



FULL COUNCIL MEETING MINUTES

MINUTES of the Wrockwardine Wood & Trench Parish Council Meeting, held on Monday 20th July 2020 at 6pm via Zoom.

PRESENT: Cllr's H. Smith (Chair), F. Doran, L Madeley, Mrs S. Reynolds, S. Reynolds, C. Smith, J. Thompson, Mrs A. Watkins and D. Wright.

20/1026 Welcome

The Chair, Councillor H. Smith welcomed everyone to the meeting..

20/1027 Apologies for absence

Apologies were received from Councillor G. Singh.

201028 Disclosable Pecuniary Interest

None declared.

20/1029 Minutes of the Parish Council Meeting held on 6th July 2020

RESOLVED that the Minutes of the Parish Council Meeting held on Monday 6th July 2020 were confirmed as a correct record and signed by the Chair.

20/1030 To agree the Annual Return - Year ending 31st March 2020

The Clerk circulated a copy of the Annual Return via email to all members present.

RESOLVED that the Chair and the Clerk signed the completed Annual Return on behalf of the members

20/1031 Annual Governance Statement for the year ending 31st March 2020

Members were asked to agree or disagree with each of the following statements:

		YES	NO
1	We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓	
2	We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓	
3	We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of this smaller	✓	

	authority to conduct its businesses or on its finances.		
4	We provided proper opportunity during the year for the exercise of elector's rights of the Accounts and Audit Regulations.	✓	
5	We carried out an assessment of the risks facing this smaller authority and took appropriate steps to manage those risks, including the introduction of internal control and or external insurance cover where required.	✓	
6	We maintained throughout the year an adequate and effective system of internal audit promoting of the accounting records and control systems.	✓	
7	We took appropriate action on all matters raised in reports from internal and external audits.	✓	
8	We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this smaller authority and, where appropriate have included them in the accounting statement,	✓	
9	(for local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharge our accountability responsibilities for the funds/assets, including financial reporting and, if required, independent examination or audit.	N/A	

20/1032 Accounting Statement for 2019/20

RESOLVED that the Chair and the Clerk signed the completed Annual Governance Statement on behalf of the members.

20/1033 Pavements on Gibbons Road

Councillor Madeley reported on the state of pavements in Gibbons Road following the building of the new housing development. The pavements are in a poor state and the where the new entrance has been installed by Trench Tots Nursery, there is no top layer of tarmac and a gap between the curb edge and the top of the pavement which is a health and safety risk. Councillor Madeley stated that pavements should be left in a safe and satisfactory manner following the development taking place.

The Clerk was asked to contact the Highways Department at Telford & Wrekin Council to ensure that they do follow up .checks when the development is near completion.

Councillor Wright reported that he has made site visits with members of the Planning Department and the Highways Team to check the development and will write to Val Hulme, Director of Planning to request that the Highways Department undertake an analysis at the end of the development.

20/1034 Bridlewood Estate

Councillor Doran highlighted problems on the Bridlewood Estate with dog fouling, residents are not picking up after their dogs, bins have been put in the children's play

area which is not a very suitable location. Councillor Doran requested signage and additional dog waste bins on Bridlewood Estate.

The Clerk was asked to contact Kay Grice at TWC to look at a suitable location to put additional dog waste bins and signage, Councillor Shirley Reynolds suggested A4 dog signs could be made and put on lampposts around the estate, but Councillors Charles Smith explained that TWC have a policy not to put lots of signs everywhere but to place signs in a particular area for a limited period and then move them elsewhere so as to have more impact.

Councillors also raised complaints from residents in Church Road and Trench Road at the amount of dog mess being left on pavements.

20/1035 Grant request for Laptops for schools

Councillor Shirley Reynolds discussed Telford and Wrekin Council's Project to provide laptops to schools to support disadvantaged children at home during the lockdown. Councillor Reynolds reported that there are vulnerable children in our who would benefit from the scheme and the laptops would come with internet access. Councillors Shirley Reynolds and Charles Smith have already allocated Ward Pride Funding to purchase six laptops at £300 each and asked that the parish council support this initiative and make a grant..

A discussion took place and Councillor Thompson suggested that the parish council support the project and make a grant of £1000. Councillor Charles Smith said that £1200 would purchase 4 laptops.

RESOLVED that the Members agreed to provide a grant of £1200 to Telford & Wrekin Council to purchase laptops for schools.

Councillor Madeley abstained from voting.

20/1036 Clerks update

The Clerk has received a call from Red Leaf Estates regarding the car-park to the shops on Trench Road, plans are in place to resurface the car-park and make it a one way system with a pedestrian footpath Councillors raised concerns about the car park becoming a one-way system as there is already cars emerging from the Duke of York Car-park next door and it is opposite a busy junction with Church Road. The Clerk was asked to contact Highways Department to express Councillors concerns if this were to go ahead.

Several options have been reviewed by the Clerk in place of the usual Senior Citizens Christmas Party which has been cancelled for 2020, this included a coach trip next spring, afternoon tea or vouchers for a high street supermarket. Options to be discussed at a future meeting once COVID 19 measures are relaxed.

The Clerk asked for Councillors to form a working group to deal with procedures for opening the Parish Building once again. Several groups have been in contact with the Clerk wanting to know when the Parish Centre will re-open. Councillors Madeley and Watkins agreed to assist the Clerk with putting together a risk assessment/protocol for when the building is re-opened once COVID 19 measures

allow us to do so safely.

20/1037 Items of information only

Items put forward for the next meeting:

- Progress on plans for re-opening the Parish Centre
- Update on consultation regarding use of Section 106 monies to enhance the play area within the field in Gibbons Road
- Proposed dog waste bins for the Bridlewood Estate

20/1038 Date & Venue of the Next Meeting

Full Council Meeting – Monday 7th September 2020 at 6.00pm

Councillors were asked by the Clerk if they wanted to reschedule the Annual Parish Council Meeting but they agreed to postpone it until further notice.

Meeting finished at 6.58pm

Signed.....
Chairman

Date.....