

Madeley Parish Council

Minutes of the Annual General Meeting of Madeley Parish Council held on
Monday, May 12th 2008, at Jubilee House, High, Street Madeley,
commencing at 7.00pm

PRESENT: Councillors: **D Davies, B Duce, D Edwards, E Evans, G Green, S Harrington, D Harrison, J Jones, S Law, E Swift, M Swift, DP Taylor, S Taylor**
Clerk, Deputy Parish Clerk
One member of the public

Absent: Councillor J Handley

Councillor D Davies (Chair) presided.

08/01. **Apologies**
Councillor A MacKenzie - Work commitments - Accepted

08/02. **Election of Chair**
It was proposed, duly seconded, and:
Resolved – that **Councillor D Davies** be elected to the office of Chair of Madeley Parish Council for the 2008/09 term.

02.1 **Declaration of Acceptance of Office**
The Chair signed the declaration of acceptance of office.

08/03. **Election of Vice Chair**
It was proposed, duly seconded, and:
Resolved – that **Councillor J Jones** be elected to the office of Vice-Chair of Madeley Parish Council for the 2008/09 term.

08/04. **Declaration of Vacancy**
Councillors were advised of the resignation of Councillor R Coldicutt as member for the Cuckoo Oak ward and the office was declared vacant
A public Notice of Vacancy will be published for a period of 14 days. If no poll is claimed the vacancy may be filled by co-option.

08/05. **Co-option of Councillor**
(Representation of the People Act 1985 s21(2))
Vacancy arising from resignation of Councillor S. Joyce, Cuckoo Oak Ward member, in September 2007. Notice of vacancy published and no poll claimed. Expressions of interest invited through newsletter.
Councillors noted and considered the candidacy of a local resident involved in charitable and community work and an Honorary Officer with local group but with time to devote to parish matters.
Resolved:
that M Shaw be co-opted to serve in the office of Councillor of Madeley Parish Council:

Member of the public – M Shaw - joined the meeting

Co-opted Councillor executed the Declaration of Acceptance of Office before the Clerk to the Council

08/06. Appointment of Committees

06.1 Personnel Committee (5)

The Chair of Council is deemed Chair of Personnel Committee

It was proposed, duly seconded, and:

Resolved – that the following Councillors be appointed to the Personnel Committee:

Councillor D Davies (Chair)

Councillor DP Taylor (Vice-Chair)

Councillor D Harrison

Councillor E Swift

vacancy

06.2 Appeals Committee

It was noted that any disciplinary or grievance procedure may be subject to appeal that would require a body independent of the Personnel Committee to adjudicate.

Resolved:

that an Appeals Committee be established consisting of three members.

The Vice-Chair of Council will be the Chair of the Appeals Committee with two additional members appointed as circumstances require or dictate.

06.3 Leisure & Community Committee (6)

It was proposed, duly seconded, and:

Resolved – that the following Councillors be appointed to the Leisure and Community Committee:

Councillor D Edwards (Chair)

Councillor S Taylor (Vice-Chair)

Councillor S Law

Councillor E Evans

Councillor E Swift

Councillor M Swift

06.4 Environment Committee (6)

It was proposed, duly seconded, and:

Resolved – that the following Councillors be appointed to the Environment Committee:

Councillor E Swift (Chair)

Councillor G Green (Vice-Chair)

Councillor S Harrington

Councillor A MacKenzie

Councillor S Law

Councillor DP Taylor

06.5 Finance & General Purposes Committee (8)

The Vice-Chair of Council is deemed Chair of Finance & General Purposes Committee, and the Chair of Leisure & Community Committee and Chair of Environment Committee are deemed members.

It was proposed, duly seconded, and:

Resolved – that Councillor DP Taylor be appointed as Vice-Chair of Finance & General Purposes Committee

Five candidates were proposed, duly seconded, for membership – Councillors G Green, S Harrington, A MacKenzie, M Shaw, S Taylor. After ballot, it was:

Resolved – that the following Councillors be appointed to the Finance & General Purposes Committee:

Councillor J Jones (Chair)
Councillor DP Taylor (Vice-Chair)
Councillor D Edwards (Chair of Leisure & Community Committee)
Councillor G Green
Councillor S Harrington
Councillor M Shaw
Councillor E Swift (Chair of Environment Committee)
Councillor S Taylor

08/07. Meeting Dates 2008/09

A schedule of meeting dates for 2008/09 was presented for consideration and adoption (Appendix A)

Discussion took place on the suitability of allocation of December 2008 date for Finance & General Purposes Committee meeting and the date for the Annual Parish meeting 2009. The most appropriate suggestions had potential conflict with political group meetings. The Finance & General Purposes Committee meeting date was particularly sensitive due to further priority clashes between important budget/precept decision process and holiday period.

