

MUCH WENLOCK TOWN COUNCIL

Minutes of a
TOWN COUNCIL MEETING
held at The Guildhall, Much Wenlock
7 pm on Thursday 3 September 2015

PRESENT:

Cllr. Yvonne Holyoak (Chairman), Cllr. Robin Bennett, Cllr. Bert Harper, Cllr. Mary Hill, Cllr. Mike Grace, Cllr. Dafydd Jenkins, Cllr. David Turner, Cllr. Joffrey Watson, and Cllr. Milner Whiteman OBE.

TOWN CLERK:

Sharon Clayton

IN ATTENDANCE:

5 members of the public

1) CHAIRMAN'S WELCOME

The Chairman welcomed everyone to the meeting.

2) MAYORAL ENGAGEMENTS

The Mayor gave a verbal report of her Mayoral engagements during August as follows:

- Lunch with the Mayor of Shrewsbury in the Quarry.
- Visited the food bank in Bridgnorth.
- Hosted a Charity Garden Party courtesy of the Old Hall, Cressage.
- MacMillan Coffee Morning in the Corn Market (Much Wenlock) organised by a group of young people taking part in a government scheme, the National Citizens Service.

The Mayor was congratulated on the amount of money she had raised at her Garden Party.

3) APOLOGIES FOR ABSENCE

Apologies were received from Cllr. Paul Laming who had a family commitment.

This apology was accepted as APPROVED absence.

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.

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.

Although they had no pecuniary interests Cllr. Mike Grace advised that his work with Natural England was sometimes associated with AONBs, Cllr. Robin Bennett advised that his children attended William Brookes School and his wife was a director of the School, and Cllr. Milner Whiteman advised that he had resigned as a director of William Brookes School.

These declarations were NOTED.

5) DISPENSATIONS

None requested.

6) PUBLIC PARTICIPATION

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

7) MINUTES

- a) The minutes of a Town Council meeting held on 30 July 2015 were considered for approval.
It was PROPOSED, SECONDED and RESOLVED that the minutes be signed and ADOPTED as a true record.
- b) The minutes of Planning & Environment Committee meetings held on 2 and 30 June were **NOTED and ADOPTED.**
- c) The minutes of an Extraordinary Finance & Resources Committee meeting held on 13 July 2015 were **NOTED and ADOPTED.**
- d) The minutes of a Personnel Committee meeting held on 22 June 2015 were **NOTED and ADOPTED.**

8) 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 added the following verbal report:

- o She had met volunteers from "Caring for God's Acre" at the cemetery on Tuesday 1 September 2015 where they were helping to clear ivy and other overgrowth. She said the cemetery looks much tidier as a result and that their work was value for money by comparison to the annual subscription for membership of £50.

It was PROPOSED, SECONDED and RESOLVED that the Town Clerk's report be NOTED.

9) REPRESENTATION ON COMMITTEES/WORKING GROUPS/OUTSIDE BODIES

Following the resignation of Cllr. Robert Toft Members considered for approval his replacement on the various committees, working groups, and outside bodies he had been involved with.

It was PROPOSED, SECONDED and RESOLVED that Members be appointed as follows:

- a) **Finance & Resources Committee – Cllr. Milner Whiteman.**
- b) **Action Plan Monitoring Group – there were no volunteers and so no-one was appointed.**
- c) **Neighbourhood Plan Monitoring Panel – Cllr. Mike Grace.**
- d) **Community Flood Action Group – there were no volunteers and so no-one was appointed.**
- e) **Priory Hall Management Committee – there were no volunteers and so no-one was appointed.**

Cllr. Turner said that it was important that there should be some representation from the Town Council on the Community Flood Action Group and the Priory Hall Management Committee and proposed that this be re-considered at the next meeting.

It was PROPOSED, SECONDED and RESOLVED that the appointment of someone to the Community Flood Action Group and the Priory Hall Management Committee be considered further at the next meeting.

10) DATE OF ANNUAL MEETINGS

It was PROPOSED, SECONDED and RESOLVED that the following dates be APPROVED:

- a) Annual Town Meeting – 7:30 until 9:00 pm on Thursday 17 March 2016 at the Priory Hall (The Mayor was not available on 10 March 2015).
- b) Annual Town Council (Mayor Making Ceremony) – 7:00 pm Tuesday 10 May 2016
- c) Re-convened Annual Town Council Meeting – 7:00 pm Thursday 12 May 2016
- d) Annual Civic Service – Sunday 15 May 2016 (time to be advised)

