

FULL COUNCIL

Minutes of the **Stirchley and Brookside Parish Council** held on:-
Tuesday 24th September 2019 at the **Sambrook Centre** at **6:00pm**

Present: Councillors: Mrs J Loveridge (Chair), M Randle (Vice-Chair), R Breeze, ARH England, J G Loveridge, S Parr, S Roberts, G Sinclair, and C Turley.

Also Present: Mrs G Bailey (Parish Clerk/RFO), Mrs S Middleton (Deputy Clerk) and Mr C Corbett (Committee Secretary – taking the minutes)

Public Open Session

There was one member of the general public present, Mr Brian Edwards, who didn't make any comments but observed proceedings as being generally interested in the business of the Parish Council.

No comments were expressed by the Public.

FC/19/42 APOLOGIES AND DECLARATIONS OF INTEREST

Apologies were received from Councillor N England, (family commitments) and A Watkin (family commitments) and were unanimously accepted.

Cllrs T Bate and Mrs A Corcoran were also unable to attend the meeting.

FC/19/43 MINUTES

RESOLVED – that the minutes of the last meeting of the Council held on 18th June 2019 be approved as a true record and signed by the Chair.

FC/19/44 MATTERS ARISING

None.

FC/19/45 BROOKSIDE TRAFFIC CALMING

The Parish Clerk reminded the Council that in June 2019 Telford & Wrekin highways presented a report to Council detailing proposals for road safety improvements on Brookside Avenue. It was agreed to support the options recommended in the report which were: Option 2: school safety zone and Option 3: Parking restrictions and lining of parking bays

Revision two of the consultation (dated September) addresses concerns raised by members including:

- the dangerous crossing area near to the roundabout,
- the removal of subways without replacing them with safe crossing alternatives and
- the poor visibility due to parked vehicles and the curve of the road near to Blakemore / Bishopdale for residents trying to cross to the bus stop
- Speeding traffic in Burford.

The report now before the Council offered four options which could be delivered **in addition** to the school safety zone which will be delivered as part of the Borough wide School Safety Scheme programme.

The options are:

Option 1: Traffic calming – raised crossing close to the entrance of Holmer Lake school

Option 2: Parking restrictions and lining of parking bays

Option 3: Install refugees / improve markings to highlight presence of crossing area

Option 4: Install parking restrictions opposite the bus stops Blakemore / Bishopdale.

It was recommended that the 4 options be delivered together.

With regard to speeding on Burford: The report noted that the physical speed restrictions would be most appropriate; that would need to be delivered on a future works programme. Speed cushions around Brookside Avenue were showing signs of wear and tear and would be addressed as part of the reactive maintenance programme.

Comments were expressed regarding the need for a pedestrian crossing of some nature adjacent to the “Leaning Bus Stop” at Brookside; and that some of the Speed Humps were at too steep an approach angle and were damaging to disabled and injured vehicle users.

During the debate on the proposals it was considered appropriate to obtain more information on the detailed proposals and to that aim it was suggested that the T&W Officer with responsibility for the proposals, Mr Adam Brook, be invited to a session prior to the next meeting to address Members and answer their comments.

It was proposed by Cllr A R H England and seconded by Cllr R Breeze and subsequently unanimously **RESOLVED that the matter be deferred and that an invitation be conveyed to Mr Adam Brook of T&WC Highways Division to attend prior to the next meeting.**

FC/19/46 PARISH CLERK’S REPORT

The Parish Clerk tabled a report that highlighted various issues including :-

The Sambrook Centre, proposed Christmas opening times

Monday 23rd December – open

Tuesday 24th December – open 9am to 1pm

Wednesday 25th – 26th – closed – bank holiday

Friday 27th December – open 9am to 1pm

Monday 30th December – closed

Tuesday 31st December – closed

Wednesday 1st January – closed – bank holiday

Thursday 2nd January – open as usual

It was proposed by Cllr J G Loveridge and seconded by Cllr S Roberts and subsequently unanimously **RESOLVED that the above closing times at the Sambrook Centre for Christmas 2019 be approved.**

Promotional Water Bottles



The Deputy Clerk had researched a number of options for water bottles to promote the newly installed water refill station. The most cost effective option was a white / clear durable and re-usable plastic bottle. BPA free. With green logo as per the example shown to the left.

