

10/21

MUCH WENLOCK TOWN COUNCIL

Minutes of the
TOWN COUNCIL MEETING
 held at The Guildhall, Much Wenlock
 at 7 pm on Thursday, 24th June 2021

Present: Cllr. Michael Atherton, Cllr. David Fenwick, Cllr Wilfred Grainger, Cllr. John O'Dowd, Cllr. Marcus Themans, Cllr. Daniel Thomas (in the chair), Cllr Robert Toft, Cllr. Duncan White.

Town Clerk: Trudi Barrett

In attendance: Police Sergeant Kate Øen, several members of the public.

1. Chairman's Welcome

The Chairman welcomed everyone to the meeting. He was very pleased that after 15 months the Town Council was once again able to meet in the Guildhall, its historic home. The meeting was also accessible via a Zoom link, giving members of the public the opportunity to listen to the meeting remotely.

The Mayor reported that further pigeon proofing works had been completed to the outside of the Guildhall to protect the building and the pavement and public below.

The Mayor was sad to report that Margaret Attwood had passed away. Margaret had served as a Town Councillor for many years and the Mayor offered condolences to her family.

As Much Wenlock slowly moved out of the pandemic, the markets were picking up again with a variety of different stalls, both returners and new.

The launch of the book 'Wenlock's Covid Chronicles' would take place on Saturday, 3rd July in The Square, between 10am and 1pm. On the same day, at 10am, former Councillor Milner Whiteman would be presented with the Freedom of the Town. All were welcome to attend.

2. Apologies for Absence

It was RESOLVED to accept the following apologies: Councillors Mike Grace, Sam Neal and Chris Tyler, who were away.

Apologies were also received from PC Jess Hindley, who was on other duties.

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

Councillor Daniel Thomas had requested and been granted a dispensation with regard to agenda item 15.

5. Shropshire Council Report

Shropshire Councillor Daniel Thomas gave a verbal report.

The previous week the Buildwas planning application had gone to Shropshire Council's Southern Planning Committee and representations had been made by Councillor Thomas as Shropshire Councillor, Councillor White as the Town Council's Chair of the Planning & Environment Committee and Clare Wild as Shropshire Councillor for the area, as well as other parish councils and members of the public. Councillor Thomas had focused on the inadequacies of the plan for the Gaskell corner and limited financial support available. A recording of the meeting was available to view on YouTube. The application had been delayed until it became clear why the viability assessment had not been published and why there was a 75% reduction in provision of affordable homes. Councillor Thomas had been pleased to see protestors outside the meeting and at the Gaskell corner, highlighting the highways issues for Much Wenlock.

On 15th July Shropshire Council would decide whether to submit the Draft Local Plan to the Planning Inspectorate for Examination in Public.

On highways matters, the 37 Barrow Street had been sold and the long awaited removal of the safety fencing and erection of scaffolding for repair to the building was imminent. A productive meeting had also been held with the parking enforcement team at Shropshire Council to request further support for dealing with pavement parking in areas such as Back Lane but more leniency in other areas, where appropriate. Councillor Thomas had passed on his concerns about the difficulties experienced by mobility scooter users in the town.

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6. Police Report

The Mayor welcomed Sgt Kate Øen to the meeting. Sgt Øen had recently joined the local team and was based out of Bridgnorth. She was keen to get to know the area and build good relationships with the local communities. Sgt Øen presented the police report, which had been circulated to Councillors. The Mayor thanked Sgt Øen for attending.

7. Public Session

There had been no requests to speak.

8. Minutes

- a. **It was PROPOSED, SECONDED and RESOLVED to approve and adopt the minutes of the Town Council meeting held on 3rd June 2021.**
- b. **It was PROPOSED, SECONDED and RESOLVED to adopt the minutes of the Planning & Environment Committee meeting held on 4th May 2021.**

9. Town Clerk's Report

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

The Clerk confirmed that the policing priorities identified by the Council had been submitted and a 'contract' provided by the local team.

Councillors queried the situation with regard to development of a strategic plan for the Council. The Clerk was asked to add this item to the agenda of the next meeting to re-start the process.

10. Internal Audit Report

Members considered and noted the final internal audit report for the financial year 1st April 2020 to 31st March 2021, dated 4th June 2021. The internal auditor had raised no concerns.

