

FULL COUNCIL

Minutes of a **Meeting of Stirchley and Brookside Parish Council** held on:-
Tuesday 28th November 2017 at Brookside Central, Brookside at 6:00pm

Present: Councillors: Mrs J Loveridge (Chair), M Randle (Vice-Chair), T Bate, ARH England, Mrs L Hogger, J Loveridge, G Sinclair, C Turley and A Watkin.

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

Inspector Paul Arnold and Constable Ben Hopwood of West Mercia Police, together with Paul Fenn of Telford & Wrekin Council

Mrs Jacki Hauenstein (Centre Manager, Brookside Central)

Public Open Session

There were no members of the general public present.

FC/17/50 COMMUNITY POLICING

Cllr A England introduced Inspector Paul Arnold & Constable Ben Hopwood of West Mercia Police and Paul Fenn of Telford & Wrekin Council who gave a presentation regarding Community Policing matters in the locality.

Inspector Arnold highlighted the recent increase in demand for local policing services after the London/Manchester terrorism acts and indicated the limited police resources in Telford to cover the new town and surrounding district centres. However, there was an enhanced level of Priority Areas in Telford including Brookside, who would have 2 dedicated police officers plus 3 Community Support Officers for the area.

Paul Fenn indicated that T&WC had used an Intervention Model for many years to support parents of offenders. Inspector Arnold referred to Criminal Behaviour Orders used to control offenders activities.

The Clerk referred to recent anti-social behaviour at the Sambrook Centre and a forthcoming meeting to address the matters including involvement with organisations such as Shropshire Youth and Recharge. It was also important to site community resources, such as Youth Shelters and Outdoor Gyms, appropriately for maximum use and effect.

Cllr England summarised some action points to emerge from the meeting including the attendance of Police Officers at forthcoming Full Council Meetings, Paul Fenn to make links with T&WC and Paul Schoffner to meet next week to discuss issues with Cllr England offering to support and attend meetings with T&WC as appropriate

The use of Community Facebook was discussed and Inspector Arnold was particularly keen to be involved and quoted as appropriate.

The Chair thanked the Police Officers and Borough Council Officer for attending the meeting

FC/17/51 APOLOGIES AND DECLARATIONS OF INTEREST

Apologies were received from Cllr R Breeze (illness), Cllr S Roberts (business commitment) and Cllr R Fagan (illness) and were accepted by the Council.

FC/17/52 MINUTES

It was proposed by Cllr J Loveridge and seconded by Cllr M Randle and unanimously **RESOLVED that the minutes of the last meeting of the Council 26th September 2017 be approved and signed by the Chair.**

FC/17/53 MATTERS ARISING

The Council received reports on action taken arising from the last meeting, and particular reference was made by the Parish Clerk regarding the excellent new boiler installed for the Sambrook Centre.

FC/17/54 FAIRSHARE CREDIT UNION

The Clerk reported that Mr John Harrower of the Fairshare Credit Union was unable to attend the meeting and that it was important to talk to him regarding the future operations. It was suggested that a working party be formed to meet with Mr Harrower and report back to the next meeting.

It was proposed by Cllr J Loveridge and seconded by Cllr A England and unanimously **RESOLVED that a Working Party comprising Cllrs G Sinclair, A Watkin, Mr J Loveridge and ARH England, be formed to meet with Mr Harrower and report back to the next meeting.**

FC/17/55 PARISH CLERK'S REPORT

The Council received the Parish Clerk's Report that highlighted various matters including the suggested early closing of the Sambrook Centre to enable staff to attend a festive meal, the new General Data Protection Regulations, VAT, Anti-Social Behaviour at the Sambrook Centre, purchase of DIY and Laptop equipment and school Governor role for the Gillian Bailey at the Grange Park school.

It was proposed by Cllr J Loveridge and seconded by Cllr T Bate and unanimously **RESOLVED that authority be given for the Sambrook Centre to close at 12pm on 22nd December 2017 to enable staff to attend a Christmas meal event, the purchase of an Impact Drill (est £350) and a Laptop computer plus anti-virus software (est £400) be authorised and the governorship by Gillian Bailey at the Park School be recognised.**

FC/17/56 MONTHLY FINANCIAL REPORTS

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

The monthly payroll report was not presented and would be included on the Policy & Resources Committee on 12th December 2017.

