

The Gorge Parish Council  
Unit C22  
Maws Craft Centre  
Jackfield  
Telford  
TF8 7LS  
Tel/Fax: 01952 883192  
Email: clerk@thegorgeparishcouncil.gov.uk  
www.thegorgeparishcouncil.gov.uk

**Minutes for the Parish Council Meeting of The Gorge Parish Council held on Tuesday 20<sup>th</sup> June 2017 at 7pm**

**FC/2017/089 Public Session:** no members of the public attended

**FC/2017/090 Apologies and Attendance.** Apologies were received from Cllrs Jayne Greenaway and Rajash Mehta

**FC/2017/091 Dispensations. None required**

**FC/2017/92 Borough Councillor Nicola Lowery presented her report,** which included: traffic signals on Ironbridge Road/ Calcutts Road , where some further attention would be needed; the sad closure of The Aga site , where discussions were ongoing ; Gareth Pegg at TWC had sent an update on roadworks after recent works , including drainage at the Wharfage and some speeding restrictions; refurbishment to the toilets at MOG car park – TWC have looked to the initial refurbishment and then consider upgrading at the end of the season ; for the riverside railings , TWC hope to have options available to discuss this summer; there is still no firm date from English Heritage for work to the bridge; there have been complaints of noise from motor bikes and quad bikes in the Gorge which will lead to some discussion with the police .

**FC/2017/093 . Minutes of the Full Council meeting held on 16<sup>st</sup> May 2017 and Planning meeting 6<sup>th</sup> June 2017, were approved and signed**

**FC/2017/094. Matters Arising:**

- a. **Damaged railings etc at Coalbrookdale YHA** reported to Conservation officer who has contacted the Museum. Ongoing.
- b. **Church Rd sign** needs to be replaced. Reported to TWC. Ongoing
- c. **Severn Bank-New Road junction;** another cul de sac sign needed. Reported to TWC
- d. **Power station** – seek public meeting. Requested of Uniper.
- e. **Coalport High St drain** inspected by TWC surveyor and repairs authorised. TWC have been chased and have advised that this “will be done soon”!
- f. **Broadband** in Coalbrookdale and Lightmoor reported to Claire Critchell at TWC , who has replied by email and copied in Councillors , with update, which was not understood. Agreed that Council would seek clarification and if regular progress updates could be provided
- g. **Damaged barrier on Derby Road** , Coalbrookdale reported to TWC after last Full Council meeting and needs to be chased . Ongoing

h. **Gulley clearance on Wellington Road** , Dale Road and Dale End reported TWC after last meeting and awaiting reply TWC. Ongoing **i. Railway line to Power station** needs attention. Nicola Lowery has been asked to contact Network Rail  
 j. **Overgrown hedge at Coalport canal**. Message left for Mark Ashby at IGMT and reply awaited .

**FC/2017/095 . Environmental and highways issues:**

- a. **PET update**. Councillors were asked to consider works in their Ward, and advise Clerk , who will contact Keith Slater, rather than contact Ralph direct.
- b. Some projects were identified, viz : the planters, benches and large pot at Coke Hearth need repainting / refurbishment; consider painting /refurbishment of Victorian post box ( possibly at end of season ); also bank between mini roundabout and Parish Rooms on Madeley Bank needs attention
- c. Other areas for attention were : Coalbrookdale watercourse walk and interpretation boards at the Lloyds and Jackfield ; Cllr Bennett is due to have a meeting with the Estates management team at Lightmoor where spraying would also be mentioned
- d. It was agreed , this year only , to ask Abbey Nurseries to plant up the 11 planters next to the Bridge (with geranium ) at a cost of £150. There was some question of ownership – Clerk to ask Keith Slater at TWC.
- e. The Council considered whether delegated authority should be given to the PET committee to make spending decisions for specific projects or materials, between Full Council meetings. It was agreed that the Committee be given this authority.
- f. On the matter of **Traffic works and calming** on The Wharfage, Gareth Pegg from TWC , Highways department has filed an update, which had been circulated to Councillors , and referred to by Cllr Lowery in her report, above.

**FC/2017/096. Financials:**

- a. **The Invoices listed on the Report** circulated with the Agenda were approved for payment , except the Account from TFM, where only 12 bags of topsoil had been delivered ( Clerk to contact TFM to arrange amended account / credit note ).

