

# MUCH WENLOCK TOWN COUNCIL

Minutes of a  
**TOWN COUNCIL MEETING**  
held at The Guildhall, Much Wenlock  
7 pm on Thursday 1 September 2016

## **PRESENT:**

Cllr. Herbert Harper (Chairman), Cllr. Robin Bennett, Cllr. Graham Edgcumbe Venning, Cllr. Mike Grace, Cllr. Mary Hill, Cllr. Yvonne Holyoak, Cllr. Dafydd Jenkins, Cllr. Paul Laming, Cllr. David Turner, Cllr. Joffrey Watson, and Cllr. Milner Whiteman OBE.

## **TOWN CLERK:**

Sharon Clayton

## **IN ATTENDANCE:**

8 members of the public

### **1) CHAIRMAN'S WELCOME**

The Chairman welcomed everyone to the meeting and informed those present of his Mayoral engagements as follows:

- 8 August 2016: presentation to Mr Gerry Bowden in relation to his service to the Much Wenlock community.
- 24 August 2016: attended St. Chad's Church, Shrewsbury for the Great War Remembrance Service to remember local parish soldier Lance Corporal Evan Lewis of Bourton killed in action on 24 August 1916.

### **2) APOLOGIES FOR ABSENCE**

There were no apologies since all members were present.

### **3) DISCLOSURE OF PECUNIARY INTERESTS**

Members were reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of members' interests maintained by the Monitoring Officer.

As a Shropshire Councillor Cllr. David Turner declared an interest in any matters relating to Shropshire Council, and as a Member of the Shropshire Hills Area of Outstanding Natural Beauty Partnership Management Board, in any matters relating to the Shropshire Hills Area of Outstanding Natural Beauty. Cllr. Turner also declared a non-pecuniary interest as a member of the Much Wenlock Bowling Club, and Cllr. Mike Grace declared a non-pecuniary interest as a member of the Much Wenlock Cricket Club.

### **4) DISPENSATIONS**

Dispensation granted to Cllr. David Turner - request to participate in discussions concerning devolved services.

#### **NOTED.**

In accordance with Standing Order no: 10(a)(vi) the Chairman PROPOSED that the order of business be changed, and after being SECONDED it was RESOLVED that agenda item 16 be considered following public participation.

### **5) PUBLIC PARTICIPATION**

The chairman invited the chairman of the Lady Forester Nursing Home League of Friends to speak about the proposed loss of four GP beds at the Nursing Home. She said the Nursing Home had twice been saved from closure during the last 30 years. It had been taking patients outside of the area due to a high demand.

*Cllr. Joffrey Watson arrived at this point in the meeting.*

The business model used by the Nursing Home was reported to be exemplary as it was saving money for the CCG and yet they wanted to remove the four GP beds to save money. Members were asked to sign a petition to help save the beds.

Another member of the public spoke in support and asked the town council to support efforts to save the beds because if they were lost they would not come back. The care presently offered was better and cheaper than could be offered elsewhere.

The Chairman thanked all of the speakers.

## 6) LADY FORESTER NURSING HOME

Members considered for approval a proposal by Cllr. David Turner that the town council should endeavour to do all it could to prevent the loss of 4 GP beds at Lady Forester Nursing Home. The beds were under threat due to budget cuts by the CCG (Clinical Commissioning Group) even though the CCG acknowledged that the beds had been fully occupied during the last 12 months and had assisted in keeping patients out of hospital where care was more expensive. The local GP had said in a letter to the CCG that the beds had been very well managed and it did not make sense to remove them since they had been, and continued to be cost effective.

*Cllr. Dafydd Jenkins arrived at this point in the meeting.*

The town council had previously fought against the closure of the Lady Forester Nursing Home in 2010 and Cllr. Turner proposed that the town council should support the community in trying to retain the current service and consider what action it could take to support the maintenance of the GP beds.

It was **PROPOSED**, **SECONDED** and **AGREED** that:

- i. **A letter should be sent to the CCG to oppose the loss of the beds.**
- ii. **The town council would support all endeavours to retain the service.**
- iii. **The Town Clerk was granted delegated authority to facilitate any necessary arrangements such as arranging community meetings and to encourage support to retain the current services.**

## 7) MINUTES

- a) The minutes of a Town Council meeting held on 28 July 2016 were considered for approval.

A dispute arose over the resolution recorded at minute no: 6(ii) which said *“The ten dwellings should be for rent only, and only to local people, the additional two dwellings should not be sold on the open market but sold as shared ownership”*. After much debate it was **PROPOSED** and **SECONDED** that minute 6(ii) be amended to read *“The 12 dwellings should be for rent and only for local people”* and the disputed statement removed in its entirety.

