

MUCH WENLOCK TOWN COUNCIL

Minutes of a
TOWN COUNCIL MEETING
 held at The Guildhall, Much Wenlock
 7 pm on Thursday 3 July 2014

PRESENT:

Cllr. Mary Hill (Chairman), Cllr. Robin Bennett, Cllr. Bert Harper, Cllr. Yvonne Holyoak, Cllr. Richard Kitchen, Cllr. Paul Laming, and Cllr. Milner Whiteman OBE.

TOWN CLERK:

Sharon Clayton

IN ATTENDANCE:

Cllr. David Turner – Shropshire Council
 2 members of the public

1) CHAIRMAN'S WELCOME

The Mayor welcomed everyone to the meeting. She informed everyone that she had attended the reception for the Wenlock Festival, which she said was a very good occasion, and also the Ludlow Festival to see 'As you like it'. She had been invited to Tickwood Hall where Princess Alexandra would be in attendance.

The Mayor reminded Members that they were invited to a special service to commemorate WW1 at Holy Trinity Church on Sunday 6 July 2014.

2) APOLOGIES FOR ABSENCE

COUNCILLOR	REASON
Kevin Hadley	Work commitments
Dafydd Jenkins	Work commitments
Joffrey Watson	Work commitments

These apologies were **ACCEPTED**.

The Mayor welcomed Paul Laming to the Council and invited him to read his 'Declaration of Acceptance of Office'.

3) DECLARATION OF ACCEPTANCE OF OFFICE

The Declaration of Acceptance of Office was read and signed by the newly elected Town Councillor, Paul Laming, witnessed and signed by the Town Clerk.

4) 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.

5) DISPENSATIONS

None requested.

6) REPORT FROM SHROPSHIRE COUNCIL

Cllr. David Turner thanked the Council for inviting him to the meeting, and presented a verbal report as follows:

- He congratulated Cllr. Paul Laming on his recent election to the Town Council.
- Vehicles had ignored the signs for the recent road closure on the A4169 and a meeting with a local resident, Town Councillors and Shropshire Council had been held to discuss how future road closures could be better managed. In response to residents' concerns about parking issues in the town, and a suggestion to make part of King Street one-way, Cllr. Turner said that the Neighbourhood Plan provides the Town Council with strong leverage on new development proposals to insist on getting parked cars off the streets.

Cllr. Turner was considering calling a meeting to get concerned residents around the table with the police, the highways engineers, the Civic Society, the Chamber of Trade, the Town Council, and others, to try to identify what real concerns there are and to suggest solutions. Shropshire Council has agreed to carry out a feasibility study in 2014-2015 on how traffic can be better managed on the A4169 at Sheinton Street.

- Cllr. Turner attended the Rural Housing Conference at Ludlow as part of Rural Housing Week. The Homes & Communities Agency talked about community led housing and Much Wenlock's Neighbourhood Plan was mentioned as an exemplar. A recent survey confirms that many local people want affordable housing for local people.
- A public meeting would take place on 22 July 2014 to discuss how Shropshire Council will use the Neighbourhood Plan when considering planning applications.
- There is a need to be vigilant to ensure that development does not take place without consent and the Town Council is best placed to detect unauthorized development which should be reported to the enforcement team. A planning officer was to attend the next Broseley and Barrow Local Joint Committee meeting to talk about planning enforcement.
- The next meeting of the Much Wenlock and Shipton Local Joint Committee would include a report on Connecting Shropshire, the superfast broadband rollout, and the future of the LJC and local commissioning.
- Cllr. Turner's next advice surgery would be at Much Wenlock museum on Saturday 12 July with Cllr. Robin Bennett and a representative from the police.

It was **RESOLVED** that the report be **NOTED**.

7) PUBLIC PARTICIPATION

There were no requests to speak from members of the public.

8) MINUTES

- a) The minutes of a Town Council meeting held on 5 June 2014 were **APPROVED**.
It was **RESOLVED** that the minutes be signed and **ADOPTED** as a true record.
- b) The minutes of a Planning & Environment Committee meeting held on 6 May 2014 were **NOTED** and **ADOPTED**.
- c) The minutes of a Finance & Resources Committee meeting held on 27 May 2014 were **NOTED** and **ADOPTED**.
- d) The minutes of a Personnel Committee meeting held on 9 April 2014 were **NOTED** and **ADOPTED**.

9) TOWN CLERK'S REPORT

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

The Town Clerk also informed Members that:

- She was to attend Health and Safety training on Friday 4 July 2014.
- The Gaskell Recreation Ground Operational Working Group had considered the Cricket Club's request to prune some trees on the Ground and the Group had decided not to allow any pruning until further advice had been sought. The trees have amenity value and the Group needs to determine whether it has a duty of care to remove the hanging branches. The Cricket Club had been informed of the Group's decision and had been requested to carry out their own risk assessment.

