

DAWLEY HAMLETS PARISH COUNCIL

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10th September 2026

To All Members of this Parish Council

You are hereby summoned to attend the **FULL COUNCIL MEETING** of the Parish Council to be held
on:

Wednesday 16th September 2026 at 7.00pm Horsehay Village Hall

AGENDA

1. **Welcome** The Vice Chair will welcome attendees to the meeting.
2. **Apologies for Absence** To receive apologies.
3. **Declarations of Interest and Dispensation Requests** Councillors are reminded to declare any pecuniary interest in matters to be discussed at the meeting which are not included in their register of interests.
4. **Chris Redfern – Severn Trent Community Flooding Officer.** To receive an introduction to Severn Trent's new Community Flood Team and discuss how they can support the parish with flooding issues, community engagement, and local resilience.
5. **Public Session** To receive any reports from members of the public on current matters relating to the parish.
6. **Minutes** To approve the minutes of the last meeting held on **17th June 2026**. *(Note: The meeting scheduled for 15th July 2026 was cancelled due to being inquorate.)*
7. **Councillors Reports** To receive any reports from Councillors on current matters relating to the parish.
8. **Community Action Team (CAT)** To receive updates on the latest issues and actions from our neighbourhood enforcement team and environmental maintenance operative.
9. **Local Nature Reserves (LNRs)** To receive updates and consider any matters raised.
10. **2026 Static Traffic Regulation Order (TRO) Programme – Statutory Consultation** To consider the consultation issued by Telford & Wrekin Council and agree the parish council's response.
11. **OPCC Business Support – Town and Parish Council Survey 2026** To consider the annual survey issued by the Office of the Police and Crime Commissioner and agree the parish council's formal response. Survey closes 14 October 2026.
12. **Remembrance Sunday – 8th November 2026**
 - a) To agree arrangements for the Little Dawley Service of Remembrance.
 - b) To appoint a parish council representative for the Little Dawley and Aqueduct Services of Remembrance.
 - c) To approve the purchase of wreaths and refreshments.

13. **AW2026 Newsletter**
 - a) **To agree contents.** To review and agree the final content for the Autumn/Winter 2026 newsletter.
 - b) **To consider printing and distribution options, including the use of email circulation.** A simple, GDPR-compliant residents-only email list is proposed, using an Outlook group for twice-yearly newsletter distribution.
14. **Telford & Wrekin Council – Community Governance Review** To consider the changeover process and implications for the parish.
15. **Planning Applications** To consider planning applications and decisions.
16. **Finance & Administration**
 - a) To approve the monthly budget report and bank reconciliation.
 - b) To approve the monthly payments.
 - c) To receive the 2025/26 external audit report from PKF Littlejohn LLP.
 - d) To appoint the internal auditor for 2026/27.
17. **Correspondence and Other Matters** To consider any correspondence received and other matters arising.
18. **Items for the Next Agenda** To agree items for the next meeting.
19. **Date of the Next Meeting** The next meeting will be held on **Wednesday 21st October 2026 at 7.00pm**, at Aqueduct Primary Academy.