

# MUCH WENLOCK TOWN COUNCIL

Minutes of a  
**FINANCE & ASSET MANAGEMENT COMMITTEE**  
meeting held at the Corn Exchange, Much Wenlock  
5.30 pm on Tuesday 23 October 2018

**Present:**

Cllr. Graham Edgcumbe Venning (Chairman), Cllr. Adam Davy, Cllr. Yvonne Holyoak, Cllr. Marcus Themans and Cllr. Allan Walter

**In attendance:**

Sharon Clayton - Town Clerk/Responsible Financial Officer

**1) Chairman's welcome**

The Chairman welcomed everyone to the meeting.

**2) Public Toilets**

The Chairman invited representatives from Danfo to inform Members about the various options available to provide new, improved public toilets. Danfo is a Swedish company that makes bespoke public toilet facilities. A dedicated manager would be appointed to the Town Council directly by Danfo. Systems are monitored remotely so that cleaning and maintenance can be overseen. Various options are available to make contracts affordable.

The Chairman thanked Danfo for their attendance after which they left the meeting.

**3) Apologies**

Apologies were received from Cllr. Kate Southan who was on holiday.

**This apology was ACCEPTED and AGREED as APPROVED absence.**

**4) 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.

**5) Dispensations**

None requested.

**6) Minutes**

The minutes from a Finance & Asset Management Committee meeting held on 25 September 2018 were considered for approval. Following agreed amendments;

**it was PROPOSED, SECONDED and unanimously RESOLVED that the minutes be signed and ADOPTED as a true record.**

**7) Town Clerk's report**

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

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

- a) **The Town Clerk's report be NOTED.**
- b) **The Chairman would arrange for the purchase of personal protective clothing for the Handy Person.**

**8) Finance**

- a) Members received a written financial report from the Responsible Financial Officer.

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

- b) Members considered for approval income and expenditure to 30 September 2018.

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

- a) **Income and expenditure to 30 September 2018 be APPROVED.**
- b) **The Gaskell Recreation Ground Management Committee should be informed that water charges for the ground would be re-charged to the charity.**

- c) Members considered for approval receipts and payments for September 2018.  
**It was PROPOSED, SECONDED and unanimously AGREED that receipts and payments for September 2018 be APPROVED.**
- d) Members received bank reconciliations to the end of September 2018.  
**It was PROPOSED, SECONDED and unanimously AGREED that bank reconciliations to the end of September 2018 be NOTED.**
- e) Members considered for approval payments for October 2018.  
**It was PROPOSED, SECONDED and unanimously AGREED that payments for October 2018 be APPROVED.**

#### 9) Grant Applications

Members considered grant applications received.

**It was PROPOSED, SECONDED and unanimously AGREED that the following grants be APPROVED.**

Organisation	AMOUNT £
1 <sup>st</sup> Much Wenlock Scouts Group	400.00
Bridgnorth & South Shropshire Crucial Crew	230.00
Cressage PTA	0.00
Holy Trinity Church Much Wenlock	600.00
Much Wenlock Festival	0.00
Much Wenlock First Responders	100.00
Much Wenlock Twinning Group	100.00
Walkers are Welcome	100.00
Wenlock Olympian Games Live Arts Festival	500.00
Wenlock Herald	200.00
<b>TOTAL</b>	<b>2230.00</b>

#### 10) Museum Lease

Members considered the museum lease which commenced on 18 June 2012 and commits Shropshire Council to ensure the museum is kept open for a minimum of 1300 hours per annum, and that the outside of the property is decorated every 5 years and the inside of the property decorated every 7 years.

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

- a) Shropshire Council should be asked to deal with the mess being made by pigeons.
- b) The museum should be redecorated as stated within the terms of the lease agreement.
- c) There would not be a rent increase at this time.

#### 11) Photographs and Valuable Assets

Members considered for approval purchasing professional photographs of some of the Town Council's valuable assets.

**It was PROPOSED, SECONDED and AGREED that photographs be purchased at a cost of £25.00.**

#### 12) Public Toilets

Following the earlier presentation from Danfo members considered whether the town's public toilets should be replaced.

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

- a) The purchase of new public toilets should be considered further at the next meeting with the intention of making a recommended proposal to the Town Council.
- b) Danfo should be thanked for their presentation and asked for costings and case study results to include electric car charging points and advertising panels over a 25-year term.

#### 13) Repair Schedule

Members received a repair schedule from Arrol & Snell.

**It was PROPOSED, SECONDED and unanimously AGREED that the repair schedule be ACCEPTED with the addition of pigeon spikes.**

**14) Linden Lodge**

Members considered for approval the cost of a property survey carried out on Linden Lodge at a cost of £450 although a copy of the survey was awaited.

**It was PROPOSED, SECONDED and unanimously AGREED that the cost of £450 be APPROVED.**

**15) Future Use of the Corn Exchange Car Park**

Members considered future use of the Corn Exchange car park and its present state of repair.

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

- a) **That the fence should be repaired within a budget of £450.**
- b) **The surface of the car park should be cleaned.**
- c) **Future use of the car park should be considered at a future meeting.**

**16) Art Features**

Members received a treatment report from the Jackfield Conservation Studio which described the recent remedial treatment carried out and what future treatment would be needed.

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

**17) Date of next meeting**

It was **NOTED** that the next meeting would take place on Tuesday 27 November 2018 commencing at 5.30 pm.

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**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.

**18) Tree Works at the Cemetery**

Members considered for approval a quote of £1,000 to remove two Cherry trees at Much Wenlock cemetery.

**It was PROPOSED, SECONDED and unanimously AGREED that Joffrey Watson be asked to remove the trees at a cost of £1,000 subject to them being replaced with two suitable trees.**

The meeting closed at 19:26.

Signed.....  
Chairman

Date.....