



FULL COUNCIL MEETING MINUTES

MINUTES of the Wrockwardine Wood & Trench Parish Council Annual General Meeting held on Tuesday 10th May 2010 at the Parish Council Centre, Church Road, Wrockwardine Wood at 7pm.

PRESENT: Cllr's. L.T. Brayne, K. Hanmer, M.J. Hanmer, D. Plant, H. Smith, C.F. Smith, B. J. Thompson, K. R. Watkins and S.A. Watkins.

IN ATTENDANCE: Four members of the public.

11/2087 ELECTION OF A CHAIRMAN

Cllr. C.F. Smith

It was proposed by Cllr. L.T. Brayne, seconded by Cllr. K.R. Watkins and **RESOLVED** unanimously that Cllr. C.F. Smith be elected Chairman for the forthcoming twelve months.

11/2088 CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

Cllr. C.F. Smith signed the Declaration of Acceptance of Office of Chairman and took the Chair.

11/2089 DECLARATION OF ACCEPTANCE OF OFFICE OF ALL COUNCILLORS

The Declaration of Acceptance of Office forms were signed by all members present. It was **AGREED** to permit Cllr. K. Hanmer and Cllr. Steve Reynolds to sign their Declaration of Acceptance of Office forms outside the meeting.

11/2090 APOLOGIES RESOLVED - to accept apologies from Cllr's K. Hanmer and Steve Reynolds (Oakengates Town Council Meeting)

11/2091 DECLARATIONS OF INTEREST AND REGISTER OF INTEREST FORMS

There were no declarations of interest in any item specified in the agenda.

The Register of Interest Forms were circulated to all members for completion as soon as possible.

11/2092 ELECTION OF A VICE CHAIRMAN

Cllr. L.T. Brayne

It was proposed by Cllr. D. Plant, seconded by Cllr. S.A. Watkins and **RESOLVED** unanimously that Cllr. L.T. Brayne be elected Vice Chairman for the forthcoming twelve months.

11/2093 ELECTION OF COMMITTEES

Cllr. J. Thompson proposed that instead of having committees, the Full Council could deal with everything in future. Cllr. S. Reynolds seconded this proposal. After discussion it was **RESOLVED** – to keep the committees for the present time.

a) Finance Committee

RESOLVED – that the Finance Committee will consist of Cllr's. K. Hanmer, M. Hanmer, D. Plant, C.F. Smith and S.A. Watkins.

b) Allotment Committee

RESOLVED – that the Allotment Committee will consist of Cllr's. K. Hanmer, M. Hanmer, D. Plant and J. Thompson.

c) Planning/Working Committee

RESOLVED – that the Planning/Working Committee will consist of Cllr's. K. Hanmer, M. Hanmer, C.F. Smith, H. Smith, K.R. Watkins and S.A. Watkins.

d) Christmas Party Committee

RESOLVED – that the Christmas Party Committee will consist of Cllr's L.T. Brayne, K. Hanmer, H. Smith, J. Thompson and S.A. Watkins.

11/2094 ELECTION OF REPRESENTATIVES TO SALC – WREKIN AREA COMMITTEE

Cllr. S.A. Watkins informed members that she will not be standing for this committee this year.

RESOLVED – that Cllr. J. Thompson be elected as a representative to Wrekin Area Committee. This leaves one vacancy and it was AGREED to put this item on the agenda for the meeting in June.

11/2095 ELECTION OF REPRESENTATIVES TO THE BUS USER GROUP

Cllr. S.A. Watkins informed members that she will not be standing for this committee this year.

RESOLVED – that Cllr. J. Thompson be elected as representative to the Bus User Group. This leaves one vacancy and it was AGREED to put this item on the agenda for the meeting in June.

11/2096 The Minutes of the Parish Council Meeting held on Tuesday 12th April 2011 were confirmed as a correct record and signed by the Chair.

11/2097 CORRESPONDENCE

- a) Letter from Keith Smith, Telford & Wrekin Council regarding road markings at Trench Road/Furnace Lane. Keith says that this work will be included in the next lining programme subject to satisfactory traffic management arrangements being made. Keith says that they now undertake lining on a monthly basis but if a temporary closure is required the work would be delayed until a Closure Order is made. It was noted that this work has now been completed.
- b) Letter from TWC regarding our request for street name plates and a mirror at Summer Crescent. Lee Barnard says that a site meeting would be beneficial to agree the locations of street name plates. Lee says that with regards to a mirror, TWC do not install mirrors on the Highway for a number of reasons including the effect on drivers' visibility because they reflect headlamps/sunshine; they can affect drivers ability to judge distance of approaching vehicles and weather conditions could cause visibility problems.
- c) Invitation to LINK Annual General Meeting at Meeting Point House on 11th May at 7pm which includes a Showcase and update about the new Health Watch.

- d) Invitation from South Staffs and Shropshire Healthcare NHS Trust to an Open Meeting on 17th May at 7pm at Oakengates Theatre on “An Update on Alzheimer’s Disease”
- e) Invitation from TWC to their “Working in Care Information Event” at the Methodist Church, Wellington on 22nd June 12 noon to 1.30pm. This event enables people to learn more about accessing a career in the Care Sector.
- f) Invitation from West Midlands Allotments Officers’ Forum meeting on 9th June at Leominster at 9.30am.

