



**Great Dawley Town Council**  
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## Minutes of the Ordinary Council Meeting of Great Dawley Town Council held on 8<sup>th</sup> October 2018 at 18:30 at Dawley Town Hall

PRESENT: Councillors: Choudhary, Dunne, Lill, Parnaby, Pinter, Randle, and Sahota.

Staff: C Turner (Clerk) S Houlston (Project Officer)

There was no members of the public present.

**A quorum was present when decisions were made.**

<b>OCM18 / 037</b>	<b>Mayor's Welcome</b> The Mayor, Councillor Randle welcomed all present to the meeting.  The Mayor, Councillor Randle gave the Council an update on the mayoral events attended and asked the Clerk to forward a copy of the mayoral events to all Councillors.
<b>OCM18 / 038</b>	<b>Apologies for Absence and Reasons</b> Proposed by Councillor Pinter, Seconded by Councillor Lill <b>RESOLVED</b> that the Council accept the apologies and reasons for absence from Councillors:  Davies, Sekhon and Turley
<b>OCM18 / 039</b>	<b>Code of Conduct</b> <u>Disclosable Pecuniary and other Interests.</u> Councillors were reminded that they should declare any pecuniary interest in matters to be discussed at the meeting, which is not included in the register of interests.
<b>OCM18 / 040</b>	<b>Public Session</b> The Mayor adjourned the meeting.  There were no members of the public present at the meeting. The meeting was reconvened.
<b>OCM18 / 041</b>	<b>Citizens Advice Telford and the Wrekin Update</b> The Mayor, Councillor Randle welcomed Caro Hart, Chief Executive Officer, Citizens Advice Telford & the Wrekin to Great Dawley Town Council and to the meeting.  Caro Hart, Chief Executive Officer apologised to the Council for not attending a meeting before and explained she was new to the post.  Caro Hart, Chief Executive Officer updated the Council on the key statistics for the parish area, as provided as part of the agenda papers. It was explained that the outreach session held at the Christian Centre was a very busy session and was a bookings only session this was due to the number of clients needed to be seen, an understanding of the type of enquiry and also for the safety of the staff due to loan working. It was explained that there was an evening session in Wellington for those people who were working.

	<p>The Council were updated on the progress for the changes to online universal credit and the monies being made available to the DWP to support this new way of working on line. It was explained that there would be a 2 year programme to switch across to online only.</p> <p>Caro Hart confirmed that by the 1<sup>st</sup> November 2018 the Citizens Advice would be more accessible by telephone.</p> <p>Councillor Choudhary asked for more clarification around the number of clients seen at the out reach service at Dawley Christian Centre and confirmation around those people seen what % are Dawley &amp; Malinslee residents. Caro Hart informed she did not have that information to hand but would respond to the Clerk.</p> <p>Councillor Parnaby asked if one of the session could offer more flexibility in the service provided. Caro Hart informed that a review of the service could take place, and could look at the possibility of one of the sessions being a drop in session but consideration would have to be made for the loan worker.</p> <p>Councillor Pinter asked if the Telford and the Wrekin branch of Citizens Advice had any links with the other Citizens Advice in the surrounding area. Caro Hart confirmed there were joint meetings and links with other Citizens Advice however indicated that there were differences between the types of enquiries.</p> <p>Proposed by Councillor Lill, Seconded by Councillor Paranaby  <b>RESOLVED</b> that the Council agreed to the grant funding for the outreach working within Great Dawley and for the cheque to be paid to the Citizens Advice Telford and the Wrekin.</p> <p>The Council wanted to thank Caro Hart, all the staff and volunteers for the wonderful job they do.</p>
<p><b>OCM18 / 042</b></p>	<p><b>Carers Friendly Council</b>  The Mayor informed the Council that this items would be deferred to a future Council meeting.</p> <p>Proposed by Councillor Parnaby, Seconded by Councillor Pinter  <b>RESOLVED</b> that the Council agreed for the Carers Friendly Council item to be deferred to a future Council meeting.</p>
<p><b>OCM18 / 043</b></p>	<p><b>Minutes</b>  Proposed by Councillor Choudhary, Seconded by Councillor Sahota  Abstained by Councillor Pinter and Lill  <b>RESOLVED</b> that the Council accept the minutes of the Extra Ordinary Council meeting held on the 9<sup>th</sup> July 2018 as a true and accurate record of the business transacted at the meeting.</p> <p>Proposed by Councillor Sahota, Seconded by Councillor Parnaby  Abstained by Councillor Lill  <b>RESOLVED</b> that the Council accept the minutes of the Ordinary Council meeting held on the 15<sup>th</sup> January 2018 as a true and accurate record of the business transacted at the meeting.</p> <p>and the Ordinary Council meeting held on the 11<sup>th</sup> June 2018 as a true and accurate record of the business transacted at the meeting.</p>
<p><b>OCM18 / 044</b></p>	<p><b>Borough Councillors</b>  Councillor Sahota informed the Council that he had completed ward walks and helped with resident enquiries, he informed he had nothing to report.</p> <p>Councillor Pinter informed the Council that she had completed ward surgeries and there was nothing to report. Councillor Pinter informed that she had been working on the campaign regarding the overnight closure at the Princess Royal Hospital.</p>

