

MUCH WENLOCK TOWN COUNCIL

Minutes of a
TOWN COUNCIL MEETING
 held at The Guildhall, Much Wenlock
 7 pm on Thursday 7 September 2017

Present:

Cllr. Graham Edgcumbe Venning (Chairman), Cllr. Trevor Childs, Cllr. Adam Davy, Cllr. David Gibbon, Cllr. Herbert Harper, Cllr. Mary Hill, Cllr. Yvonne Holyoak, Cllr. Marcus Themans, Cllr. Allan Walter, and Cllr. Milner Whiteman OBE.

Town Clerk:

Sharon Clayton

Assistant to the Town Clerk

Diane Barlow

In attendance:

Cllr. David Turner - Shropshire Council
 5 members of the public

1) Chairman's welcome

The Chairman welcomed everyone to the meeting and gave a special welcome to newly elected Town Councillor, Marcus Themans who he invited to give a brief introduction about himself.

Mayoral engagements were as follows:

- The Bishop of Hereford blessing the church roof at Holy Trinity church on 10 September. The Mayor offered his congratulations to Rev. Matthew Stafford and his helpers.
- Welcomed a group of French school children
- Brockton Primary School fete
- 131st Olympian Games to present medals
- Lighting of the Torch ceremony
- Various Mayoral functions

The Chairman also added that the fortnightly Town Council surgeries had been well received and would continue.

2) Apologies for absence

COUNCILLOR	REASON
Dafydd Jenkins	Work commitment

This apology was **CONFIRMED** and **AGREED** 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.

None declared.

4) Dispensations

None requested.

5) Shropshire Council Report

Cllr. David Turner gave the following verbal report:

- He had attended St Chad's Church where a weekly service was held to remember those who had died in action during WW1.
- Local Joint Committee meeting where matters of current concern were discussed between members of the public, the Local Policing Team, Police and Crime Commissioner and the local car parking team.
- Place Plans are due for review to identify local priorities.
- Local highways issues continue concerning HGVs and new signage for the town is still awaited but is expected to be completed before Christmas.
- Flood attenuation ponds are now reaching completion and community events on site are being arranged.
- The last advice surgery was well attended and his next surgery would take place on 25 November at Brockton Primary school.

NOTED.

6) Public session

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

7) Minutes

- a) The minutes of a Town Council meeting held on 6 July 2017 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 a Town Council meeting held on 26 May 2017 were considered for approval.
It was PROPOSED, SECONDED and RESOLVED that the minutes be signed and ADOPTED as a true record.
- c) The minutes of a Planning & Environment Committee meeting held on 4 July 2017 were **NOTED and ADOPTED.**
- d) The minutes of a Finance & Resources Management Committee meeting held on 4 May 2017 were **NOTED and ADOPTED.**
- e) The minutes of Personnel Committee meetings held on 4 May, 16 May, and 23 May 2017 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 also gave the following verbal report:

- i. A Celebration Event would take place on Saturday 9 September 2017 at the Priory Hall when the newly conserved minute books would be on display.
- ii. The Cemetery Access Project was progressing well and two new notice boards had been installed at the cemetery. One was for community information and the other was for Town Council notices. Councillors were invited to visit the cemetery to view the enhancements.
- iii. Closure of Barclays Bank at Shifnal.

NOTED.

- b) Members received a written report from the NABMA Local Council Forum held on 30 June 2017 in Bridgnorth.
It was PROPOSED, SECONDED and AGREED to NOTE.

9) External Audit completion

Members received a copy of the completed external audit for 2016/2017

It was PROPOSED, SECONDED and AGREED that the completion of the external audit be NOTED.

10) Income and expenditure

Members received income and expenditure from 1 April to 30 June 2017.

It was PROPOSED, SECONDED and AGREED that income and expenditure from 1 April to 30 June 2017 be NOTED.

11) Devolved services

- a) Members received a verbal update from Cllr. Graham Edgcumbe Venning on behalf of the Devolved Services Working Group. He said that the library refurbishment was due to commence on 1 October 2017 and Shropshire Council had asked whether the library books could be stored in the rear office at the Corn Exchange during refurbishment. Contractors and the mobile library would need parking space on the Corn Exchange car park, and new signage for the library had also been discussed.

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

- i. The rear office at the Corn Exchange could be used for storage of library books during refurbishment of the library.
- ii. Space on the Corn Exchange car park would be made available during refurbishment works for contractors and the mobile library.
- iii. New library signage would read "Public Library Much Wenlock Town Council in Co-operation with Shropshire Council".

b) Members considered for approval asset transfer of land from Shropshire Council of the following: Havelock Crescent, Hunters Gate and the Railway Walk. All were at the purchase price of £1 for the freehold.

It was **PROPOSED and SECONDED not to accept land at Havelock Crescent and after being put to the vote it was RESOLVED** that the transfer of land should not be accepted.

It was **PROPOSED and SECONDED** that consideration of the transfer of land at Hunters Gate should not be considered until it was known what funds Shropshire Council would transfer with it and after being put to the vote it was unanimously **RESOLVED** that the motion be carried.

It was **PROPOSED and SECONDED** to reject the offer of land at the Railway Line and after being put to the vote it was **RESOLVED** that the transfer of land should not be accepted.

It was **PROPOSED and SECONDED not to accept land at the old Railway Walk and after being put to the vote it was unanimously RESOLVED** that the transfer of land should not be accepted.

It was **PROPOSED, SECONDED and AGREED** that quotes should be sought for the cost of grass cutting at Hunters Gate.

