

MUCH WENLOCK TOWN COUNCIL

Minutes of a
TOWN COUNCIL MEETING
held at The Guildhall, Much Wenlock
7 pm on Thursday 6 November 2014

PRESENT:

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

TOWN CLERK:

Sharon Clayton

IN ATTENDANCE:

Cllr. David Turner – Shropshire Council
1 member of the public

1) CHAIRMAN'S WELCOME

The Mayor welcomed everyone to the meeting.

2) APOLOGIES FOR ABSENCE

Apologies were received from Cllr. Dafydd Jenkins who had work commitments, and Cllr. Joffrey Watson who had family commitments.

These apologies were ACCEPTED.

Cllr. Richard Kitchen was ABSENT.

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.

4) DISPENSATIONS

None requested.

5) MINUTES

- a) The minutes of a Town Council meeting held on 2 October 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 2 September 2014 were NOTED and ADOPTED.
- c) The minutes of a Finance & Resources Committee meeting held on 29 July 2014 were NOTED and ADOPTED.
- d) The minutes of a Personnel Committee meeting held on 21 August 2014 were NOTED and ADOPTED.

6) REPORT FROM SHROPSHIRE COUNCIL

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

- Weekly WW1 Remembrance services would to be held at St. Chad's Church, Shrewsbury to commemorate the 100th anniversary of each individual who died.
- Road works on Merrywell Lane carriageway had been completed and Stretton Road on the A458 had also been improved. Bridge Road was to be re-surfaced soon.
- Following a meeting with Members of the Town Council, the police, and Shropshire Council highways Cllr. Turner reminded Members that local residents' concerns include crossing Farley Road by the school, Sheinton Street on the A4169 where a feasibility study has been commissioned by Shropshire Council, parking and traffic in Sheinton Street and Barrow Street, bus turning in Queen Street, increasing use of King Street through traffic, and dedicated disabled on-street parking. Whatever the Town Council chooses to be included in the Road Safety Policy will probably be subject to community consultation.

- Cllr. Turner reminded Members of the importance of well-argued responses to planning applications and the vital part the Town Council's views play in the determination of planning decisions. He said he was happy to spend time with Members to provide some examples of good practice in responding to planning applications.
- Cllr. Turner's next advice surgery would be at Shipton Village Hall on 13 December.

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

7) PUBLIC PARTICIPATION

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

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 also informed Members that:

- The Youth Club building and the pavilion had now been surveyed.

It was **AGREED** that:

- The Town Clerk's report be NOTED.**
- Shropshire Council should be asked again for a copy of the Emergency Plan via Cllr. David Turner.**

- b) Members received a written report from the SLCC National Conference held in Bristol during October 2014.

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

- c) Members received a written report from the SLCC NEC meeting held in Bristol during October 2014 (for information only).

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

9) COMMITTEE MEMBERSHIP

- a) Members considered for approval the appointment of Cllr. Paul Laming to the Planning & Environment Committee following the resignation of Cllr. Kevin Hadley.

It was **PROPOSED, SECONDED and unanimously RESOLVED** that Cllr. Paul Laming be appointed to the Planning & Environment Committee.

- b) Members considered for approval the appointment of another Member to the Personnel Committee following the resignation of Cllr Kevin Hadley.

It was **PROPOSED, SECONDED and unanimously RESOLVED** that Cllr. Yvonne Holyoak be appointed to the Personnel Committee.

- c) Members considered for approval the appointment of another Member to represent the Town Council on the Much Wenlock Almshouses following the resignation of Cllr. Kevin Hadley.

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

10) ROAD SAFETY PRIORITIES

Following concerns from local residents a meeting had taken place between Members of the Town Council, the police, and Shropshire Council to discuss various traffic issues in the town including parking, congestion, speeding and crossing. The Town Council was recommended to put forward all streets in the town and prioritise 5 issues for inclusion in Shropshire Council's Road Safety Policy.

It was **PROPOSED, SECONDED and RESOLVED** that each Member should put forward their suggestions to the Town Clerk who would compile a list for consideration at the next meeting.

11) POLICY

Members considered a draft Pension Discretions Policy for approval.