Correspondence received after publication of the Agenda

A letter was received from Cllr. Shaun Davies who introduced himself as the Cabinet member-elect for Co-operative Council and Partnership. In his letter Cllr. Davies said that *“through working in partnership we can develop some exciting and innovative ideas to help us address the issues and financial challenges we face for the people we serve.”* Cllr. Davies said he would like to take the opportunity to talk to representatives from Parish Councils at the next Parish Forum meeting on 21st June. The Chair suggested that Cllr. Brayne may like to attend the Parish Forum. It was AGREED to place this item on the agenda for the next meeting for further discussion.

Correspondence placed on the table

Telford’s Access to Nature Free Volunteer Training Programme. TWC – One Telford annual review 2010/2011. Telford Focus Newsletter. Clerks & Council’s Direct Magazine. Leaflets & Brochures.

11/2098 PAYMENTS TO BE ISSUED

Each Councillor received a list of the expenditure transactions for May 2011. **RESOLVED** – that the expenditure transactions for May 2011 totalling £8,951.91 be approved. (Copy list attached to office Minutes)

11/2099 TO RECEIVE AND APPROVE A STATEMENT OF ACCOUNTS FOR APRIL

A Statement of Accounts for April 2011 was tabled (copy attached to office Minutes). **RESOLVED** – to approve and accept the Statement of Accounts for April 2011.

11/2100 ANNUAL INSURANCE REVIEW

The Clerk informed members that Came & Company are offering a new 3 year binding agreement with Aviva until 30th September 2014 which would give an insurance contract of 16 months for the price of 12 months at a premium of £1633.64. This will mean that the renewal date will be the 1st October each year and we will benefit from a 12% discount in premium over the 3 year period. Alternatively, if we wish to keep the 1st June renewal date and sign a 3 year binding agreement until 31st May 2014 we will benefit from a one off 5% discount and the revised annual premium of £1,551.96. It was noted that the 16 month contract will result in a saving of £163 over the three years.

RESOLVED – to enter into a new 3 year binding agreement with Aviva until September 2014 with an insurance contract of 16 months for the price of 12 months at a premium of £1633.64.

11/2101 FINANCIAL RISK ASSESSMENT

The Financial Regulations and Internal Controls that are in place were revised. It was AGREED to include an ICT recovery plan in the Financial Risk Assessment.

11/2102 TO REVIEW STANDING ORDERS

The Clerk informed members that since publication of the agenda a copy of revised Standing Orders has been received from the Association of Local Councils. The revised edition amends Standing Order No. 32b to state “A motion to add to or vary or revoke one or more of the Council’s standing orders, not mandatory by law, shall be proposed by a special motion, the written notice whereof bears the name of at least Four Councillors.” It was **RESOLVED** to amend Order No. 32b and further **RESOLVED** to include an order under 32c saying “Subject to Standing Order 32b above this motion shall not be carried unless two thirds of members are present at the meeting.”

11/2103 TO CONSIDER THE PAYMENT OF COUNCILLORS ALLOWANCES

It was pointed out that we have not precepted for councillor’s allowances for this financial year. It was **AGREED** that this item should be left on the table.

11/2104 ANY ITEMS OF INFORMATION OR ITEMS FOR THE NEXT AGENDA

- a) The Clerk was instructed to include Training for the Power of Well Being in the agenda for discussion at the next meeting.
- b) Cllr. L.T. Brayne said that he is concerned that non-residents are parking on the car parks provided for residents of Johnstone Close and requested that we enquire about ‘Resident Parking Only’ signs.
- c) Cllr. L.T. Brayne said that he is concerned that the change of council may stop the provision of traffic lights at the junction of St. Georges Road with Wrockwardine Wood Way. Cllr. Brayne said that he understood they were going to start work this spring and he would like to know if and when this work is to go ahead. Cllr. C.F. Smith said that he is unable to answer this question tonight as it is too soon for the new council. It was **AGREED** to write to Jonathan Rowe and to point out that these lights were promised for this year.
- d) Cllr. Plant referred to a meeting that was recently held at the Parish Council Centre and attended by Cllr. Richard Overton, Cllr. John Minor, officers from Telford & Wrekin Council and residents of Summer Crescent, Wrockwardine Wood. Cllr. Plant said that the meeting was with regard to a piece of land bought by one of the residents. Residents adjacent to this land would like written confirmation that they have a right of access over it to the rear of their properties. Cllr. C.F. Smith advised that there is a map of the land that the resident has bought, but we cannot force the resident or Telford & Wrekin Council to mark out the land. It was **AGREED** to write to Andrew Careless to request that he contacts the residents concerned individually in writing to assure them that they have a right of way over the piece of land in question.

Cllr. M. Hanmer left the meeting.

11/2105 DATE & VENUE OF THE NEXT MEETING

RESOLVED – to approve the tabled list of proposed meeting dates.

The next Full Council Meeting will be held on Tuesday 14th June 2011 in the School Hall at 7pm.

Signed.....
Chairman

Date.....