

Lilleshall Parish Council  
www.lilleshallpc.org.uk  
Chairman: Cllr B Taylor  
Vice Chair: Cllr C Binnington



Parish Clerk/RFO:  
Mrs Wendy Tonge  
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## MINUTES OF THE FULL COUNCIL MEETING HELD on 8<sup>th</sup> October 2024 HILLSIDE MEETING ROOM, LILLESBALL, 6:30PM

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**Members present** Cllrs: Taylor (Chairman), Challenor, Parker, Hoof, Harvey and Clayton.

**In attendance:** Mrs W Tonge (Parish Clerk) and T&WC Cllr Eade, PCSO Merrick Liston and Sue Tindale.

### **124/24 Apologies and declarations of Interest**

Apologies from Cllr Binnington (Holiday), No declarations of interest were declared.

### **125/24 Public Session**

None present.

### **126/24 Minutes of the last Council meeting held 10th 2024**

The minutes of the last meeting held on the 10<sup>th</sup> of September and were **RESOLVED** to be accepted as a true record.

### **127/24 Matters arising, for information, from the minutes**

Cllr Taylor (Chairman) informed members Lilleshall Wood does not appear to have been sold and remains on the market.

### **128/24 Correspondence**

The following correspondence was shared with members:

- a) T&WC Town & Parish Council Partnership agreement. Members granted the Clerk permission to revise the document on behalf of the parish council.
- b) Old Ben Homes have confirmed the new bench purchased from a parish grant is now in place and requested a photo shoot with members. Kathryn to arrange a date.
- c) T&WC Bid Writing workshop details were shared. Kathryn will be attending.
- d) Confirmation has been received that the parish council are part of the free LED lightbulb scheme. A feature will be placed in the next Newsletter in November to promote the scheme.

### **129/24 Reports from West Mercia Police**

The Chairman welcomed PCSO's Merrick Liston and Sue Tindale who presented members with an overview of local issues they have been dealing with. The following priorities and areas of concern were agreed for the next quarter:

- 1) Speeding vehicles along Church Road/outside the school between the hours of 8.30-9.30am and 3.00 – 4.00pm.
- 2) Vehicles parking near and around the Bus Shelter outside the Old Ben homes causing an obstruction and danger to pedestrians.
- 3) Speeding vehicles travelling along Wellington Road/Honnington Grange area.
- 4) Continue to raise awareness in encouraging residents to make their homes safe, following a small number of break-ins.

### **130/24 Reports from Parish Councillors and Ward Member present**

**Cllr Eade** reported he is continuing to address the dangerous turning issue into Brockton Leasowes with the Highways Department, he held a recent meeting with officers who confirmed that unfortunately, there is not enough room on the road to install a filter lane, he was reassured signage will be improved hopefully by December/January and is awaiting further details of a draft design for an improved road management scheme. Cllr Eade agreed to share further details on The Humbers scheme to reduce speeding vehicles due to commence in the next few weeks. Cllr Eade was also pleased to confirm he has offered a sum of funding to support the repair of the boardwalk at The Quarry.

**Cllr Clayton** updated members that the tariff with the solar power company for the Talbot Centre has now been resolved. Cllr Clayton also raised concern from residents regarding the condition in accessing a public right of way. Cllr Clayton agreed to pursue the matter with the Clerk.

**Cllr Hoof** expressed his frustration that he was unable to attend the recent Newport Regeneration Partnership due to the short notice of the meeting and has requested further notice be granted in the future.

**Cllr Taylor** briefed members on the recent meeting held by Lilleshall Allotment Group.

#### **131/24 Clerks Reports**

The Clerk reported staff continue to report local issues on behalf of members and residents, attendance at the recent T&WC Clerks meeting had been useful. She confirmed her attendance at the forthcoming SALC AGM at the end of October.

#### **132/24 T&WC Local Plan Review**

Cllr Eade confirmed the date for the TPR Cabinet meeting is scheduled for 5<sup>th</sup> November, the draft report should be available the previous week.

#### **133/24 Road Safety Scheme**

The Clerk has requested details of the proposed T&WC Road Safety Scheme, still awaiting a reply.

#### **134/24 Events**

Christmas Events: the Clerk confirmed Kathryn is contacting local groups to identify what Christmas events and activities are being planned and a full programme be featured in the Parish Newsletter in November.