It was requested that the vote be recorded and with:

- 7 votes in favour – Cllr. Milner Whiteman, Cllr. Joffrey Watson, Cllr. Mike Grace, Cllr. Robin Bennett, Cllr. Mary Hill, Cllr. Yvonne Holyoak, Cllr. David Turner (Cllr. Dafydd Jenkins did not participate in the vote as he was not present at the meeting)
- 2 abstentions – Cllr. Graham Edgcumbe Venning, Cllr. Paul Laming
- 1 vote against, the chairman Cllr. Herbert Harper, it was

**RESOLVED** that the minutes be amended as proposed, signed and **ADOPTED** and that the town council’s response to the planning application should be amended to reflect the statement agreed at the revised minute.

*However, the chairman of this meeting believed that the draft minutes of the meeting of the council held on 28 July 2016 in respect of minute no: 6(ii) were a correct record but his view was not upheld by the meeting and the minutes were subsequently confirmed as an accurate record of the proceedings.*

- b) The minutes of a Planning & Environment Committee meeting held on 5 July 2016 were **NOTED** and **ADOPTED**.
- c) The minutes of a Finance & Resources Committee meeting held on 28 June 2016 were **NOTED** and **ADOPTED**.

## 8) TOWN CLERK’S REPORT

Members received a written report from the Town Clerk on outstanding matters and action taken since the last Council meeting.

The report contained a note that a letter from a local resident concerning access to the Bowling Club from the Linden gate would be dealt with by the Gaskell Recreation Ground Management Committee. The Secretary had previously emailed the Bowling Club on 10 September 2015 informing that the Committee would like to know how the Bowling Club would put adequate risk management in place if it was to be given a key to the Linden Gate and no response has been received. In the meantime the Secretary, under instruction from the Committee, had written to the directors at William Brookes School informing that the school was in breach of a lease agreement that allows access between sites and was now awaiting a response.

Members were also issued with a copy of the town council's Annual Work Programme.

It was **PROPOSED**, **SECONDED** and **RESOLVED** that:

- i. The Town Clerk's report be **NOTED**.
- ii. The Town Clerk would refer the matter concerning access via the Linden Gate to the Gaskell Recreation Ground Management Committee for action, and advice would be sought concerning the council's obligations to meet DDA compliance.
- iii. The town council's Annual Work Programme be **NOTED**.

#### 9) DELEGATED AUTHORITY

Members received a report from the Town Clerk which gave advice on the delegation of authority supported by NALC Legal Topic Notes. The advice explained that a council cannot delegate the performance of its statutory and legal responsibilities to an individual councillor and that a single councillor may not make decisions on behalf of the council, not even the chairman. Members were also advised about delegation to committees and confidentiality.

It was **PROPOSED**, **SECONDED** and **RESOLVED** that the advice be **NOTED**.

#### 10) STANDING ORDERS AND THE AWARD OF CONTRACTS

Members received information concerning the award of contracts and how they should conform to Public Contracts Regulations 20015/102 ("the 2015 Regulations"). The council's Standing Orders set out the procedure for the award of contracts and the 2015 Regulations would apply to contracts under £25,000 net of VAT but all contracts expected to be over this amount must conform with the 2015 Regulations which commits the council to advertise on Contracts Finder website.

It was **PROPOSED**, **SECONDED** and **AGREED** that the information be **NOTED** and the council's Standing Orders revised in order to comply with the Public Contracts Regulations 2015/102.

#### 11) STANDING ORDERS

Members considered for approval amendments necessary to the council's Standing Orders in order to comply with the Public Contracts Regulations 2015/102.

It was **PROPOSED**, **SECONDED** and **AGREED** that:

- i. Standing Order no: 18(a)(v) be amended so that the minimum value stated be increased from £10,000 to £25,000.
- ii. Standing Order no: 18(c) be amended so that the minimum value to which the tendering process should apply be increased from £10,000 to £25,000.
- iii. The words "and in compliance with the Public Contracts Regulations 2015 be added to Standing Order no: 18(d)(iii).
- iv. The words "Please refer to the Council's Financial Regulations – Contracts (paragraph 11) for further details be added to Standing Order no: 18(e).
- v. That paragraph 18(f) in Standing Orders be removed and that the words "The Council will observe the Public Contracts Regulations 2015/102

#### 12) BANKING

- a) Members considered for approval that the town council apply for a debit card from Barclays Bank for online purchases and for cash withdrawals for petty cash top up.

It was **PROPOSED**, **SECONDED** and **AGREED** that the town council should apply for a debit card from Barclays Bank.

- b) Members considered for approval opening a bank account with CCLA in which £25,000 would be invested. Members also considered who should be authorised signatories for the council's bank accounts.

It was **PROPOSED**, **SECONDED** and **AGREED** that:

- i. A bank account be opened with CCLA in which £25,000 would be invested.
- ii. A minimum of any four councillors should be authorised signatories for each of the council's bank accounts, plus the RFO for administrative purposes only.

