

Minutes of the meeting held on the 11th of July 2023 in the Hillside Meeting Room, Memorial Hall Lilleshall.

Present: Cllr D Shaw, Cllr B Taylor, Cllr P Challinor, Cllr L Harvey, Cllr L Parker, Cllr C Binnington, Cllr T Hoof and Cllr A Eade.

Six members of the public were present.

In Attendance: Mrs. C Martin – Parish Clerk.

49/23 Apologies and declarations of Interest

No apologies have been received. Cllr Binnington and Cllr Taylor later declared an interest in item 66/23.

50/23 Presentation from Mr T Turner and Mr J Neane in relation to development at Whitegates Lilleshall

Mr Turner and Mr Neane conducted a presentation to the councillors and members of the public present, this was followed by a Q and A. Mr Turner and Mr Neane left during the Q and A.

51/23 Public Session

Concerns were raised after Mr Turner and Mr Neane's presentation regarding the use of HGV's and the suitability of the roads for the vehicles and use of the road. The clerk will contact highways and environmental protection to ask for advice regarding issues of the use of the road, as well as the waste removal.

Mr Baker raised concerns regarding the signs that were put up on the Hillside East, he asked due to the minutes that the signs were to be removed. Cllr Shaw updated the council that after further consideration the decision will not be actioned at present and reassessed by the council at a later date.

52/23 Minutes of the Full Council meeting held 9th of May 2023

The council reviewed the minutes from the meeting held on the 9th of May 2023. Cllr Taylor proposed to accept the minutes as a true record of the meeting, this was seconded by Cllr Challinor and agreed unanimously by the council.

53/23 Minutes of the Extraordinary meeting held on the 20th of June 2023

The council reviewed the minutes from the meeting held on the 20th of June 2023. Cllr Hoof proposed to accept the minutes as a true record of the meeting, this was seconded by Cllr Taylor and agreed unanimously by the council.

54/23 Minutes of the Extraordinary meeting held on the 26th of June 2023

The council reviewed the minutes from the meeting held on the 26th of June 2023. Cllr Hoof proposed to accept the minutes as a true record of the meeting, this was seconded by Cllr Binnington and agreed unanimously by the council.

55/23 Matters arising, for information, from the 9th of May 2023

Clerk updated the parish council on matters that have been resolved from the last meeting.

As discussed under item 51/23 the decision regarding the signs as detailed in the minutes but after discussion the council is not actioning this option at present, the situation will be monitored and reviewed in six months.

The clerk updated the council on the progress of the AGAR and Audit processes that have been completed, the issues regarding a discrepancy between the numbers circulated in the AGAR report discussed in the extraordinary meeting on the 26th of June have been resolved and the chairman Cllr Shaw checked all documents to ensure they were correct before being sent to the external auditor.

The clerk and chairman are in liaison with the school regarding the art competition that was accepted in the last financial year. Prizes will be organised for the children competing in the art competition and the judging will be completed by Cllr Shaw, Cllr Eade, and the members from the school board. Cllr Hoof declared a financial interest as his son goes to the school Cllr Shaw proposed to provide the competitors all get an art set and a prize, the budget to be set at £300.00 for the competition prizes (this will be part funded by Cllr Eade), this was seconded by Cllr Taylor and agreed unanimously by the council.

The clerk updated the council on the new tenant to the allotments, she has signed the paperwork and is excited to begin working on her plot.

The clerk updated the council on the repeated damage to the defibrillator box in Barrack Lane, this has been reported to the police and the defibrillator has been fixed and reactivated on the signs. Cllr Hoof suggested to not go through insurance and to instead pay for the damage so that the insurance is not affected. This was seconded by Cllr Binnington and agreed unanimously by the council.

The clerk has contacted Ditton Services and has reviewed the conditions of the contract, the contract requested Ditton Services to remove grass from site but was advised this would incur additional charges and the council did not request for this additional service. The clerk was requested to ask Ditton Services if they will mulch rather than cut the grass in order to neaten the graveyard.

56/23 Correspondence

Correspondence has been received regarding parking issues on Limekiln Lane, this is covered in item 59/23.

57/23 Reports from Parish Councillors and Ward Member present

Linda Parker raised the issue of the trees for the reign of Queen Elizabeth proposed that the trees be planted by September, the motion was seconded by Cllr Binnington and agreed unanimously by the council.

Cllr Challinor raised a complaint that he received regarding right of way access by the shop, he was advised by Cllr Binnington that he should report it on My Telford. The clerk advised that she would encourage the public knowledge of the My Telford reporting system on the council's social media.

Cllr Challinor expressed his concerns that the Whitegates development should go through Donnington Drive instead of the Kinnersley drive it will cause traffic issues. He also raised concerns relating to wildlife in the areas he has noticed that the wildlife in the area has depleted of late.

Cllr Taylor speaks to the state of the Quarry steps and the work should be completed by the end of the week; he will keep the council up to date.