It was proposed by Cllr M Randle and seconded by Cllr A England and subsequently unanimously **RESOLVED** that the expenditure of some **£340 for promotional water bottles be approved.**

Signage for Stirchley library



The Parish Clerk expressed a need to obtain some internal signage for the Community Library as per the above sample at a cost of £140 for white vinyl lettering.

Following a vote on a recommendation to support the expenditure of £140 on the signage at which the voting was 4 vote for and 5 votes against the proposed sign.

It was further proposed by Cllr S Roberts and seconded by Cllr S Parr and subsequently **RESOLVED** that **Cllr Roberts be requested to get further information/ideas on signage for the Community Library from local arts/community groups to bring to the next meeting for consideration.**

Summer Holiday Activities

During the summer holidays a partnership including the Parish Council with Brookside Big Local and SYA, delivered a total of 46 activity sessions, cinema trips, Tobogganing, a trips to AFC Telford, Rhyl and Arthog, first aid courses and graffiti and drumming sessions.

We are in the process of planning October half term activities. A group of parents will be running the sessions at the Sambrook Centre; allowing Big Local to focus on improving take up at Brookside Central.

Neighbourhood Plan

Work has re-started on the plan; consultations took place at a family day at the Mallard and at our own Fun Day. A survey monkey questionnaire has been circulated widely and two more – coffee and cake type events are planned. The Clerk was now working on a

summary report so that we can determine how many days technical support will be required and apply for appropriate funding.

Upcoming Events

Saturday 12th October: Neighbourhood Plan Consultation – The Sambrook Centre

Thursday 21st November: Coffee morning in aid of Severn Hospice – collection of tickets for Pensioners Party

Thursday 5th December: Christmas in Stirchley

Thursday 12st December: Pensioners Party

The Clerk hoped as many Councillors as possible were able to attend to support the events.

FC/19/47 MONTHLY FINANCIAL REPORTS

The monthly receipts and payments report and the monthly investment report, together with the monthly payroll reports for August and September 2019 were presented to the Council for approval.

It was proposed by Cllr C Turley and seconded by Cllr R Breeze and subsequently unanimously **RESOLVED that the Monthly Receipts and Payments report for July 2019, as presented to the Council, be approved.**

It was proposed by Cllr A England and seconded by Cllr S Roberts and subsequently unanimously **RESOLVED that the Monthly Cash Control report for August 2019, as presented to the Council, be approved.**

It was proposed by Cllr J Loveridge and seconded by Cllr R Breeze and subsequently unanimously **RESOLVED that the Monthly Payroll report for August 2019, as presented to the Council, be approved.**

It was proposed by Cllr J G Loveridge and seconded by Cllr S Parr and subsequently unanimously **RESOLVED that the Monthly Receipts and Payments reports for August 2019, as presented to the Council, be approved.**

It was proposed by Cllr C Turley and seconded by Cllr G Sinclair and subsequently unanimously **RESOLVED that the Monthly Cash Control report for September 2019, as presented to the Council, be approved.**

It was proposed by Cllr R Breeze and seconded by Cllr S Parr and subsequently unanimously **RESOLVED that the Monthly Payroll report for September 2019, as presented to the Council, be approved.**

FC/19/48 ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN

Members were requested to approve the completed Annual Governance Statement 2018/19 (Section 1)

It was proposed by Cllr S Roberts and seconded by Cllr S Parr and subsequently unanimously **RESOLVED that the Annual Governance Statement 2018/19, as presented, be approved.**

FC/19/49 BIG LOCAL

Consideration was given to a proposal for a joint funded post between Brookside Big Local and Stirchley and Brookside Parish Council, to develop and lead an environmental volunteer project.

