



FULL COUNCIL MEETING MINUTES

MINUTES of the Wrockwardine Wood & Trench Parish Council Annual General Meeting held on Tuesday 12th May 2009 at the Parish Council Centre, Church Road, Wrockwardine Wood at 8.10pm.

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

IN ATTENDANCE: Borough Councillor Bob Groom and three members of the public.

09/1752 ELECTION OF A CHAIRMAN

Cllr. B.J. Thompson

It was proposed by Cllr. S.A. Watkins, seconded by Cllr. D. Pearce and **RESOLVED** unanimously that Cllr. B.J. Thompson be elected Chairman for the forthcoming twelve months.

09/1753 CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

Cllr. B.J. Thompson signed the Declaration of Acceptance of Office of Chairman and took the Chair.

09/1754 APOLOGIES FOR ABSENCE _ There were no apologies.

09/1755 DECLARATIONS OF INTEREST

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

09/1756 ELECTION OF A VICE CHAIRMAN

Cllr. C.F. Smith

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

09/1757 ELECTION OF COMMITTEES

a) Finance Committee

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

b) Allotment Committee

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

c) Planning/Working Committee

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

d) Christmas Party Committee

RESOLVED – that the Christmas Party Committee will consist of Cllr's K. Hanmer, D. Pearce, H. Smith, J. Thompson and S.A. Watkins.

09/1758 ELECTION OF REPRESENTATIVES TO SALC – WREKIN AREA COMMITTEE

RESOLVED – that Cllr’s J. Thompson and S.A. Watkins be elected as representatives to Wrekin Area Committee.

09/1759 ELECTION OF REPRESENTATIVES TO THE BUS USER GROUP

RESOLVED – that Cllr’s J. Thompson and S.A. Watkins be elected as representatives to the Bus User Group.

09/1760 The Minutes of the Parish Council Meeting held on Tuesday 14th April 2009 were confirmed as a correct record and signed by the Chair.

09/1761 CORRESPONDENCE

- a) Letters were received from MPs David Wright and Mark Pritchard enclosing replies from Arriva re Lamb Corner who state that they are aware of a problem with the layout and difficult manoeuvre necessary for Telford bound 481 buses to use the stop and they have raised the issue with Telford and Wrekin Council with a view to having a site meeting to discuss relocation of the stop. Arriva also state that the local manager has investigated and found that there has been a small number of complaints since 2005 and appropriate action taken where necessary. Arriva say this is not a compulsory stop but is observed as and when required by boarding or alighting passengers. They have issued staff notices and instructed uniformed inspectors to raise awareness of the need for staff to be more vigilant until such time as hopefully they will be able to relocate the stop to a more user friendly location.

The Clerk informed members that Martyn Withnall has not received a request for a site meeting or been told by Arriva that there is a problem manoeuvring buses. Martyn says he has spoken to a very experienced driver who says there is no problem accessing the stop. Martyn confirms that the Lamb Corner is a registered stop and has been for a number of years and says to change it would cause confusion to the travelling public.

ACTION – *To write again to David Wright MP and Mark Pritchard MP and point out that AT Browns Buses have used the Lamb Corner without difficulty for forty years and also point out that people are being forced to cross a very busy road when the 481 stops on St. Georges Road instead of pulling into Lamb Corner.*

- b) Letter from Amy Littler of Wrekin Housing Trust regarding the overgrown hedge at Johnstone Close. Amy says that she has spoken to local Councillors and explained that their legal team have confirmed that the clause in the deeds of the property regarding the boundary fence height is only imposed in Right to Buy disposals and does not apply here as this property is rented. Amy says she has spoken to the Tenants of 10 Johnstone Close who do not wish to cut the hedge as they have grown it for privacy. Amy also says that she does not consider the trees are causing an obstruction to the junction as it is several feet from the driveway of the property. Letter also received from T & W Highways who have carried out a site visit and found the hedge is not obstructing the highway or footpath in any way and is not impeding drivers views at this junction.

ACTION – *members of the council agreed to visit the site and discuss this item further at the next meeting.*

- c) Letter from Telford & Wrekin Council First Point Manager offering to install a free phone at the Parish Council Centre which could be used for people to phone Council services free of charge.

ACTION – *members agreed to the installation of a free phone subject to T & WC approving the premises as a suitable site.*

- d) Letter from Telford & Wrekin Council regarding Community Governance Review – Parishes of Great Dawley & Lilleshall & Donnington. The Council is conducting a review with a view to considering whether to divide the existing parishes into separate parishes. T & W say that in its consideration they will rely heavily on the views of electors, residents and other interested bodies and organisations. They have published a Terms of Reference document which outlines the legal considerations and includes questions on which they are asking for our guidance (if interested) in an initial consultation period ending on 22nd June.
- e) Letter from Fiona Moore regarding the possibility of having anti sit devices for walls to deter nuisance behaviour installed for free. In return the Manufacturer would want to use the results for marketing purposes using the area as a case study to validate the impact that this type of street furniture can have on reducing anti social behaviour.
- f) Letter from Steve Wellings informing us that he is leaving at the end of July to pursue other interests. Mr. Wellings says that from the end of April he will be working notice and taking outstanding leave which means he will not be in the office after 30th April except to undertake official duties relating to his position as Local Returning Officer for the European Elections.
- g) Letter from Wellington Cottage Care Trust Day Care Centre inviting us to the official opening of the Bathroom Adaptation that we gave a grant towards. To be held on Thursday 4th June at 2pm.
- h) Invitation from Telford & Wrekin Council to an information seminar on Putting People First on Thursday 11th June at Civic Offices at 6pm.