11. Annual Accounts 2020/21

- a. **It was PROPOSED, SECONDED and RESOLVED to approve income and expenditure from 1st April 2020 to 31st March 2021.**
- b. **It was PROPOSED, SECONDED and RESOLVED to approve the balance sheet as at 31st March 2021.**
- c. **It was PROPOSED, SECONDED and RESOLVED to approve the bank reconciliation as at 31st March 2021.**

12. Annual Governance and Accountability Return 2020/2021

- a. Members noted the Annual Internal Audit Report 2020/21 forming part of the Annual Governance and Accountability Return and the accompanying explanation for Trust Funds Response.
- b. Members considered the Town Council's response to Section 1 of the Annual Governance and Accountability Return. **It was PROPOSED, SECONDED and RESOLVED to approve the Annual Governance Statement, confirming that there was a sound system of internal control, including arrangements for the preparation of the Accounting Statements.**
- c. **It was PROPOSED, SECONDED and RESOLVED to approve the Accounting Statements for 2020/2021 (Section 2).**
- d. **It was PROPOSED, SECONDED and RESOLVED to approve the Explanation of Variances.**
- e. **It was PROPOSED, SECONDED and RESOLVED to approve the reconciliation between boxes 7 and 8 in Section 2.**
- f. Members noted that the period for the exercise of public rights would run from Monday, 28th June 2021 to Friday, 6th August 2021.

13. Additional Planning & Environment Committee Meeting

It was PROPOSED, SECONDED and RESOLVED to hold an additional meeting of the Planning & Environment Committee on Tuesday, 27th July due to the length of time between scheduled meetings arising from the summer break.

14. Planning Applications 19/05509/MAW and 19/05560/OUT: Ironbridge Power Station

Councillors reviewed the outcome of consideration of the above applications at the Shropshire Council Southern Planning Committee meeting held on 15th June 2021.

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Councillor White had spoken on behalf of the Town Council and Councillor Thomas, as Shropshire Councillor for Much Wenlock. In their objections they had included comments on the poor affordable housing provision proposed and the impact of the additional traffic on the town. A number of Town Councillors had demonstrated outside the building. Representatives from other areas had also voiced objections, raising similar and additional concerns. The developer's viability assessment had not been made public and there had been calls for this to be provided. The meeting had been live streamed and there had been positive press coverage for Much Wenlock.

Having taken account of the objections, the Southern Planning Committee had agreed to defer the decision on application 19/05560/OUT for up to 1,000 dwellings, and associated other development.

Application 19/05509/MAW, for the phased extraction of sand and gravel, had been permitted although implementation of this permission would be dependent on the outcome of the housing application.

Councillors expressed their thanks to Councillors White and Thomas for speaking on behalf of the town. It was reassuring that the Southern Planning Committee had taken notice of the arguments made.

Following the previous Town Council meeting, a letter had been sent to Philip Dunne MP asking that he request that the application be called in. It was noted that if the proposed boundary changes went ahead, Philip Dunne's constituency area would be altered to include Buildwas. There had been no formal response, but informal discussions had taken place and the MP understood the Council's concerns. A member of the public had also written to the Secretary of State to request that the application be called in and this was under consideration.

Councillors noted a letter received from a member of the public regarding application 19/05560/OUT, which advocated the use of the Existing Use Value (EUV) rather than the actual price paid for the land in assessing the viability of the development and the percentage of affordable housing to be provided. The Town Council was asked to write to the People Overview Committee at Shropshire Council to support this view. The correspondent had written to the Planning Casework Unit asking the Secretary of State to consider 'calling-in' the application and urged the Town Council to submit their own representation.

It was PROPOSED, SECONDED and RESOLVED to support the request for the application to be 'called-in' by writing to the Secretary of State.

15. Shropshire Council Local Plan 2016 – 2038 and Much Wenlock Neighbourhood Plan

Councillors considered the response received from Shropshire Council to correspondence from the Town Council regarding proposals for Much Wenlock contained within the draft Local Plan 2016 – 2038 and review of the Much Wenlock Neighbourhood Plan.

