

DAWLEY HAMLETS PARISH COUNCIL

Minutes of the Full Council Meeting

Held on Wednesday 18th March 2026 at 7:00pm
at Aqueduct Primary Academy

Present: Chair; Cllrs Z Hannington, M Rogers, S Wennington

Also Present: Borough Cllr Andy Burford; Richard Foden (T&WC Play & Recreation Infrastructure Officer); Clerk; one member of the public

25/139. Welcome

The Chair welcomed everyone to the meeting.

He informed the meeting that Cllr Stefan Heighway had been automatically disqualified under Section 85 of the Local Government Act 1972. Cllr Heighway last attended a meeting on 17 September 2025, and no qualifying attendance or approved reason for absence occurred within the required six-month period. A Notice of Casual Vacancy was issued today and published in accordance with statutory requirements.

25/140. Apologies for Absence

Apologies were received from Cllrs K Barnes, R Mehta and I Preece.

25/141. Declarations of Interest and Dispensation Requests

Cllr Hannington – Great Dawley Town Council; Lawley & Overdale Parish Council
Chair – Dawley Hamlets Local Nature Reserve

25/142. Public Session

One member of the public spoke regarding Item 10 on the agenda (Easter Eggs for Aqueduct Primary Academy).

He expressed a preference for funds to be spent on life-skills activities rather than Easter eggs.

The Council responded that Dawley Hamlets Parish Council already supports Aqueduct Primary Academy (the parish's only school) in other ways, including contributing towards the annual pantomime visit and, this year, Crucial Crew for Year 6 pupils. Crucial Crew provides essential life-skills and safety education. Councillors also noted that without the Council's contribution, some pupils may not receive an Easter egg at all.

The Chair asked whether councillors supported the purchase; the overwhelming response was in favour.

25/143. Minutes

The minutes of the meeting held on 18th February 2026 were approved.

25/144. Play Areas

The Chair introduced Richard Foden, Telford & Wrekin Council Play & Recreation Infrastructure Officer.

Richard explained that there are 118 play areas across the borough, and he is responsible for ensuring they are maintained and meet safety standards. Idverde carries out weekly risk assessments and reports issues to him; he also receives reports via MyTelford.

He noted that play areas are expensive to maintain and expenditure is driven by insurance and safety requirements.

Richard circulated copies of the Shirefields Way Play Area safety report and thanked the Council for its pledge of £4,657.50 towards carrying out recommended improvements, agreed at the February meeting.

Richard left the meeting at 7:22pm.

25/145. Councillors' Reports

Cllr Hannington:

- Concerns about frogs being squashed at Horsehay Pool have reduced as this is not happening as frequently.
- Working with residents of Horsehay Court regarding maintenance issues where the management company does not appear to be fulfilling its responsibilities.
- Reports of increased ASB on the bridle path from Bridge Road towards the Traveller's Joy Public House.

The Clerk will add this location to CAT enforcement patrols.

Borough Cllr Andy Burford:

- Ongoing issues with the management company responsible for Stonebridge Close; T&WC is often unfairly blamed by residents for lack of maintenance.
- Continued parking issues in many areas including Gittens Drive; the problem is borough-wide and difficult to resolve.
- Some landscaping and tree issues caused by recent storms are still awaiting resolution.

Chair:

- Attended a CAT maintenance work-plan meeting yesterday.
- A good amount of time has been spent on matters relating to the disqualification of Cllr Heighway and the resulting casual vacancy process.

25/146. Community Action Team (CAT)

The updated Neighbourhood Enforcement February Action Plan and the new March Plan were circulated ahead of the meeting on 2nd March. Majestic Way patrols were added as requested by Cllr Barnes at the last meeting.

The Chair and Clerk met with Aaron England, James Taylor and Bill Stewart (DHPC Maintenance Operative) yesterday at Granville House, Donnington, to update the workplan so that the Council has an up-to-date, detailed document going into the next financial year.

Cllr Hannington reported the recent absence of plastic bags in the bins around Horsehay Pool; she will monitor the situation and report via MyTelford if necessary.

25/147. Local Nature Reserves (LNRs)

DHLNR – Chair:

Three volunteer sessions run by Rick Shaw (funded by the Friends group) have now finished clearing areas and trees to improve access and encourage plants such as heathers to grow.

25/148. Easter Eggs

The Council considered the provision of Easter eggs for Aqueduct Primary Academy (250 required by 27 March).

