

MUCH WENLOCK TOWN COUNCIL

Minutes of a
TOWN COUNCIL MEETING
 held at The Guildhall, Much Wenlock
 7:15 pm on Thursday 5 February 2015

PRESENT:

Cllr. Yvonne Holyoak (Chairman), Cllr. Robin Bennett, Cllr. Bert Harper, Cllr. Paul Laming, Cllr. Robert Toft, Cllr. David Turner, Cllr. Joffrey Watson.

TOWN CLERK:

Sharon Clayton

IN ATTENDANCE:

Assistant to the town Clerk
 6 members of the public

1) CHAIRMAN'S WELCOME

In the absence of the Mayor, the Deputy Mayor Cllr. Yvonne Holyoak chaired the meeting. She welcomed everyone and thanked them for their attendance.

2) APOLOGIES FOR ABSENCE

Apologies were received from the following councillors:

COUNCILLOR	REASON FOR ABSENCE
Mary Hill	Illness
Dafydd Jenkins	Work commitments
Milner Whiteman OBE	Holiday

These apologies were accepted as **APPROVED** absence.

It was agreed that the Mayor should be wished a speedy recovery.

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.

4) DISPENSATIONS

None requested.

5) MINUTES

- a) The minutes of a Town Council meeting held on 15 January 2015 were considered for approval. The following minor amendments were agreed:
- The addition of "the WW1 Commemoration" before "St. Chad's Church" at bullet point one in minute no: 6.
 - To remove the word "left" and insert "was asked to leave" before "the Council Chamber" in the sentence following minute no: 8 and prior to minute no: 9.
 - To amend the word "substantive" to "substantial" in the last sentence at minute no: 21.

It was RESOLVED that the amended minutes be signed and ADOPTED as a true record.

It was further proposed that minute no: 16 should be removed in its entirety since Cllr. Turner had asked for this item to be withdrawn. However, since it had been included on the agenda at the request of the Mayor who had spoken on the matter and the Town Clerk had given advice, a record should remain in the minutes.

- b) The minutes of a Planning & Environment Committee meeting held on 2 December 2014 were **NOTED** and **ADOPTED**.
- c) The minutes of a Finance & Resources Committee meeting held on 25 November 2014 were **NOTED** and **ADOPTED**.

In accordance with Standing Order 10(a)(vi) it was **PROPOSED**, **SECONDED** and **RESOLVED** to change the order of business to allow Cllr. Turner to inform members of the public who had especially attended the meeting to hear about traffic calming measures for the narrow part of the A4169 at Sheinton Street.

Cllr. Turner informed the meeting that Shropshire Council has commissioned a feasibility report to investigate options aimed at addressing traffic issues within the narrow section of the A4169 Sheinton Street in Much Wenlock (between each end of Station Road). It is very difficult for two large vehicles to pass without mounting the footway or pulling into driveways which causes kerb/footway damage, endangers pedestrians, and creates traffic queues whilst vehicles manoeuvre past each other.

In response to recent traffic data and video footage the best solution is to install part time signals with HGV detection that will also provide a controlled pedestrian crossing facility. However this is the highest cost solution and some informal consultation will take place before any action is taken due to Shropshire Council's financial position. However, Cllr. Turner will put pressure on Shropshire Council for this to take precedence over other demands on the budget.

6) PUBLIC PARTICIPATION

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

7) 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 gave the following verbal report:

- o The Town Council has been awarded £1,720 from the Police & Crime Commission (PCC) (via Shropshire Council) to upgrade its CCTV. However, the money cannot be spent on the provision of CCTV within council buildings.
- o Supporting documents for the February 2015 Town Council meeting were available to view on the Town Council's website and had taken around 15 minutes to upload.

It was **AGREED** that:

- i. **The Town Clerk's report be NOTED.**
- ii. **The award to upgrade CCTV should be considered by the Finance & Resources Committee.**

8) ELECTRONIC AGENDAS

In pursuance of the LGA 1972, Sch. 12, (10(2)(b) as amended by the Local Government (Electronic Communications)(England) Order 2015 Members were informed that the Council was now able to send agendas electronically. Receiving agendas and supporting papers would reduce the cost of sending hard copies to Members but the decision can only be agreed by resolution of the Town Council. However, Members were able to receive hard copies if they so wished and could withdraw from receiving electronic copies at any time by notifying the Town Clerk. With this in mind Members were also asked to approve a 'Consent form' to be completed by Members giving details of the email address to which they would like agendas delivered to.