It was **AGREED** that:

- i. **The Town Clerk should write to Philip Dunne MP and ask for an update about the Order issued to the Landowner of Liquid Fertilisers at Farley.**
 - ii. **The Town Clerk should speak to the Handy Person about painting the Buttermarket.**
- b) Members received notes from a Market Town Clerks meeting held on 11 June 2014 which the Town Clerk had attended.

It was **RESOLVED** that the Town Clerk's report be **NOTED**.

10) FREE TREES

Members considered an opportunity to apply for free trees from the Woodland Trust.

It was **PROPOSED**, **SECONDED** and **RESOLVED** that the initiative be passed on to the Tree Forum.

11) TRAFFIC ISSUES

Members considered a letter from local residents who were concerned about traffic congestion at King Street caused by parked cars. They had suggested that this issue might be remedied by a one-way system.

It was **RESOLVED** that:

- i. **A round table discussion should be arranged with local residents, the police, Shropshire Council, and the Town Council, to discuss the issues and try to find a solution.**
- ii. **The Town Clerk should write to the local residents and inform them of the Council's decision, stating that all the streets in the town have the same problem and the issues in King Street cannot be considered in isolation.**

12) TOWN ARCHIVIST'S REPORT

Members considered a written report from the volunteer archivists which outlined their recent work. The report said that the Project Director, who had worked with volunteers on cataloguing and digitising records relating to the Borough of Wenlock dating back to medieval times, would come to Much Wenlock on 18 October 2014 to highlight their findings. The report included recommendations for which the archivists sought approval.

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

- i. **The report be NOTED.**
- ii. **The Town Council should write to the Shropshire Archivist to express appreciation of the work undertaken by Mr. Benson (professional archivist) and the volunteers of the 'Friends of Shropshire Archives' to research, conserve and catalogue records from Much Wenlock.**
- iii. **The Town Council endorses and supports moves to publicise to the people of Much Wenlock the findings of the research and will undertake to be appropriately represented during the activities on 18 October 2014.**
- iv. **The Archivists should be thanked for their report.**

13) LINDEN GATE ACCESS

Members considered how access to the Linden Gate can be controlled and how the Gaskell Recreation Ground Board of Management's policy to keep the gate closed to prevent unauthorised vehicle access can be enforced. It had previously been agreed that a new padlock should be purchased to which keys could not be easily duplicated.

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

- i. **The present padlock should remain in place since parking on the Ground seemed to be under control.**
- ii. **A procedure should be formulated to enable the key to be withdrawn from any key holder who fails to keep the gate locked.**

14) AUTHORISED SIGNATORIES

Members considered allowing the Town Clerk to become an authorised signatory for the Barclays bank account, for administrative purposes only. The Town Clerk would not sign cheques for payment.

It was **unanimously RESOLVED** that the Town Clerk should become an authorised signatory for the Barclays bank account for administrative purposes only.

15) FLOOD REPORT

Members received a written report from the Much Wenlock Community Flood Action Group which advised how the Planning & Environment Committee should use the Neighbourhood Plan to respond to planning applications where flooding might be an issue.

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

- i. **The report be NOTED.**
- ii. **The advice and guidance would be implemented by the Planning and Environment Committee when considering future planning applications.**

16) FINANCIAL REGULATIONS

Members considered for approval draft Financial Regulations as recommended by NALC.

It was **PROPOSED, SECONDED and RESOLVED** that draft Financial Regulations be **ADOPTED**.

17) YOUTH CLUB BUILDING AND THE GASKELL RECREATION GROUND

- a) Members considered the next steps concerning Shropshire Council's offer. The Town Clerk gave a verbal report on her recent meeting with Shropshire Council. Shropshire Council had confirmed that it would finance improvements to accommodate Children's Services and the Town Council would be consulted so that the work would be to the mutual benefit of Children's Services and the Town Council.

It was **RESOLVED** that the report be **NOTED**.

- b) Members considered for approval that a building survey should be carried out on the Youth Club building and the wooden pavilion, and a drainage survey carried out on the Gaskell Recreation Ground. The Town Clerk informed Members that Shropshire Council had agreed to make a financial contribution of 50% towards the cost of a building survey but would not contribute towards the cost of a drainage survey.

It was RESOLVED that:

- i. **A building survey should be carried out.**
- ii. **A full drainage survey should be carried out.**
- iii. **Shropshire Council and the School should provide drainage plans for the area included in Shropshire Council's offer.**

- c) Members considered for approval a draft Business Plan for Shropshire Council's offer. It was PROPOSED and SECONDED that the Business Plan be adopted. Some Members expressed concern about revenue costs and, after being put to the vote, with 5 votes for and 2 votes against;

It was RESOLVED that the Business Plan be ADOPTED.