Agreed:

that accommodation should be made for an alternative day within week commencing December 15th 2008 for the Finance & General Purposes Committee meeting subject to consultation with members.

Agreed:

that the Annual Parish Meeting be provisionally programmed for May 18th 2009 if no suitable alternative can be determined

08/08. Cheque Signatories

It was confirmed that the cheque signatories be the elected Chair and Vice Chair of Madeley Parish Council and its committees:

Councillor D Davies
Councillor J Jones
Councillor D Edwards
Councillor G Green
Councillor E Swift
Councillor DP Taylor
Councillor S Taylor

08/09. Approved Duties and Working Groups

Councillors reviewed the structure of Madeley Matters Editorial Board as the level of membership could detract from an efficient editorial process. Whilst it was agreed that Councillor representation could be reduced, it was important to maintain a balanced and varied viewpoint – advertisement for a second community representative would fill the vacancy and maintain current representation.

It was proposed, duly seconded, and:

Resolved – that the following Councillors and Officers be appointed to Outside Bodies and Working Groups as follows:

National Association of Councillors	Chair of Council
CHEC Board	Councillor D Davies (substitute Councillor G Green)
Citizens Advice Bureau	Councillor G Green
Coach House Steering Group Agreed to reconvene the Steering Group to discuss strategic proposals for future development	Councillor G Green Councillor J Jones Councillor M Swift Councillor DP Taylor Clerk
Friends of Telford Town Park	no representative
Living History Project Management Committee	Councillor G Green Councillor M Swift Councillor S Taylor
Lumley Hall Management Company Contact details of Board of Directors, Honorary Officers, and Register of Members to be obtained	Councillor J Jones
Madeley Community Orchard Steering Group	Councillor E Evans
Madeley Matters Editorial Board	Councillor D Edwards Councillor S Harrington Councillor J Jones Councillor S Law Councillor E Swift Clerk Project Officer Community Representative Community Representative
Park Lane Centre Board	Councillor D Davies
SALC (Wrekin Area Committee)	Chair of Council Vice-Chair of Council
Severn Gorge Countryside Trust	Councillor E Swift
STROWP	Councillor M Swift Deputy Clerk
Telford & Wrekin CVS	Councillor D Edwards
Telford & Wrekin Senior Citizens Forum	Councillor D Edwards
Telford Bus Users Group	vacancy

Telford Crime Prevention Panel	Councillor E Evans Councillor S Law
WHS Strategy Group	Councillor M Swift
Woodside Family Groups Project	Councillor M Swift
Woodside Forum	Ward Councillors No nominated representation, all ward Councillors to be informed of meetings.
Wrekin Parishes Forum	Chair of Council Vice-Chair

Councillors' attention was drawn to the LINK initiative on Health matters. Representation only considered appropriate upon invitation.

08/10. Chairs Annual Report 2007/08

Councillor D Davies presented the Annual Report for 2007/08 (Appendix B)
The report covered the success of campaigns, events, engagement and local partnership but it was important to highlight that the ingredient to enable this was the commitment and contribution of Members together with the dedicated support and industry of Officers.
The report was noted.

08/11. Annual Committee Reports 2007/08

11.1 Leisure & Community Committee

Councillor D Edwards, Chair of Leisure and Community Committee, presented the Annual Report for 2007/08 (Appendix C)
The Leisure & Community Committee has a high public profile for the Council working and supporting the Community. Principal among many highlights in a busy year was the success of the Christmas festivities. Events were supported in the community, financial assistance was provided to local groups representing the elderly, and the Council organised 'World on a Plate' at Jubilee House achieved excellence in responding to ethnic and community diversity, sharing of cultural background, and the delight of understanding and pleasure of participation.
The report was noted

11.2 Environment Committee

Councillor E Swift, Chair of Environment Committee, presented the Annual Report for 2007/08 (Appendix D)
Established annual events enjoyed continued success in 2007 – Spring Clean and Green Day with greater numbers participating and attending. Madeley Community Orchard had attracted external investment of £115,000 for further development and community access work. Groundwork had commenced on projects to introduce an improved street cleansing service, to develop a multiple site Local Nature Reserve, and prepare submissions for Madeley Regeneration Partnership. Planning was characterised by significant development schemes and Planning Enforcement remains a concern especially in area with Conservation Area status
The report was noted

11.3 **Finance & General Purposes Committee**

Councillor J Jones, Chair of Finance & General Purposes Committee, presented the Annual Report for 2007/08 (see notes Appendix E)

Audit report, based on Annual Return for 2006/07 was approved by external auditor without comment. Financial year 2007/08 commenced with net assets of £220,000 (£135,000 as earmarked reserves)

Budgetary process is based on 2007 Strategy Review and Committee Business Plans. The approved Precept for 2008/09 shows an 11.74% increase from preceding year – this takes into account an additional £20,000 as capital match funding for Madeley Partnership.

