

**HADLEY AND LEEGOMERY PARISH COUNCIL**  
**Minutes of a meeting held on the 5<sup>th</sup> October 2010**  
**commencing at 7.00 p.m.**

**252/10 PRESENT**

Councillors P Smart (Chairman), P H Durling (Vice-Chairman), R G Dickens, C S J Harrison, W A M McClements, G I Moore, J Smart, M J Smith, S Thomas and A Twyford.

Also present:

C Potts – Clerk of the Council;

**253/10 APOLOGIES FOR ABSENCE**

Apologies were accepted from Councillors E J Austin, R K Austin, M D Grindrod and R R Plenderleith.

**254/10 DECLARATIONS OF INTERESTS**

There were no declarations of interests

**255/10 PUBLIC PARTICIPATION**

There were no members of the public present. PC Claire Walker-Shale was present representing the Local Policing Team. PC Walker-Shale informed the Council of changes to the Local Policing Team. PC Nally has been seconded to the Dawley LPT for a period of three months or more, and PC Brenda Bellamy has joined the Hadley and Leegomery Team in her place.

Councillor McClements joined the meeting at this point.

**256/10 MINUTES OF LAST MEETING**

**RESOLVED** that the minutes of the meeting of the Council held on the 7<sup>th</sup> September 2010 are confirmed and signed by the Chairman.

Note: after the minutes had been signed Councillor M J Smith pointed out that he had given his apologies in respect of that meeting to the Clerk at the last meeting held in July, and the Council agreed that this would be noted.

**257/10 HADLEY LEARNING COMMUNITY**

Dr. Gill Eatough, Principal of Hadley Learning Community, had been due to speak to the Council but was unable to attend due to an OFSTED inspection beginning at the school today. The Chairman confirmed that Dr. Eatough will be invited to attend the next meeting of the Council.

**258/10 THE THOMAS CRUMP RECREATION GROUND AND OPEN SPACE CHARITY**

**RESOLVED** that the Council will nominate Councillor J Smart to be proposed as a trustee of the above, representing the Parish Council.

## **259/10 MINUTES OF FINANCE AND GENERAL PURPOSES COMMITTEE 21<sup>ST</sup> SEPTEMBER 2010**

The Council considered the minutes of the meeting of the Finance and General Purposes Committee held on the 21<sup>st</sup> September 2010.

**RESOLVED** that the minutes are approved and adopted.

## **260/10 CHAIRMAN'S COMMUNICATIONS**

The Chairman read out a prepared statement to the Council relating to allegations made against the Chairman in March this year to the police and to the Borough Council's Monitoring Officer by Mr James Kurian. The Police subsequently confirmed that no action was to be taken. The Monitoring Officer arranged an investigation by an independent solicitor who subsequently reported to the Borough Council Standards Committee. The Committee accepted the findings of the investigator that there had not been a breach of the Council's Code of Conduct. The Chairman referred to the cost of the investigation which falls on local council tax payers. The Monitoring Officer has offered to meet with members of the Parish Council to provide advice and guidance on how to deal with this kind of situation, and members confirmed that they would welcome this.

The Chairman also reported:

- Further information regarding the installation of fencing on Perry Way at the rear of properties in the Nettlefolds. A meeting has been arranged between planning officers, Parish Councillors and a resident to discuss how the site developer could be asked to provide additional fencing.
- Invitation to Royal British Legion Poppy Dance on 2<sup>nd</sup> December
- Invitation to Sea Cadets annual event on 4<sup>th</sup> November.

## **261/10 REPORTS OF REPRESENTATIVES ON OUTSIDE BODIES – MATTERS SPECIFICALLY RELATING TO THE PARISH**

There were no reports.

## **262/10 PLANNING APPLICATIONS FOR CONSIDERATION**

**Resolved** that no objection be made in respect of the following:

1. TWC/2010/0476 – erection of a two storey extension to rear of dwelling following partial demolition of dwelling and outbuildings, 2 Wheat Leasowes, Horton, Telford.
2. TWC/2020/0478 – erection of a two storey side extension, 17 Sunderland Drive, Apley, Telford.

## **263/10 TREE PRESERVATION ORDER**

**NOTED** that Telford and Wrekin Council has confirmed a Tree Preservation Order made on the 15<sup>th</sup> April 2010 in respect of one mature Ash and one mature Lime situated in the rear garden of 9, Greenfinch Close, Apley, Telford and one mature Oak situated in the rear garden of 8 Greenfinch Close, Apley, Telford.

## **FINANCIAL REPORT**

The Council received a report which included a bank reconciliation to 31<sup>st</sup> August 2010.

**264/10 RESOLVED** that the report be approved and that the following expenditure incurred on behalf of the Council under the terms of Financial Regulation 3.4 is ratified:

Amount <u>excl. VAT</u>	Details
£90.00	S P Holding Services Ltd – empty septic tank, cemetery. (s.214, LGA 1972)
£375.60	Midland News Association – advertisement for Youth Engagement Officer vacancy (s.19 Local Govt.(Misc. Provns.) Act 1976)
£113.36	Ian Gibbons Building Maintenance) Various repairs,
£168.37	Ian Gibbons Building Maintenance) CFCC (s.19 Local Govt.(Misc. Provns.) Act 1976)

and that the payment of staff travel expenses as follows is authorised:

£75.40	C Potts mileage claim 1.4.10 to 30.9.10 (s.112 LGA 1972)
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**265/10 RESOLVED** that the Council will transfer the sum of £25,000.00 from its Public Sector Reserve Account to its Guaranteed Investment Account and reinvest the resulting balance of £201163.96 plus interest accrued to the 8<sup>th</sup> October 2010 for a further three month period in the Guaranteed Investment Account.

#### **266/10 Payments**

Councillor J Smart had verified against invoices etc. the cheques to be drawn and payments to be made

**RESOLVED** that the drawing of cheques numbered 301710 to 301722 and payment of direct debits in favour of UK Fuels Ltd, Severn Trent Water Ltd and Neopost Ltd., totaling £2081.44 and as detailed in approval lists contained in the report, is authorised and that Councillors R G Dickens and M J Smith are authorised to sign the cheques to be drawn.

#### **267/10 STREET TRADING CONSENT**

The Council considered an application for Street Trading Consent for a mobile catering trailer to operate from a lay-by adjacent to Quorum Office, off Hadley Park Roundabout, Hadley Park selling hot and cold sandwiches and hot drinks between the hours of 6.00 a.m. to 8.00 p.m. Monday to Sunday.

**RESOLVED** that the Council submits the following comments:

The description of the location is not sufficiently accurate to pinpoint the proposed location, but the Council has assumed that it is not situated on the A442 Queensway or on the section of road leading off the Hadley Park Roundabout to Hadley Park; if it is then the council would object strongly to the location on the grounds of potential traffic danger and obstruction caused by customers of the catering business. Assuming that the proposed location is in the service road adjacent to the Quorum building car park, then there is no objection to the location. However, the Council is concerned at the proposed operating hours. By remaining open until 8 p.m. and opening on Sundays the Council feels that it will become a social vehicle gathering location, and that Anti-Social Behaviour and disturbance could result. There are residential properties adjacent and the Council therefore requests that opening hours are suitably reduced.

#### **268/10 WEST MERCIA POLICE AUTHORITY**

The Council considered the content of a letter from the Chairman of the Telford & Wrekin Policing Board seeking the Council's views and comments on policing in the Council's area. All members agreed that the Parish Council is grateful for the level and quality of local policing in Hadley and Leegomery. The Council wished to emphasise that having battled for a long period to secure

additional police resource in the Parish it would be very unhappy if this were to be reduced again. The Local Policing Team must continue to be resourced at the current level to ensure that the excellent results achieved in reducing crime and anti-social behaviour can be sustained. The Council was of the view that PACT meetings should not be police led, as those which have been chaired by local Councillors have been successful. It is important to keep in mind that the title refers to Partners and Communities Together.

**RESOLVED** that the Council's response as above is submitted.

#### **269/10 ASSOCIATION OF LOCAL COUNCILS (ALC) SERVING COUNCILS IN SHROPSHIRE AND TELFORD AND WREKIN – ANNUAL GENERAL MEETING AND CONFERENCE.**

The Council received details of the Annual General Meeting and conference of ALC to be held on Saturday 6<sup>th</sup> November 2010 at Shirehall, Shrewsbury. It was noted that all members of the Council are welcome to attend but that a maximum of two voting members are allowed per council. There were no nominations for members to be authorised to vote on the Council's behalf, or for Honorary Officer positions.