Cllr. Yvonne Holyoak and Cllr. Bert Harper voted against the proposal.

- d) Members considered whether the Town Council should consult with the local community before making a final decision concerning Shropshire Council's offer.

It was RESOLVED that an article should be included in the Wenlock Herald asking for expressions of interest from the local community and invite them to pre-register their interest.

18) NEIGHBOURHOOD PLAN

- a) Members considered how new development will be monitored as required by the Neighbourhood Plan. The Town Clerk informed Members that she had received information from Shropshire Council stating that monitoring would be a joint exercise based on agreeing the indicators, what evidence can be readily collated, what needs to be surveyed on the ground etc. and what this says about the success or otherwise of the Plan policies.

It was RESOLVED that the information be NOTED.

- b) Members considered a proposal by Cllr. Richard Kitchen and seconded by Cllr. Robin Bennett that an Action Plan be developed which involves the local community by forming a Community Panel or Action Team consisting of two Town Councillors and members from the community with an interest. The Panel would report regularly to the Town Council.

After being put to the vote, with only the proposer and seconder in favour;

the proposal was lost.

It was further PROPOSED and SECONDED that the community be asked if volunteers would be interested in setting up a Community Land Trust that would be managed by themselves.

After being put to the vote with four votes in favour and three abstentions;

it was RESOLVED that the community be asked if volunteers would be interested in setting up a Community Land Trust that would be managed by themselves.

It was further RESOLVED that Shropshire Council be asked to provide the number of those in need of affordable housing.

At this point in the meeting it was PROPOSED, SECONDED and unanimously RESOLVED to revoke Standing Order no. 3w and continue with the meeting.

19) CONSULTATION

Members considered the following consultation:

- a) Rural Housing Policy Review.

It was RESOLVED that the consultation be NOTED.

- b) Review of polling districts, polling places and polling stations.

It was RESOLVED that there was no need to respond since the Town Council is content with the current polling station in Much Wenlock.

- c) Shropshire Council's Empty Homes Strategy 2014-2017.

It was RESOLVED that the consultation be NOTED.

20) CHRISTMAS LIGHTS INSTALLATION

Members considered for approval a recommendation to agree a limit for spending on the installation cost of this year’s Christmas lights and eye bolts which was likely to be in the region of £15,000. Once the Town Council had agreed a budget it was recommended that the Finance & Resources Committee be granted delegated authority to choose a supplier for the works to be carried out.

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

- i. A budget of £15,000 be **APPROVED** for the installation of this year’s Christmas lights.
- ii. The Finance & Resources Committee be granted delegated authority to have the work carried out within the approved budget.

21) MARKETS

Members considered a report highlighting current issues affecting the town’s markets and were asked to approve recommendations that were intended to resolve these issues.

It was **RESOLVED** that the Town Clerk be granted delegated authority to manage the markets and use discretion for bookings and charging in order to increase market trade and promote tourism.

22) CORRESPONDENCE

- a) SALC information bulletin and other information – emailed to Members.
- b) Connecting Shropshire bi-monthly update (broadband).
- c) Invitation to a public meeting at the Priory Hall on 22 July 2014 to find out how the Neighbourhood Plan will work in practice.
- d) Notification of a road closure for re-surfacing on the A458 at Newtown Bank, Much Wenlock.

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

23) PLANNING

There were no planning applications referred to the Town Council for consideration. However, the Chairman reported that the Planning & Environment Committee had considered two contentious applications at its last meeting; Edge Renewables and Fox Studios. The Committee voted against the Edge Renewables proposal to install two wind turbines because the site is in an AONB and too close to a SSSI. The Committee objected to the proposals by Fox Studios because it was over-development of the site.

24) AGENDA ITEMS FOR NEXT TOWN COUNCIL MEETING

It was **AGREED** that the following items should be included on the next agenda:

- Drainage survey for the Gaskell Recreation Ground

25) DATE OF NEXT MEETING

It was **NOTED** that the next meeting would take place on Thursday 4 September 2014 commencing 7 pm at the Guildhall.

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960
Pursuant to Section 1(2) of the above Act it was **PROPOSED, SECONDED and RESOLVED** that due to the confidential nature of the business to be transacted the public and press should not be present.

26) PROPERTY SURVEY

- a) Members considered quotes for approval for a property survey to be carried out on the Youth Club building and the wooden (cricket) pavilion.

It was **PROPOSED, SECONDED and RESOLVED** that Balfours be appointed to carry out a survey at a cost of £1,000 plus VAT.

- b) Members considered quotes for approval for a drainage survey to be carried out on the Gaskell Recreation Ground
- It was **PROPOSED, SECONDED and RESOLVED** that further quotes be sought for consideration at the next meeting.

The meeting closed at 21.41.

Signed.....
Town Mayor

Date.....