

# MUCH WENLOCK TOWN COUNCIL

Minutes of a  
**TOWN COUNCIL MEETING**  
held at The Guildhall, Much Wenlock  
7 pm on Thursday 5 July 2018

**Present:**

Cllr. Graham Edgcumbe Venning (Chairman), Cllr. Herbert Harper, Cllr. Mary Hill, Cllr. Yvonne Holyoak, Cllr. Dafydd Jenkins, Cllr. Kate Southan, Cllr. Marcus Themans, Cllr. Allan Walter and Cllr. Milner Whiteman OBE.

**Town Clerk:**

Sharon Clayton

**In attendance:**

Charles Teaney representing Much Wenlock Christmas Fayre  
2 members of the public

**1) Chairman's welcome**

The Chairman welcomed everyone to the meeting and gave the following report:

“Firstly, I would like to extend my thanks to Mathew Stafford, Church Wardens, Choir Master, Choir, Mace Bearer, Town Clerk and all helpers for the way the Civic Service was conducted on Sunday. Thank you to all Councillors and all members of the community who attended. The service was held, not for me personally, but in recognition of the office of Mayor and Councillors. I have sent messages of thanks to all visiting Mayors for their attendance.

During June, Christine and I represented Much Wenlock at a number of functions and were naturally proud to do so.

Turning to tonight's Agenda, I propose to deal with the Addendum Item "Investment" after item 21 on the Agenda and hope I have your agreement to this. In addition, I think it is worth noting the following: Councillor Turner, as our elected Shropshire Councillor is always welcome to attend and submit a report to the Town Council on matters from Shropshire Council affecting Much Wenlock and building good relationships between himself, Shropshire Council and Much Wenlock Town Council. The Agenda is prepared by the Town Clerk in co-operation with the Chairman. The Chairman has the authority to determine who may use the Town Council meeting as a platform of presenting matters on the Agenda.

On Saturday 14 July 2018 there is sacred and secular music at Holy Trinity Church" ...and he urged everyone to attend.

**2) Apologies for absence**

Apologies were received from Cllr. Adam Davy who had a work commitment and Cllr. Daniel Thomas who was on holiday. **These apologies were ACCEPTED 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) Public Session**

A member of the public was invited to express concerns about speeding on the A458, Bridgnorth Road, at the junction of Callaughton Ash and Oakfield Park. He said that the access to Callaughton Ash is a single-track road and not wide enough for two vehicles to pass each other. The newly built houses were due to be occupied soon therefore adding to the present hazard of vehicles pulling out onto a busy main road. When the planning application was in its consultation stage, Shropshire Council was alerted to the fact that motorists do not slow down as they enter the 30-mph zone and was asked to extend the zone.

However, the police refused to support this because they said no-one would obey it. He said that something needed to be done to reduce speeding motorists and asked Members to support speeding restrictions.

Members **AGREED** that these comments should be taken into consideration at agenda item number 14, when an email including the same concerns from a local resident at Oakfield Park would be considered.

#### 6) Christmas Fayre

Charles Teaney, a member of the Much Wenlock Christmas Fayre Committee gave an update on plans for the 2018 Christmas Fayre. He said that the committee began taking bookings on Monday 4 July and already 84 applications had been received and the Priory Hall was fully booked. Much Wenlock Primary School had been asked to participate on the day and it was hoped that some activities would be based around the Charter Day celebrations that the Town Council was already planning for this year. He welcomed further discussions with the Council about this. Things were proceeding at pace and everything was going well. However, health and safety was an issue due to insufficient marshals and he urged Members to help out with marshalling on the day.

The Mayor thanked Charles for the update and suggested that Charles attend a future meeting to keep the Town Council up to date with how plans were progressing.

#### 7) Minutes

- a) The minutes of a Town Council meeting held on 7 June 2018 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 Planning & Environment Committee meeting held on 1 May 2018 were **NOTED** and **ADOPTED**.
- c) The minutes of a Finance & Asset Management Committee meeting held on 29 May 2018 were **NOTED** and **ADOPTED**.

#### 8) Town Clerk's Report

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:

- A member of the public had kindly handed in mosaics that he had found chipped off one of the art features whilst walking his dog.
- The Town Clerk had written to Severn Trent concerning the loss of water in the town asking to be kept informed when there were future interruptions in service.
- The Town Clerk had received an email from Trevor Childs, the Town Council's representative on the Almshouses, who reported that he had attended a recent Almshouses meeting where tenancy of upcoming Almshouses had been discussed. They had also discussed possible repairs that might need to be carried out before new tenants moved in.
- The Town Clerk informed Members that SALC was willing to arrange in-house training for councillors.