11) COMMUNITY-LED HOUSING INITIATIVE

Members received a verbal summary progress report to date from Cllr. Mike Grace following a recent meeting between Town Council Members and the Shropshire Housing Group. Some land had been identified for development of affordable housing but its location could not be disclosed at present due to legal steps that were underway that would hopefully secure the site. Cllr. Grace put forward recommendations to progress this venture and

it was PROPOSED, SECONDED and RESOLVED that the following be APPROVED:

- i. **That the work of the community-led housing initiative to deliver the objectives of the Neighbourhood Plan be endorsed.**
- ii. **The importance of affordable housing being let to clearly meet local needs should be emphasised to ensure it is recognisably people with a strong local connection who will benefit.**
- iii. **Cllr. Mike Grace would represent the Town Council on the Community-led Housing Initiative Project Board, and Cllr. Robin Bennett would be a reserve should Cllr. Grace not be able to attend, and once the land had been secured -**
- iv. **The Town Council would co-host (with the Group) a community engagement event on 24 October 2015 to involve people in the process of affordable housing delivery.**

- v. A joint press release would be issued with Shropshire Housing Group to advertise and promote the initiative and the October event.
- vi. The Town Clerk would work with Shropshire Housing Group and the Project Board to prepare appropriate community engagement.

12) REPORT FROM SHROPSHIRE COUNCIL

Cllr. David Turner presented a verbal report as follows:

- **“WW1 remembrance** - On Wednesday 26th August I attended the Great War Remembrance Service at St Chads Church in Shrewsbury to commemorate Private William Alfred Rowe of the Cheshire Regiment Private Charles Owen of the 1st Battalion of the Kings Shropshire Light Infantry, both of whom died that week 100 years ago and whose memorial is at Much Wenlock.
- **Highways and parking** - I am concerned about the apparent lack of progress on various agreed works, including the yellow lining at The Square and double white lines in the hidden dip on the B4378 at Bourton Westwood. There are various other works, including resurfacing Wilmore Street and Barrow Street where we need confirmation of the commencement dates, and other remedial work for instance on Bourton Bank where the surface is laminating and the banks are under duress.

At the same time, Town Centre streets are becoming increasingly invaded by HGVs that have no business in the town. We’ve also had instances of coaches – which welcome providing the take the right route - in the High Street and in Wilmore Street. Satnav systems appear to be partly to blame for this. Local people are not only complaining to me about this problem, but also that their emails to the Town Council seem to be ignored, because they receive no reply.

There are also concerns about parking. The Chamber of Trade have raised this with those us councillors who attend their meetings. I have asked the officer responsible for car parks to provide some income information and to meet me on site to discuss drivers’ unwillingness to use Falcons Court and New Road car parks.

I have taken up the issue with Cllr Simon Jones who is the new portfolio holder for highways etc. and will advise you of progress in due course.

- **Town events** – Cllr. Robin Bennett and I are meeting with a representative of the Chamber of Trade to discuss welcome signage for events and for traders
- **Advice surgery** - I will be holding an advice surgery on Saturday 10th October at Willey village hall.”

It was **AGREED** that this report be **NOTED**.

13) CIL AND SECTION 106 MONIES

Members considered for approval a proposal by Cllr. David Turner that the Town Council should consider how S106 funds and CIL monies should be allotted using the Place Plan, the Neighbourhood Plan and consultation guidance.

It was **PROPOSED, SECONDED** and **RESOLVED** that the **Action Plan Monitoring Group** should consider this proposal and make recommendations to the Town Council at its next meeting.

14) CHRISTMAS LIGHTS SWITCH-ON

Members considered for approval that the Christmas lights switch-on should take place on Saturday 21 November 2015.

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

- i. **The Christmas lights switch-on should take place on Saturday 21 November 2015.**
- ii. **The lights should be switched-on at 5 pm.**
- iii. **The date for future Christmas lights switch-ons should be determined earlier in the year.**

15) FOOD FAIR

The Town Clerk informed Members that she was waiting until the Town Council had agreed a time for the Christmas lights to be switched on before asking stall holders if they were available to attend a Food Fair on 21 November 2015 because the event closed at 4:00 pm. Stall holders would therefore need to be informed how long they would be required to stay to ensure a successful event.

Cllr. Robin Bennett thanked Cllr. David Turner for volunteering to a radio interview with BBC Shropshire Radio to promote the Food Fairs.

It was **PROPOSED**, **SECONDED** and **RESOLVED** that the Food Fair should focus on hot take-away food, such as a pig roast, and the Raven should be encouraged to hold a stall too.

16) SHROPSHIRE HILLS AREA OF OUTSTANDING NATURAL BEAUTY (AONB) PARTNERSHIP

Members considered a proposal by Cllr. David Turner that a Member of the Town Council should apply to represent the Town Council on the Shropshire Hills AONB Partnership. The Partnership's role is to ensure that the natural beauty of the AONB is promoted and protected through policies and strategies.

