



Minutes of a meeting of the **Community & Environment Committee**, held on **Tuesday 9th August 2016** at the Sambrook Centre.

Present: Councillors: J Loveridge (Chair), T Bate, R Breeze,
Mrs L Hogger, M Randle, G Sinclair, A Watkin

Also Present: Mrs G Bailey, Parish Clerk/RFO, Ms Sam Smith, Community Project Officer,
Mrs V Brain (taking Minutes)

Public Open Session

Three organisers of the Skate Jam were present for the first ten minutes of the meeting to talk to the Committee about the Skate Jam, to be held on Friday 19th August 2016 and on Friday 2nd September at the Stirchley Skate Park.

CE/16/18 To receive apologies and declarations of interest in non-pecuniary matters.

Apologies were received from Mrs J Loveridge (potential conflict of interest) and accepted unanimously.

There were no declarations of interest in non-pecuniary matters.

CE/16/19 To receive the minutes of the last meeting held on Tuesday 5th July 2016.

It was proposed by G Sinclair, seconded by R Breeze and **agreed** to receive the minutes of the last meeting. The Chair signed the minutes.

CE/16/20 To receive reports of any action taken since the last meeting

- a) R Breeze reported that new signs directing motorists to the car park in Grangemere have been installed. Residents only parking sign has not been installed to date. Mrs Bailey thanked R Breeze for his input into making sure that the signs were in the correct locations.

Cllr T Bate arrived at the meeting.

CE/16/21 To receive the Community Project Officer's Report and consider request for expenditure total £500.

Activities

Ms Smith has been working with local community groups to assist with start-up arrangements, bid writing, grant applications, retaining volunteers and other issues and pieces of work as they occur.

She has been working on a new volunteer policy, application process and job descriptions for Parish Council volunteers, including volunteers for the Community Library.

She has also worked with a local childminding group to rejuvenate a disused patch of land and turn it into a play area.

She has worked with Alec Connah on the installation of a new picnic bench and table at the Madebrook Pools, which has been well-used.

Ms Smith has discovered that Mrs Holly Rigby, Head Teacher at the Telford Park School, is keen for the school to be more involved in community activities, so she will contact her in September.

Upcoming Events

The **Skate Jam** will be an informal event, organised by local young men. It will not be the big event that it was in 2015. Mrs Bailey, Ms Smith and Recharge volunteers will be assisting with the Skate Jam. It will be covered by the Parish Council's public liability insurance.

Skate Jams will take place on Friday 19th August 2016 and Friday 2nd September 2016.

The PA system will be hired from Brookside Big Local, at a cost of £50 per event.

The budget had been revised since the Community Project Officer's report was written so that it had increased to £50 for the PA system, £150 for prizes and £50 for refreshments for each event, making a total of £500 for the two events.

Brookside Evolve Celebration , Saturday 20th August 2016

£50 for bouncy castle hire had been requested.

It was proposed by M Randle, seconded by R Breeze and **agreed** that a total expenditure of £500 should be allocated from the Budget for Community Events (i.e. £450 for the Skate Jam and £50 for the Brookside Evolve Celebration).

A Watkin voted against the proposal.

It was **agreed** to receive the Community Project Officer's report.

CE/16/22 To receive and agree a scheme of delegation for Stirchley Allotments Site

It was proposed by M Randle, seconded by T Bate and **agreed** that the scheme of delegation for the Stirchley Allotments Site drawn up by the Clerk should be adopted.

CE/16/23 To receive details and consider responses to a consultation on the licensing of hackney carriages and private hire vehicles.

An e-mail had been received from Suzanne Fisher, Principal Licensing Officer, regarding draft documents that can be viewed on Telford & Wrekin Council's website or in paper form at the Borough's libraries. Comments are requested by 31st October

2016.

Because of concerns over private hire vehicles, it was agreed to put this item on to the Agenda for the September meeting of the Community and Environment Committee.

CE/16/24 To receive details of the Telford & Wrekin Highways Vision – ‘Keeping Telford Moving’

It was agreed to invite a Highways Officer to the next meeting of the Community and Environment Committee, in order to ask questions about the Highways Vision.

CE/16/25 To discuss concerns and agree action regarding the work undertaken at Telford & Wrekin wood yard, Stirchley

This item had been referred from the Policy Committee.

Mrs Bailey was asked to arrange a site visit, which members of the Community and Environment Committee would be invited to attend.

CE/16/26 To receive details of and consider the following planning applications from Telford & Wrekin Council:

a) TWC 2016/0585 26 Tadorna Drive: Erection of a single storey, two storey and first floor side and rear extension.

It proposed by R Breeze, seconded by G Sinclair and **agreed** that there were no objections.