It was **PROPOSED, SECONDED and unanimously RESOLVED** that the policy be **ADOPTED**.

12) PERSONNEL COMMITTEE TERMS OF REFERENCE

Members considered for approval a draft reviewed Terms of Reference for the Personnel Committee.

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

- i. **The Membership be increased from four to five Members.**
- ii. **Cllr. Paul Laming be appointed to the Personnel Committee.**
- iii. **The Terms of Reference be ADOPTED.**

13) WW1

Members considered for approval the purchase of a ceramic poppy to be installed at the Tower of London in recognition of British military fatalities during World War 1.

It was **RESOLVED** that a ceramic poppy should be purchased.

14) CEMETERY CHAPEL

- a) Members considered a report outlining how the cemetery chapel could be restored and used as a community building. Grant funding up to £3,000 was available from the Architectural Heritage Fund for a viability study although they needed assurance that the building had statutory protection as an asset of the Town Council and will not be sold or demolished. However, before any further work was undertaken the Council needed to establish whether drainage and lighting could be installed on site to provide toilets and washing facilities.

It was **PROPOSED, SECONDED** and unanimously **RESOLVED** that the Town Council commits to carry through the fundraising and management of a restoration scheme for the cemetery chapel.

- b) Members considered for approval that the cemetery chapel be registered as a Community Asset in pursuance of the Localism act 2011, Chapter 3, Part 5.

It was **PROPOSED, SECONDED** and unanimously **RESOLVED** that an application be made to Shropshire Council to register the cemetery chapel as a Community Asset.

15) MUCH WENLOCK LEISURE CENTRE

Members received the minutes from a meeting of the Much Wenlock Leisure Centre Advisory Group which took place on 16 September 2014.

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

16) LOCAL COUNCIL AWARD SCHEME

Members considered for approval that the Town Council should work towards becoming a 'Quality' Council under the new revised scheme. There are 3 levels, the Foundation Award which is entry level showing that a council meets the minimum requirements for operating lawfully and according to standard practice, the Quality Award which demonstrates that a council achieves good practice in governance, community engagement and council improvement, and the Quality Gold Award which demonstrates that a council is at the forefront of best practice and achieves excellence in governance, community leadership and council development.

It was **PROPOSED, SECONDED** and unanimously **RESOLVED** that the Town Council will strive towards achieving a Quality Award.

17) GASKELL RECREATION GROUND

Members received a written report on the Gaskell Recreation Ground including a timeline of events which led to the Ground becoming the responsibility of the Town Council. The Ground had previously been managed by a Joint Use Agreement between the Town Council, William Brookes School, and Shropshire Council, although the latter was formerly Bridgnorth District Council and Shropshire Council before Shropshire Council became a unitary authority in 2009. Although the Agreement had not been formally terminated by any of the parties Shropshire Council was no longer acknowledging its commitment and the Town Council was managing the Ground under delegated authority by the charity along with the Gaskell Recreation Ground Board of Management. The report recommended that the Board be dissolved and that the charity should manage the Ground since membership of the Board was the same as the charity. The report further recommended that the Town Council asks for the Joint Use Agreement to be terminated, and that the Town Council approves the aims and principles for future use of the Ground.

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

- i. **The Town Council is in favour of dissolving the Gaskell Recreation Ground Board of Management and subsuming its duties within the Gaskell Recreation Ground of Much Wenlock charity.**
- ii. **The Town Council should write to Shropshire Council to advise that the Joint Use Agreement is no longer working in practice.**
- iii. **The Town Clerk should write to the Cricket Club and inform them that access to the Linden Gate will stay the same for the time being.**

18) PUBLIC OPEN SPACES IN MUCH WENLOCK

Members considered an offer from Shropshire Council asking the Town Council to take on the management of Hunters Gate open space and Much Wenlock Railway Walk.

It was PROPOSED, SECONDED and unanimously RESOLVED that the Town Council cannot afford to take on any more devolved services.

