

POLICY & RESOURCES COMMITTEE

Minutes of a meeting of the reconvened **Policy & Resources Committee**, (following the adjourned inquorate meeting of 25th July '17) held on **Tuesday 1st August 2017** at 6.00 pm, at the Sambrook Centre, Stirchley.

Present: Councillors: R Breeze, R Fagan, ARH England, Mrs J Loveridge (ex-officio), J Loveridge, S Parr, M Randle, A Watkin (at 6.09pm).

Also Present: Mrs G Bailey - Parish Clerk/RFO, Mrs S Middleton - Deputy Clerk/Community & Facilities Manager and Mr C Corbett - Committee & Finance Secretary (taking Minutes)
Councillor Miss S Roberts
Mr Nic Gauden and Kelly Davies of the Wrekin Landlords Association.

Public Open Session

There were no members of the public present.

PR/17/01 ELECTION OF A CHAIR

Members were required to elect a Chair of the Committee for 2017/18.

It was proposed by Cllr Mrs J Loveridge and seconded by Cllr J Loveridge and unanimously **RESOLVED - that Cllr A R H England be elected to the position of Chair of the Policy & Resources Committee for 2017/18.**

PR/17/02 APPOINTMENT OF A VICE-CHAIR

Members were requested appoint a Vice-Chair of the Committee for 2017/18.

It was proposed by Cllr J Loveridge and seconded by Cllr M Randle and unanimously **RESOLVED - that Cllr R Breeze be appointed to the position of Vice-Chair of the Policy & Resources Committee for 2017/18.**

PR/17/03 APOLOGIES

Apologies were received from Cllr C Turley (personal matter) and were accepted by the Committee.

It was also reported that Cllr Watkin may be late in attending the meeting due to work commitments and travel from a distance to the meeting.

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

PR/17/04 WREKIN LANDLORDS ASSOCIATION

The Committee received a presentation from Mr Nic Gauden and Kelly Davies, representing the Wrekin Landlords Association, regarding the T&W Council proposal for a Selective Licencing Scheme in certain areas of the Borough including Brookside.

The Chair made it clear to the meeting that the Parish Council was a consultee in the proposal process and would be making representations direct to the Borough Council.

Mr Gauden clearly defined an HMO (House in Multiple Occupation) and referred to the licencing proposal at the London Borough of Greenwich. Details of the scheme had been circulated to Members of the Committee prior to the meeting. The Greenwich scheme was for the whole of their Borough and not for selective areas as at Telford. In fact, he said, the Brookside boundaries omitted many HMO's adjacent to the boundaries.

The Chair requested of Mr Gauden that he submit the WLA's representation and views direct to the T&W Borough Council.

Kelly Davies addressed the Committee and explained that she was Secretary of the WLA and also operated an independent accredited Letting Agency (Richardsons) in Telford with some 400 properties. She referred to the "discriminatory boundaries" being suggested for the licencing areas in Telford, and why were Social Landlords being exempt from the proposals.

She stated that it would also be more appropriate to licence each landlord not each property. Many Landlords have many properties and would not require "vetting" more than once to be adjudged as an acceptable landlord etc.

Furthermore, landlords should be educated as to the changing nature of appropriate legislation pertaining to their properties etc.

Members generally considered that HMO's created certain issues in the community but there were various existing enforcement powers in place to address certain issues of safety and security etc.

One Member stated that the Borough Council were not allowed by law to licence Social Landlords.

Mr Gauden and Ms Davies left the meeting after giving their presentation. (6.42pm)

The Clerk reminded the Committee that the consultation period for the Licencing proposal ended on 21st August 2017.

They made a number of salient points that would form their response to the consultation, namely :-

- Landlords and tenants need to be considered
- There needs to be a fair level of charging
- The boundaries need to be reconfigured
- There needs to be separate licences for landlords and properties
- Tenants' rights need to be enacted upon
- Decent accommodation was a human right but profit margins are not!

It was agreed that the Committee's thoughts on the proposals be annotated and emailed to all Cttee Members for comment and then submitted to the Borough Council.

PR/17/05 MINUTES

It was proposed by Cllr ARH England and seconded by Cllr J Loveridge and **RESOLVED - that minutes of the meeting held on Tuesday 28th March 2017 be confirmed as a true record and signed by the Chair.**

PR/17/06 APPOINTMENTS TO COMMITTEES

Policy & Resources Committee

The Committee gave consideration to the vacant position on the Policy & Resources Committee – and to the 5 positions on the Personnel Sub-Committee and the 3 positions on the Appeals Sub-Committee.

It was proposed by Cllr M Randle and seconded by Cllr S Parr and **RESOLVED – that Councillor Miss Shana Roberts be appointed to the Policy & Resources Committee from immediate effect.**

Councillor Roberts took up her position at the Committee table for the remainder of the meeting.

Personnel Sub Cttee

RESOLVED – that Councillors Mrs J Loveridge, C Turley, ARH England, S Parr and A Watkin be appointed to the Personnel Sub-Committee for 2017/18.

Appeals Sub Cttee

RESOLVED - that Councillors R Breeze, S Roberts and M Randle be appointed to the Appeals Sub-Committee for 2017/18.

PR/17/07 CLERK'S REPORT

The Clerk presented a report that highlighted a number of planned summer activities at Stirchley and Brookside Centres. Also a number of grant applications had been submitted to various organisations by the parish Community Events Officer for £28,318 for lights and disabled access to the Sambrook Centre, £10,000 for sporting activities, and c£15,000 for a forest school area.

In addition to the report the Clerk highlighted an issue relating to the refurbishment of the Sambrook Centre. The identified Contractor for the second phase of the development had not started on site as expected and had not yet identified a start date.