CE/16/27 To receive decisions on planning applications from Telford & Wrekin Council

a) TWC/2016/0485 The Old Rectory: Change of use from guest house (Use Class C1) to dwelling (Use Class C3)

Full Granted

b) TWC/2016/0492 5 Aqueduct Lane: Erection of 1no. wall mounted mast to side of dwelling with an additional UHF/VHF whip antenna to the top and erection of 1no. freestanding mast pole in rear garden (Retrospective).

Full Granted

c) TWC 2016/0194 Premier Stores: Part change of use of existing retail unit to cafe and hot food takeaway.

Full Granted

All noted.

CE/16/28 To receive councillors’ reports on matters relevant to this committee:

a) G Sinclair – is concerned about repeated flooding on Holmer Lane. Becky Eade has suggested installing a drain across the road – Mrs Bailey will follow this up.

b) R Breeze – is concerned that very loud PA systems are being used at outdoor events in the summer.

c) A Watkin – reported that the car park of the ‘Rose and Crown’ in Stirchley is being used for untaxed vehicles and vehicles in poor condition. Mrs Bailey will ask the Planning Enforcement Officer to have a look at this.

d) J Loveridge – reported repeated fly tipping in Burford. Mrs Bailey will ask Chris Hallam to look at this.

There followed a discussion about ways to tackle fly tipping.

There being no further business the meeting closed at 7.20 p.m.

Signature: Date:

Telford & Wrekin Highways Vision – ‘Keeping Telford Moving’

The highway and transport network in Telford & Wrekin is vital for supporting all aspects of everyday life in Telford & Wrekin. Whether it's providing access to jobs, health, leisure or education facilities or businesses moving goods and supplies, the highway and transport network is likely to be used in some form.

As such the highway network is essential for supporting the Council's corporate vision of Telford & Wrekin being *“The place of enterprise, innovation and partnership working”*. In support of this there is a need to develop a strong highways vision for the service that we aspire to collectively delivering.

The Council's 'Being the Change' document sets out the four key themes required in order to provide a culture that can deliver this vision and priorities, whilst overcoming the significant challenges that local authorities face. The four key themes are:

- A. Focusing on solving problems and promoting social responsibility and action to manage and reduce demand for services
- B. Challenging & changing, reviewing and reimagining the way we do things
- C. Reducing our dependency on Government grants
- D. Being a modern organisation with modern practices and where we always get the basics right.

These themes should be the key foundation to how we manage and maintain the highway in the Borough. Overall we will work together and with our partners in support of these key priorities to *‘Keep Telford Moving’*.

The vision should act as the guiding light in leading the way forward and there are a number of opportunities and challenges on the horizon including:

- The move to a more asset management focussed approach;
- Changes to the way highways maintenance capital funding is allocated on a needs basis, with an additional incentive fund element;
- Opportunities for major scheme bidding through the Marches LEP and Central Government;
- Procurement of new highways contract in 2019 ; and
- Providing access to our services and information through digital channels, providing business efficiencies and improved communication with residents, parish & town councils and ward members.

WE WILL ‘KEEP TELFORD MOVING’ BY:

- Delivering a safe, efficient and sustainable highway to meet the needs of communities and businesses, providing access to jobs and services, supporting health and wellbeing and catering for future growth;
- Maximising and managing investment into the highway network to support the local economy, investing in new technologies and our workforce to promote innovation and creativity.

Consultation, collaboration and community engagement will be the key to our success



Appendix A

Minutes of a meeting of the **Community & Environment Committee**, held on **Tuesday 5th July 2016** at the Sambrook Centre.

Present: Councillors: J Loveridge (Chair), T Bate, R Breeze,
Mrs L Hogger, S Parr, M Randle, G Sinclair, A Watkin

Also Present: Mrs G Bailey, Parish Clerk/RFO, Mrs V Brain (taking Minutes)

Public Open Session

There were no members of the public present.

T Bate was welcomed to his first meeting since becoming a Councillor for Stirchley and Brookside Parish Council.

CE/16/10 **To receive apologies and declarations of interest in non-pecuniary matters.**
Apologies were received from Mrs J Loveridge (unwell) and accepted unanimously.

There were no declarations of interest in non-pecuniary matters.

CE/16/11 **To receive the minutes of the last meeting held on Tuesday 7th June 2016.**

a) CE/16/04/d Mrs Bailey explained that some local footpaths have been surfaced with a cement slurry filling that is supposed to settle down into an acceptable covering. However there have been some problems and it may be necessary to replace the slurry filling with a tarmac surface.

b) CE/16/08 Mrs Bailey said that she had not yet had time to carry out her actions regarding the allotments.

c) CE/16/09/c R Breeze said that parking in the residential roads near the Town Park is still a problem, with inconsiderate parking by visitors to the Park. Becky Eade has offered to visit the Parish Council to talk about parking, but no date has been set yet. Mrs Bailey has e-mailed Becky Eade for an update and is awaiting a response.

It was proposed by M Randle, seconded by G Sinclair and **agreed** to receive the minutes of the last meeting. The Chair signed the minutes.

