

Hadley and Leegomery Parish Council

Castle Farm Community Centre, High Street, Hadley, Telford TF1 5NL

Telephone/Fax: (01952) 245501

Email: clerk@hadleyandleegomery-pc.org.uk

Website: www.hadleyandleegomery-pc.org.uk

To all members of the Council

28th September 2011

Dear Sir/Madam

A meeting of the Hadley and Leegomery Parish Council will be held on TUESDAY, 4TH OCTOBER 2011 commencing at 7.00 P.M., at CASTLE FARM COMMUNITY CENTRE, HIGH STREET, HADLEY, TELFORD. All members are summoned to attend for the transaction of the following business.

Yours faithfully

Clerk to the Council

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTERESTS

3. PUBLIC PARTICIPATION

(a) with respect to items on the agenda, with the Council hearing first from councillors with prejudicial interests who must leave the room immediately after they have made their representations, answered questions or given evidence i.e. they cannot remain in the room to hear the representations of others. The Council may defer hearing any representations until immediately before the relevant agenda item is dealt with if it is considered beneficial to do so.

(b) with respect to other matters

4. MINUTES OF LAST MEETING

To confirm the minutes of the meeting of the Council held on the 6th September 2011 (**Appendix A** in the Councillors' Meeting Information Pack).

5. HADLEY LEARNING COMMUNITY

Dr. Gill Eatough, Principal of Hadley Learning Community, will be present to speak to the Council.

Clerk: Colin Potts

Chairman: Councillor Malcolm Smith

6. MINUTES OF FINANCE AND GENERAL PURPOSES COMMITTEE 20TH SEPTEMBER 2011

To consider the minutes of the meeting of the Finance and General Purposes Committee held on the 20th September 2011 (**Appendix B** in the Councillors' Meeting Information Pack).

7. CHAIRMAN'S COMMUNICATIONS

8. REPORTS OF REPRESENTATIVES ON OUTSIDE BODIES – MATTERS SPECIFICALLY RELATING TO THE PARISH

(a) **To receive** any reports.

(b) **Representative to PACT meetings – to note** that Councillor Grindrod regrets that he is unable to continue in the role of parish council representative to the PACT meetings due to ill-health, and to consider whether to appoint a replacement (councillor J Harrison remains as a representative), and if so, to make an appointment.

9. TELFORD & WREKIN COUNCIL - YOUR MONEY, YOUR PROJECTS FUNDING

To receive for discussion proposals from Borough Council ward members regarding the "Your Money, Your Projects" fund, and to consider these in accordance with the scheme guidelines; and if necessary, to consider any contribution that the Parish Council may wish to make. A copy of the scheme guidelines is enclosed at **appendix C** in the Councillors' Meeting Information Pack.

10. PLANNING

(a) Applications for consideration

To deal with the following applications, and in the case of those which the Council requests be referred to the Plans board, **to decide** whether the Council wishes to appoint a member to speak on its behalf at the relevant meeting of the Plans Board and if so **to formally authorise** a member to do so.

1. TWC/2011/0783 – erection of a conservatory to rear, 6 Chichester Drive, Apley, Telford.
2. TWC/2011/0784 – roof alterations and loft conversion, 49 Haybridge Road, Hadley, Telford.
3. TWC/2011/0805 – Tree Preservation Order application for the felling of 1 No. Sycamore, The Coach House Cottage, 28 Apley Castle, Apley, Telford.

(b) Permissions granted (for information only)

To note that Telford & Wrekin Council has granted permission in respect of the following:

1. TWC/2011/0534 – erection of a garage, 13 Haybridge Road, Hadley, Telford.
2. TWC/2011/0627 – roof window above garage, 12 Gatehouse Close, Apley, Telford.
3. TWC/2011/0635 – erection of an additional silo, Denso Manufacturing UK Ltd., Queensway A442, Hortonwood, Telford.
4. TWC/2011/0685 – erection of a conservatory (part retrospective), 33 Oakworth Close, Hadley, Telford.

(c) Applications withdrawn (for information only)

To note that the following application has been withdrawn:

1. TWC/2011/0624 – erection of detached triple garage with games room/study in roof space, Mill House, Hadley Park East, Telford.