Members enquired as to the merits of the alternative contractors that had tendered for the works and the Clerk explained the nature and prices given. If an alternative contractor from those tenders submitted or an alternative option was to be deemed preferable then it was suggested that an Emergency Committee be convened to consider a way forward.

RESOLVED – that the Clerks report be approved and, if necessary, a meeting of the Emergency Committee be convened to assess and agree a way forward for the second phase of the refurbishment works at the Sambrook Centre.

PR/17/08 FINANCIAL REPORTS

The Committee received reports for Month 3 on the following :-

- Receipts and Payments
- Cashflow and account management
- Payroll.

It was proposed by Cllr S Parr and seconded by Cllr M Randle and **RESOLVED - that the Receipts & Payments Report, the Cashflow & Account Management Report, and the Payroll report, as presented, be approved.**

The Committee considered suitable signatories for the Parish Accounts and

It was **RESOLVED - that Councillors Mrs J Loveridge, C Turley, Mrs L Hogger and ARH England be confirmed as signatories to the Parish Accounts.**

Furthermore, the Committee considered the assignment of delegate access for the Parish Council's on-line banking for the Deputy Clerk. The proposal was required as to deputise for the Parish Clerk in her absence for holidays and unforeseen absences etc.

It was **RESOLVED – that delegate access for on-line banking to the Parish Accounts be granted to the Deputy Clerk.**

PR/17/09 MADEBROOK POOLS

Agreement was sought for an application for a bid to Veolia for works at Madebrook Pools.

The bid was for improvements to access and habitat at Madebrook Pools Local Nature Reserve, reed bed management & relocation, angling peg refurbishment and resurfacing & raising of footpaths.

The works had been requested by the Telford Angling Association and Telford Disabled Anglers. T&W Council had approved the proposals and quotes had been supplied for the works.

Funding was now required for the proposals to proceed. The Parish Council and STROWP had satisfied the criteria for the application but needed to secure 20% of funding (£2,600) via T&W Council and the Pride in your Community funding project. The total project cost was some £13,000. If the application for funding was done by the Parish Council the VAT could be reclaimed.

RESOLVED – that an application be made by the Parish Council to Veolia for works at Madebrook Pools Local Nature Reserve.

PR/17/10 INSURANCE SERVICES

The Committee considered a report that itemised the insurance cover renewal matters for year July 2017/18. The renewal premium was £5,419.17.

It was proposed by Cllr ARH England and seconded by Cllr J Loveridge and **RESOLVED – that the renewal premium for Insurance Services 2017/18 of £5,419.17 be approved.**

PR/17/11 T&W DOG FOULING SCHEME for Stirchley & Brookside

The Committee considered a proposal by T&W Council for a Dog Fouling Awareness Scheme in the Parish. The scheme was for T&W Officers to identify Dog Mess in the Parish and remove accordingly. There would be no direct implications for the Parish Council.

The scheme was noted.

PR/17/12 LAMP POST POPPIES

Consideration was given to a proposal to obtain Lamp Post poppies from the Royal British Legion for the annual commemorations in November every year. The aim was to position large poppies on local lamppost in the Parish at a cost of £3 each at selected gateway lamppost locations in the parish.

It was proposed by Cllr J Loveridge and seconded by Cllr ARH England and **RESOLVED - that 50 Lamp post poppies at £3 each, totalling £150, be ordered from the Royal British Legion, for positioning on gateway lamppost locations in the Parish to be suggested and agreed by the Community & Environment Committee.**

PR/17/13 MEMBERSHIP OF S.T.R.O.W.P.

The Committee considered amending the membership of the South Telford Rights of Way Partnership for the Parish Clerk.

It was proposed by Cllr ARH England and seconded by Cllr S Parr and **RESOLVED - that the Parish Clerk be appointed to represent the Parish Council on the South Telford Rights Of Way Partnership (S.T.R.O.W.P.)**

PR/17/14 LOCAL COUNCIL AWARD SCHEME

A report on the Local Council Award Scheme was considered that outlined the levels of service to be attained via the scheme. Many of the criteria for the scheme were already being achieved by the Parish Council but it was thought that the intermediary level of a “Quality Award” could be possible by further achievement.

It was proposed by Cllr J Loveridge and seconded by Cllr ARH England and **RESOLVED – that the Parish Council undertake further works to achieve a “Quality Award” in the Local Council Award Scheme.**

PR/17/15 TRAINING POLICY

The Committee gave consideration to a new training policy for the Parish Council as appended to the agenda.

It was proposed by Cllr J Loveridge and seconded by Cllr S Parr and **RESOLVED - that the Training Policy, as appended to the agenda, be approved.**

PR/17/16 MINUTES OF COMMITTEES

Members received, for information, the minutes of the Community & Environment Committee held on 4th July 2017.

PR/17/17 CORRESPONDENCE – To receive any correspondence requiring action – none.

PR/17/18 COUNCILLORS REPORTS

The Committee received reports on matters relating to the Committee:-

- a. Cllr M Randle – continued fly tipping.
 - b. Cllr Mrs J Loveridge – congratulations to the Central Tots scheme and the Activity Group at Brookside Central for successful events
 - c. Cllr J Loveridge – problems with trees in Bishopsdale
 - d. Cllr R Fagan – fly tipping at Blakemore
 - e. Cllr S Parr – suggested Community Skips Pilot Scheme during certain daylight hours and staffed accordingly.
 - f. Cllr S Roberts – support for Community Skips.
 - g. GB – use Big Local for Community Skip initiative
- Cllr A England – Disabled access at 7 Briarwood , kerb & markings etc.

Meeting finished at 7.39 p.m.

Chair

Date.....