It was **PROPOSED**, **SECONDED** and unanimously **RESOLVED** that agendas and supporting information should be distributed electronically to Members who make a written request to the Town Clerk on the approved 'Consent form'.

9) 2015/2016 BUDGET

- a) Members considered for approval a draft Press Release for next year's precept but agreed that it was too long and should be reduced to include the last two sentences only.

It was **PROPOSED**, **SECONDED** and unanimously **RESOLVED** that the press release should read as follows:

"The precept for 2015/2016 has been agreed at £177,520. The cost per household for a Band D equivalent is £152.67 per annum, 74 pence per annum lower than last year, despite growing demands on the Town Council's resources".

- b) Members considered for approval a draft newsletter detailing the Town Council's financial position for 2015/2016. Members were informed that the cost to print 1,000 copies would be £119.95 or £139.95 for 1,500. However, it was agreed that 1,850 copies would be needed if the newsletter was distributed in the Wenlock Herald.

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

- i. The newsletter be **APPROVED** following agreed amendments.
- ii. It should be printed within a budget of £180 and inserted within the next edition of the Wenlock Herald.

Cllr. Turner voted against the resolution.

- c) Members considered the response from Shropshire Council and Philip Dunne MP following Shropshire Council's proposals to withdraw the Council Tax Support Grant for the forthcoming fiscal year.

It was **PROPOSED, SECONDED and unanimously RESOLVED** that a letter should be sent to Philip Dunne MP highlighting the significant proportion of Council Tax Support Grant that the Council has lost. The letter should include copies of the precept for the last 3 years.

10) ACTION PLAN

Members considered for approval a draft Action Plan to cover the years 2015 to 2017. The Plan was designed to assist the Council to focus on a 12-month plan of activity to go alongside the precept and outlined the Council's aims and objectives and its key priorities.

It was **PROPOSED, SECONDED and unanimously RESOLVED** that the Action Plan be **ADOPTED** as a working document.

11) ASSET MANAGEMENT PLAN

Members considered a draft Asset Management Plan for the years 2015 to 2017. This Plan was to be overseen by the Finance & Resources Committee and contained detailed information and headline points to be brought back into the Action Plan.

It was **PROPOSED, SECONDED and unanimously RESOLVED** that the Asset Management Plan be **ADOPTED** as a working document.

12) FORWARD PLAN

Members considered a draft Forward Plan developed to short-list headline priorities, help the Council to manage its priorities from 2015 to 2017, identify what resources the Council needs to deliver a cost efficient service to the local community, identify future spending needs, and assist the Council to identify its objectives.

It was **PROPOSED, SECONDED and unanimously RESOLVED** that the Forward Plan be **ADOPTED** as a working document.

13) APPEALS PANEL

Members considered the appointment of a Member to serve on the Town Council's Appeals Panel.

It was **PROPOSED, SECONDED and unanimously RESOLVED** that Cllr. Turner be appointed to serve on the Town Council's Appeals Panel.

14) MUCH WENLOCK CEMETERY AND CHAPEL

- a) Members were informed that in pursuance of the Localism Act 2011 and Asset of Community Value Regulations (England) 2012 the cemetery chapel had been nominated as an Asset of Community Value.

It was **PROPOSED, SECONDED and unanimously RESOLVED** that the nomination be **NOTED and ACCEPTED**.

- b) Members considered for approval whether to become a member of "Caring for God's Acre", a charity set up to conserve the many treasures sheltering in churchyards and burial grounds. The subscription was £50 per annum.

It was **PROPOSED, SECONDED and unanimously RESOLVED** that this be referred to the Finance & Resources Committee to consider.

15) FLOOD REPORT

Members were informed that, since there was no news from Shropshire Council regarding Hunters Gate because Severn Trent had still not issued their drainage report, there was nothing to report from the Community Flood Action Group. It was proposed that the Town Council should write to Shropshire Council expressing disapproval of the slow progress.

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

- i. To write to Shropshire Council asking for an update, and copy the letter to Severn Trent Water and Philip Dunne MP.
- ii. Cllr. Turner would arrange a meeting with Severn Trent Water, Shropshire Council, the Community Flood Action Group, and other interested parties.

16) POST OFFICE RE-LOCATION

Members considered the implications of the Post Office moving from the High Street to a new location. Applicants for the Post Office were to be interviewed after which there would be a public consultation.

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

17) GRANT FUNDING WORKING GROUP

Members considered for approval the establishment of a working group to support the Town Clerk to secure grant funding for the Council's projects.