It was **PROPOSED**, **SECONDED** and **RESOLVED** that Cllr. Yvonne Holyoak would represent the Town Council on the Shropshire Hills AONB.

17) HERITAGE LOTTERY FUND GRANTS

Members considered for approval a proposal by Cllr. Turner and seconded by Cllr. Yvonne Holyoak that the Town Council should source grant funding from the Heritage Lottery Fund to help improve the Council's buildings such as the Guildhall.

It was **RESOLVED** that Heritage Lottery Funding should be pursued further.

18) TERMS OF REFERENCE FOR THE 'FRIENDS OF THE CEMETERY'

Members considered for approval draft Terms of Reference for the "Friends of the Cemetery" which would apply when they were working in the cemetery. Cllr. Mary Hill informed Members of the work that both the "Friends" and "Caring for God's Acre" had undertaken and that the cemetery was looking much tidier and well looked after and now included an area of wild planting to encourage biodiversity.

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

- I. The Terms of Reference be **APPROVED** following an amendment under "Restrictions" to replace the word "Town Council" to "Town Clerk".
- II. The "Friends of the Cemetery" and "Caring for God's Acre" be thanked for all their hard work.

19) BURIAL FEES FOR CHILDREN

Members considered for approval a proposal by Cllr. Yvonne Holyoak and seconded by Cllr. Bert Harper that retrospective approval be granted for a recent burial plot for a child under 12 years to be free of charge. The Town Council already had a policy that interments for children under 5 years should be free of charge but there was a charge for burial plots.

It was **PROPOSED**, **SECONDED** and **RESOLVED** that the charge for burial plots for children under 12 would be free of charge but confined to residents of the parish only.

20) ACTION PLAN

There was no update from the Action Plan Monitoring Working Group because they had not met although a meeting was scheduled to take place on 10 September 2015 .

NOTED.

21) FLOOD REPORT

There was no report from the Much Wenlock Flood Action Group. However, the Environment Agency (EA) had responded to the Town Council's request concerning the water quality in the Farley/Shylte Brook. Data showed that ammonia levels were below the normal level although phosphate levels were higher. The EA had put forward a scheme to Severn Trent Water to reduce phosphate input to the brook from Much Wenlock sewage works although Severn Trent had not confirmed whether it would be taking any action. The Town Clerk reported that she had forwarded a copy of the response from the EA to the Chairman of the Flood Action Group since it was him who recommended that the Town Council should write to the EA.

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

- i. The information be **NOTED**.
- ii. The Town Clerk should write to the Environment Agency (EA) to express concern about the water quality and ask the EA to urge Severn Trent to investigate further and press for a date for action.

22) PLANNING

- a) There were no planning applications referred by the Planning & Environment Committee to the Town Council for consideration.

NOTED.

- b) The Chairman of the Planning & Environment Committee said that there were no planning concerns to report to the Town Council.

NOTED.

23) CORRESPONDENCE

The following correspondence was received:

- a) SALC information bulletins and other information.

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

24) YOUTH CLUB BUILDING AND ASSOCIATED LAND TRANSFER

- a) Members considered comments received from members of the public concerning use of the Youth Club building Cllr. Turner proposed that these suggestions should be acknowledged.

Due to his interest declared earlier Cllr. David Turner left at this point in the meeting.

It was PROPOSED, SECONDED and RESOLVED that the Town Clerk should thank those people who had made suggestions to the Town Council and inform them that their suggestions will be considered when planning future use of the Youth Club building.

- b) Members considered information from the solicitor and Ground Control Surveys concerning the transfer of the Youth Club building and associated land from Shropshire Council to the Town Council. Concern was expressed about responsibility for the sewers and drainage.

Cllr. Mike Grace left at this point in the meeting.

It was PROPOSED, SECONDED and RESOLVED that:

- i. **Shropshire Council should be asked to remove the covenant restricting the sale of the Youth Club building to community use only, and also be asked that the clause restricting the sale be reduced to ‘within the first six years’ on the grounds that if the Town Council can’t provide a successful community facility, neither could anyone else and after six years it would prove that the Council had tried.**
- ii. **Land ownership and responsibility for sewers and drains needs to be identified.**
- iii. **The solicitor should be invited to a site visit.**
- iv. **The most recent Agreement for the sub station should be acquired.**

25) AGENDA ITEMS FOR NEXT TOWN COUNCIL MEETING

It was **AGREED** to notify the Town Clerk of any items for inclusion on the next agenda.

26) DATE OF NEXT MEETING

It was **NOTED** that the next meeting would take place on Thursday 1 October 2015.

The meeting closed at 20:53.

Signed.....

Date.....

Cllr. Yvonne Holyoak
Town Mayor