It was **AGREED** that:

- a) **The Town Clerk's report be NOTED.**
- b) **It would be useful for the Town Council to be aware of any possible vacancies at the Almshouses because councillors have contacts within the community and this information could be shared.**
- c) **The Town Clerk should liaise with SALC about arranging in-house training to take place on a Thursday evening.**
- d) **The Town Clerk should write to Shropshire Council urging them to retain Kerry Roger's position as Community Enablement Officer.**

#### 9) GDPR policies

Members considered the following policies for approval:

- a) Consent Form to communicate Town Council activities in compliance with GDPR.  
**It was PROPOSED, SECONDED and AGREED that the Consent Form be APPROVED.**
- b) A Personal Data Audit Questionnaire  
**It was PROPOSED, SECONDED and AGREED that the Personal Data Audit Questionnaire be APPROVED.**

#### 10) Final Internal Audit Summary Report

Members considered for approval the final internal audit report from the internal auditor.

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

**11) Media, Marketing and Tourism Working Group**

- a) Members considered for approval that Cllr. Graham Edgcombe Venning be replaced by Cllr. Marcus Themans on the Media, Marketing and Tourism Working Group.

**It was PROPOSED, SECONDED and unanimously AGREED that Cllr. Marcus Themans should be appointed to the Media, Marketing and Tourism Working Group and replace Cllr. Graham Edgcombe Venning.**

- b) Members were informed that the Media, Marketing and Tourism Working Group had not yet met but a meeting was planned to take place in the near future. The Chairman informed Members that he had placed Olympian Trail and Guildhall leaflets in local shops to raise awareness of what the Town Council offered in the way of tourism.

**NOTED.**

**12) Commemorative Plaque in Back Lane Car Park**

Cllr. Mary Hill informed Members that the Town Council had previously formed a WW1 Working Group to come up with ideas about how the end of WW1 could be commemorated. A WW1 commemorative event had been held in June 2014 including an exhibition at the Guildhall. A small garden had also been established in Much Wenlock cemetery where a commemorative stone had been laid. The Town Council was currently taking part in the 'Battle's Over' initiative on 11 November and plans were on schedule.

As part of this year's commemorative celebrations it had been suggested that a small commemorative plaque should be placed in Back Lane car park. Research had revealed that this car park, situated on the corner of High Street, had previously been given to the town by Alderman Davies, who was a farmer of the Marsh, and a council member of the Borough of Wenlock. He gave the land for use as a memorial garden/recreation area in memory of his three sons who had all died during 1918. The two elder sons were killed on the Western Front. It is not known how the youngest son died who was nineteen. At that time the council did not want to erect a war memorial in the town but was happy to have a memorial garden.

On 26 July 1919, the same day that the Peace Treaty was signed, a thanksgiving service was held, and a procession proceeded to the open space given by Alderman Davies. The ground was declared open by Alderman Cooke, and all Much Wenlock school children in that year received a peace medal donated by Much Wenlock Town Band and given to the children by Mrs. Davies, the wife of Alderman Davies.

Research was being carried out to try to find out how this piece of land had become a car park. Little is known how it came about, but South's garage appeared on the land possibly in the 1930s. By the 1950s it was sold to a Much Wenlock couple. The garage had become dilapidated and it was demolished and eventually, in the early 60s, the Borough Council at that time bought the land for £4,000 for the purpose of it becoming a car park due to there being a shortage of car parking spaces. When the Borough Council was dissolved Bridgnorth District Council eventually became responsible for the administration of all the car parks until they were finally taken over by Shropshire Council following further local government re-organisation. Community members thought it would be fitting to purchase a small plaque to be installed in the car park to mark that this land was originally given in memory of the three Davies sons, George, Brian and Norman.

**It was PROPOSED, SECONDED and unanimously AGREED that a small commemorative plaque should be commissioned within a budget of £100 and installed at Back Lane car park.**

**13) Drainage on the Gaskell Recreation Ground**

Members considered for approval that the Town Council seeks quotes for drainage works to take place on the Gaskell Recreation Ground in accordance with the Council's Financial Regulations which commits the Council to advertise contract opportunities for the award of contracts over £25,000.