The purpose would be to create a 30 hour per week post to develop, coordinate and lead volunteers in delivering the: Our Environment: Clean, Safe and Green theme in the Brookside Big Local plan within the local plan area (inside Brookside Avenue) extending to throughout the parish.

The post holders work plan would include:

- Progressing the Brookside Big Local 'Our Environment: Clean, Safe and Green' theme
- Recruiting and maintaining a volunteer workforce
- Regular litter picks across the parish
- Fly tipping awareness
- Basic environmental work
- Supporting local Friends of Groups
- Work with the Parish Environmental Team on specific projects
- Liaising with environmental partners: TWC, Idverde, Veolia
- Strengthening partnership working relations.

The post holder would also be responsible for the Brookside Big Local mini-bus and van ensuring they are well maintained and available for use by the community and commercial hire.

It was proposed for a 30 hour a week post at scale 13 for a fixed term of two years, initially, ending October 2021. It was unlikely that we would be able to fill the post before mid-November at the earliest

The full costs of the post were explained in detail in the report before Members.

To support the project, funding will be required for equipment (purchase and maintenance) and training. Employment and insurance costs can be absorbed into general running costs for the Parish Council. A breakdown of costs and proposed funding is given below

The proposal was for a 50% split in cost following successful grant applications to Telford & Wrekin Council and Veolia.

The Parish Council holds the employment contracts for Brookside Big Local would therefore act as 'Employer'.

This proposal is to be discussed at the Big Local partnership meeting to be held on Thursday 19th September.

If the Big Local partnership is and Parish Council were in agreement. A draft job description, person specification and advertisement could be agreed by the Personnel Sub Committee.

It was proposed by Cllr A R H England and seconded by Cllr J G Loveridge and subsequently unanimously **RESOLVED that approval and support be given to the creation of an Environmental Volunteer Project Officer post, subject to consideration and approval at a Big Local Partnership meeting; and consequently for a job description, person specification and advertisement to be agreed by the Personnel Sub-Committee.**

FC/19/50 “THE PAPERLESS MEETING”

The Council received a report that appraised Members with a proposal to equip Members of the Parish with electronic tablet equipment to use at Council & Committee meetings and sought approval for the acquisition of the necessary equipment.

It has been thought necessary for some time to move to the concept of a “paperless meeting”. To this end it was proposed to introduce “Tablet equipment” to the meeting room to access the agenda and reports. Members were requested to give consideration to the level of equipment needed and authorise the necessary expenditure. It was suggested that Members may wish to use a part of their Allowance to purchase the Tablet, possibly payable on a monthly basis.

Comments were express regarding the fact that some Members had already brought Laptop/Tablet equipment to the meeting to access the agenda and reports from the web site.

There was general support for the initiative from Members and it was thought it was up to individual Members to further the initiative as appropriate. Parish Clerk to e-mail all Members.

FC/19/51 MINUTES OF COMMITTEES

Members received, for information, the minutes of: - the Community and Environment Committee held on 10th September 2019

FC/19/52 CORRESPONDENCE

To receive any correspondence requiring action.

The Clerk highlighted a presentation from St James Church to the Parish Environmental Team on the next day at the Sambrook Centre at 10.00am to recognise the good work of the Team achieved in the churchyard and surrounding area.

FC/19/53 COUNCILLOR’S REPORTS

The meeting received any reports from councillors on current matters in the parish.

Cllr C Turley commented on the SIDs (Speed Indication Devices) on Grange Avenue and Randlay Avenue.

Cllr J G Loveridge commented on the work of IdVerde staff and a complaint of not picking up litter in the area.

Cllr A England welcomed the maintenance and pruning of bushes at Brookside to prevent anti-social behaviour.

Cllr R Breeze was pleased at the open weekend that was well attended recently at st James Church.

Cllr G Sinclair commented on the paths around Holmer Lake and the excessive use of weed killer by IdVerde operatives. It was suggested that Phil Haig from IdVerde be invited to the next meeting.

Meeting finished at 7.17 pm

Chair

Date.....