It was **PROPOSED, SECONDED and unanimously RESOLVED** that a grant funding working group should be established whose members would be Cllr. Yvonne Holyoak, Cllr. David Turner, and any interested members of the community.

18) LAND EAST OF BRIDGNORTH ROAD, MUCH WENLOCK

Members received a copy of a presentation by RPS to the Town Council's Planning & Environment Committee on 6 January 2015. RPS set out its proposals for a development of 55 dwellings at land east of Bridgnorth Road and the presentation contained some misinformation concerning the Neighbourhood Plan. The Committee had considered how the Town Council should respond and asked whether, at this stage, the Town Council should respond at all. However, the Committee recommended that the Town Council should respond although not in too much detail.

A recorded vote was requested.

With four votes for, Cllr. Bert Harper, Cllr. Paul Laming, Cllr. Yvonne Holyoak, and Cllr. Robin Bennett and two votes against, Cllr. David Turner and Cllr. Robert Toft.

It was **PROPOSED, SECONDED and RESOLVED** that the Town Council should respond to RPS as follows:

- Ask what is the size and density of the development which is outside the development boundary.
- Ask how flooding issues will be addressed, particularly in relation to their previous development at Hunters Gate since the development land is in a high risk rapid response catchment area.
- Inform that traffic management proposals are not sufficient.
- Ask if there is an intention to work with a social housing provider as recommended in the Neighbourhood Plan.
- Ask for an indication of timescale and when will a public consultation take place.

19) ONE WAY SYSTEM AT KING STREET

Cllr. Dafydd Jenkins had asked for this to be discussed but, due to his absence, it was proposed that a discussion be deferred to a future meeting. As Cllr. Jenkins was not present at the meeting;

it was **PROPOSED, SECONDED and RESOLVED** that this matter should be deferred to a future meeting.

20) STATION ROAD PARKING

Cllr. Yvonne Holyoak expressed concern about vehicles parking in Station Road after local residents had complained about parked vehicles during school drop-off and pick-up times.

It was **PROPOSED, SECONDED and RESOLVED** that the school should be informed of the problems, Cllr. Holyoak should speak to the School, and Cllr. David Turner should speak to PC Jane Cowen.

21) HGV/LGV BAN BROSELEY & BARROW PARISHES

Members considered a proposal by Cllr. David Turner that the Town Council should make contact with Broseley Town Council, Barrow Parish Council, and the Gorge Parish Council to discuss working together regarding traffic issues in each parish.

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

- i. Cllr. David Turner would arrange a meeting with neighbouring parish councils.
- ii. Cllr. Paul Laming, and Cllr. Yvonne Holyoak would attend the meeting.

22) CASUAL VACANCY

The Town Clerk informed Members that a by-election had been called to fill the vacancy caused by Cllr. Richard Kitchen and that, if there was more than one candidate, a by-election would take place on Thursday 19 March 2015 at the Priory Hall.

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

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

23) ANNUAL TOWN MEETING

Members considered for approval the agenda for the forthcoming Annual Town meeting on 12 March 2015.

It was **PROPOSED**, **SECONDED** and **RESOLVED** that the following should be included on the agenda:

- **The markets and footfall**
- **Mayor's report**
- **Questions from the local community welcoming them to come along and offer their views.**

24) NEIGHBOURHOOD PLAN

- a) Members considered for approval whether the Town Council should support others undertaking a Neighbourhood Plan as part of the Neighbourhood Planning Workshop Grants programme.

It was PROPOSED, SECONDED and RESOLVED that the Town Council did not have the resources to take part in the programme.

- b) Members considered a proposal by Cllr. David Turner to establish a panel to monitor the Neighbourhood Plan and advise the Town Council on whether the Plan is meeting its objectives.

It was PROPOSED, SECONDED and RESOLVED that:

- i. **A panel be established to monitor the Neighbourhood Plan.**
- ii. **Membership would include Cllr. Robert Toft, Cllr. Yvonne Holyoak, and two interested members of the community.**

- c) Members considered whether the Terms of Reference for the Planning & Environment Committee should be reviewed with reference to the Neighbourhood Plan.

It was PROPOSED, SECONDED and RESOLVED that this be deferred to the next meeting.

25) CONSULTATION

There was no consultation for consideration at this time.

26) CORRESPONDENCE

The following correspondence was received:

- a) SALC information bulletin and other information.
- b) Email from Connecting Shropshire informing that fibre broadband is now available in Much Wenlock.
- c) Email from Buildwas Parish Council concerning Landowner Liquid Fertilisers acknowledging the Town Council's efforts in ensuring that an Emergency Plan is in place in case of an emergency at Landowner Liquid Fertilisers.