#### 13) COMMUNICATION STRATEGY

- a) Members considered for approval an updated Communications Strategy which had been developed to raise awareness of the role of the local councillor and encourage greater participation in the 2017 local elections. The strategy also included a timetable for promotional activity.

It was **PROPOSED**, **SECONDED** and **AGREED** that the Communication Strategy be **APPROVED**.

- b) Members considered for approval a flyer to raise awareness of the role of the councillor in the run up to the 2017 local elections (September edition).

**It was PROPOSED, SECONDED and AGREED that this be APPROVED.**

- c) Members considered for approval a flyer to raise awareness of the role of the councillor in the run up to the 2017 local elections (October edition).

**It was PROPOSED, SECONDED and AGREED that be APPROVED.**

#### **14) GASKELL RECREATION GROUND**

Members considered for approval proposals to create and equip an outdoor exercise area, including demolishing the disused toilet block on the Gaskell Recreation Ground as part of the management plan for the ground.

**It was PROPOSED, SECONDED and AGREED that the proposals be APPROVED.**

#### **15) GASKELL RECREATION GROUND DRAINAGE**

Members considered for approval drainage proposals for the Gaskell Recreation Ground as part of the management plan for the ground.

**It was PROPOSED, SECONDED and AGREED that the proposals be APPROVED.**

#### **16) FESTIVAL AT THE EDGE AND ITS FUTURE**

Members considered a proposal by Cllr. David Turner that the town council recognises the positive local impact that the Festival at the Edge had made locally in terms of tourism, culture and the economy and that the council should offer assistance to keep the festival local to the town.

**It was PROPOSED, SECONDED and AGREED that:**

- i. **The town council recognised the positive impact that the Festival at the Edge had made locally.**
- ii. **The town council would write to the organisers wishing them well and to offer assistance to keep the Festival local to the town.**

#### **17) PROPOSED AFFORDABLE DWELLINGS AT LAND OFF CALLAUGHTON LANE**

Members considered for approval a proposal by Cllr. David Turner that the town council appoints a speaker to attend Shropshire Council's South Planning Committee meeting in October when the planning application for affordable dwellings off Callaughton Lane would be considered.

**It was PROPOSED, SECONDED and AGREED that Cllr. Milner Whiteman would attend to represent the council and support its response to the application.**

#### **18) PLANNING**

- a) There were no planning applications referred to the Town Council for consideration.
- b) The Chairman of the Planning & Environment Committee had nothing to report.

**NOTED.**

#### **19) REVIEW OF THE NEIGHBOURHOOD DEVELOPMENT PLAN FOR MUCH WENLOCK**

Members considered for approval how a review of the Neighbourhood Development Plan for Much Wenlock should be carried out and by whom.

**It was PROPOSED, SECONDED and AGREED that the Planning & Environment Committee and the Neighbourhood Plan Monitoring Working Group would meet to consider how to engage with the community as part of the review process and make recommendations to the town council.**

#### **20) REPORT FROM SHROPSHIRE COUNCIL**

Cllr. David Turner presented the following verbal report:

- He was not able to attend the Great War Remembrance Service at St. Chad's Church in August but the Mayor had attended instead. It is very poignant when the names of 89 Shropshire fallen are read out, on one day alone 36 men were killed.
- The new traffic lights system installed at the narrow point of Sheinton Street to control HGV movement had been tested and were due to begin operating on 2 September 2016.
- Parking restrictions throughout the town would be going out for further consultation.
- Although the owners of Pinefields had been instructed to deal with the derelict property there had been no reaction.
- The next litter pick would take place on 9 September 2016.
- The next advice surgery would take place on 10 September 2016 when Cllr. Grace was expected to attend.

**NOTED.**

**21) CONSULTATION**

There was no consultation for consideration.

**22) CORRESPONDENCE**

The following correspondence was received:

- a) Shropshire Association of Local Councils (SALC) information bulletins and other information sent to Members via email.
- b) Letter from a member of the public concerning access to the Bowling Club via the Linden Gate.
- c) Letter from Buckingham Palace thanking the people of Much Wenlock for their good wishes on the occasion of the 90<sup>th</sup> birthday of Queen Elizabeth II.
- d) Invitation from Shropshire Housing Group to attend a bi-annual stakeholder event at Shrewsbury Town Football Club on 8 September 2016.

It was **AGREED** that the correspondence be **NOTED**.

**23) AGENDA ITEMS FOR THE NEXT TOWN COUNCIL MEETING**

It was **AGREED** to contact the Town Clerk if anyone wanted anything included on the next agenda.

**24) DATE OF NEXT MEETING**

It was **NOTED** that the next meeting would take place on Thursday 6 October 2016.

The meeting closed at 20:48.

Signed.....

Date.....

Cllr. Herbert Harper  
Town Mayor