RESOLVED: The Chair confirmed he would fund the Easter eggs from his allowance.

25/149. Annual Parish Meeting

The Clerk explained the reason for the Annual Parish Meeting.

It was agreed to hold the meeting at 7:00pm on Wednesday 15th April 2026 at Horsehay Village Hall, immediately before the April Ordinary Council meeting.

Local community groups will be invited, as in previous years, along with James Taylor (the new T&WC Public Realm Officer replacing Dave Ottley).

Clerk to make all arrangements.

25/150. Planning Applications

- a. The meeting considered the following applications:

Application or enforcement number	Appeal number	Site Address	Description of proposal	▲ Date consultation received	▲ Reply by date
TWC/2026/0157	N/A	42 Pageant Drive, Aqueduct, Telford, Shropshire, TF4 3RF	Erection of a rear pergola	13/03/2026	04/04/2026
TWC/2026/0131	N/A	Access, Bridgnorth Road, Telford, Shropshire	Retention and resurfacing of existing access point	05/03/2026	26/03/2026

- b. The following decisions were noted:

Full Granted:

Application number	TWC/2025/0809
Site address	6 Caxton Close, Lawley Village, Telford, Shropshire, TF4 2FQ
Description of proposal	Proposed loft conversion following the installation of 2no. front dormer extensions, 2no. rear dormer extensions and 1no. roof light **AMENDED RED LINE AND PLANS RECEIVED**

Application number	TWC/2026/0001
Site address	63 Pool Hill Road, Horsehay, Telford, Shropshire, TF4 3AS
Description of proposal	Erection of a single storey rear extension and outbuilding ***Additional Plans Received***

Listed Building Granted:

Application number	TWC/2026/0031
Site address	13 Pool View, Horsehay, Telford, Shropshire, TF4 2ND
Description of proposal	Replacement of 3no. windows and 1no. door

- c. **TWC/2026/0005 – Land between Wellington Road / A5223, Horsehay**

This application was discussed due to the number of concerns and objections raised by residents.

RESOLVED:

- To call in the application if there is still time and it has not already been called in.
- The Chair was elected to speak at the Planning Committee meeting.

25/151. Finance & Administration

- a. **Monthly Budget Report and Bank Reconciliation Statement**

This report was issued in advance of the meeting.

RESOLVED: To approve the monthly budget report and bank reconciliation statement.

b. List of Payments Presented for Approval

Payee/Reason	Payt Method	Date	Net	VAT	Total
Staff Costs	Bank Transfer	18 March 2026	1,477.58	0.00	1,477.58
HMRC Tax & NI	Bank Transfer	18 March 2026	355.97	0.00	355.97
SCC Pension Fund	Bank Transfer	18 March 2026	510.49	0.00	510.49
Staff Costs - Travelling Expenses	Bank Transfer	18 March 2026	96.20	2.78	98.98
Office Expenses 1.9.25 - 31.3.26	Bank Transfer	18 March 2026	319.00	0.00	319.00
T&WC - Christmas Party 2025 Catering	Bank Transfer	18 March 2026	1,800.00	360.00	2,160.00
T&WC - Borough Councillor Match-funding	Bank Transfer	18 March 2026	4,856.00	0.00	4,856.00
Web Orchard .Gov.UK Domain and Email support	Bank Transfer	18 March 2026	25.00	5.00	30.00
			9,440.24	367.78	9,808.02

RESOLVED: To approve the list of payments.

25/152. Correspondence

- **Polling Station Review:** The Clerk reminded councillors that comments should be submitted to her by 31 March; the consultation closes 6 April 2026.
 - **Radio Shropshire Make a Difference Awards:** The Clerk received an email inviting nominations. Councillors agreed to nominate the Chair for the Volunteers Award. The Clerk will prepare the application and circulate it for contributions.
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25/153. Items for the Next Agenda

- Councillor Co-option process (if an election is not called)
 - Grant awarding
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25/154. Date and Location of the Next Meeting

Wednesday 15th April 2026, immediately following the Annual Parish Meeting, at Horsehay Village Hall.

25/155. Other Business

Cllr Rogers gave apologies for the next meeting as he is getting married. The Chair, councillors and the Clerk offered their congratulations.

Meeting closed at 7:56pm.

Signed: _____ Chair

Date: _____

DRAFT