

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



Parish Clerk/RFO:
Mrs Wendy Tonge
07473304806
lilleshallparishcouncil@gmail.com

MINUTES OF THE FULL COUNCIL MEETING HELD 2024 HILLSIDE MEETING ROOM, LILLESBALL, 6:30PM

Members present Cllrs: Taylor (Chairman), Challenor, Parker, Binnington and Clayton.

In attendance: Mrs W Tonge (Parish Clerk), T&WC Cllr Andrew Eade and 1 member of the public.

86/24 Apologies and declarations of Interest

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

87/24 Public Session

The Chairman welcomed a member of the public to speak on any matters of concern.

A resident from The Barns, Brockton Leasowes raised the following matters:

- His frustration for the lack of action to resolve the dangerous situation when vehicles are turning into the entrance/exit of the Barns from the A518.
- The lack of an update on the Parish Council's Traffic Management Safety Scheme.
- The lack of an update on progress on the Parish Council's Climate Change Policy adopted in 2021.

88/24 Minutes of the last Council meeting held 29th May 2024

The minutes of the last meeting held on the 29th May 2024 were **RESOLVED** to be accepted as a true record.

89/24 Matters arising, for information, from the minutes

The Clerk updated members with the following:

- Damage to the Lime Pits walkway is now under review with T&WC Public Rights of Way Officer.
- Speeding at Honnington Grange/Turning into Abbey Road, has been reported to both the Safer Roads Partnership and T&WC Highways Team.

90/24 Correspondence

a. **Dog poop dispenser bag scheme:** Several concerns were raised regarding a minority of dog owners abusing the scheme by taking too many bags, particularly at The Humbers. Members agreed the scheme is used by many residents who fully appreciate the service and it should continue.

b. Correspondence from residents living near the Coppice and Hillside were shared with members regarding ASB created by a group of young people gathering in these local areas. The Clerk updated members on all actions taken. Members sympathised with residents and recognised the Summer always brings attracts such issues. The Clerk agreed to request ASB is a priority on the next Police Priorities Quarter and the residents be encouraged to ring 101.

91/24 Reports from West Mercia Police

No updates received via email. Members expressed disappointment in the lack of attendance and communication from the local policing team, no reports have been received for several months. Cllr Hoof requested a member of the local policing team be invited to a future meeting.

92/24 Reports from Parish Councillors and Ward Member present

Telford & Wrekin Councillor Cllr Eade provided council with the following update:

The pothole repairs have now been completed on Hillside East, he thanked the parish council for its contribution. Speeding Tractors through the village has become an issue which he has hopefully resolved.

He is continually chasing T&WC on matters relating to a number of uncut grass verges.

Cllr Hoof raised the following matter:

Concern that the 'push out' cobbled stone near The Old Ben Homes Exit/Entrance is a danger to vehicles pulling out of The Old Ben Homes junction he has suggested to staff, residents and visitors need to be warned when using the junction. He also updated members he had not yet received any invitation to attend a Newport Regeneration Partnership meeting.

Cllr Challenor raised the following matter:

The hedges along Hill Road/Body Road need cutting back. There is a pothole near the Premier Food store which requires patching, the Clerk agreed to report the issue to T&WC and requested Cllr Challenor forward her a photo of the issues.

93/24 Clerks Reports

The Clerk reported that Tuesday's remain a busy day with a continuous number of residents calling in to report issues or discuss matters of concern. The main areas of concern are uncut Grass Verges and overflowing litter bins.

94/24 Community Governance Review

No updates to date.

95/24 Local Plan Review 2023/24

No updates to date, unlikely to receive any updates before Summer 2024.

96/24 Road Safety Scheme and A518

Reference was made to the Road Safety Traffic Management Scheme previously raised, which the parish council produced in 2022. Members appreciated the scheme was aspirational at the time but felt in the current financial climate agreed it was unrealistic. The Chairman proposed the document be taken off the website. Members agreed the implementation of Highway improvements should remain a Borough Council responsibility.

Resolved: that the Traffic Management Safety Scheme document be taken off the website, that the Council continue to lobby T&WC Highways for a safer traffic management scheme to resolve the dangerous turning into Brockton Leasowes.

Cllr Hoof reminded members he was reassured by T&WC over 12 months ago a Road Traffic Survey would be conducted on the A518, the Clerk agreed to contact T&WC to identify if the survey has been completed.