It was RESOLVED that the correspondence be NOTED.

27) PLANNING

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

NOTED.

- b) There were no updates from the Planning and Environment Committee.

NOTED.

28) REPORT FROM SHROPSHIRE COUNCIL

Cllr. David Turner presented a verbal report as follows:

- Shropshire Council's offer in respect of the Youth Club building will be withdrawn unless the Town Council gives unconditional acceptance.
- Cllr. Turner intended to speak in support of the planning applications for two flood attenuation ponds on the Sytche and the Shylte when they would be determined at the next meeting of the South Planning Committee meeting.
- Cllr. Turner had welcomed an invitation from Barclays Bank to convene a meeting with local traders to discuss its revised days of opening.
- The Much Wenlock & Shipton Local Joint Committee was well attended by the police, doctors from Much Wenlock Surgery, and Shropshire Council's Chief Executive.
- Shropshire Council's Performance Management Scrutiny Committee met to consider its budget on 28 January, the outcome of which would feed into Cabinet on 11 February who would make final recommendations to Full Council who would make a final decision on 26 February.

- Shropshire Council's Chief Executive attended the recent Market Town Clerks' meeting with Shropshire Council on 20 January where he explained the difficult financial position that Shropshire Council was in and some of the savings/reductions in staff and buildings that the Council has already made. The decision concerning the Council Tax Support Grant was a political one as a last resort. Local councils can deliver more services that Shropshire Council currently delivers and achieve savings by doing this cheaper and better.
- 1,400 premises – nearly all in the Wenlock exchange area – are now capable of receiving faster fibre broadband. People who are interested should contact their internet service provider.
- Cllr. Turner held a well-attended advice surgery in Much Wenlock with Cllr Holyoak. His next advice surgery would be on Saturday 21 March at Willey Village Hall.
- Miss Gertrude Park of Pippin Cottage on Stretton Road would celebrates her 100th birthday on 7 February. She was clerk of Easthope, Shipton & Stanton Long Parish Council until she was 92 and was secretary of SALC's Bridgnorth area committee for some time. She was given the freedom of the parish some years ago.

It was **AGREED** that:

- i. The report be **NOTED**.
- ii. The Town Council should send congratulations to Miss Park on the occasion of her 100th birthday.

29) SHROPSHIRE COUNCIL'S OFFER CONCERNING THE YOUTH CLUB BUILDING

- a) In accordance with Standing Order no: 7a, Cllr. Robin Bennett, Cllr. David Turner, and Cllr. Robert Toft requested that the decision made by the Town Council on 4 December 2014 (minute No: 20 [a]) to accept *part of* Shropshire Council's offer of the Youth Club building be rescinded in order to re-consider and accept the offer in its entirety.

It was **PROPOSED**, **SECONDED** and **unanimously RESOLVED** that the decision be rescinded.

Cllr. David Turner left the meeting at this point.

- b) Members considered for approval that Shropshire Council's offer concerning the Youth Club building be accepted in its entirety. Shropshire Council had written to the Town Council informing that, if the Town Council did not accept the offer in its entirety then the youth club building and its surrounds would be placed on the open market for disposal. Members expressed concern about the cost and the risk although it was agreed that, if the Council was to take a loss, the bungalow could be sold and there would be some return. However, concern was expressed about the risk associated with the footway between the school and the Gaskell Recreation Ground especially in snow and ice. There are also drainage issues and uncertainty of ownership and responsibility for the drains on the land to be transferred to the Town Council.

It was **PROPOSED**, and **SECONDED** that, subject to contract, the Town Council should accept the offer in its entirety.

A recorded vote was requested.

After being put to the vote there were four votes *for*, Cllr. Joffrey Watson, Cllr. Robin Bennett, Cllr. Robert Toft and Cllr. Paul Laming.

Cllr. Bert Harper and Cllr. Yvonne Holyoak voted *against* because of the financial implications on the Town Council's budget.

It was **RESOLVED** that Shropshire Council's offer should be **ACCEPTED** in its entirety, subject to contract.

30) AGENDA ITEMS FOR NEXT TOWN COUNCIL MEETING

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

- Youth Club building

31) DATE OF NEXT MEETING

It was **NOTED** that:

- The next meeting would take place on Thursday 5 March 2015 commencing 7 pm at the Guildhall.
- The Annual Town Meeting would take place on Thursday 12 March 2015 commencing 7:30 pm at the Priory Hall.

The meeting closed at 21:51.

Signed.....
Town Mayor

Date.....