	<p>Councillor Choudhary asked about the trees over growing street lights and wanted to know what was being done on this.</p> <p>The Clerk confirmed that the Neighbourhood Officer was due to complete evening ward walks specifically looking at street lighting and confirmed she would ask him to look into Finger Road and St Christopher's Way as a matter of urgency.</p>
<p><b>OCM18 / 045</b></p>	<p><b>Grants</b></p> <p>(a) <u>Voluntary Organisations</u>  Proposed Councillor Choudhary, Seconded by Councillor Pinter  <b>RESOLVED</b> that the Council approve the £250.00 contribution from Great Dawley Town Council towards funding first aid training for STABLE.</p> <p>Proposed Councillor Choudhary, Seconded by Councillor Pinter  <b>RESOLVED</b> that the Council approve the £250.00 contribution from Great Dawley Town Council towards funding healthy snacks at the weekly youth club for MyFAM.</p> <p>(b) <u>Voluntary Organisations - Christmas Grants</u>  Proposed Councillor Parnaby, Seconded by Councillor Lill  <b>RESOLVED</b> that the Council approve the £250.00 contribution from Great Dawley Town Council towards funding a Christmas Dinner for Morton Court Residents Fund.</p> <p>Proposed Councillor Lill, Seconded by Councillor Parnaby  <b>RESOLVED</b> that the Council approve the £250.00 contribution from Great Dawley Town Council towards funding a Christmas Dinner and party for all tenants at Vicarage Grove Residents fund.</p> <p>Proposed Councillor Choudhary, Seconded by Councillor Sahota  <b>RESOLVED</b> that the Council approve the £250.00 contribution from Great Dawley Town Council towards funding a Christmas Party for all MyFAM members at Dawley Town Hall. MyFAM to confirm how many members are from Dawley and Malinslee.</p> <p>Councillor Pinter left the meeting due to feeling unwell.</p> <p>(c) <u>Partnership Fund</u>  There were no applications received to be considered.</p> <p>(d) <u>Shop Frontage Scheme</u>  Proposed Councillor Lill, Seconded by Councillor Choudhary  <b>RESOLVED</b> that the Council approve the £185.00 contribution from Great Dawley Town Council funding towards a new shop frontage at county Fundraisers Ltd, Dawley.</p> <p>(e) <u>Ward Councillors Pride Fund</u>  Councillor Davies and Councillor Sahota would like to ask the Town Council to match fund for pupils who attend Old Park Primary School and Lady Grove Primary School to receive a copy of the book – The Ironbridge Ogre.</p> <p>Proposed Councillor Sahota, Seconded by Councillor Choudhary  <b>RESOLVED</b> that the Council approve the £800.00 match funding from the Ward Councillors Pride Fund for both Councillor Davies and Councillor Sahota, to provide pupils who attend Old Park Primary School and Lady Grove Primary School to receive a copy of the book – The Ironbridge Ogre.</p> <p>Councillor Choudhary asked the clerk to include this as an article in the next Town Council newsletter.</p>
<p><b>OCM18 / 046</b></p>	<p><b>Finance</b></p> <p>(a) The Council to receive and authorise Cheque List for August 2018 (014904 – 014942)  Proposed by Councillor Parnaby, Seconded by Councillor Sahota</p>

