



**Minutes of a Meeting of the Full Council of Stirchley and Brookside Parish Council
held on Tuesday 11 July 2023 at 6:30pm at the Sambrook Centre, Stirchley**

Present: Cllrs C Lloyd (Chair), T Wood, A England, C Furnival, J Loveridge, G Sinclair, C Turley, S Vaughan-Hodkinson, A Watkin, C Addison, T Bate

In Attendance: C Maclean (Locum Clerk/RFO)

Members of Public: 1

Police: PCSO K Balaam, PCSO L Lloyd

FC/23/037 WELCOME

Cllr C Lloyd welcomed everyone to the meeting.

FC/23/038 APOLOGIES FOR ABSENCE

Apologies were received and noted from Cllr T Skidmore (post meeting).

FC/23/039 DECLARATIONS OF INTEREST

Interests were declared in agenda item FC/23/042 by Cllrs C Furnival, G Sinclair and S Vaughan-Hodkinson.

FC/23/040 PUBLIC QUESTION TIME

No questions or comments offered.

FC/23/041 POLICE REPORT

Cllrs welcomed PCSO K Balaam and PCSO L Lloyd of the SNT Brookside team who advised of the following:

- a. **Drugs Warrants:** three warrants had been served within the parish resulting in the confiscation of several hundred plants.
- b. **Off Road Bikes:** a separate Police email address has been established for reporting offroad bike activity. The PCSOs displayed the SmartTAG spray device which would be deployed where possible.
- c. **Holmer Lake:** Police aware of vehicle which appears to have been abandoned at Holmer Lake and a date for removal was awaited. Police seeking to have a Public Space Protection Order put in place for Holmer Lake to ensure dogs were kept on leads. There are plans for a mobile surgery to be held at Holmer Lake which they would like to be held jointly with the Parish Council.
- d. **Vehicles on Bembridge:** Police aware of concerns relating to untaxed cars on Bembridge along with vehicles being worked on in insecure conditions.

e. **Dogs Off Leads:** concerns noted in relation to dogs being allowed off the lead within Brookside play areas. Discussions being held with Telford & Wrekin Council to enable tickets to be issued to prevent this.

Cllr T Wood noted that the statistics relating to violence and sexual offences were far higher than the other reported categories and that this applied to both Brookside and The Nedge. Cllr T Wood enquired of the PCSO officers what action was being taken to address this situation. PCSO K Balaam advised that a risk management plan was in place which included a higher public presence within the community. Cllr T Bate enquired whether there was a further breakdown of factors behind the incidents of violence and sexual offences. PCSO K Balaam advised that this information was not to hand. Cllr T Wood expressed appreciation on behalf of the Parish Council for the team working to reduce incidents of crime. Cllr A England expressed appreciation over the improved Police visibility within the community.

FC/23/042 FRIENDS OF HOLMER LAKE AND MADEBROOK

Cllr C Furnival advised Cllrs that the planned presentation had to be deferred to a future meeting.

FC/23/043 MINUTES

a. To Approve the Minutes of the Full Council Meeting on 21 March 2023.

The Locum Clerk expressed apologies and advised that these minutes were still being drafted. These would be presented at a future meeting.

b. To Approve the Minutes of the Annual General Meeting of Full Council on 16 May 2023.

Proposed by Cllr T Wood, seconded by Cllr C Furnival and it was resolved unanimously that the Minutes of the Annual General Meeting of Full Council held on 16 May 2023 be adopted and that the Chairman sign these as a true record.

c. To Approve the Minutes of the Full Council Meeting on 13 June 2023.

The Locum Clerk expressed apologies and advised that the minutes were being drafted. These would be presented at a future meeting.

Cllr A Watkin joined the meeting at 6:57pm.

FC/23/044 MATTERS ARISING

None raised.

FC/23/045 PARISH CLERK'S REPORT

The Locum Clerk advised Cllrs of the following:

a. Citizens Advice

Cllrs noted the provision of the Agreement for Outreach Services between Citizens Advice and the Parish Council to cover the period 1 April 2023 to 31 March 2024. Cllrs noted the amount for the year was £5,250.00.

Proposed by Cllr T Wood, seconded by Cllr J Loveridge and it was resolved unanimously that the Agreement be signed on behalf of the Parish Council and the payment made.

Cllrs noted the statistics provided by Citizens Advice on the level of support provided to members of the community.

b. Parish Newsletter

Cllrs noted the plan to produce a newsletter at the end of the month to promote the parish council, councillors and community engagement.

Cllrs discussed the merit of distribution of the newsletter by Cllrs.

c. Financials

Cllrs noted the ongoing effort to address financial matters.

d. Community Open Day

Cllrs noted the proposal to hold an open day for the community within The Sambrook Centre on a Saturday late September. The date of 23rd September was agreed.

The proposal was to promote the centre, its library, community facilities and the teams that provide support. It would also be used for residents to meet Cllrs, the team and the Police. Attempts would also be made to gather feedback on future needs of the community.

PCSO K Balaam and PCSO L Lloyd expressed their thanks and left the meeting at 7:18pm.

e. Stay & Play

Cllrs noted the report where an approach had been received from Grange Park Primary School seeking assistance with their stay and play group. The Locum Clerk advised Cllrs that provision of a stay and play facility within The Sambrook Centre had been under consideration, although the request from the school enable more people to attend each session.

Proposed by Cllr T Wood, seconded by Cllr J Loveridge and it was resolved unanimously to support the school and provide resource to enable the group to continue.

f. The Sambrook Centre Roof

Cllrs noted further repairs were required to the roof and guttering at the front of the building.

g. Centre Room Bookings

The Locum Clerk advised Cllrs that a review of the users of The Sambrook Centre in evenings was under review. This was to ensure no safeguarding issues arose whilst the Centre was used for youth provision.

h. Casual Vacancy

Cllrs noted that there had been no call for a by-election following the resignation of Cllr L Powers. The Council would proceed with co-option.

i. Youth Council

Cllrs noted the proposal to establish a youth council. It was agreed that engagement with the local schools would assist in ensuring correct focus.