Property Assets have performed well – Jubilee House annual revenue £30,400; allotments fully let.

Major commitment made to Madeley Partnership to take advantage of the Borough Towns Regeneration Scheme to complement the imminent redevelopment of Madeley Centre.

The report was noted.

08/12. **Finance**

12.1 **Annual Subscription Review 2008/09**

Responsible Finance Officer presented summary of Annual Subscriptions with recommendation:

	Description	Cost
SALC	Advice, guidance and information for Local Councils	£1,554.36
WAC	Local forum for SALC members	£40.00
SLCC	Professional body for local council clerks	£406.00
NAC	Representative body for elected members	£65.00
T&W CVS	Affiliation fee	£6.00

Resolved – that the annual subscriptions tabled be renewed for 2008/09

12.2 **Direct Debit/Standing Order Mandates**

The Responsible Finance Officer presented a schedule of payment orders by Direct Debit and Standing Order for Annual Review:

	Description	Frequency	Value
T&WC	NND Rates – Jubilee House	Monthly – April May-January	£517.50 £520.00
T&WC	NND Rates – Jubilee House	Monthly – June July-January	£138.25 £137.00
T&WC	NND Rates – Public Conveniences	Monthly – April May – January	£164.10 £164.00
Co-op Bank	BACS Salaries	Monthly	Variable
Co-op Bank	Business Payments Charge	Monthly	Variable
Cf Asset	Photocopier Lease	Monthly	£408.00
WHT	Vehicle Lease	Monthly	£286.23
RED Fuel Cards	Forecourt Account	Monthly	Variable

and recommendation.

Resolved:

that delegated authority be given to the Clerk to the Council and the Responsible Finance Officer to instruct The Co-operative Bank under the general mandate to make payments by Direct Debit or Standing Order in accordance with the terms of suppliers and subject to ratification by Council or its Finance & General Purposes Committee

Resolved:

that delegated authority be given to the Clerk to the Council and the Responsible Finance Officer to provide Bank Account details and instruct receipts from creditors under the BACS system

12.3

Councillor Allowances

The Responsible Finance Officer advised that Council was required to publish a Statement of the total amounts paid for Parish Basic Allowance and for Parish travelling and subsistence allowance to the financial year end March 31st 2008 and presented the annual report (Appendix F)

The report was noted.

Parish Basic Allowance

Madeley Parish Council adopted the Parish Basic Allowance in June 2007.

The Allowance is based on NJC payment scales. Indications are that the 2008/09 review will recommend a 2.45% increase.

Members who wish to forego all or part of the entitlement must elect to do so in writing to the Responsible Finance Officer.

Resolved:

that Madeley Parish Council approves payment of the Parish Basic Allowance for 2008/09 at the approved and indexed rate effective April 1st 2008.

Travelling Expenses

Councillors expressed concern at the tiered rates of car allowance contained in the recommended NJC rates effective April 2008. It was considered that this did not properly reflect concerns over emissions and climate change. It was noted that the HMRC maximum free of tax rate for employee's vehicles was £0.40p per mile. It was cautioned that exercise of discretion on adoption of rate could adversely affect Officers car allowance.

Resolved:

that the NJC recommended rates for car allowance (casual users – first 8,500 miles) be approved for Officers business use of private vehicle:

Resolved:

that the car allowance rate for members business use of private vehicle be approved at £0.40p per mile

Subsistence Expenses

Recommended rates were based on Telford & Wrekin Council allowances not uplifted since 2005. Members noted the need to minimise subsistence costs by taking advantage of local provision of services and value for money.

Resolved:

that subsistence expenses be maintained at current approved rates

12.4

Expenditure Approval List

The Responsible Finance Officer presented the Expenditure Transactions Approval List report for period to March 2008

Resolved:

that the expenditure transactions recorded be confirmed and approved for payment

- 08/13. Minutes**
Resolved – that the minutes of the meeting of Madeley Parish Council held on Monday, February 25th 2008 be confirmed and approved for signature
- 08/14. Declarations of Interest**
There were none
- 08/15. Committee Reports**
- 15.1 Leisure & Community Committee**
Councillor S Taylor presented the report of the Leisure & Community Committee meeting held on March 10th 2008
Noted
- 15.2 Personnel Committee**
Councillor D Davies presented the report of the Personnel Committee meeting held on Thursday, April 3rd 2008
Noted
- Councillors were reminded that staff workload was the responsibility of Committees and members
- 15.3 Environment Committee**
Councillor E Swift presented the report of the Environment Committee meeting held on April 7th 2008
Noted
- Input into T&WC consultation on recycling of plastics and its availability locally was noted – but with query over management of differing plastic compounds
- 15.4 Finance & General Purposes Committee**
Councillor J Jones presented the report of the Finance & General Purposes Committee meeting held on April 21st 2008
Noted.
- 15.4.1 Groundwork UK**
The Clerk presented a draft proposal for a regeneration project in the Cuckoo Oak ward as a pilot for joint-venture working with Groundwork UK. (Appendix G)
Groundwork supports communities in need, working with partners to help improve the quality of people's lives, their prospects and potential and the places where they live, work and play. The Trust is experienced and expert in urban areas.
The proposal seeks to address Madeley Parish Council strategic priority for this neighbourhood and to respond to local concerns. Consultation will ensure that the project would complement Telford & Wrekin Council regeneration efforts.
- Resolved:**
that Madeley Parish Council commissions Groundwork to work in partnership with officers from Madeley Parish Council, Telford & Wrekin Council, and local residents to develop opportunities for community groups, environmental projects, volunteer and youth work at a cost of £5,000

08/16. Representation

to ensure that the council has high quality representation on the outside bodies as appropriate to its legal responsibilities, position within the community and areas of focus.
The Chair advised that, due to the length of the meeting, reports from Representatives on Outside Bodies had not been required.

It was suggested that written reports from representatives should be submitted where possible as best practice.

16.1 Apologies - Procedure

The Clerk presented information on good practice for submission of apologies at meetings with recommendation from NALC (Appendix H)

Councillor E Evans left the meeting

It was noted that a minor local authority is bound by the Local Government Act 1972 s85(1) and Madeley Parish Council had adopted the NALC interpretation which required affirmative resolution to accept the reason for absence. "If an apology is not approved or if no apology is submitted a member will face disqualification after 6 consecutive months have expired"

Dispensation for leave of absence was available upon application to members in certain circumstances.

Whilst acknowledging that Telford & Wrekin Council had adopted a different interpretation, it was

Resolved: (1 recorded vote against – Cllr D Edwards)

that Madeley Parish Council maintains the current procedure for submission, consideration, and recording of apologies

08/17. Correspondence

There was none

08/18. Information

18.1 Bowmer & Kirkland Ltd

Demolition Notice – Madeley Centre Redevelopment

08/19. Date of Next Meeting

The Annual Parish Meeting (All Electors Meeting will be held on Monday, May 19th 2008 at Jubilee House, Madeley, commencing 7.00pm.

The next meeting of Madeley Parish Council will be held on Monday, July 14th 2008 at Jubilee House, Madeley, commencing 7.00pm.

There being no further business, the Chair declared the meeting closed at 9.05pm.

Signed.....

Dated.....

(Chair)



Madeley Parish Council
DRAFT Council Meeting Dates Sept 2008 – May 2009

2 June 08	Leisure & Community Committee	6.30pm
16 June 08	Personnel Committee	6.30pm
23 June 08	Environment Committee	6.30pm
7 July 08	Finance & General Purposes Committee	6.30pm
14 July 08	Full Council	7.00pm
RECESS		
8 September 08	Full Council	7.00pm
22 September 08	Leisure & Community Committee	6.30pm
29 September 08	Personnel	6.30pm
6 October 08	Environment Committee	6.30pm
13 October 08	Finance & General Purposes Committee	6.30pm
27 October 08	Full Council	7.00pm
10 November 08	Leisure & Community Committee	6.30pm
24 November 08	Personnel Committee	6.30pm
1 December 08	Environment Committee	6.30pm
<i>8 December 08</i>	<i>Finance & General Purposes Committee</i>	<i>6.30pm</i>
<i>15 December 08</i>	<i>F&GP (NB – 3rd Monday of Month)</i>	<i>6.30pm</i>
<i>22 December 08</i>	<i>Finance & General Purposes Committee</i>	<i>6.30pm</i>
2009		
5 January 09	Full Council	7.00pm
12 January 09	Leisure & Community Committee	6.30pm
26 January 09	Personnel Committee	6.30pm
2 February 09	Environment Committee	6.30pm
9 February 09	Finance & General Purposes Committee	6.30pm
23 February 09	Full Council	7.00pm
9 March 09	Leisure & Community Committee	6.30pm
23 March 09	Personnel Committee	6.30pm
6 April 09	Environment Committee	6.30pm
27 April 09	Finance & General Purposes Committee	6.30pm
<i>11 May 09</i>	<i>Annual General Meeting</i>	<i>7.00pm</i>
<i>18 or 21 May 09</i>	<i>Annual Parish Meeting (NB 3rd Mon)</i>	<i>6.30pm</i>

Madeley PC Chair's Report
Council Year 2007/2008

This is a brief **summary or overview report** as I know my colleagues will be supplying more detail of several issues in the annual reports of the various committees.