TABLED CORRESPONDENCE

Telford & Wrekin Council – DVD entitled ‘Healthy & Safe a journey to your plate.

Insight Magazine

Vision 2026 Document

Equality & Human Rights Commission – Public Sector Duties Advisory Newsletter

Clerks & Council Direct – Magazine

SALC – Training -

Thursday 21st May – Recruitment & Selection of Staff at Shirehall 7pm

Monday 8th June – Planning at Shirehall 7pm

HMRC Workshops – Various dates.

Leaflets & Brochures.

09/1762 PAYMENTS TO BE ISSUED

Payments issued outside the meeting to be confirmed

010606	Y. Taylor	30.00	Reimburse carpet cleaning
010607	Cancelled cheque – sent to public works loan board for evidence of account		
010608	British Telecom	85.83	Phone, Alarm & Internet

Payments to be issued

010610	A. Regan – TF Garden Services	450.00	March Invoice
010611	Initial Washroom Solutions	122.95	Sanitact & Nappy Units
010612	Lockley Security	78.20	Keyholding 16/02 – 12/04
010613	Telford & Wrekin Council	34.11	Annual Postage for Planning
010614	HMRC	727.90	Tax & NI – April
010615	Telford & Wrekin Council	474.37	School Hall Lettings – Feb - April 09
010616	Marks Pit Stop	100.00	Grant
010617	Telford & Wrekin	100.00	Grant Oak Youth Summer School

010618	Wrekin Division Young Leaders	80.00	Grant
010619	Wrock Wood Bowling Club	100.00	Grant
010620	Severn Hospice	200.00	Grant
010621	Crucial Crew	100.00	Grant
010622	Broker Network Ltd	1438.08	Annual Insurance

RESOLVED – that all the above payments be approved.

09/1763 TO RECEIVE AND APPROVE A STATEMENT OF ACCOUNTS FOR APRIL

A Statement of Accounts for April 09 was tabled (copy attached to office Minutes). **RESOLVED** – to approve and accept the Statement of Accounts for April 09.

09/1764 ANNUAL INSURANCE REVIEW

It was **RESOLVED** that the insurance cover is adequate for 2009/10. Further **RESOLVED** to approve payment of the annual premium of £1438.08

09/1765 FINANCIAL RISK ASSESSMENT

The Financial Regulations and Internal Controls that are in place were revised and it was **RESOLVED** that they are adequate.

09/1766 STANDING ORDERS

All members received a copy of Standing Orders. It was **RESOLVED** that no changes to Standing Orders should be made.

09/1767 PARISH CHARTER

RESOLVED – to adopt the new Parish Charter entitled “Serving the Communities of Telford & Wrekin by working together” dated May 2009 – (Copy previously circulated to members)

09/1768 SUMMER FUN DAY

Cllr’s. K.R. Watkins and S.A. Watkins agreed to attend a meeting with the local police team at Oakengates Leisure Centre to discuss the Summer Fun Day on Wednesday 20th or Thursday 21st May (to be arranged). The Clerk informed members that we are waiting for a reply from Oakengates Town Council and St. Georges & Priorslee Parish Council who have been invited to join with us in putting on this event. It was **AGREED** to extend the invitation to Lilleshall & Donnington Parish Council.

09/1769 TO CONSIDER TRAINING ON THE POWER OF WELL BEING

The Clerk informed members that the cost of training for 10 members would be £125 plus expenses. 10 – 20 members - £200 plus expenses and if there are above 20 members then SALC would have to negotiate a price. The Clerk informed members that she is waiting for a reply from St. Georges & Priorslee Parish Council who have been invited to join us. It was **AGREED** that the Clerk should proceed with arranging training.

09/1770 TO CONSIDER THE PURCHASE OF A MEMORIAL PLAQUE FOR HOLY TRINITY CHURCH

The Clerk informed members that JSM Engravers have advised that we need to know the wording we require on the plaque and the size we want and then visit their offices at Stafford Park. It was agreed that we should take a photo of the current memorial plaques in church and obtain a similar item.

09/1771 ANY ITEMS OF INFORMATION OR ITEMS FOR THE NEXT AGENDA

- a) Cllr. Brayne informed members that he received a phone call from Rene Coulbeck who is concerned about the state of the grass at Wrockwardine Wood Methodist Church. The Clerk informed the council that she has contacted the former treasurer Mr. Jones who has requested that the grass is cut and work should be carried out very soon. Mr. Jones also informed the Clerk that they hope the sale of the Chapel will be finalised soon, but the upkeep of the churchyard will not be part of the sale and will probably be maintained by the Methodist Circuit. It was agreed to put this item on the agenda for the next meeting to consider the condition of the chapel driveway.
- b) The Clerk informed members that Safeguard will be taking members photographs for the i.d. cards at the Parish Council Centre on Friday 15th May at 10am. The Clerk will also arrange another date for any member unable to attend this Friday.

09/1772 DATE & VENUE OF THE NEXT MEETING

The next Full Council Meeting will be held on Tuesday 12th June 2009 in the School Hall at 7pm.

Signed.....
Chairman

Date.....