19) FLOOD REPORT

- a) Members received a written report from the Much Wenlock Community Flood Action Group which gave an update on Shropshire Council's plans to help alleviate flooding in Much Wenlock, Severn Trent's proposals for upgrading the treatment plant and the frequency of the Combined Sewer Overflow opening, the Flood Action Group's response to the Defra consultation on SUDS Approval Body (SAB) and its concerns about drainage/flood alleviation works being correctly carried out for every development, and details of the volunteers who are responsible for the Flood Plan & Alarm System.

It was RESOLVED that the report be NOTED.

- b) Members received a written report from Cllr. Bert Harper which outlined the reasons why Much Wenlock has been designated as a Rapid Response Catchment Area because heavy rainfall will produce flooding that poses an extreme danger to life. Cllr. Harper recommended that the Town Council should be made more aware of what is being done to address flooding issues and proposed that the Town Council should write to Philip Dunne MP, Shropshire Council and the Environment Agency.

It was PROPOSED, SECONDED and unanimously RESOLVED that the Town Council should:

- i. **Write to Philip Dunn MP and request that he updates the Town Council on what the Government has done since the 300 Rapid Response Catchments were identified and what action is being proposed to address such issues.**
- ii. **Write to Cllr. Malcolm Price at Shropshire Council and ask the same question as that asked of Philip Dunn MP.**
- iii. **Write to the Area Manager at the Environment Agency to ask what action is intended for areas that fall inside a Rapid Response Catchment Designation.**

20) CONSULTATION

There was no consultation for consideration.

21) CORRESPONDENCE

- a) SALC information bulletin and other information previously emailed to Members.

NOTED.

- b) Letter from Philip Dunne MP relating to the Emergency Plan for Much Wenlock.

It was PROPOSED, SECONDED and RESOLVED that a letter should be sent to the relevant agencies asking for reassurance that there is no imminent danger from the fertiliser factory at Farley.

- c) A letter of thanks about how well the cemetery is kept.

NOTED.

22) PLANNING

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

- b) The Chairman reported that she and Cllr. Bert Harper had attended a meeting of the Southern Planning Committee to represent the Council's views on recent planning applications for Fox Studios and Bradley Farm. The Chairman also informed Members that at the last meeting of the Committee Members had not objected to the erection of a wind turbine at Edge Renewables although it was against the wishes of some members of the community. The Committee also considered a planning application for development in the High Street and the Committee did not support the application in its entirety.

It was AGREED to NOTE.

23) REMEMBRANCE SUNDAY

Members were reminded that they were invited to attend the Remembrance Service at Holy Trinity Church on Sunday 9 November 2014 at 10:50.

NOTED.

24) AGENDA ITEMS FOR NEXT TOWN COUNCIL MEETING

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

- Christmas lights in the High Street and whether they should be left in situ.
- A presentation from the Friendly Bus

25) DATE OF NEXT MEETING

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

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

The Town Clerk left at this point in the meeting due to an interest in staffing matters.

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) GUILDHALL

Members considered for approval whether to increase the Guildhall cleaner's weekly hours to keep the stairs sufficiently clean to reduce risk from slipping/falling and allow the toilet to be used in the Guildhall throughout the year so that R Hall could continue to use the toilet and washing facilities. Members were informed that R Hall had offered to clean the stairs and toilet if allowed to continue to use the facilities.

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

- i. **The Cleaner's hours should not be increased.**
- ii. **R Hall could continue to use the facilities on the proviso that an agreement was drawn up between the Town Council and R Hall outlining terms and conditions for use of the building.**

27) DRAINAGE

Members considered for approval quotes for a drainage survey to be carried out on the Gaskell Recreation Ground including quotes for the cost of the epicormic growth to be removed from the trees the cost of which would be over £4,000.

It was **PROPOSED, SECONDED** and **RESOLVED** that a drainage survey should be shelved for the time being until the Council was sure whether it was going to take over the Youth Club building and accept Shropshire Council's offer.

28) COMPLAINT

Members considered for approval quotes to deal with a complaint made by a town councillor about a member of staff.

It was **PROPOSED, SECONDED** and **RESOLVED** that the quote from Ellis Whittam be accepted at a cost of £1,376 plus VAT.

The meeting closed at 22:15.

Signed.....
Town Mayor

Date.....