

FULL COUNCIL

Minutes of a **Meeting of Stirchley and Brookside Parish Council** held on:-
Tuesday 30th January 2018 at the **Sambrook Centre, Stirchley** at **6:00pm**

Present: Councillors: M Randle (Vice-Chair in the chair),
T Bate,
R Breeze,
ARH England,
J Loveridge,
Miss S Roberts,
and A Watkin.

Also Present: Mrs G Bailey (Parish Clerk/RFO), Mrs S Middleton (Deputy Clerk/Community & Facilities Manager- taking the minutes)

Public Open Session

There were no members of the general public present.

FC/17/67 APOLOGIES AND DECLARATIONS OF INTEREST

Apologies were received from Cllr S Parr (Operation), Cllr R Fagan(Illness) , Cllr Mrs J Loveridge (illness), Cllr G Sinclair (other business), and Cllr Mrs L Hogger(other party business) were accepted by the Council.

Cllr C Turley sent a letter that was read to members requesting a Leave of Absence for 6 months, due to his wife's illness. He stated that he would still like to be kept in touch with what was happening, and that was accepted by the Council.

FC/17/68 MINUTES

It was proposed by Cllr J Loveridge and seconded by Cllr T Bate and unanimously **RESOLVED that the minutes of the last meeting of the Council 28th November 2017 be approved and signed by the Chair.**

FC/17/69 MATTERS ARISING

To receive reports on action taken arising from the last meeting. Received and noted, no actions required.

FC/17/70 PARISH CLERK'S REPORT

The Council received the Parish Clerk's Report that highlighted various matters including Problems with empty buildings in Stirchley, Anti-Social Behaviour in Stirchley District Centre, Developing Youth Services, Fairshare move into the Sambrook Centre, Staffing, Brookside Central, Lighting in Stirchley and a Handrail outside the Sambrook Centre.

FC/17/71 MONTHLY FINANCIAL REPORTS

The monthly receipts and payments report, the monthly investment report and the monthly payroll report were presented to the Council for approval.

It was proposed by Cllr A England and seconded by Cllr R Breeze and subsequently unanimously **RESOLVED that the Monthly Financial Reports, as presented to the Council, be approved.**

FC/17/72 TELFORD & WREKIN BUDGET POSITION

Members noted the position of Telford & Wrekin Council regarding the budget for 2018/19 as reported by the T&W Cllrs present at the meeting.

FC/17/73 BUDGET 2018/19

The Council considered the budget report for the financial year 2018/19. The Parish Clerk explained content of the report and the how the figures had been calculated. The budgets for each committee had already been agreed at the relevant committee.

It was proposed by Cllr R Breeze and seconded by Cllr J Loveridge and unanimously **RESOLVED that the Budget for 2018/19 be approved.**

FC/17/74 PRECEPT 2018/19

Members considered a report that outlined a parish precept for the year 2018/19. The Parish Clerk explained the various options, the content of the Council Tax Support Grant and the content of the various parish accounts.

It was proposed by Cllr A England and seconded by Cllr J Loveridge and unanimously **RESOLVED that Option 1 a Precept of £255,459, with a 0% increase, be approved.**

FC/17/75 PARISH COUNCIL RESERVES

Consideration was given to a report and policy relating to Parish Council Reserves. The auditor recommended that a policy be established. It was agreed that a five month reserve would be kept, of approximately £78,000.

Councillors agreed that a spending policy should include Youth and Community projects, Environmental projects and Building maintenance.

It was proposed by Cllr S Roberts and seconded by Cllr A England and unanimously **RESOLVED that the Reserve Policy be agreed and that the Reserves, set at £78,000, be approved.**

FC/17/76 SAMBROOK CENTRE – PROGRESS OF REFURBISHMENT WORKS

The Clerk reported that there has been no change to the building works since October 2017. The Clerk would like to arrange a meeting with the Builders, Project Manager and Councillors to discuss snags and finishing the project. Cllr A England agreed to attend.

The Clerk presented a report on potential additional items of refurbishment works at the Sambrook Centre. There were three quotes for electrical works and members discussed each.

It was proposed by Cllr R Breeze and seconded by Cllr A England and unanimously **RESOLVED that the quote from PP Electrical be approved.**

The condition of the Boiler Room door was discussed and it was considered that a quote for a "Trellor" concertina door be obtained by the Deputy Clerk and submitted to the next meeting.

External lighting at the Sambrook Centre was also discussed.