**Expenditure June 2017**

Trans No	Cheque No	Gross	Vat	Net	Invoice date	Invoice details	Cheque Total
031	169	£665.99	£111.00	£554.99	25/05/2017	TAFS	£665.99
032	170	£18.00	£3.00	15.00	26/05/2017	Tax Assist	£18.00
033	DD	£41.52			01/06/2017	Plusnet	£41.52
034	171	£69.19	£11.53	£57.66	31/05/2017	Lyreco	£69.19
035	172	£781.00	£130.17	£630.83	31/05/2017	TFM re Pride	£781.00
036	DD	£213.75			01/06/2017	June Rent	£213.75
037	173	£214.80	£35.80	£179.00	06/06/2017	JDH Business	£214.80

038	174	£450.00		10/06/2017	Madeley Print Shop	£450.00
039	175	£692.92		20/06/2017	AG Patience	£692.92
040	176	£55.66		20/06/2017	HMRC	£55.66
041	177	£194.45		20/06/2017	Shropshire Pension	£194.45
042	178	£12,500.00		20/06/17	TWC re PET	£12,500.00
<b>Totals</b>		£15,897.28	£291.50			£15,897.28

**Income Received** : £7,500.00 from TWC as first contribution to PET on 24.5.2017

**b. The Clerk presented the Internal Auditor's Report**, circulated by Clerk before the meeting .

**The Conclusion of the Internal Auditor is:**

“On the basis of the internal audit work carried out, which was limited to the tests indicated above, in our view the council’s system of internal controls is in place, adequate for the purpose intended and effective, subject to the recommendations reported in the action plan”

The Committee **RESOLVED to accept the report and to note the Internal Auditor's recommendations** included in the action plan.

	<b>ISSUE</b>	<b>RECOMMENDATION</b>	<b>FOLLOW UP</b>
1	The £8000 payment for Christmas lighting and all the other payments in the expenditure schedule this is included in were not included in the minutes as approved	<i>The payments schedule should be included in the next minutes as evidence they were actually approved by the council. All payments approved should be included in the minutes in future</i>	<b>All approved payments will be included and numbered within the minutes in future - Action Clerk (e.g. Item FC/2017/096 Financials a. in these minutes) All Minutes will be checked by councillors to ensure approval payments schedules are included in subsequent minutes</b>
2	The council does not analyse year end reserves into earmarked reserves for specific community schemes and general reserves. Sector guidance for a reasonable level of general reserves is between 3 months and 12 months of net operating expenditure.  There are in fact earmarked schemes for streetscene/environmental works and Christmas	<i>The council should establish a reserves policy and disclose the amount of year end reserves that are earmarked for specific schemes. The adequacy of the remaining level of general reserves should be assessed in the light of sector guidance for general reserve levels</i>	<b>The council have now agreed a Reserves policy which discloses the amount of year end reserves that are earmarked for specific schemes. The adequacy of the remaining level of general reserves has been assessed in the light of sector guidance for general reserve levels  See item FC/2017/096. Financials c. for evidence of council approval of Reserves Policy</b>

	lighting but as these are not disclosed in the minutes or year end accounts the current levels of total reserves appear high.		
3	The month and year of purchase is not included in the asset register. Therefore, it is not possible to identify the financial year in which asset were purchased.	<i>The asset register should include the month and year of purchase</i>	<b>It was agreed to add the month and year of purchase to all items in the asset register – Action Clerk To be checked in November FC meeting</b>

c. Councillor Bragg introduced **the Reserves’ Policy** (circulated with the Agenda) and sought comments / amendments on the figures allocated for “earmarked reserves” and recommended that General Reserves could be fixed at £20,000. **The Council RESOLVED to accept the Policy, with those amendments**, which would be presented to the External Auditors.

d. **The Variation of Reserves Statement**, required by the External auditors , was presented to the Council , by Cllr Bragg. **RESOLVED: to accept the Report**

e. The Chair read out the statements in **The Annual Governance Statement** ( Section 1 of the Return ), circulated by the Clerk, prior to the meeting . **AND it was RESOLVED to accept the Statements. Signed and dated by the Chair and RFO.**

f . **It was Resolved to Accept and approve the Financial Accounting Statement , for 2016/2017**

**g . Grant applications from:**

- Lightmoor Village Primary School; £400 for a memorial bench. This would be sent back to the school , asking if they would consider a joint contribution with eg Dawley Hamlets / PTA.
- Lightmoor Village school; a request of £500 had been received for a “Roald Dahl Museum” event, but it was felt that more details were needed, eg what were the charges for and what was the Council being asked to fund ?
- Jackfield Village Hall ; £1,000 had been requested, as opposed to £750 paid in 2016/7. Cllr Horden was asked to meet with them and ask proposals for the use of the hall and this expenditure, and to report back at next meeting
- Coalbrookdale Scout Group ; £500 agreed , as in 2016/7.

**h. Lloyds Bank, and new Deposit account** . Clerk attempting to contact new business unit. Ongoing.

**FC/2017/ 097. Newsletter: The Council Considered distribution methods** , and felt that copies could be delivered in Lightmoor , Coalport and Jackfield , and copies made available at , eg the Post Office and Co-op.

**FC/2017/098 Correspondence:** The following letters had been received:

- Letter from Mayor of Wellington, re Civic Service , Sunday 25<sup>th</sup> June at 6.30pm .
- Copy letter from Mr Tommy Yates – notice of resignation as Manager/ Caretaker of Jackfield Village Hall wef 8.10.2017

**FC/2017/099 Items for next agenda and for information:** the closure of the Coalport Memorial Bridge and “overflow car park notice at Coalport Village Hall had been knocked over and would be reported to TWC.

**Date of next meeting: Planning 4<sup>th</sup> July 2017 and Full Council 18<sup>th</sup> July 2017.**