Shropshire Council's Planning Policy & Strategy Manager had replied and had also discussed the matter with the Mayor/Shropshire Councillor. The Town Council had been advised that if the response to the Regulation 19 consultation was withdrawn, this would leave the Town Council with no 'duly made' representations. The new 'non-duly made' representations could be submitted as supplementary information for the Planning Inspector to consider. The Planning Policy & Strategy Manager saw no fundamental contradiction between the original Regulation 19 comments and the new comments, although he accepted the new comment provided a clear objection.

Shropshire Council would be happy to work with the Town Council on any refresh of the Neighbourhood Development Plan, as long as this was not a vehicle to promote an anti-development view, which would be unlikely to receive support through an Examination process. It was also advised that this could not re-open the debate about the allocation of land at Hunters Gate, but could develop a suite of more localised development management policies.

It was PROPOSED, SECONDED and RESOLVED to submit the agreed new comments as a 'non-duly made' representation and to retain the existing Regulation 19 comments as a 'duly made' representation.

16. Transport Working Group Terms of Reference

Councillors reviewed the name and Terms of Reference for the Transport Working Group.

It was PROPOSED, SECONDED and RESOLVED to approve the Terms of reference, with the following amendments: the Chair of the working group to be a Town Councillor; the addition of the phrase 'and other local transport issues' to responsibility 1.

17. Remote Audio Streaming of Full Council Meetings and Provision of Recordings

Councillors considered whether to continue to provide audio streaming and recordings of full Council meetings for the general public following the return to face to face Council meetings.

It was RESOLVED to suspend Standing Orders.

Members of the public listening to the meeting on the active Zoom link confirmed that they could hear the proceedings at the meeting on the active Zoom link.

It was RESOLVED to reinvoke Standing Orders.

It was **PROPOSED, SECONDED and RESOLVED** to continue to live stream full Council meetings via Zoom.

It was **PROPOSED, SECONDED and RESOLVED** to record meetings, ensuring that all those present were made aware that the meetings would be recorded, audio only, and to upload the recordings onto YouTube.

It was noted that it could be helpful to have better microphones in the Guildhall.

18. 'The Queen's Green Canopy'

Members considered correspondence from Her Majesty's Lord Lieutenant of Shropshire and NACO regarding 'The Queen's Green Canopy', a tree planting project to mark the Queen's Platinum Jubilee.

Councillors considered that this was a very worthwhile initiative. The planting of indigenous trees was urged, not conifers, and Members noted that the Tree Forum could be asked for advice. Councillor O'Dowd undertook to seek advice on behalf of the Council.

It was **PROPOSED, SECONDED and RESOLVED** to support the 'Queen's Green Canopy' initiative, to raise public awareness and to ask relevant committees to consider where trees might be planted.

19. The Queen's Platinum Jubilee Beacons 2nd June 2022

Members noted information regarding the Queen's Platinum Jubilee Beacons 2nd June 2022.

It was **PROPOSED, SECONDED and RESOLVED** to support and participate in the Beacon event.

It was **PROPOSED, SECONDED and RESOLVED** to set up a working group to take this forward, comprising Councillors Themans, Thomas and White, and to invite appropriate members of the public to become involved.

20. Police & Crime Commissioner's Safer Roads Fund

Members noted information regarding the Police & Crime Commissioner's Safer Roads Fund.

Councillors were unclear whether the scheme was supported by West Mercia Police and Shropshire Council and raised concerns about the difficulty of initiating traffic calming measures in the town.

It was **RESOLVED** to suspend Standing Orders to allow Sgt Øen to speak.

Sgt Øen advised that actions followed evidence and that the impetus to introduce traffic calming measures came from accident figures. Sgt Øen referenced the Local Policing Charger, which the Town Council had recently considered. Members considered that the initiatives supported by the Safer Roads Fund were unlikely to be of benefit in Much Wenlock and that permanent solutions were required not, for example, temporary awareness campaigns. Sgt Øen offered to raise the Council's concerns with the Police Inspector and Chief Inspector.

It was **RESOLVED** to resume Standing Orders.

It was **PROPOSED, SECONDED and RESOLVED** to note the information regarding the Police & Crime Commissioner's Safer Roads Fund but not to submit an application.

21. Police & Crime Commissioner – Town and Parish Council Survey 2021

Members noted the Police & Crime Commissioner's Town and Parish Council Survey 2021.