#### **135/24 Planning**

Members considered the following planning applications and **RESOLVED** to approve the following comments;

<b>Application</b>	<b>LPC Response</b>
TWC/2024/0670 Land rear of Hinckswood House Kynnersley Drive Lilleshall . Change of use from agricultural land to amenity land, erection of 1 summer house and associated works. (Retrospective)	No Objection
TWC/2024/0639 6 Addisons Way Lilleshall TF10 9HH Erection of a single storey side and rear extension following demolition of existing conservatory	No Objection
TWC/2024/0703 Hundred Acre Kitchen, Wellington Road Honnington Telford TF10 9HR Change of use of agricultural land for the permanent provision of a hot mobile catering van and eating facility together with a mobile toilet facility, outdoor seating parking and installation of a below – ground package treatment plant	Comment: to attach a condition to return the site back to agricultural use should the business cease, if planning permission were to be granted.

#### **136/24 Financial Reports**

Members reviewed the latest bank reconciliation up to 30<sup>th</sup> September 2024, bringing the accounts to a balance of £70,170.49p and the payments made since the last meeting and their corresponding invoices/receipts. All reports were signed by Cllr Taylor, all invoices were signed by Cllr Harvey.

Members **RESOLVED** to accept the bank reconciliation as an accurate report and approved the list of payments made since the last meeting:

Payments made during August since the last meeting

<b>Paid to</b>	<b>Details</b>	<b>Amount</b>
HMRC	NI & Tax	£310.71
Shropshire County Pension	Pension Contribution for August	£252.78
Staff Salary	August payment	£1,231.43
H3G	Mobile Phone	£7.52
Hugo Fox Ltd	Website	£11.99
D R Seabury Ltd	Maintenance of SID's	£120.00
D R Seabury Ltd	Repair at Allotments	£30.00

Lilleshall Cricket Club	Reimbursement for Summer Event expenses	£2764.69
Nobridge Nursery Ltd	Grounds maintenance	£670.00
W M Tonge	Expenses reimbursed - cleaning product for Tennis courts	£180.00

Payments made during September since the last meeting

Paid to	Details	Amount
Hugo Fox	Website	£11.99
ICO	GDPR	£35.00
Nobridge Nursery	Grounds maintenance	£670.00
K Goodwin	Mileage	£29.70
K Goodwin	Keys cut	£18.00
Rialtas	Software	£30.00
M Seabury	Noticeboard	£160.00
D Seabury	SiD's	£120.00
Needes Landscaping	Watering	£498.00
PKF Littlejohn	Audit Fees	£378.00
Midlands Computers	IT Fees	£119.76
Telford & Wrekin Council	Street lighting	£1513.60
Green Skips	Allotments	£240.00
Telford & Wrekin Council	Traffic Management Works	£33,970.08
W Tonge	Wi-fi for office	£60.00
H3G	Mobile phone	£7.52
K Goodwin	Salary	£454.24
W Tonge	Salary	£837.86
HMRC	NI & Tax contribution	£265.51
Shropshire County Pension Fund	Pension contribution	£252.78
Lilleshall Memorial Hall	Room hire	£1262.00
Gallagher Insurance	Insurance policy	£1607.58
WMAS Newport First Responders	Defibrillator pads	£79.00
G Parkman Handyman Services	Cleaning of bus shelter	£75.00

- a) External Auditors Report: Copies of the Auditors report had been previously circulated to members for information. Members agreed to accept the report, all comments were noted for the Clerk to action next financial year.
- b) Budget Planning: Members accepted the Clerks proposal that the first draft of next years budget will be discussed in November, agreed in December and the Precept ratified in January 2025.
- c) Insurance Policy: The Clerk updated members on the renewed Insurance Policy.

The Clerk confirmed she was now in receipt of the 2<sup>nd</sup> half of the precept.

#### **137/24 Policies**

A Copy of the Speed Indicator Device's Policy was shared with members for consideration

**Resolved:** that the policy be adopted.

The Clerk was asked to contact the SID's data company to query how the collation of data can be improved.

#### **138/24 Parish Office**

Members discussed the matter of improving the parish office facility.

It was agreed the Clerk would formally write to the Chairman of the Memorial Hall with the following request:

- To continue with the current room, hire agreement.
- To grant permission for 2 desks for staff use, to be situated in the room.
- To improve security to the cupboard door.

#### **139/24 Parish Assets**

- a) Allotments: no further matters raised.
- b) Lilleshall Tennis Club: Electrical circuit testing completed.

- c) Bus Shelters: Bus shelter at the bottom of Limekiln Lane has now been cleaned, members accepted the quote for moss remover to be used from G Parkman Handyman Services for £50.00.
- d) Winter Planters: Members agreed to take responsibility to clear the dead plants from all planters.

**Date of next meeting:** The next meeting which will be held on Tuesday 12<sup>th</sup> November 6.30pm at the Memorial Hall Office, Hillside, Lilleshall.

This meeting closed at 8.30pm

*These minutes are to be considered as a draft form until signed at the next appropriate meeting, the signed copy will be retained by the Parish Council.*

Signed: ..... Dated: ...../...../.....