	<p><b>RESOLVED</b> that the Council agreed and authorised the cheque list for September 2018 (014904 – 014942)</p> <p>(b) The Council to receive and authorise the AdvantEdge Reports for September 2018 Proposed by Councillor Lill, Seconded by Councillor Sahota <b>RESOLVED</b> that the Council agree and authorise the AdvantEdge Report for September 2018:</p> <ul style="list-style-type: none"> <li>- Bank Account Reconciliation Statement – Current Account</li> <li>- Financial Summary – Cashbook &amp; Financial Statement</li> </ul> <p>(c) The Council to receive and authorise the GPC Card Statement for June, July and August 2018. Proposed by Councillor Sahota, Seconded by Councillor Parnaby <b>RESOLVED</b> that the Council agree and authorise the GPC Card Statement for June, July and August 2018.</p>
<p><b>OCM18 / 047</b></p>	<p><b>Request from County Fund Raisers</b> The Council received an updated on the report provided by the Clerk regarding the letter received from County Fund Raisers to supply a defibrillator for a Town Council building.</p> <p>Proposed Councillor Parnaby, Seconded by Councillor Choudhary <b>RESOLVED</b> that the Council approve for the offer for the supply of a defibrillator from County Fund Raisers Ltd and for this defibrillator to be installed at Dawley House. For the training session to be provided and paid for by the Town Council which will be open to staff, councillors and hirers, and for this to be paid from the staff training budget. For the installation and the on-going costs for the defibrillator to be paid from the Town Council's reserve R&amp;M.</p>
<p><b>OCM18 / 048</b></p>	<p><b>Health &amp; Safety Update</b> The Council received a verbal update from the Clerk on the report provided by the Asset &amp; Facilities Officer regarding Health &amp; Safety within the Town Council's community buildings.</p>
<p><b>OCM18 / 049</b></p>	<p><b>Project Update</b> The Council received a verbal update from the Project Officer on the report provided regarding the Town Councils projects.</p> <p>Proposed Councillor Lill, Seconded by Councillor Parnaby <b>RESOLVED</b> that the Council approve for the Public Toilets project the clerk to have delegated authority to spend up to £10,000.00 to cover the additional cost for the manufacture, installation and delivery of the public toilet from the 2018/2019 budget for the toilet project.</p> <p>Proposed Councillor Lill, Seconded by Councillor Sahota <b>RESOLVED</b> that the Council approve for the Telford @50 Legacy Grant funding for the Town Council to award St Leonards Church £20,000 from the grant, for the clerk to have delegated authority to allocate £20,000.00 to St Leonards Church and for Great Dawley Town Council to monitor the expenditure of the grant funding by St Leonards Church.</p> <p>Proposed Councillor Parnaby, Seconded by Councillor Lill <b>RESOLVED</b> that the Council approve for the Telford @50 Legacy Grant funding for the Town Council to fund the upgrade of play areas at Chiltern Gardens and Dawley Park and agree for the clerk to have delegated authority to allocate £40,000.00 for the improvements to Chiltern Gardens play area. For the clerk to have delegated authority to allocate £17,500.00 for the improvements to Dawley Park and for Great Dawley Town Council to work in partnership with Telford and Wrekin Council in the delivery of this project.</p> <p>The Clerk confirmed that the project for the funding of proposed allotments within the parish area and the allocation of the Telford @50 Legacy Grant funding for this project was currently on hold due to a legal issue regarding the potential land for this project.</p> <p>Proposed Councillor Parnaby, Seconded by Councillor Sahota</p>

	<p><b>RESOLVED</b> that the Council approve for the Telford @50 Legacy Grant funding for the Town Council to complete upgrades at Dawley House and for the clerk to have delegated authority to spend £40,000.00 on the Dawley House project and for Supplier B to be the approved contractor to install the lighting and sound equipment at Dawley House at a cost of £14,054.00.</p> <p>Proposed Councillor Choudhary, Seconded by Councillor Lill</p> <p><b>RESOLVED</b> that the Council approve for the Telford @50 Legacy Grant funding for the Town Council to complete upgrades at Dawley Town Hall and for the clerk to have delegated authority to spend £20,000.00 on Dawley Town Hall project, for Granville Construction to be the approved contractor to move and provide the additional AV (audio visual sockets) at Dawley Town Hall and for PPE Electrical to be the approved contractor to Upgrade to sockets to USB at Dawley Town Hall.</p> <p>Proposed Councillor Choudhary, Seconded by Councillor Parnaby</p> <p><b>RESOLVED</b> that the Council acknowledge and agree the updated for the Veolia Project at Dawley Town Hall.</p> <p>Proposed Councillor Parnaby, Seconded by Councillor Choudhary</p> <p><b>RESOLVED</b> that the Council acknowledge and agree the updated for the upgrade for ¾ New Street.</p>
<b>OCM18 / 050</b>	<p>The Mayor informed the Council that standing orders state that a Town Council meeting can not take longer than 2 hours. The Mayor asked the Councillors to consider suspending standing order to allow for the remainder of the meeting and business to be completed.</p> <p>Proposed Councillor Sahota, Seconded by Councillor Parnaby</p> <p><b>RESOLVED</b> that the Council agreed to suspend standing orders to allow the remainder of the meeting and business to be completed.</p>
<b>OCM18 / 051</b>	<p><b>Clerks Report</b></p> <p>The Clerk gave a verbal update on the Clerks report provided giving an outline of the Clerks and Councils Staff actions and projects during the previous month –September 2018.</p> <p>Councillor Choudhary asked the Clerk to put an item on the agenda for the next meeting under Partnership Funding for the Town Council to consider match funding the Telford Trust for Young Carers Wellbeing and Support Group.</p>
<b>OCM18 / 052</b>	<p><b>Correspondence</b></p> <p>The Clerk updated the Council on the correspondence received;</p> <ul style="list-style-type: none"> <li>- Dawley &amp; District Royal British Legion invitation to the Dawley Remembrance Parade 2018. The Clerk was asked to email a copy of the invitation to all the Councillors and send an electronic invitation to this event.</li> </ul>
<b>OCM18 / 053</b>	<p><b>Exclusion of Press and Public</b></p> <p>To resolve: That under Section 100(A) Local Government Act 1972, the press and public to be excluded from the remainder of the meeting for the following items of business on the grounds they involve the likely disclosure of exempt information as defined in the Acts.</p>
<b>OCM18 / 054</b>	<p><b>Staffing Update</b></p> <p>The Clerk gave a verbal update on current staffing at the Town Council.</p>
<b>OCM18 / 055</b>	<p><b>Date of Next Meeting</b></p> <p>Executive Committee Meeting – 12<sup>th</sup> November 2018 Dawley Town Hall</p> <p>-</p>

The meeting ended at 8.55pm

**Signed by:**

**Date:**