CE/16/12 **To receive reports of any action taken since the last meeting**
Actions mentioned in Minute CE/16/11 above were noted.

CE/16/13 **To receive the Skills Festival 2016 Report**

The event went well, with a good number of agencies attending, plus over 50 local people and young people. There had been some good feedback from agencies. The event cost £27.20 less than its budget of £565.

T Bate was thanked for the BBQ provided by Shropshire Events.

Mrs Bailey's suggestions for improving the event next year were:

- Look at changing the date and timing of the event
- Change the venue for the event
- Find a contact within Telford Park School (this would also be helpful for other Parish Council projects).

It was **agreed** to receive the Skills Festival 2016 report.

Community Project Officer Report for Council 01/08/2016

Supporting the community

1. **TJ's Timber Junction** – A social enterprise that takes old unused materials, wooden crates or scrap wood, and turns them into new pieces of furniture, decorations, bird boxes or planters. At present I am helping the group look into storage possibilities. I am in contact with Phil Heywood from Wrekin Housing Trust to discuss the options of using garages in Brookside near Telford Bikes compound. The group are aiming to set up a CIC (Community Interest Company) in the near future, I will be supporting this project offering my on-going help through the start-up stages, including looking at funding streams available to them.
2. **Hug Craft Group (Happy Upcycling Group)** – This community group were granted funding from Brookside Big Local. I helped the group to put a Constitution in place so that they were able to set up a community bank account with FairShare. I have contacted Brookside Big Locals insurance company to make sure that this group and their activities will be covered.
3. **Recharge** – I have been supporting Rebecca Blount and her volunteers. I have been assisting Rebecca with funding tenders and bid writing. The recharge project is based in Brookside at the present time and has been awarded Police Crime Commissioner funding to work with young people from the area to combat Anti-Social Behaviour. So far the project has set up;
 - A youth café at The Sambrook Centre on Thursdays and Fridays 3pm-5pm. Starting 04/08/16.
 - A Thursday night football session at Stirchley Rec
 - A cannabis support group
 - A mental health support group

Recharge will soon be offering;

- Boxing sessions in Brookside
- A young parents project

Volunteers

1. **In the community** - I have been supporting CICs in the area to try to boost volunteer retention. The CICs that offer good incentives tend to retain the volunteer for longer periods.
2. **In the Parish Council** – I have been working on a new volunteer policy, application process and job descriptions. So far I have identified four areas that the Parish Council are in need of volunteers. I have written job descriptions for the following positions;
 - Library Volunteer
 - Children's Worker Volunteer
 - Events Volunteer
 - English Skills Coach Volunteer

I currently have 5 volunteers registered with the Parish Council, interested in various opportunities. Since the news about the Parish Council taking management of the library service I have had many local people interested in volunteering to maintain that the library continues to be staffed and remain open.

Success Stories

1. **Cherrington Play Area** – After talking to a local child minding group a disused patch of land was identified for rejuvenation. The area was re-surfaced and line painted with designs chosen by local children. After submitting a press release and article and photograph was published in the Shropshire Star on Saturday 30th July 2016.
2. **Bench at Madebrook Pools** – Alec Connah and myself, visited my options in Horsehay to discuss having a new picnic bench and table designed and installed near the Madebrook pools. Since the picnic area was installed it has been very well used.

Appendix C

Delegation Scheme for Stirchley Allotments Site

The purpose of the delegation scheme is to give clarity about, and ensure decisions are made in a timely manner.

Parish Clerk / delegated officer	<ul style="list-style-type: none">• Matters regarding individual plots• Applications for sheds which fall within the scope of the existing policy• Matters requiring urgent attention• Matters which the Clerk determines should be referred to the committee
Community and Environment Committee	<ul style="list-style-type: none">• Applications for sheds / structures / containers etc which fall out outside existing agreements.• Breaches of tenancy agreement• Matters regarding communal areas (paths etc)• Allotment rents• Expenditure within committee budget• Tree works
Full Council	<ul style="list-style-type: none">• Matters which the Community and Environment Committee determines should be referred to Full Council• Expenditure outside budget.

August 2016

Appendix D

Telford & Wrekin Council have undertaken a comprehensive review of its Hackney Carriage and Private Hire licensing policies and conditions.

The draft documents can be viewed on the [Council's Website](#) or alternatively copies of the documents are available for viewing in the Borough's libraries and in the receptions at Darby House, Addenbrooke House and Southwater One, Telford.

All proposed amendments to the Council's policies and conditions of licence are highlighted in red. The Council's main consideration in reviewing the Council's policies and conditions of licence has been to ensure that public safety has been a priority at all times. The Council's priorities of Protecting and Creating Jobs as a Business Winning Council and of Protecting and Supporting our Vulnerable Children and Adults form an integral part of the review.

I would be pleased to receive any comments you might wish to make in writing to the address below or email licensingconsultation@telford.gov.uk by **31st October 2016** at the latest.

Kind regards

Suzanne

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