**It was PROPOSED, SECONDED and AGREED that the Town Council should follow procedure as laid out in the Council's Financial Regulations and use Contract Finder to seek quotes for drainage works on the Gaskell Recreation Ground.**

**14) A458 Safety Concerns**

Members considered an email from a member of the public who expressed concern about the safety of pedestrians crossing the busy A458 Bridgnorth road at its junction with Racecourse Lane, Oakfield Park and Callaughton Ash. He said that speeding motorists were ignoring the 30-mph speed limit and putting pedestrians' lives at risk. He therefore asked the Town Council to support his request by writing to Shropshire Council and ask that road safety improvements within the locality of Much Wenlock Primary School and Oakfield Park be included in its Road Safety Policy.

**It was PROPOSED, SECONDED and AGREED that Shropshire Council should be asked to install road safety improvements on the A458 to include:**

- The installation of a roundabout to slow the traffic at the junction with Racecourse Lane, Oakfield Park and Callaughton Ash.
- The installation of a mirror opposite Callaughton Ash and opposite the cemetery to warn motorists of a concealed entrance with vehicles emerging and to assist emerging vehicles from Callaughton Ash and the cemetery to be able to see approaching vehicles.

#### 15) Tablets for Councillors

Members received a report comparing the cost between printing agendas and supporting information and the cost of purchasing tablets with a view to agendas and supporting information being received electronically by councillors.

**It was PROPOSED, SECONDED and unanimously AGREED that the Town Council would not purchase tablets and Members would continue to receive hard copies of agendas.**

#### 16) Community Awards

Members considered for approval that the 'Friends of the Cemetery' be nominated to receive a Community Groundwork Award in recognition of all the good work they do at Much Wenlock cemetery.

**It was PROPOSED, SECONDED and unanimously AGREED that the 'Friends' should be nominated for the Community Groundwork Award.**

#### 17) Consultation

None received.

#### 18) Correspondence

The following correspondence was received and **NOTED**:

- SALC information bulletin and other information sent to Members via email.
- Email from Buildwas Power Station informing that a buyer had been found.
- Email from local resident concerning representation (confidential – for noting only)

**NOTED.**

#### 19) Committee Meeting Room

Members considered for approval a name for the new committee meeting room at the Corn Exchange.

**It was PROPOSED, SECONDED and unanimously AGREED that the community should be asked, via the Wenlock Herald, to suggest a suitable name for the new meeting room.**

#### 20) Agenda items for the next town council meeting

It was **AGREED** that youth provision and grant applications should be included on the agenda for the next meeting.

#### 21) Date of next meeting

It was **NOTED** that the next meeting would take place on Thursday 6 September 2018.

#### 22) Investment

Members considered for approval a recommendation from the Finance & Asset Management Committee that £50,000 should be transferred from the Unity Trust Deposit Account into the Public Sector Deposit Fund in order to spread risk.

**It was PROPOSED, SECONDED and AGREED that, subject to the funds being covered by the FSCS, £50,000 should be transferred from Unity Trust Bank into the Public Sector Deposit Fund.**

#### **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) Barclays Bank

Members were informed that the Chairman and the Town Clerk had met with representatives from Barclays Bank and had told Barclays of the Town Council's interest in buying the freehold premises with a view to creating a community hub to maintain banking facilities in Much Wenlock and so that the ATM could be retained in its current location. At a further meeting the Chairman and Cllr. Herbert Harper had met with Barclays property consultants to inspect the premises.

**It was PROPOSED, SECONDED and unanimously AGREED that, subject to due diligence, the Town Council's Working Group;**

- **be granted delegated authority to proceed with negotiations to purchase the premises currently occupied by Barclays Bank for a maximum sum of £165,000,**
- **instruct property surveyors to carry out a survey of the property,**

- write to Sir Vince Cable seeking business advice,
- write to building societies and banks to seek a bank provider and other opportunity sources.

It was further PROPOSED that a third Member join the Working Group, currently consisting of Cllr. Graham Edgcumbe Venning and Cllr. Herbert Harper, and after being SECONDED it was unanimously AGREED that Cllr. Milner Whiteman be appointed.

**24) Communication with Former Town Councillors**

Members considered complaints from two former Town Councillors who were both seeking an apology from the Town Council because they argued that the Town Council had not followed proper procedure and acted illegally when considering and arriving at decisions following complaints made against them.

It was PROPOSED, SECONDED and unanimously AGREED that:

- The Town Council had acted in accordance with appropriate professional legal advice received at that time and therefore, in no circumstances, would either of these complainants receive an apology.
- In addition, the long-standing complainant should be told that this was the end of this matter.

The meeting closed at 21:00.

Signed.....  
Town Mayor

Date.....

DRAFT