It was **PROPOSED, SECONDED and RESOLVED** that Councillors Fenwick and White should complete the survey on behalf of the Council.

22. Correspondence

Members **NOTED** the following:

- a. SALC information bulletin and other information.
- b. Friendly Bus Newsletter June 2021.
- c. Police Newsletter June 2021.
- d. Rural Bulletins from the Rural Services Network.

23. Agenda Items for Next Town Council Meeting

Members were invited to suggest items for inclusion on the agenda for the next meeting on 8th July:

Strategic Plan - how to move forward

24. Date of next meeting

Members noted that the next meeting would be held at 7.00pm on Thursday, 8th July 2021 at the Guildhall.

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.

25. Arrangements for Guildhall and Corn Exchange Cleaning

It was PROPOSED, SECONDED and RESOLVED to delegate authority to the recruitment panel to appoint a new cleaner for the Guildhall and Corn Exchange.

The meeting closed at 8.35pm

Signed
Town Mayor

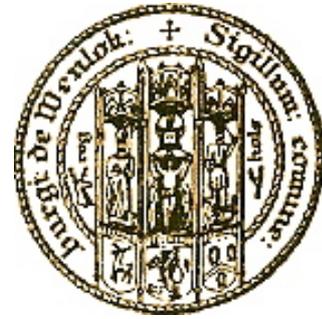
Date

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MONTH	MINUTE NUMBER	RESOLUTION	TASK COMPLETE	COMMENT
April 2019	10	Development of Strategic Plan	Pending	On agenda for 8 th July
April 2021	23	To award the contract for renovation of the Guildhall cupola to Croft Building & Conservation Ltd	In progress	Croft Building & Conservation advised. Application for Listed Building Consent submitted.
	24	Contract Acute Pest Control to undertake further pigeon proofing works on the Guildhall.	Yes	Additional work around bell and window completed. Gutter brush fitted.
May 2021	22	Defer consideration of the Council's policies relating to data protection to a future meeting.	In progress	Quote obtained for GDPR audit – to be considered at meeting on 8 th July
3 rd June 2021	9b	That the Town Clerk explores options for grants and funding to undertake a review of the MW Neighbourhood Plan	In progress	
	15	To make arrangements for recruitment of a new cleaner	Yes	New cleaner appointed
24 th June 2021	14	To support the request for the Power Station application to be 'called in' by writing to the Secretary of State	Pending	Letter from Philip Dunne MP on agenda for 8 th July
	15	To submit the agreed new comments on the Draft Local Plan as 'non-duly made' and retain the duly made Regulation 19 comments	Yes	SC notified
	17	Continue to live stream full Council meetings. Record and upload recordings to YouTube	Ongoing	
	18	Support the 'Queen's Green Canopy' initiative, raise public awareness and ask relevant committees to consider where trees might be planted	In progress	
	23	Add Strategic Plan to agenda of next meeting	Yes	On agenda for 8 th July

Other Activities

- Preparation for Wenlock's Covid Chronicles book launch
- Attendance at Zoom Clerks' meeting on 1st July with new Chief Superintendent for Shropshire, Stuart Bill



Much Wenlock Town Council

ASSET MANAGEMENT PLAN 2021 - 2024

Approved by Finance, Asset Management & HR Committee 23.03.21

Much Wenlock Town Council

The Corn Exchange Much Wenlock, Shropshire TF13 6AE 01952 727509
www.muchwenlock-tc.gov.uk

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Aims and objectives

This Asset Management Plan has been developed to:

- help the Town Council to manage its property portfolio;
- identify headline points for inclusion in the Town Council's Action Plan.

Fixed assets

Overview and condition survey of the Town Council's property

The most recent condition survey of all of the Town Council's property (fixed assets) was carried out in 2009 by Balfours. This survey identified almost £220,000 of remedial work to be carried out over a 5-year period.

In July 2018 Arrol & Snell carried out a condition survey of the Guildhall and the Corn Exchange. Recommendations were provided for maintenance and repair work to be carried out immediately, within two years and as desirable. A cost report for the work identified was prepared by Wilfred Jones of John Pigeon Partnership in December 2020.