11. FINANCIAL REPORT

A report will be tabled to include

(a) Expenditure incurred on behalf of the Council under the terms of Financial Regulation 3.4 – **to ratify**.

(b) Bank reconciliation as at 31st August 2011 – **to note**

(c) Guaranteed Investment Account Maturity

(d) Payments for approval:

- **to approve** the drawing of cheques detailed in an approval list submitted with the report
- and **to nominate** two members present from the following authorised signatories to be authorised to sign the cheques: Councillors R G Dickens, L A Savage, J Smart, M J Smith and M L Wickstead.

12. TELFORD & WREKIN COUNCIL REVIEW OF POLLING DISTRICTS AND POLLING PLACES

To receive details of a review of polling districts and polling places in the borough being carried out by Telford & Wrekin Council, and **to consider** whether the Council wishes to submit any comments on the proposals, and if so to agree those comments. See **appendix D** in the Councillors' Meeting Information Pack.

13. ASSOCIATION OF LOCAL COUNCILS IN SHROPSHIRE AND TELFORD & WREKIN

(a) Annual General Meeting and Conference

To receive information about the County Association's Annual General Meeting and Conference to be held on Saturday 5th November at Shirehall, Shrewsbury. Details are enclosed at **appendix E** in the Councillors' Meeting Information Pack.

To nominate a maximum of two voting members to represent the Parish Council

To consider nominations for honorary officers

To respond to a proposal by Kinlet Parish Council that the association title reverts to Shropshire Association of Local Councils – see **appendix F** in the Councillors' Meeting Information Pack.

(b) Draft constitution 2011 – consultation

To consider the Associations' draft constitution for 2011 which will be adopted at the Annual General Meeting on 5th November, and to agree any comments that the Council may wish to submit. See **appendix G** in the Councillors' Meeting Information Pack.

14. PARISH NOTICE BOARD

To receive quotations for the supply of a replacement Parish Notice Board to be located at Castle Farm Community Centre and **to authorise** the purchase of the most appropriate item – see **appendix H** in the Councillors' Meeting Information Pack.

15. YOUTH PROVISION – UPDATE

To receive a report – see **appendix I** in the Councillors' Meeting Information Pack.

16. RETIREMENT OF REVEREND SWEET

To consider how the Council will mark the retirement of Reverend Vaughan Sweet, vicar of Holy Trinity Church, Hadley at the end of 2011. It has been suggested that a gift be purchased and should the Council decide to it would need to do so by way of the Chairman's Allowance, as there is no other statute that will permit expenditure of this nature.

17. PUBLIC TOILETS – SURRENDER OF LEASE

To authorise two members to sign the following in respect of the surrender of the Council's lease of the Public Toilets in Hadley on a date to be agreed. The lease will be surrendered to allow demolition to take place in connection with the borough council's redevelopment of Hadley Centre:

- Agreement to Surrender Lease
- Deed of Surrender

and to authorise the Clerk as Proper Officer of the Council to complete a statutory declaration in respect of acceptance of Notice of Surrender served by Telford and Wrekin Council. The documents have been examined and approved on behalf of the Council by Parry Carver, solicitors.

18. MEETING, CONFERENCES ETC.

To note the following:

- Code of Conduct training: 6.00 p.m. – 7.30 p.m. Wednesday 19th October, Reception Suite, Civic Offices. To book a place please inform the Clerk.
- Opening of Black History Month exhibition: 6.00 p.m. – 8.00 p.m. Friday 21st October at Oakengates Theatre - invitation to Parish Council Chairmen to attend.
- Service of Remembrance and dedication of Harry Patch plaque: 10.00 a.m. – 11.30 a.m. Friday 11th November at Holy Trinity Church, Hadley.
- Hadley and Leegomery Remembrance Parade and Service: Sunday 13th November 2011, assemble at Castle Farm Community Centre from 10.00 a.m., parade forms at 10.25 a.m. Service at cenotaph at 11.00 a.m. followed by service in Hadley Methodist Church.

Details of training events for councillors provided by the county association during October and November have been circulated to members.

19. NEXT CYCLE OF MEETINGS

To note the dates of the following meetings:

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| • Parish Events Committee | 11th October 2011 |
| • Finance and General Purposes Committee | 18th October 2011 |
| • Council | 1st November 2011 |

All meetings commence at 7.00 p.m. unless otherwise stated.