I am proud to have presided as Chair over the year and I would like to **thank:-**

- Cllrs Samantha Joyce and Rupert Coldicutt who unfortunately had to resign during the year for personal reasons
- All other councillors remaining in office for their support – particularly the Vice-Chair of Council and the chairs and vice-chairs of the committees
- The Clerk and all Council employees for their continuing work and support

The Council played a prominent part in the successful campaign to save the **Madeley Court Swimming Pool** from closure plans emanating from the Borough Council. We are now assured that there will continue to be a pool within Madeley Parish. I would like to express my thanks to David Wright MP for his support on this campaign.

At **Christmas** the Council organised a series of ambitious and innovative events for our different and diverse communities. They all went very well and were praised as successful and enjoyable by those who attended.

The Council continues to look at ways in which we can engage with **young people** and help them realise their huge potential for positive activity within our community. We intend to give financial and practical support to several new projects in this field, including one involving Telford United Churches and one involving Groundwork Black Country.

Madeley PC has also formed the **Madeley Partnership**, including councillors, local businesses, churches, police and health services, with the object of regenerating Madeley Centre. We will be obtaining funding from various sources for a series of continuing projects to enhance the area surrounding the new Tesco store, now at last beginning. We have also initiated a liaison group with the developers and Tesco to address any issues which arise during the construction phase – the Chair & Vice-Chair will represent the Council on this body and there will be two further independent representatives from the Madeley Partnership.

Finally there have been some recent concerns about the future of two important buildings in **Madeley High Street** – Lumley Hall and the People's Centre. These are part of our World Heritage Site and are important not only as landmark buildings but also in terms of their usage by local organisations. As ever, funding is an issue, but I am determined that Madeley Parish Council should act as a champion of these buildings to ensure their preservation and positive use for local people.

Cllr Dave Davies

Chair
 Madeley PC

2 May 2008

**Leisure & Community Committee
Annual Report 2007/08**

The year again concentrated upon the Youth & Older members of the parish. Support was maintained to the wider need, using Discretionary Donations.

Our staged grant to CAB has been rewarded; there are surgeries at Woodside and Madeley with the hope of a third in Sutton Hill.

The Christmas Lunches have become most important, bringing so many people together at a special time of year. We have ongoing proposed Youth Projects which will be readdressed this year, together with repeat support of Christmas events throughout the Parish area.

An event of the year was 'World on a Plate' which is a unique way of bringing all peoples of an area together. This format has been passed on to other organisations and I feel that we should hold a similar event this statutory year.

The year ahead will see the reconstruction of Madeley Centre; I would suggest that we record this vital event, real Living History (pre 1969 ---- 1969 to 2009 ----post 2009) with supporting photographs.

The Living History Project continues to inform and record information concerning South Telford. We are blessed indeed to retain the services of Shelagh Lewis who has inspired so many residents to become involved - Woodside Book, People of Madeley, Excavations at Madeley Court Book, and A Taste of the Past cookery book which will be launched at the Annual Parish meeting on 19th May. In particular the Listing of the Beeches Building & the recording of its history is work of considerable importance.

I wish to thank Cllr Sue Taylor & members of the committee for their support. However I suggest we should be more proactive during this New Year, reaching out to find the Community needs.

We of the Leisure and Community Committee are supported totally by our Clerk Kath Petty. The success of so many of our projects and service rely upon her input and dedication.

I have pleasure in offering this report to Council.

Cllr David Edwards

Chair, Leisure & Community Committee, 11th May 2008.

Madeley Parish Council – AGM

Environment Committee – Annual Report 2007/08

Objectives:

Built Environment	To work in partnership with the local authority to monitor and improve public facilities and services. To report and play an active part in the resolution of areas of concern.
Natural Environment	To work with partners and the local community to improve the wildlife value and public enjoyment of the natural environment in the Parish.
Planning Applications	To protect community interest and where possible, gain community benefit through an active response to planning applications.
Heritage	To work with partners to promote, improve and protect the heritage of Madeley Parish in general and the designated World Heritage Site in particular.

Introduction

The Committee met on five occasions (July, October, December, February and April) and the following report represents a small selection of business conducted. Further details can be seen in the appropriate minutes.

Built Environment

The Council continues to monitor and evaluate the system by which T&W registers reports of causes of concern in the Parish, potholes, blocked footpaths, overhanging trees etc – so that these issues can be dealt with promptly.

Madeley Regeneration Partnership was formed in October 2007. Membership includes a broad spectrum of local interest led by the Parish Council. The group has met several times since its formation and at present is preparing priority submissions that will be made to the T&W Council District Centres' Regeneration Scheme.