FC/23/046

PLANNING APPLICATIONS

- a. Cllrs noted receipt of advice of application TWC/2023/0439 and the proposed erection of a garden room at 77 Culmington, Stirchley.

Proposed by Cllr A England, seconded by Cllr J Loveridge and it was resolved unanimously that there was no objection by the Parish Council.

- b. Cllrs noted receipt of advice of application TWC/2023/0485 and the proposal to fell 1no oak tree at 52 Ludford Drive, Stirchley. Cllrs considered the impact and rationale for the felling of the tree. Cllrs noted the reports provided relating to the issues with the property and considered whether there was a requirement for a further independent assessment.

Proposed by Cllr J Loveridge, seconded by Cllr G Sinclair and it was resolved unanimously that the Parish Council object to the application.

- c. Cllrs revisited application TWC/2023/0154 and the proposed erection of 4no woodchip storage bays and upgrade of existing access route, 3no parking spaces, hardstanding and turning areas with associated works at land north of Stirchley Lane, Stirchley. Cllrs considered whether this land should be designated to the Town Park. Cllrs also noted the merits of signing up to the planning portal to ensure they kept up to date and could submit comments as individuals.

FC/23/047

ENVIRONMENTAL MATTERS

Cllrs A Watkin and C Turley declared their interests in relation to the topic relating to the allotments.

a. Allotments Provision and Maintenance

Cllrs noted all plots were currently rented out.

It was noted that there have been some works to improve the paths and communal areas.

It was further noted that following the provision of the grant from the Parish Council the Allotment Association had purchased tools for communal sharing and these were being well used.

Efforts were noted to continue in addressing the contaminated woodchip outside the site and reminders continue to be sent to Telford & Wrekin Council to have this removed. Cllrs considered the merits of the area being taped off.

Cllrs considered the merits of including the member of the public in the discussion.

Proposed by Cllr C Furnival, seconded by Cllr J Loveridge and it was resolved with one abstention to suspend Standing Orders.

Cllrs considered the merits of installation of a CCTV at the site.

Following the discussion Cllrs considered the reinstatement of Standing Orders.

Proposed by Cllr T Wood, seconded by Cllr G Sinclair and it was unanimously resolved to reinstate Standing Orders.

b. Gardening Service

Cllrs noted that service delivery was on track and the first round of hedge cutting had commenced.

c. Play Areas

Cllrs noted that there were no major issues in relation to the Parish Council's play areas. It was noted that a couple of the areas did not have their gates in place.

d. St James Church Cemetery

The Locum Clerk advised Cllrs that one of the memorial headstones had been identified as unsafe and the area had been cordoned off. It was agreed that attempts be made to contact the family responsible for the grave to advise of the work required.

FC/23/048

SAMBROOK CENTRE CCTV

Cllrs considered the merits of the installation of a CCTV at the foot of the ramp adjacent to The Sambrook Centre. Cllrs recalled the discussions at previous meetings where there was an opportunity to secure the unit with match funding from Telford & Wrekin Council.

Questions were raised in relation to understanding the Parish Council's commitments in relation to (i) maintenance and servicing costs; (ii) other obligations relating to the camera; (iii) storage location; and (iv) access to the data.

Concerns were shared between Cllrs in relation to the extent of coverage of the CCTV.

Proposed by Cllr T Wood, seconded by Cllr J Loveridge and it was unanimously resolved not to proceed with the purchase of the CCTV.

Cllrs noted that in view of the time taken to cover the previous items further agenda items would be deferred to the next meeting of Council where necessary.

FC/23/049

EVENTS

It was agreed to defer this topic and details would be sent separately.

FC/23/050

HEALTH AND SAFETY

It was agreed to defer this topic to the next meeting.

FC/23/051

LOCAL POLICING TOWN AND PARISH COUNCIL SURVEY 2023

It was agreed to defer this topic to the next meeting.

FC/23/052

CO-OPTED ALLOWANCE

It was agreed to defer this item to a future meeting.

FC/23/053

SAMBROOK CENTRE IDENTITY

It was agreed to defer this item to a future meeting.

FC/23/054

KEY COUNCIL DOCUMENTATION

- a. **Standing Orders:** It was agreed to defer this item to the next meeting of Council.
- b. **Financial Regulations:** It was agreed to defer this item to the next meeting of Council.

FC/23/055 PAYMENTS FOR APPROVAL BY COUNCIL
Cllrs noted there were no payments requiring approval.

FC/23/056 WARD COUNCILLOR UPDATES
No updates were provided.

FC/23/057 PARISH MATTERS
Cllrs noted the commencement of the site works at the Hem development and the concerns over the actions to clear the site.
Cllrs noted the movement of tractors moving woodchip from the play areas on the Town Park to the rear of Grange Car Park.

FC/23/058 EXCLUSION OF THE PRESS & PUBLIC
It is recommended 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, and/or information relating to financial or business affairs, as defined in paragraph 3, Part 1 of Schedule 12A of the Local Government Act '72.

Cllrs agreed to defer this business to the next meeting of Council.

FC/23/059 HUMAN RESOURCE MATTERS

- a. **Consider Proposal on Staffing for the Parish Council**
Cllrs noted this item would be deferred to a future meeting of Council.
- b. **Consider Proposal Relating to the LGPS Pension Position**
Cllrs noted this item would be deferred to the next meeting of Council.

The Chairman thanked everyone and declared the meeting closed at 8.32pm.

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Chairman

Date: 9th January 2024