58/23 Community Charter Priorities

The council discussed the issues in Lilleshall Parish, and which should take priority in the community charter. Cllr Hoof proposed for the community charter priorities to be as follows; anti-social behaviour, speeding and Vandalism. This motion was seconded by Cllr Binnington and agreed unanimously by the council.

59/23 Road safety schemes

Cllr Shaw updated the council on the progress of various traffic schemes around the village, awaiting completion of the current road works including the SID's that are needing to be completed.

The complaint that was discussed in Limekiln Lane, the council noted the complaint, that is mentioned. The white line should be an enforceable issue, the council cannot enforce this matter but supports the resident in her complaint and will look into liaising with the PCSO to support them.

60/23 Planning

- a. To consider any planning applications

TWC/2022/0508 – The council reviewed the planning application. Cllr Hoof summarised the application to the council, the council has no comment on the application.

TWC/2023/0279 - The council reviewed the planning application. The council has no comment on the application.

- b. To receive any updates

The council noted the update on the planning application TWC/2023/0142.

Cllr Eade updated the council that the planning application on the scrap yard on Hillside has run out of time to complete the plans. Cllr Shaw suspended standing orders to allow Mr Baker to speak regarding this update, Mr Baker gave a summary of the issues that have been historically relevant to the site.

61/23 Financial Reports

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

Cllr Shaw and Cllr Hoof reviewed the schedule of payments to the council reviewed the account to be paid, Cllr Taylor proposed to authorise the schedule of payments. This was seconded by Cllr Challinor and agreed unanimously by the council.

- b. To consider any grant requests received

The Council reviewed the grant request that was received from NEWPORT (SHROPS) COTTAGE CARE CENTRE TRUST LTD. Cllr Taylor proposed to accept the grant application and provide the sum of £200.00 as requested. This was seconded by Cllr Hoof and agreed unanimously by the council.

c. To review the budget monitoring sheet

The council reviewed the budget monitoring sheet provided by the clerk. The council noted that they have a healthy budget and reserves to use for community improvements.

62/23 Handyman / CAT Operatives

Cllr Hoof updated the council on the rejuvenation of the CAT Operatives scheme, the clerk is to send a letter to the Telford and Wrekin Council to express the interests in sharing the scheme with other smaller parishes. Cllr Shaw updated the council on the actions that have taken in investigating the handy man needs and will aim to have an advert and list of actions that are needing. A committee including Cllr Shaw, Cllr Taylor and Cllr Binnington has been formed in order to discuss the schedule of works for the handyman and report back to the council.

63/23 Pathway gate (Lilleshall School)

Cllr Shaw updated the council on the meeting he had between himself, Cllr Eade, Mr Careless and the Headteacher Mrs Cousins where the issue of the pathway was discussed. Cllr Shaw updated the council that the path gate has been repaired on the playing field.

64/23 Community Engagement

a. Christmas Market Plan

The council reviewed the plan for the Christmas Market 2023. Cllr Hoof proposed to accept the plan, this was seconded by Cllr Challinor and agreed unanimously by the council.

b. Event planning 2024/25

The council discussed the potential events that can be planned for next year, this includes; a Llandudno trip for over 60's recommended by Cllr Hoof, a summer fete to be brought back in conjunction with the school suggested by Cllr Hoof, as well as what is in this year's events schedule.

65/23 Street Lighting

The council reviewed the information provided in the breakdown and were satisfied with the amount that have been paid towards this.

66/23 Allotments

a. Resident priorities

The council discussed the priorities, Cllr Hoof proposed that Lilleshall residents should be given priority in the waiting list. This was seconded by Cllr Challinor and agreed unanimously by the council.

b. Rent

The council discussed the rent amount that is currently charging allotment holders, including a short summary of previously discussed issues relating to the financial state of the allotment. Cllr Hoof proposed that the rent is increased by 10%, this was seconded by Cllr Challinor and agreed unanimously by the council. (Councillors Taylor and Binnington did not participate in this vote due to pecuniary interest).

c. Contract Review

The council do not feel that it needs to be reviewed as the contract has been updated recently.

67/23 Confidential Staffing Item

Cllr Shaw updated the council on a staffing review. The clerk was asked to leave the room for the following discussion.

The clerk re-entered the room at 21.34 clerk is to work from home in 3 months' time, Tuesday to be in office and Friday to work on the Friday on paperwork. The council will notify residents of the new times and when they will be able to speak to the clerk.

The clerk updated the council that the administrative assistant has put in her resignation from her role, a committee was formed including Cllr Hoof, Cllr Binnington and Cllr Taylor to work as the staffing committee. The vacancy will be advertised on SALC, Telford and Wrekin, Facebook and on the parish council website.

Date of future meetings

Meeting of the Parish Council, Tuesday 8th of September 2023, 7pm at Hillside Meeting Room.

Meeting closed at 21.38.