It was proposed by Cllr R Breeze and seconded by Cllr A England and unanimously **RESOLVED that two lights be fitted on the front of the building, as part of the electrical works, be approved.**

FC/17/77 TRAINING

Members consider expenditure for the following staff training measures :-

- a. The funding (£230 +VAT) of a First Aid Refresher Course for the Environmental Services Officer.
- b. CiLCA Training for the Deputy Clerk (£250)
- c. ROSPA Training for Play Area Inspections for the Environmental Services Officer (£545.00 for 3 years).

It was proposed by Cllr M Randle and seconded by Cllr J Loveridge and unanimously **RESOLVED that the expenditure, as outlined above, be approved.**

FC/17/78 YOUTH WORK PROVISION

A report was presented on the Targeted Youth Work in the Parish. The cost of 4 sessions for 6 people was in the region of £500-600 and would be used as a pilot scheme for future groups. Groups would be held at both Stirchley and Brookside.

It was proposed by Cllr J Loveridge and seconded by Cllr T Bate and unanimously **RESOLVED that the Youth Work provision be approved.**

FC/17/79 LICENCE WITH BROOKSIDE CENTRAL C.I.O.

The Clerk presented a proposal for a licence arrangement with Brookside Central C.I.O. Cllr J Loveridge declared an interest as he was a Trustee of the CIO.

It was proposed by Cllr A England and seconded by Cllr M Randle and unanimously **RESOLVED that a licence with Brookside Central CIO be approved.**

FC/17/80 BROOKSIDE OUTDOOR GYM

Members considered a proposal for an Outside Gym at Brookside, funded by Brookside Big Local that was also subject to a Service Level Agreement between BBL/S&BPC/T&W Council.

Cllr J Loveridge declared an interest.

The Clerk explained the concept of the outdoor gym and it was agreed the PE Team would check the equipment when they checked the park each week. BBL would grant the cost of the inspections to the parish council.

It was proposed by Cllr A England and seconded by Cllr M Randle and unanimously **RESOLVED that the Service Level Agreement be approved.**

FC/17/81 JOB CENTRE PLUS CLOSURES

The Council received, for information, notification of the closure of Job Centre Plus facilities at Madeley and Wellington.

The information was noted by councillors.

FC/17/82 MINUTES OF COMMITTEES

The Council received, for information, the minutes of: - the Community and Environment Committee held on 09/01/18 and- the Policy & Resources Committee held on 12/12/17.

An update on the Planning for Tunnel Cottages was received- amended plans re access had been received however Highways had objected. Hedge was part of Green Guarantee. The Planning Officer was keeping the Clerk updated.

FC/17/83 GRANT APPLICATION

Following a recommendation by the Community & Environment Cttee on 09/01/18, the Council was been requested to give consideration of a Grant Application from the Friends of Holmer Lake for a Community Notice Board. The grant request discussed and agreed.

It was proposed by Cllr R Breeze and seconded by Cllr J Loveridge and unanimously **RESOLVED that the grant be approved.**

FC/17/84 CORRESPONDENCE

The Council received correspondence requiring action.

- a. Newsletter from Telford & Wrekin giving details of the Bridge work going on to replace the railway station bridge.
- b. A note from Telford & Wrekin about resurfacing work that would take place south bound on A442 on 26th February 2018.

FC/17/85 COUNCILLOR REPORTS

- a. Councillor reports on current matters relating to the Parish - Cllr S Roberts reported she had been to meeting at Telford Park school with Holly Rigby, the students who would be interested in having a talk from the Parish Council, she would arrange this.
- b. Members receive an Annual Review 2017 from Cllr C Turley- this was circulated by email.
- c. An Autumn Report 2017 was also received from T&W Cllr C Furnival.

FC/17/86 EXCLUSION OF THE PRESS & PUBLIC

It was proposed by Cllr R Breeze, and seconded by Cllr S Roberts and subsequently **RESOLVED – that the press and public be excluded from the meeting for the following items of business on the grounds that they may involve the likely disclosure of exempt information in relation to any individual, as defined in paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972.**

FC/17/87 APPEALS SUB-COMMITTEE

The Council received the minutes of the Appeals Sub Committee held on 16th January 2018. It was agreed to accept the minutes and no further action required.

It was proposed by Cllr R Breeze, and seconded by Cllr S Roberts and subsequently **RESOLVED – that the Minutes be accepted.**

FC/17/88 PERSONNEL MATTER

The Council formally considered an appointment to the position of Community Projects Officer. Three candidates had been selected for interview. Keith Whitton had scored the highest at interview and the panel recommended that he be offered the post, with a 3 month probation period.

It was proposed by Cllr R Breeze and seconded by Cllr T Bate and subsequently unanimously **RESOLVED that Keith Whitton be offered the post.**

Chair.....

Date.....