The Council has continued to investigate procedures for improving street cleaning throughout the Parish. Consultation has taken place with T&W Council and other interested parties. Hopefully, some improvement will be forthcoming in the near future.

Natural Environment

Madeley Green Day took place in October and was once again highly successful. A large crowd enjoyed a wide range of activities and demonstrations. Proposals for an improved event in 2008, linking with Madeley Community Orchard should continue to see enhancement and development of this popular local event.

The annual Spring Clean took place throughout April and the beginning of May involving hundreds of local children. The Council also funded a series of 'anti-litter' workshops in local primary schools presented by the theatre group Playtrain.

Throughout the year the Council has pursued the objective of creating an enlarged Local Nature Reserve in the Madeley area. The original proposal for Madeley Court (16.8ha) would be extended to include Tweedale Woods (10.5ha), Meadow Pitmound (6.9ha), Blists Hill Pitmound (7.9ha) and Hills Lane Pitmound (20ha) – total area 44.1 hectares. Natural England has confirmed that it would be possible to make 'a single declaration for multiple, defined sites based on outline management proposals and subject to evaluation.' The new LNR (Madeley Pitmounds) has received initial support from the T&W Council Natural Environment Officer – watch this space.

Planning

The Council received a total of 124 planning applications during the year. Formal representations were made on 61 of these (49%). This has been a significant year for major applications and private and public investment affecting the Parish. These include a new school of 900 students at Castlefields Way; a new visitors' centre at Blists Hill Victorian Museum, Legges Way; extensive development at Telford Hotel & Golf Club, Great Hay Drive; a new Extra Care facility for 53 sheltered accommodation dwellings at Park Lane, Woodside and 191 new residential houses on the old 'Courts' site off Park Lane, Woodside.

Where necessary, the Council has sought to protect the character and amenity of the local environment and, where possible, to obtain benefit from the development. (Additions to affordable housing, improvements to community facilities such as upgrading of street lighting - £10,000 and rights of way - £10,000).

Overarching all is the imminent redevelopment of Madeley Centre for which planning approval was formally concluded in January 2008 – with notice of phase 1 of the demolition to commence in May 2008.

Heritage

Awareness of Madeley's Conservation Area status is important so great attention is given to applications and issues having an impact on the High Street/Court Street/Church Street/Station Road/Park Lane areas and the listed buildings throughout the Parish. Applications affecting the Grade II listed – The Little Hay, Madeley (Madeley's oldest building); Hay House Farmhouse and Barn, Great Hay Drive and Rough Park House, Woodside Avenue have been received and commented upon. At the same time, considerable effort is given to monitoring planning enforcement, particularly involving the many buildings of local interest in the predominantly retail commercial zone of High Street.

A Lottery funding application has finally been made for a study into the possible restoration of Baguley's Wynde, Lee Dingle Bridge and part of the Shropshire Canal.

Conclusion

The Committee continues to rely on the hard work and dedication of the Parish Council staff and volunteers whose contribution to the work outlined above, and to the many other aspects of the operation of the Council for the benefit of local residents is very much appreciated.

Cllr Liz Swift
8.5.08

FINANCE & GENERAL PURPOSES COMMITTEE

Notes – outline report, more detailed information to be circulated.

F&GP oversees the following 3 areas of the Councils work: -

1. Budget & Finance

- Audit report, based on Annual Return for 2006/07, was approved by external auditor without comment. Madeley Parish Council commenced the 2007/08 financial year with net assets of £220,000 of which £135,000 was earmarked reserves

- The appointed date for Audit of Accounts for 2007/08 is August 18th 2008

- Budget and Precept process is based on the 2007 Strategy review and Committee Business Plans.

The approved Precept for 2008/09 shows an 11.74% increase from the preceding year - this takes into account the provision of an additional £20,000 (7.18%) as capital match funding for the Borough Towns Regeneration Scheme introduced by Telford & Wrekin Council.

- Of 12 principal Parish/Town Councils in Borough of Telford & Wrekin, Madeley Parish Council Band D charge at £63.97pa is ranked 7th

1. Newport TC	£105.66
2. Stirchley & Brookside PC	£98.24
3. Hollinswood & Randlay PC	£89.51
4. Great Dawley	£70.96
5. Lawley & Overdale	£67.88
6. Wrockwardine Wood & Trench	£66.10
7. Madeley	

- Account & Audit Regulation 2006 now require minor local authorities to review the effectiveness of the system of internal audit. Systems have been adopted to achieve this via an appointed Audit Committee.

