

MUCH WENLOCK TOWN COUNCIL

Minutes of a
TOWN COUNCIL MEETING
held at The Guildhall, Much Wenlock
7:00 pm on Thursday 6th March 2015

PRESENT:

Cllr. Mary Hill (Chairman), Cllr. Yvonne Holyoak, Cllr. Robin Bennett, Cllr. Bert Harper, Cllr. Paul Laming, Cllr. David Turner

TOWN CLERK:

Sharon Clayton

MINUTE TAKER:

Sarah May - Assistant to the Town Clerk

IN ATTENDANCE:

2 members of the public

1) CHAIRMAN'S WELCOME

Cllr Mary Hill welcomed everyone to the meeting and thanked all for attending.

2) APOLOGIES FOR ABSENCE

Apologies were received from the following councillors:

COUNCILLOR	REASON FOR ABSENCE
Robert Toft	Clashing engagement
Dafydd Jenkins	Work commitments
Joffrey Watson	
Milner Whiteman OBE	Holiday

These apologies were accepted as APPROVED absence.

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 were requested.

5) MINUTES

- a) The minutes of a Town Council meeting held on 5th February 2015 were considered for approval. The following amendments were agreed:
- To replace "PCC" with "Police Crime Commissioner" at bullet point one in minute no: 7a.
 - To include "Town Council, Severn Trent Water and Shropshire Council" after "Community Flood Action Group" in the sentence following minute no: 15 ii.
 - To remove "Cllr Joffrey Watson" from the sentence following minute no: 21 ii.
 - To include "Youth Club Building" before "offer" in the sentence following the first bullet point of minute no: 28.
 - To include 'to consider its' budget" after "28 January" in sentence following the 5th bullet point of minute no: 28.
 - To include "Council Tax Support Grant" before "decision" in sentence following the 6th bullet point of minute no: 28.
 - To include "Youth Club Building" before "offer" in title of minute no: 29.

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

- b) The minutes of a Planning & Environment Committee meeting held on 6 January 2015 were NOTED and ADOPTED.
- c) The minutes of a Finance & Resources Committee meeting held on 27 January 2015 were NOTED and ADOPTED.
Cllr Turner voted AGAINST.
- a) To NOTE and ADOPT the minutes of a Personnel Committee meeting held on 8 December 2014 were NOTED and ADOPTED.

6) PUBLIC PARTICIPATION

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

7) TOWN CLERK'S REPORT

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

- a) It was NOTED that members would receive a written report from the Market Town Clerks' meeting once the minutes from that meeting were available
- b) It was NOTED that Mazars LLP had been appointed as the 2015 auditor for the Town Council

The Town Clerk also gave the following verbal report:

- o Members were informed that there had been no feedback or interest received regarding the proposed skate park, therefore no further action was necessary
- o Members were informed that the Bus Shelter refurbishment had now been removed from the Action Plan as the work had now been completed

It was AGREED that the Town Clerk's report should be NOTED.

8) NOMINATIONS FOR MAYOR

Nominations were sought for Mayor for the ensuing year.

Cllr Harper PROPOSED, and Cllr Turner SECONDED that Cllr. Yvonne Holyoak be nominated for Mayor.

It was PROPOSED, SECONDED and unanimously RESOLVED that Cllr. Yvonne Holyoak be nominated as Mayor for the ensuing year.

9) NOMINATIONS FOR DEPUTY MAYOR

Nominations were sought for Deputy Mayor for the ensuing year.

Cllr Holyoak PROPOSED, and Cllr Laming SECONDED that Cllr. Bert Harper be nominated for Deputy Mayor.

It was PROPOSED, SECONDED and unanimously RESOLVED that Cllr. Bert Harper be nominated as Deputy Mayor for the forthcoming year.

10) REVIEW OF TERMS OF REFERENCE FOR THE PLANNING AND ENVIRONMENT COMMITTEE

Members considered for approval removing Item 12. from the Planning & Environment Committee Terms of Reference so the newly formed Neighbourhood Plan Panel could have responsibility for reviewing and monitoring the Neighbourhood Plan for Much Wenlock.

It was PROPOSED, SECONDED and unanimously RESOLVED that Item 12. should be removed.