97/24 Events

Parish members were delighted to be supporting the forthcoming Lilleshall Summer Sizzler to be held on Saturday 20th July held at The Cricket Club and the Playing Field. The event will be predominantly organised by the Cricket Club working in partnership with Lilleshall Pre-School. Several members confirmed their attendance on the day.

Resolved: That the Parish Administration member of staff be given approval to attend in an official capacity on the day.

98/24 Planning

None received.

99/24 Financial Reports

Members reviewed the latest bank reconciliation up to 30th June 2024, bringing the accounts to a balance of £97,594.22 and the payments made since the last meeting and their corresponding invoices/receipts. All reports were signed by Cllr Bob Taylor and Cllr Tom Hoof, all invoices were signed by Cllr Clayton.

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

Payment made to	Detail	Amount
Hugo Fox	Website Fees	£11.99
W Tonge	Expenses incurred for O2 Broadband April/May. Phone charger. Audit postage	£45.95
Noticeboard Company	Noticeboard replacement	£652.18
Nobridge Nursery Ltd	Ground maintenance	£670.00

D Seabury Building Services	SiDs maintenance	£120.00
Three	Phone	£7.52
AYP Print & Design	Parish Newsletter	£294.00
Telford & Wrekin Council	Patchworking on Hillside	£3,000.00
Telford & Wrekin Council	Q4 additional Street lighting works	£89.33
Rialtas	Software system	£1,085.10
Staff salaries	June 2024	£1,321.83

b. **Community Grants Scheme**

Members **Resolved** to issue the following Community Grants:

- Newport Cottage Care Centre - £200
- Old Ben Homes - £300
- Lilleshall Pre-school - £500

100/24 **Policies**

Copies of the following policies had been previously circulated to members for consideration.

a. Dignity at Work Policy.

Resolved: that the Dignity at Work Policy be adopted.

b. Allotment Policy & Procedure

Resolved : that Cllr Hoof and Cllr Taylor review the policy with parish staff, that a report with any amendments and recommendations be presented in September, to include any budgetary responsibilities the council may need to consider.

101/24 **Committee and Outside Bodies representatives**

Members **Resolved** the following representations:

- a. Staffing Committee – Cllr Hoof, Cllr Binnington and Cllr Clayton.
- b. Lilleshall Allotment Association – Cllr Taylor
- c. Lilleshall Tennis Club Committee - Cllr Phil Clayton.

102/24 **Exclusion of Press and Public**

It was **RESOLVED** that in accordance with section 1(2) of the Public Bodies (admissions to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972, the public, including the press, be excluded from the meeting because of the confidential nature of the business to be transacted.

a. **Staffing Committee Report**

Members received a verbal report from Cllr Hoof and Cllr Taylor on all matters relating to parish staff.

Resolved: that the recommendations of the report be accepted, and staff notified.

b. **Parish Office**

Members discussed the current arrangements for the parish office.

Resolved: that the Clerk explore options for a parish office and report back to members at a future meeting.

c. **Parish Office IT System**

Copies and details of the quote detailing a new IT system had been previously circulated to members.

Resolved: that the quote from Midlands Computer for the initial set up for £3,216.60 and annual cost thereafter for £1,326.60 be accepted.

Vote: 1 abstention.

d. **Lilleshall Tennis Club**

A quote for a general tidying -up on and around the Club House was shared with members.

Resolved: that the Quote from D Seabury for £670 be accepted.

e. **Budget Review/Highways**

Members received a report from the parish clerk on the current situation regarding the parish councils' budget and outstanding payment to Telford & Wrekin Council's Highways Department.

Resolved: that the Clerk be granted permission to arrange payment for the outstanding invoice to Telford & Wrekin Council Highways Department for £33,970.08. That the Clerk be granted permission to amend the original Financial Budgets General Reserves/ Earmarked Reserves to reflect the figures agreed by all members present.

Health & Safety – the Clerk raised the matter of a recent Health & Safety issue involving the Grounds Maintenance Contractor. The matter has been resolved and the Clerk will arrange for a contract review meeting during August.

Date of next meeting: The next meeting which will be held on Tuesday 10th September 6.30pm at the Memorial Hall Office, Hillside, Lilleshall.

This meeting closed at 8.10pm

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:/...../.....