12) Archives

Members considered for approval a report from Howard Horsley, Volunteer Archivist, which recommended that the Town Council formally approves the practice of evaluating, filtering and describing appropriate archival material and its transfer to the Shropshire Archives for safekeeping.

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

- i. The recommendation be **APPROVED** and that the list of folders be transferred to Shropshire Archives.
- ii. The archivist should be thanked for all his efforts involved with this process.

13) Minute books Celebration Event

Members received a written update on plans for the Celebration Event that was to take place on 9 September 2017 at which the newly conserved minute books would be on display.

It was **PROPOSED, SECONDED and AGREED** that the report be **NOTED**.

14) Celebrating the 550th Anniversary of the Borough Charter

Members received a written report from the Town Clerk informing that it would be the 550th Anniversary of the granting of the Borough Charter in 2018 and the Town Council had previously agreed that it should be celebrated. The Town Clerk recommended that a Task and Finish Group should be established to prepare plans to celebrate.

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

- i. A Task and Finish Group be established whose Terms of Reference would be to work with partners to prepare plans to celebrate the 550th Anniversary of the granting of the Borough Charter.
- ii. Members would include Cllr. Milner Whiteman, Cllr. Mary Hill, Cllr. Marcus Themans and Cllr. Allan Walter plus other interested members of the community.
- iii. The Task and Finish Group would hold a preliminary meeting before the next Town Council meeting and report back with a recommendation for a budget to be set aside.
- iv. A provisional budget of £2,500 should be set aside from this year's budget.

15) Working with William Brookes School

Members received a written report outlining how Cllr. Graham Edgcumbe Venning and the Town Clerk had met with William Brookes School to discuss how the Town Council could work with the school to install a feature in the Pound which could possibly be linked with celebrations for the 550th Anniversary of the granting of the Borough Charter.

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

- i. The Town Council would work with William Brookes School to endeavour to make improvements to the Pound.
- ii. The Mayor and Town Clerk would endeavour to determine who owned the land adjoining the Pound.

16) Room at Corn Exchange

Members considered for approval that the Town Council should use the recently vacated rear office at the Corn Exchange for its own purposes.

It was PROPOSED, SECONDED and unanimously AGREED that the Town Council would retain the room and the Finance & Resources Management Committee would consider the commercial opportunities.

17) Poppies

Members considered for approval the purchase of "Lamp Post Poppies" to help raise funds for the British Legion.

It was PROPOSED, SECONDED and AGREED that 25 poppies be purchased at £3 each.

18) Consultation

There was no consultation for consideration.

19) Correspondence

The following correspondence was received:

- a) SALC information bulletin and other information sent to Members via email.
- b) Notes from a Market Town Clerks Meeting held on 18 July 2017.
It was PROPOSED that Cllr. Peter Nutting should be approached about the possibility of the Town Council being awarded funds from Shropshire Council's pot of £.5m towards the Gaskell Recreation Ground Management Plan. **It was AGREED that Cllr. Nutting should be asked to clarify what the funds could be used for.**
- c) An update on Ironbridge Power Station.
- d) Information on the Shropshire Local Plan Review.
- e) Notes of a meeting of the Shropshire Council and Shropshire Association of Local Councils Town and Parish Council Forum held on 27 June 2017.
- f) Shropshire Council Town and Parish Council Forum meeting 27th June 2017, update on locality working and progress with service/asset transfers.
- g) Letter of thanks from Bridgnorth and South Shropshire Crucial Crew for a grant from the Town Council.

NOTED.

20) Planning

- a) There were no planning applications referred to the Town Council for consideration.

NOTED.

- b) The Chairman of the Planning & Environment Committee gave a verbal update following the last meeting of the Committee. She informed Members that Berrys (on behalf of Wenlock Estates) attended the last Committee meeting to explain that they had put forward a site for development on which they would like to build around 90 dwellings including affordable. There were no firm plans and Shropshire Council was to decide in the Autumn, whether the site was acceptable and if it was deemed to be, then more detailed plans would be developed. Plans could include community facilities. There was some concern about the Neighbourhood Plan period which expires in 2026 and further details would be conveyed to the local community as they became available.

NOTED.

21) Agenda items for the next town council meeting

It was **AGREED** that Members should inform the Town Clerk of any items for inclusion on the next agenda.

22) Date of next meeting

It was **NOTED** that the next meeting would take place on Thursday 5 October 2017.

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.

23) Drainage and hedge removal on the Gaskell Recreation Ground

Members considered the following for approval:

- a) The removal of the hedgerow on the Gaskell Recreation Ground for which three quotes had been received.

It was PROPOSED, SECONDED and AGREED that:

- i. **Cllr. Graham Edgcumbe Venning and Cllr. Marcus Themans would prepare a specification to be conveyed to all contractors to remove the hedgerow.**
 - ii. **A budget of £2,000 should be set aside for the work to be carried out.**
- b) The appointment of a contractor to carry out necessary drainage works on the Gaskell Recreation Ground through "Contract Finder" in accordance with the Town Council's Financial Regulations.
It was PROPOSED, SECONDED and AGREED that this be deferred to a future meeting.

24) Administration staffing review

Members were informed that one of the Assistants to the Town Clerk had volunteered to accept voluntary redundancy and was no longer employed by the Town Council. The Town Clerk's office was now staffed by a full-time Town Clerk (37 hours per week) and a part-time Assistant to the Town Clerk (21 hours per week).

NOTED.

The meeting closed at 20:42.

Signed.....
Town Mayor

Date.....