the work is carried out by students under the supervision

 of tutors and there is currently a back log of work.

 The Clerk produced a brochure from company specialising in noticeboards for councils, but the price

 would be 3 times the cost of the TEN but would be quicker timescale.

Councillers decided to defer the decision until the next council meeting in September, in the mean time they would look at Parish noticeboards in surrounding areas for ideas on size and design.

1. **Newsletter**

The Committee discussed the newsletter and several Councillors were unhappy that they had not seen a draft copy of the newsletter before it was printed. Councillor C Baker said that the pictures and content were good but there was an error in the budget figures on page 4.

Various discussions took place regarding the way forward.

Proposed by Councillor J Taylor, Seconded by Councillor B Taylor

Councillor C Baker Abstained.

**RESOLVED** that Councillors agreed for the newsletter to be distributed with an amended finance update to be included inside the newsletter. The Clerk to work with Councillor Cherrington to correct the budgt sheet.

1. **Queens’s 90th Birthday donations**

Proposed by Councillor Shaw, Seconded by Councillor J Taylor

**RESOLVED** that the Committee agreed for monies raised from donations at the Queen’s 90th Birthday celebrations should be used to purchase a defibrillator for the Humbers. Location to be agreed**.**

1. **Correspomdence**

The Clerk updated that Planning Application no: TWC/2015/0971The Old Smithy, Brockton Leasows Manor, application to use UPVC window frames and aluminium bi-fold doors (Retrospectively) has been turned down by Telford & Wrekin Council Planning

The Clerk discussed with the Committee details of a Cemetry Training course being held by SALC on the 15th July and recommended that someone from the council should attend to find out what the councils legal obligations are and any recommendations that should be put in place. Councillor Millard said that a member of the Church was responsible for checking safety of the gravestones and that the Vicar had previously attended a similar course. The Committee discussed the options and requested that Councillor Millard check with the Vicar to make sure that safety checks are carried out and decided that it was unnecessary for the Clerk or anyone else to attend the course at present.

1. **Date of Next Meeting**

 Monday 5th September 2016 at 7pm

 Venue: Lilleshall Memorial Hall

1. **Exclusion of Press and Public**

 To resolve that under Section 100(A) Local Government Act 1972 , the press and public be

 excluded from the remainder of the meeting for the following item of business on the

 grounds they involve the likely disclosure of exempt information as defined in the Acts.

1. **Tennis Courts**

**C**ouncillors discussed the quote received from a tree surgeon to carry out maintenance work to trees around the tennis courts.

Councillors agreed to carry out the work subject to approval from Andrew Craddock. Councillor A Baker to speak to Mr Craddock to check if he agrees to work being carried out and to arrange a suitable date and time with the contractor.

Councillor J Taylor reported that she had met with the Chairman of the Allotment Society and asked that the allotment maintenance is put on the next agenda.

Councillor C. Baker asked the councillors to return to the budget as she was still unhappy with the the Clerks submission, she stated that she had no confidence in the Clerks financial ability. The Chairman responded that she should put her complaint in writing to himself.

The meeting closed at 8:40pm

 Signed By: Date: