

**HADLEY AND LEEGOMERY PARISH COUNCIL**  
**Minutes of a meeting held on the 7<sup>th</sup> June 2011**  
**commencing at 7.00 p.m.**

**101/11 PRESENT**

Councillors M J Smith (Chairman), R G Dickens (Vice-Chairman), A Bentley, H P Dickens, J Harrison, A M Houghton, W A M McClements, G I Moore, L Murray, L A Savage, J Smart, A Twyford and M L Wickstead.

Also present: C Potts – Clerk of the Council.

**102/11 APOLOGIES FOR ABSENCE**

**RESOLVED** that apologies are accepted from Councillors R K Austin, M D Grindrod and R R Plenderleith.

**103/11 DECLARATIONS OF INTERESTS**

Councillors R G Dickens and H P Dickens both declared a personal interest in respect of agenda item 8(1), planning application for Units 11 & 12 Hadley Business Park, as residents of Hadley Park Road.

*See minute 109/11 re: declaration of interests by Cllr W A M McClements and Cllr M J Smith in respect of certain planning applications.*

**104/11 PUBLIC PARTICIPATION**

There were six members of the public present.

Mr Garton informed the Council that he was concerned at the lack of visible policing by officers on foot. Members were in agreement that reduced police resources are a matter for concern. Mr Powell described an incident which he had reported when it had taken several hours for police to attend. Cllr Murray praised police efforts in dealing effectively with a group of youths who had been causing problems in the Crescent Road area. It was suggested that the Local Policing Inspector be invited to the next meeting of the Council.

Mr Berry spoke about the problems experienced by residents of Hadley Park Road caused by lorries using the road accessing the Business Park at very early hours in the morning. Cllr. R G Dickens informed the Council of correspondence with the Borough Council on the matter. The Chairman pointed out that this matter was the subject of a planning application for amended conditions affecting operating hours for two units at the Business Park which was included in the agenda at item 8.

**105/11 MINUTES OF LAST MEETING**

**RESOLVED** that, subject to an amendment to correct an error at minute 85/11 to insert the name of Councillor M L Wickstead in place of Councillor R R Plenderleith as authorised bank account signatory, the minutes of the Annual Meeting of the Council held on the 17<sup>th</sup> May 2011 be confirmed and signed by the Chairman.

**106/11 MINUTES OF PARISH EVENTS COMMITTEE 31<sup>ST</sup> MAY 2011**

The Council considered the minutes of the meeting of the Parish Events Committee held on the 31<sup>st</sup> May 2011.

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

## 107/11 CHAIRMAN'S COMMUNICATIONS

The Chairman reported the following:

- He had presented a bouquet of flowers on behalf of the Council to a local resident Mrs Betty Sheridan on her 100<sup>th</sup> birthday recently.
- An update regarding the installation of security fencing on Perry Way at the rear of properties in The Nettlefolds.
- The Parish Council summer concert involving Shropshire Male Chorus and choirs from Hadley Learning Community primary and secondary phases to be held on Wednesday 6<sup>th</sup> July at Hadley Methodist Church commencing at 7.00 p.m.

## 108/11 REPORTS OF REPRESENTATIVES ON OUTSIDE BODIES – MATTERS SPECIFICALLY RELATING TO THE PARISH

There were no reports.

## PLANNING

### 109/11 Applications for consideration

Councillor W A M McClements declared a prejudicial interest in respect of application TWC/2011/0391, as the applicant was Telford and Wrekin Council's Estates and Investments department and Cllr McClements is the Cabinet Member whose areas of responsibilities include this business area. He left the room whilst the application was dealt with.

Councillor M J Smith declared a prejudicial interest in respect of application TWC/2011/0430 as a neighbour of the applicant, and left the room whilst the application was dealt with.

**RESOLVED** that the under-mentioned applications be dealt with as follows:

1. TWC/2011/0391 – Modification of condition No. 13 on Planning Permission W2006/0747 to change hours of operation and allow units Nos. 11 & 12 to operate from 5.30 a.m. – 7.00 p.m. Monday to Friday, Units 11 & 12, Hadley Business Park, Hadley Park Road, Hadley, Telford – object on the grounds of the disturbance to residents in the adjoining roads by large goods vehicle entering the site from 5 am daily and the associated activity on site; the precedent that would be set by approval for other units to alter their operating hours; and the fact that approval would undermine all other enforcement action taken by Telford & Wrekin Council as the authority would be seen as operating double standards for its own operations against those of others.

The Council also asked the Clerk to write to the Head of Estates and Investments questioning the lack of any reference to permitted operating hours in lease agreements for the units in Hadley Business Park.

2. TWC/2011/0414 – erection of extension to form garage and conversion of existing garage to habitable room, 1 Fleming Court, Apley, Telford – no objection.

3. TWC/2011/0418 – erection of a two storey side/rear extension, 205 Hadley Park Road, Hadley, Telford – no objection.

The Vice Chairman took the chair for the following application whilst the Chairman left the room.

4. TWC/2011/0430 – erection of a two storey side extension and rear extension, 2 Pool Meadow, Hadley, Telford – no objection.

### 110/11 Permissions granted (for information only)

The Council **NOTED** that Telford & Wrekin Council has granted permission in respect of the following:

1. TWC/2011/0321 – erection of smoking shelter and decking (retrospective), The Cross Keys, 15 Haybridge Road, Hadley, Telford.

### 111/11 Online planning system public access (for information)

Members were informed of further development of the Borough Council online planning system which now allows public access to application details and plans, and this facility may be used by councillors to view the details of applications prior to attending the meetings at which they will be dealt with.

## FINANCIAL REPORT

### 112/11 Bank reconciliation and expenditure for ratification

The Council received a report which included a bank reconciliation to 30<sup>th</sup> April 2011.

**RESOLVED** that the bank reconciliation to the 30<sup>th</sup> April 2011 is noted 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>	<u>Details</u>
£51.75	Shires Fire and Safety Ltd – fire extinguisher service, CFCC <i>(s.19, Local Govt. (Misc. Provsns.) Act 1976</i>
£392.00	Wallgate Ltd – annual contract for hand washer/dryer units, public toilets <i>(s.87 Public Health Act 1936)</i>
£88.04	TFM – cemetery maintenance supplies <i>(s.214, LGA 1972)</i>

### 113/11 Payments

Councillor M L Wickstead had verified against invoices etc. the cheques to be drawn and payments to be made.

**RESOLVED** that the drawing of urgent cheque number 301958 is ratified, and that the drawing of cheques numbered 301959 to 301971 and payment of direct debits in favour of TalkTalk Business, Severn Trent Water, Telford & Wrekin Services Ltd. and Neopost Ltd., all payments totaling £7336.67 as detailed in the approval lists contained in the report, is authorised; and that Councillors R G Dickens and M L Wickstead are authorised to sign the cheques to be drawn.

### 114/11 PARISH COUNCIL ACCOUNTS 2010/11

The Council received for approval its accounts for the year ended 31<sup>st</sup> March 2011.

**RESOLVED** that:

- 1) The report of the Internal Auditor for the year ended 31<sup>st</sup> March 2011 be approved and adopted;
- 2) The Statement of Accounts for the year ended 31<sup>st</sup> March 2011 as submitted be approved and adopted;
- 3) In respect of the Council's Annual Return for the year ended 31<sup>st</sup> March 2011:
  - i) Section 1: Accounting Statements – the Council approves the statements and authorises the Chairman to sign the Annual Return on behalf of the Council;
  - ii) Section 2: Annual Governance Statement – the Council approves the completion of the Annual Governance Statement confirming that the response to all statements listed is “yes”, and authorises the Chairman to sign the Statement on behalf of the Council.

#### **115/11 INTERNAL AUDITOR APPOINTMENT**

**RESOLVED** that the Council confirms the re-appointment of Mr. D. Moore as its Internal Auditor for 2011/12, and that the scope of the internal audit is as specified in the letter of appointment previously approved by the Council.

#### **116/11 COMMITTEE TERMS OF REFERENCE**

**RESOLVED** that the draft Terms of Reference submitted to the Council for the following Committees be approved and adopted:

- Parish Events Committee
- Appeals Committee
- Emergency Committee

#### **117/11 TELFORD & WREKIN COUNCIL – SEX ESTABLISHMENT POLICY PUBLIC CONSULTATION**

The Council was asked to consider whether it wished to submit a response in respect of the Borough Council's recently published draft Sex Establishment Policy. The Council decided that it should and it was

**RESOLVED** that the matter be referred to the next meeting of the Council for a formal response to be agreed.

#### **118/11 PARISH BOUNDARY AND LOCALITY SIGNS**

The Council discussed a request made by Ketley Parish Council that the Hadley boundary sign recently installed by Hadley and Leegomery Parish Council on Waterloo Road be moved from its existing location on the Ketley side of the railway bridge.

**RESOLVED** that the sign will be moved to a new location identified by Highways Officers to the north of the railway bridge, and that the Clerk is authorised to make the necessary arrangements for the sign to be moved at an estimated cost of £150.00 excluding VAT.

#### **119/11 ASSOCIATION OF LOCAL COUNCILS IN TELFORD & WREKIN (ALC) – LAUNCH OF MEMBERS AREA ON WEBSITE – FOR INFORMATION**

The Council was informed that member councils can now access a dedicated members' area on the ALC website. This section of the website provides information to assist member councils, including legal topic notes, employment matters, model documents and minutes from ALC meetings. All information is downloadable. Details of how to log in have been circulated to members of the council with the monthly correspondence list.

#### **120/11 TELFORD AND WREKIN COUNCIL SINGLE POINT OF CONTACT FOR PARISH COUNCILS – SURVEY**

**RESOLVED** that a draft response (copy circulated with the agenda) prepared by the Clerk to a survey which will be used to review the single point of contact process and make any improvements necessary is approved as the Council's formal response for submission.

**121/11 MEETINGS, CONFERENCES ETC.**

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

- Telford & Wrekin Parish Forum – 7.00 p.m. Tuesday 21<sup>st</sup> June 2011, Reception Suite, Civic Offices, Telford. It was noted that the Council's Finance and General Purposes Committee meets at the same time and therefore Cllr A M Houghton agreed to attend the Forum to represent the Council.
- An invitation has been extended to Parish and Town Councils for one representative to attend the opening of Telford Tennis Centre on Wednesday 15<sup>th</sup> June 2011 between 10.30 am and 12.30 pm at Oakengates Leisure Centre. Cllr L A Savage is to represent the Council at this event.

**122/11 NEXT CYCLE OF MEETINGS**

The Council **noted** the dates of the following meetings:

- |   |                                  |
|---|----------------------------------|
| • <b>Personnel Committee</b>                    | <b>14<sup>th</sup> June 2011</b> |
| • <b>Finance and General Purposes Committee</b> | <b>21<sup>st</sup> June 2011</b> |
| • <b>Council</b>                                | <b>5<sup>th</sup> July 2011</b>  |

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

The meeting closed at 8.00 p.m.