The table below sets out Balfour's recommended works, the cost at that time if relevant (as a guide) and a comment indicating what work, if any, has been carried out since then. The costs for the work to the Corn Exchange and Guildhall are taken from the cost report prepared in 2020.

Property	Estimated Cost £	Comment
Corn Exchange Grade II Listed Building	1,045 12,662 465	<p>The Corn Exchange was extensively improved during the early part of 2012 at a cost of circa £59,000.</p> <p>Following this work, dampness on the west wall of the building returned and was treated in December 2017.</p> <p>The 2018 survey identified priorities as</p> <ul style="list-style-type: none"> • Immediate • Within 2 years • Desirable <p>This survey did not include the roof space.</p> <p>Since the survey, an area of damp has become visible at a high level in the Town Council office, which will need investigation.</p> <p>In addition, the tarmac at the rear of the building, outside the library, is uneven and presents a trip hazard.</p> <p>A defibrillator was purchased in 2019, which is housed at the Corn Exchange.</p>

Property	Estimated Cost £	Comment
<p>The Guildhall</p> <p>Grade II* Listed Building</p>	<p>3,388</p> <p>58,882</p> <p>60,384</p>	<p>The survey carried out by Arrol & Snell in 2018 identified that an extensive programme of renovation to the building is required:</p> <ul style="list-style-type: none"> • Immediate (most work identified was carried out in 2019) • Within 2 years • Desirable <p>Urgent repair work is required to the cupola. On the basis of quotations obtained for work to the cupola alone, the cost estimates above are considered to be conservative.</p> <p>Bird proofing to the building was carried out in late 2020/early 2021 at a cost of £3,544.</p> <p>The Guildhall was previously registered as an Asset of Community Value, but this listing expired in October 2020 and it was resolved not to re-nominate the Guildhall for listing.</p>
<p>10 High Street</p>		<p>10 High Street, the former Barclays Bank premises, was acquired by the Town Council in 2019. This ensured retention of the cashpoint facility for the community.</p> <p>A building survey was carried out by Balfours in January 2019. The exterior of the building was redecorated in 2020. The building requires internal refurbishment and a decision on its future use.</p>
<p>2 Burgage Way</p>		<p>2 Burgage Way is the self-contained flat at the rear of 10 High Street, which came with the purchase of the former banking premises. The flat is occupied by a tenant.</p> <p>Since acquisition, some maintenance and repair work has been undertaken: remedial damp work, new fridge, new external lighting, new rear gates and some external decoration.</p>
<p>Museum (Memorial Hall)</p>		<p>This building is leased to Shropshire Council for 25 years (from 2013). The building has been extensively re-furbished by Shropshire Council through Heritage Lottery funding.</p> <p>The lease requires the tenant to decorate the outside of the property every 5 years and inside the property every 7 years. The outside of the building was last decorated in spring 2019, including the renewal of pigeon spikes; Inside decoration was due in 2020.</p>

Property	Estimated Cost £	Comment
The Square		A report on the condition of The Square was prepared by Balfours in 2019. Repointing and some evening up of the paving slabs is required.
Linden Lodge		This property is occupied by a tenant. A structural appraisal was carried out by Lewis Howdle Ltd in October 2018 and necessary remedial work carried out.
The Pound (2009 cost)	2,000	This land is prone to weeds and looks untidy. It could be improved by landscaping and new planting. It is also next to a watercourse and the Council is a riparian owner. A flood alert system has been installed here.
Cemetery		The new part of the cemetery is in use and is maintained by a contractor. It is estimated that the cemetery will be full within 3/4 years and Council will need to determine whether to expand the grounds to include the land currently let as allotments. Grass cutting in the old part of the cemetery is undertaken by a contractor. In addition, the cemetery is kept tidy by the 'Friends of the Cemetery' who have enhanced it by planting trees, shrubs and flowers and encouraging wildlife.
Cemetery walls (2009 cost)	2,500	These are retaining walls and adjoin a pedestrian pavement adjacent to a main road. The Council should ensure that the walls are maintained in a safe condition in order to prevent harm or injury to passers-by.
Cemetery Chapel (2009 cost)	55,000	This building is in a poor state of repair. The lead flashing has fallen from the roof of the side shed where there are also missing and loose tiles. The entrance door is only secured by a padlock making the building vulnerable to intruders. The building could be restored and used for exhibitions and community events. The outer buildings could be converted to include a kitchenette and WC and plans have been drawn up for this.
Cemetery Field		The cemetery field is rented to the Allotments Society. This land will be needed in future for an extension to the cemetery.
Queen Street bus shelter		The bus shelter was refurbished in 2013. It was redecorated and repaired in 2020.