It was proposed by Cllr M Randle and seconded by Cllr T Bate and subsequently unanimously **RESOLVED that the Monthly Financial Reports, as presented to the Council, be approved.**

FC/17/57 SUMMARY OF EXPENDITURE AGAINST BUDGET 2017/18

The Council considered a report that outlined expenditure against budget for the current year.

It was proposed by Cllr A England and seconded by Cllr M Randle and unanimously **RESOLVED that the report outlining expenditure against budget for the current year be approved.**

FC/17/58 LEASE FOR BROOKSIDE CENTRAL

The Chair suggested that the report from the Parish Clerk regarding a lease for Brookside Central be moved into the “confidential” section of the agenda because of the likely disclosure of Exempt Information.

It was proposed by Cllr Mrs J Loveridge and seconded by Cllr M Randle and unanimously **RESOLVED that the agenda item be moved into the “confidential” section of the agenda because of the likely disclosure of Exempt Information.**

FC/17/59 INTERIM INTERNAL AUDITORS REPORT

Members received the interim report from the internal auditor, and considered recommendation arising therefrom. The recommendations contained within the report were accepted and aimed to be implemented.

FC/17/60 MINUTES OF COMMITTEES

The Council received, for information, the minutes of :- the Community and Environment Committee of 7th November 2017, the Policy & Resources Committee of 24th October 2017 and the Audit Sub-Committee of 9th November 2017.

FC/17/61 THE SAMBROOK CENTRE

The Clerk presented an update report on building works at the Sambrook Centre. The report highlighted that the works had continued beyond the targeted completion date. The works had been undertaken whilst the Centre remained open to the public, and to date, the project was on target within budget.

FC/17/62 CORRESPONDENCE

None.

FC/17/63 COUNCILLOR REPORTS

The committee received Councillors reports as follows:-

- a. Cllr A Watkin – unregistered motor bikes – urged to report to police for a risk management plan to be considered.
- b. Cllr A England – motor bikes at Burford
- c. Cllr J Loveridge – general rubbish & litter
- d. Cllr Mrs J Loveridge – local fireworks and bonfire good and on time.
- e. Cllr L Hogger – trees done.

FC/17/64 EXCLUSION OF THE PRESS & PUBLIC

It was proposed by Cllr L Hogger, and seconded by Cllr A England 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/17/65 PERSONNEL SUB COMMITTEE

Members received the minutes of the Personnel Sub Committee, and consider recommendations contained therein.

It was proposed by Cllr J Loveridge and seconded by Cllr M Randle and **RESOLVED that the appointment of a temporary Community Project Officer for 15 hrs per week be approved.** Cllr A Watkin abstained from the vote.

It was proposed by Cllr J Loveridge and seconded by Cllr M Randle and unanimously **RESOLVED that the Deputy Clerk be allowed 12 study days leave for the CiLCA qualification (to be reviewed if required).**

FC/17/66 COMMUNITY PROJECTS OFFICER

The Clerk presented a proposed Job Description for the Community Projects Officer position to be filled on a permanent basis, and sought agreement for the recruitment process and budget.

It was proposed by Cllr A England and seconded by Cllr J Loveridge and unanimously **RESOLVED that the Community Project Officer Job Description be approved for use, including in advertising the post on the Web Site and local networks; and that the budget of £200 for the process be approved.**

FC/17/58 LEASE FOR BROOKSIDE CENTRAL

Cllr ARH England declared a non-pecuniary interest in the agenda item and abstained from voting on the matter.

The Council considered a report from the Parish Clerk regarding a lease for Brookside Central (a copy of the draft lease was appended to the report. In answer to a question from Cllr A Watkin, the Parish Clerk confirmed that the draft lease had been assessed and checked by the Parish Council's legal advisers – Clarkes Solicitors.

The lease was a 40 year full repairing lease from 1st April 2017. The tenant may with three months written notice 'determine' the tenancy at five year intervals.

If approved, there would then be a need to issue a licence agreement for Brookside Central CIO to operate, insure and maintain the building.

It was proposed by Cllr Mrs J Loveridge and seconded by Cllr M Randle and **RESOLVED that the draft lease be approved and be signed by two Parish Councillors and witnessed by the Parish Clerk.**
Cllr England abstained from the vote.

Meeting finished at 7.32 pm

Chair

Date.....