2. Assets

- Jubilee House continues to be well used by many community groups. Revenue received for Room Hire and Tenants at Jubilee House in 2007/08 was £30,400 whilst running costs were £27,400

- This year the Parish Council office has expanded to take over the space that was rented to the Energy Efficiency Advice Centre

- Major incident was the fire at the public toilets, repairs now completed and they have been reopened. Matter still in the hands of the police.

- Coach House has been re-roofed to stop any further deterioration to the building until a decision is made as to its future.

- Have had some problems with a major water leak effecting Sutton Hill Allotments – this has now been solved. All the allotments are let and there is a waiting list for both sites.

3. Partnerships

- The Madeley Partnership was set up in the Autumn. We are working with other Towns and the Borough to look at the regeneration of the local centres. As Madeley will shortly have a major redevelopment the Partnership is looking at ways of improving the areas that surround and serve the centre. e.g

1. A funding application has been submitted for hanging baskets for Madeley High St, Park Street, Court Street & Church Street.

2. Funding also been requested for a consultant to research and produce a Town Strategy

3. A the third potential project is to replace the pedestrian safety barriers in the World Heritage Site for something more in keeping with the status of the area.

- We are also involved in the South Telford Cluster Group, looking at improvements to local services and facilities.

Councillor J Jones

Chair F&GP Committee

12.05.08

COUNCILLOR ALLOWANCES AND EXPENSES**Parish Basic Allowance**

Council is required to publish a notice stating the total amount that has been paid for Parish Basic Allowance and for Parish travelling and subsistence allowance to the financial year end – March 31st 2008.

Councillor Allowances 2007/08

Councillor	effective	Allowance	Expenses Travelling	Subsistence	
1 D. Davies	01.06.07	£905.00	£27.60	£0.00	£932.60
2 R Coldicutt	01.06.07	£0.00	£0.00	£0.00	£0.00
3 B Duce	01.08.07	£360.40	£0.00	£0.00	£360.40
4 D Edwards	01.06.07	£450.50	£61.80	£61.21	£573.51
5 E Evans	01.06.07	£450.50	£210.00	£0.00	£660.50
6 G Green	01.06.07	£450.50	£0.00	£0.00	£450.50
7 J Handley	01.06.07	£0.00	£0.00	£0.00	£0.00
8 S Harrington	01.06.07	£450.50	£0.00	£0.00	£450.50
9 D Harrison	01.06.07	£450.50	£0.00	£0.00	£450.50
10 J Jones	01.06.07	£450.50	£0.00	£0.00	£450.50
11 S Law	01.09.07	£315.35	£0.00	£0.00	£315.35
12 A MacKenzie	01.06.07	£450.50	£0.00	£0.00	£450.50
13 L Swift	01.06.07	£450.50	£0.00	£0.00	£450.50
14 M Swift	01.06.07	£0.00	£0.00	£0.00	£0.00
15 S Taylor	01.06.07	£450.50	£0.00	£0.00	£450.50
16 DP Taylor	01.06.07	£450.50	£0.00	£0.00	£450.50
SJ Joyce	01.06.07	£175.88	£0.00	£0.00	£175.88
	to				
	30.09.07				
Total		£6,261.63	£299.40	£61.21	£6,622.24

The Parish Basic Allowance is indexed (based on NJC payment scales). Indications are that the 2008/09 pay review will be 2.45%.

Members who wish to forego all or part of their entitlement must elect to do so in writing to the Responsible Finance Officer

Travelling Expenses

NJC recommended rates for car allowances and subsistence:

Description	2007/08			2008/09		
	451-99cc	1000-199cc	1200-	451-99cc	1000-1199cc	1200-
Car Allowance	40.5	44.2	55.8	42.9	46.9	58.7

It should be noted that Telford & Wrekin Council approved rates for members is 40.5p.

Subsistence Expenses

Subsistence expenses are approved by Local Authorities following advice from the Local Government Association on daily allowance rates. Telford & Wrekin Council rates are based on allowances effective April 2005 and have not been uplifted.

Rates:

Breakfast	£5.61
Lunch	£5.61
Evening Meal	£11.21
Overnight subsistence (o/s London)	£81.91
Overnight subsistence (London)	£93.41

Recommended:

that Madeley Parish Council approves payment of the Parish Basic Allowance for 2008/09 at the approved and indexed rate effective April 1 2008

Recommended:

that Madeley Parish Council approves adoption of the 2008/09 NJC recommendation for payment of car allowances effective April 1 2008

Recommended:

that Madeley Parish Council maintains the currently approved levels of subsistence payments, subject to review by Telford & Wrekin Council

JMM

09.05.2008

**Groundwork Black Country
Proposal for Joint Working.**

Report to Full Council 12th May 2008

In October 2007 Graham Bould of Groundwork Black Country approached Madeley Parish Council with the suggestion of exploring the possibility of the two organisations working together to address common concerns. Groundwork is developing work around the 'evolve' housing agenda with particular interest in the South Telford New Town estates of Brookside, Woodside and Sutton Hill as areas of potential investment. They have a dialogue with Wrekin Housing Trust and Bournville Village Trust and are keen to develop a partnership with the Parish Council. This would be a first in the West Midlands.