#### **270/10 BOUNDARY AND LOCALITY SIGNS**

The Council received an update on proposals discussed at the previous meeting of the Council regarding new boundary and locality signs. The Clerk reported estimated costs which had been provided by the Borough Council for replacement of existing signs and installation of new signs, utilizing the Parish Council's own design. A survey of the Parish had been undertaken and a total of seventeen locations for revised signs identified. Based on the estimates supplied and the locations identified a budget of £5,000.00 would be required. The Council viewed a design for new boundary/locality signs which incorporated the parish logo and name, had a heritage brown background and included the words "rich in heritage". The design was approved and the Council discussed how a project to replace and install new signage could be funded. It was proposed that the required sum be allocated from reserves, and that when the Council carries out its budget setting process in November it considers arrangements for the sum to be returned to reserves from future budgets. It was agreed that the Council should obtain quotations for the supply and installation of signs and consider procuring the works itself, with a contribution from the Borough Council, in order that it can find the most cost effective way forward.

**RESOLVED** that

- the Council will allocate immediately a budget of £5000.00 from reserves for the purchase and installation of new and replacement boundary and locality signs;
- the Council will consider arrangements for returning the sum to reserves over future years when it carries out its budget setting for 2011/12;
- the design of new boundary and locality signs as displayed at the meeting is approved;
- the Council will seek competitive quotations for the supply and installation of new signs and enter into further discussions with the Borough Council to agree the most cost effective way forward.

#### **271/10 COUNCIL POLICIES**

**RESOLVED** that the following draft policies, copies of which had been circulated to members with the agenda, are approved and adopted by the Council:

- (a) Complaints Policy
- (b) Document Retention Policy
- (c) Revised Health and Safety Policy

### **272/10 APPLICATION FOR NEIGHBOURHOOD WATCH SIGNS**

**RESOLVED** that an application for the installation of four Neighbourhood Watch signs in Near Vallens, Hadley is approved.

### **273/10 MOBILE LIBRARY SERVICE**

The Council received information about changes and improvements to the mobile library service. Members made suggestions for additional locations for mobile library stops to be considered. The Clerk will pass on the suggestions to the Borough Council.

### **274/10 POSTAL FRANKING MACHINE**

The Council considered whether to replace the Parish Office franking machine ahead of the expiry date of the current hire period in order to take advantage of a more cost effective way of dealing with postal rate changes and purchase of consumables. Cost savings of £60.00 per annum will be achieved after the first year, with further savings if there were more than one mail price change in a year.

**RESOLVED** that the Council will enter in to a new 6 year hire agreement with Neopost Ltd for a new postal franking machine at an annual cost of £317.10, plus an agreement charge of £50.00 in the first year; the council confirms that this is an extension of an existing contract in terms of Financial Regulation 11.1.(a)(iv). (*s. 111 LGA 1972*).

### **275/10 MEETINGS, CONFERENCES, EVENTS ETC.**

The Council **noted** the dates and times of the following:

- Annual General Meeting and Conference of ALC – Saturday 6<sup>th</sup> November 2010, see agenda item 13.
- Parish Remembrance Parade and Service – Sunday 14<sup>th</sup> November.
- Borough of Telford & Wrekin Festival of Remembrance – Sunday 14<sup>th</sup> November, 8.00 p.m. at The Place, Oakengates. Places need to be booked by 22<sup>nd</sup> October, and full details have been circulated to members.
- Wrekin Area Committee – Tuesday 30<sup>th</sup> November, venue to be confirmed.
- Borough of Telford & Wrekin Civic Carol Service – Thursday 2<sup>nd</sup> December, 7.30 p.m. at The Place, Oakengates. Places need to be booked by 1<sup>st</sup> November and full details have been circulated to members.

### **276/10 NEXT CYCLE OF MEETINGS**

The Council noted and confirmed the dates of the following meetings:

- |   |                                     |
|---|-------------------------------------|
| • <b>Personnel Committee</b>                    | <b>8<sup>th</sup> October 2010</b>  |
| • <b>Finance and General Purposes Committee</b> | <b>19<sup>th</sup> October 2010</b> |
| • <b>Council</b>                                | <b>2<sup>nd</sup> November 2010</b> |

### **277/10 EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED** that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.

**278/10 YOUTH PROJECT – VACANCY FOR YOUTH ENGAGEMENT OFFICER**

The Council was informed that the Youth Engagement Officer has given the required notice to end her employment;

**RESOLVED** that

- action taken by the Clerk to advertise the vacancy on the existing terms and conditions is ratified;
- delegated authority is granted to the Personnel Committee to deal with the recruitment process and to appoint a suitable person;
- the Clerk is authorised to make arrangements for the engagement of a temporary Youth Engagement Officer to cover any period until a replacement is able to start work, on the terms explained to and agreed by the Council and as detailed in a confidential file note.

The meeting closed at 8.15 p.m.

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Chairman, 2<sup>nd</sup> November 2010