11) REVIEW OF TERMS OF REFERENCE FOR THE DISCIPLINARY AND GRIEVANCE PANEL

Members considered for approval a review of the Terms of Reference for the Disciplinary and Grievance Panel

It was PROPOSED, SECONDED and unanimously RESOLVED that the word 'committee' should be replaced with 'panel' throughout Terms of Reference for the Disciplinary and Grievance Panel document.

It was PROPOSED, SECONDED and unanimously AGREED that the proposed amendment should be APPROVED.

12) STANDING ORDERS

Members considered for approval a review of the Council's Standing Orders with reference the delivery of the summons.

It was PROPOSED, SECONDED and unanimously RESOLVED that the Standing Orders should be amended to show that members are now able to receive agendas electronically.

13) EMAIL POLICY

Members considered for approval a review of the Council's 'Internet, email, and telephone' policy. It was PROPOSED, SECONDED and unanimously RESOLVED that the draft policy would be adopted.

14) LACK OF CRASH BARRIERS AT STRETTON WESTWOOD

Members consider whether the lack of crash barriers on the B4371 next to the quarry at Stretton Westwood should be put forward in the next Road Safety Policy submission.

It was PROPOSED, SECONDED and unanimously RESOLVED that Town Clerk should write to Shropshire Council and request that this matter should be included in the Town Council's priorities under Shropshire Council's Road Safety Policy.

15) CLEARING SNOW AND ICE

Members considered a report from the Town Clerk recommending that the Town Council should consider how to deal with snow and ice on Town Council property.

It was PROPOSED, SECONDED and unanimously RESOLVED that this matter would be deferred and discussed at a future meeting when further information had been provided.

16) BANNERS AND BUNTING

Members considered for approval whether banners and bunting could be hung from Town Council buildings for the various festivals in the town.

It was PROPOSED, SECONDED and unanimously RESOLVED that the Town Clerk would have delegated authority to use her discretion when requests were made.

17) FLOOD REPORT

There was no report received from the Community Flood Action Group.

18) ONE WAY SYSTEM AT KING STREET

It was PROPOSED, SECONDED and unanimously RESOLVED that this matter would be deferred until the next 'Highways Priority' list is created.

19) CONSULTATION

Members considered consultation received, which regarded a potential re-tendering of local bus services subsidised by Shropshire Council.

It was PROPOSED, SECONDED and unanimously RESOLVED that the Town Clerk should respond using the last paragraph of Cllr Robert Toft's report.

20) CORRESPONDENCE

Member received:

- SALC information bulletin and other information – emailed to Members
- Letter from Philip Dunne concerning the council tax support grant
- Letter concerning Barclays Bank's new opening hours.

It was RESOLVED that the correspondence should be NOTED

21) PLANNING

- a) No planning applications were referred by the Planning & Environment Committee
- b) Member received an update from Cllr Harper, which highlighted concerns the Planning Committee has about;
 - RPS and what pre-planning advice Shropshire Council has provided to them
 - Sytche Lane's new development is not being advertised as affordable homes

It was RESOLVED that this update should be NOTED. It was PROPOSED, SECONDED and unanimously RESOLVED that the Town Clerk should email Nick Wood at Shropshire Council Community Housing and Policy (and copy in Cllr Mal Price) to advise them of what the Town Council's understanding is of the current situation with affordable homes in Much Wenlock and ask them what their opinion is on the current situation.

22) POLICIES

Members considered a proposal by Cllr. David Turner. It was proposed that no more new policies should be created or altered without the explicit authority of the Town Council.

It was PROPOSED, SECONDED and RESOLVED that all future policies need to be discussed and approved by the Town Council before being amended and created.

23) REPORT FROM SHROPSHIRE COUNCIL

Members received a report from Cllr David Turner with the following updates:

- **Child Protection** Following the recent serious child abuse cases throughout the UK members were reminded that as community leaders the Town Council are in a position to be aware of local concerns. Cllr Turner brought some publicity material and contact information from SSCB (Shropshire's Safeguarding Children Board) to be displayed around the town.
- **Police** Cllr Turner advised that, as a Town Council, we can play our part by routinely inviting them to our meetings so that they can advise councillors, as community leaders, what is going on. At the same time, any members of the public present would be able to hear about current issues. Cllr. Turner said that the police carry out frequent speed checks around the town and detailed some of the enforcement activity and tickets issues. He said that he had drawn PC Cowan's attention to the issues about parking in Station Road raised at the last meeting.
- **Highways** Following the Town Council's welcome of the HGV-triggered traffic light proposal at the last TC meeting, Cllr Turner had distributed a letter to properties in Sheinton Street, Station Road, Linden Avenue and Wheatland Grove. No negative feedback has received since and there have been a small number of supportive comments.
- **Council Tax Support Grant** Cllr Turner advised members that Shropshire Council had now approved its refreshed Business Plan and Financial Strategy for 2015-16. The funding gap of £80m for the period 2014-17 identified in the Council Business Plan and Financial Strategy agreed by Council in February 2014 has been reviewed and retained for planning purposes. SC noted the initial savings proposals identified for achievement by 2015/16 of £66.333m and the progress made in achieving savings. SC noted the additional service pressures identified for 2015/16 of £7.644m to be met by additional ongoing and one off resources in 2015/16. SC confirmed agreement to the removal of any allocation of council tax support grant to Town and Parish Councils for 2015/16. SC also approved the budget for 2015/16 of £576m
- **Empty Properties** Members were informed that there are over 700,000 empty in England and in 2012 just under 3.5% of homes in Shropshire were empty. The number of registered empty properties was over 4,600 with over 1,700 of these being empty over six months and classified as long term empty properties. Not only is it in many cases a wasted asset, there are many people looking for accommodation so restoring them to occupation would help solve this problem, along with the environmental aspects. Cllr Turner has therefor joined a Task & Finish Group to help work on Shropshire Council's empty homes strategy. In due course SC may ask town and parish councils to help identify vacant properties.
- **Anti-social Behaviour** The Town Clerk had forwarded an email exchange to members, about dog fouling prior to the meeting. Cllr Turner informed members there are new powers to enforce regulations on this preventable problem.
'Safer Shropshire Together' contact cards are available from the Town Clerk's office.
- **Advice Surgery** Cllr Turner's advice surgery takes place on Saturday 21st March at Willey Village Hall. Barrow Parish Council and the Police may also be attending this meeting.
- **Flood Management** Cllr Turner informed members that a meeting with Severn Trent Water has been arranged for 16th April regarding Hunters Gate.
- **Barclays Bank** Members were advised that Cllr Turner would arrange a meeting with Barclays to discuss the new opening hours, however he will only pursue the matter if High Street traders are willing to get involved.
- **Post Office** Cllr Turner anticipates that once Post Office Counters has made its provisional decision about relocation of the Post Office facility in the Town, it will go out to consultation. It will be important that the Town Council is in a position to make a judgement.

It was RESOLVED that the report should be NOTED

24) SHROPSHIRE COUNCIL'S OFFER IN RESPECT OF THE FORMER YOUTH CLUB BUILDING

- a) Members received an update from the Clerk
- b) Members considered for approval whether a drainage survey should be carried out

It was PROPOSED, SECONDED and unanimously RESOLVED that Clerk would work with Cllr Harper to seek further quotes.

It was PROPOSED, SECONDED and unanimously RESOLVED that Clerk should write to the local Police, Secondary School and Scouts to inform them that the Town Council will be taking ownership of the Youth Club Building.

It was PROPOSED, SECONDED and unanimously RESOLVED that Clerk should start promoting the Youth Club Building by inserting a note in the Wenlock Herald which asks members of the public 'what they would like the building used for?'

25) AGENDA ITEMS FOR NEXT TOWN COUNCIL MEETING

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

- Encourage voluntary policing in Much Wenlock and ask the Police how we can help
- Letter to the Post Office regarding the move out of the High Street –so it is ready to action if necessary

26) DATE OF NEXT MEETING

It was NOTED that the next Town Council meeting is to take place on Thursday 2nd April 2015 commencing 7 p.m. at the Guildhall.

A member of the public was thanked for attending the meeting and asked to leave the room at this point.

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Section 1(2) of the above Act, due to the confidential nature of the business to be transacted it is requested that the public and press are not present.

27) COMPLAINT

Members were informed by the Deputy Chairman of the Personnel Committee that the Disciplinary & Grievance Panel had met with the member of staff concerned who had accepted the recommendations held within the findings of the Independent Advisor examination. This now brings the matter to a close. It was unanimously RESOLVED to NOTE.

Signed.....
Town Mayor

Date.....