Graham Bould gave a presentation to Finance & General Purposes Committee on 17th December 2007. The presentation talked in broad terms about the services Groundwork could offer and made reference to the Parish Terms of Reference. The work was then passed to Nikki Davies, who was asked to firm up the themes introduced by Graham into a more concrete proposal for presentation at a future meeting.

A meeting with the Chair, Vice Chair and Clerk was scheduled for 5th March 2008.

Madeley Parish Council strategic priorities 07/08 identify a need for greater Parish involvement in Woodside & Cuckoo Oak. A specific point agreed at the Strategy meeting in August '07 meeting was: - 'A regeneration project for Sutton Hill is needed as in Woodside – Sutton Hill Centre is an issue' This was given medium priority pending further information from the Borough Council.

At the end of February/beginning of March events in Sutton Hill gathered their own momentum and following extensive publicity in the media there was a public meeting on 4th March. Local people voiced their dissatisfaction with services on the estate and concerns regarding the future of Sutton Hill. Given the Parish's own stated priority and the impetus from the public meeting, it seemed appropriate that at the meeting with Groundwork on the following day that they should be asked to focus their proposal on issues in Sutton Hill.

The Groundwork proposal was presented at Finance & General Purpose Committee on 21st April and members asked for it to be considered by Full Council.

Should this Council wish to enter into a Partnership with Groundwork the potential advantages are numerous: -

- The expertise and fresh ideas of an outside specialist organisation to complement the work proposed by Telford and Wrekin.
- Additional resources in terms of the personnel supplied by Groundwork and also the funding that those personnel may be in a position to access.
- A response by the Parish to the concerns of the residents of Sutton Hill.
- An expansion of Parish services without the commitment of additional staff or the cutting back of other work.
- If successful as a pilot, the partnership could be re-negotiated to address other areas of need within the Cuckoo Oak ward.

Recommendation

That Madeley Parish Council commissions Groundwork Black Country to work in partnership with officers from Madeley Parish Council, Telford & Wrekin and local people to develop community groups, environmental projects, volunteer and youth work as outlined in their proposal, at a cost of £5,000

KAP
02.05.08.

**Apologies for Absence
Report to Full Council 12th May 2008**

In 2004 Madeley Parish Council adopted a model of good practice for the presentation of apologies at meetings and agreed the following: -

- That if a member were unable to attend a scheduled meeting, apologies should be made to the Clerk or the Deputy Clerk by 4.00 on the day of the meeting.
- In the submission of their apologies, the member should give the reason for their non attendance. On presentation at the meeting it would be resolved or otherwise, whether to accept the apology or not.
- Apologies tendered by a member on behalf of another would not be accepted except in extreme circumstances.
- Members who do not attend meetings and do not send apologies are recorded as absent.

This system has been operating reasonably well for the last 4 years, however there has been some concern that Madeley Parish may not have been operating in accordance with Section 85(1) of the Local Government Act 1972 which states: -

'if a member of a local authority fails throughout a period of six consecutive months from the date of his last attendance to attend any meeting of the authority, he shall, unless the failure was due to some reason approved by the authority before the expiry of that period, cease to be a member of the authority'.

This is open to interpretation and the Clerk was asked to clarify and confirm that Madeley Parish is operating in accordance with the Act.

Telford & Wrekin Council consider the submission of apologies as a matter of courtesy which has no bearing on the six month rule i.e. if a Borough Councillor did not attend a meeting of the Council for 6 months they would face automatic disqualification, regardless of whether apologies had been given or not.

The view of the National Association of Local Councils was sought and the reply from Mandy Byfield, Legal Executive is as follows: -

'My understanding of how section 85 of the 1972 Act is to be applied is that the start of the six consecutive months starts from the first meeting that the member is absent. It is however acceptable to send an apology in advance of the meeting. Whether an apology is sent in advance or delivered at the meeting, the apology must be approved by an affirmative resolution of the council before the expiry of the six consecutive months. If the apology is not approved or if no apology is sent a member will face disqualification after the 6 consecutive months have expired.'

The above is a different interpretation of the Act to that of Telford & Wrekin. However, it is the NALC that are the body responsible for Parish Councils and as such it is their advice that should be followed. To follow the example of Telford and Wrekin, against the advice of the NALC would leave the parish open to challenge.

Recommendation:

That no changes are made to the current system of submitting, accepting and recording apologies.

KAP
02.05.08.