Property	Estimated Cost £	Comment
Victoria Road bus shelter (2009 cost)	750	Some attention to this bus shelter would make it more attractive to those using public transport.
Thomas Cooke Clock		The clock receives an annual maintenance check and remedial work was carried out in the 2014/15 financial year.
Public toilets at Queen Street		The building and facilities need repair and refurbishment and £5,000 will be added to reserves in 2021 for this purpose. The Grounds Maintenance and Property Maintenance Working Group are considering options for reconfiguration of the premises.
Public toilets at St Mary's Lane car park		This is a chargeable, automatic facility. Both this and the toilets at Queen Street are maintained by Healthmatic. The current annual contract price is £13,274 for both facilities and expires on 30.09.21.
Olympian Art Features		These were acquired by the Town Council in 2018 and are placed in various locations around the town. The 'Spark that Lit the World' Olympic torch art feature located on the Gaskell Recreation Ground is also in the ownership of the Town Council.
Street Furniture		Includes benches, signs and planters.
Telephone kiosk in Homer		In 2020 the Town Council purchased the redundant telephone kiosk in Homer from BT at a nominal cost of £1. It was thought that the kiosk might be used to house a defibrillator for the community. However, the community have requested the removal of the kiosk to allow them to site a Christmas tree in the location and arrangements are being made to remove and dispose of the kiosk.

Property Budget

As at 30.03.21 the Town Council has an earmarked reserve of £50,000 for property.

Street Lighting Work

The Town Council owns 148 street lights in the town. Maintenance of the lights is carried out by EON.

A three-year programme has been agreed to replace the SOX and SON lamps with new LED lamps between 2020 and 2022 at a total cost of £18,530 + VAT. This will provide a long term cost and energy saving.

Tangible assets

CCTV

The Town Council has a CCTV system with base units in the Corn Exchange and the Guildhall. The cameras cover the front and back of the Corn Exchange and the area around the Guildhall.

Christmas lights

The Town Council owns Christmas lights which are displayed in the town centre during the festive season. Lights are also displayed on the tree in Back Lane car park and a gratuity payment of £25 is made each year to the owner of the house from where the lights are powered.

A donation of £14,000 was received from Much Wenlock Christmas Lights Fund in 2018. This funding was used to purchase new lights as well as items such as catenary wires, eyebolts, cables and wall and tree brackets. The cost of the lights purchased was £1,335 for Barrow Street, £1,095 for Wilmore Street and £4,788 for the High Street.

Additional lights were also purchased by the Council in 2019: £593.34 for the Corn Exchange (ceiling of lights) and £185.30 for additional lights for the Christmas tree in the Square.

There is an allowance of £2000 for new lights in the 2021/22 budget.

Civic regalia

Fine furniture including a 17th century cabinet

Town archives

The Guildhall

The visitor experience

The Guildhall is a Grade II* Listed Building. The building is open to visitors between Easter and October each year on Friday, Saturday, Sunday and Monday between 11 am and 4 pm and three Custodians are employed.

Entrance to the Guildhall is free although visitors are encouraged to make a donation. Three donation boxes are placed at strategic locations.

Each month a different exhibition of art or similar work is staged in the Court Room, which is an added attraction to visitors. There is also a small range of gifts on sale, including books, craft items and cards. These are sold on a sale or return basis and the Council takes 22% commission from gifts and exhibition sales. In 2020 a facility for card payments was introduced.

Maintenance and improvements

The Guildhall is in need of significant maintenance work, as identified in the condition report produced by Arrol & Snell in 2018. Repairs to the cupola are of particular urgency.

Arrol & Snell have also drawn up proposals for the reconfiguration and re-purposing of part of the premises. These include the installation of a lift and glazing the street side of the Buttermarket to create a visitor centre/community space in the area currently used for market stalls. These proposals are still in abeyance and no decision has been made on whether to move forward with them.

A cost report has been obtained for the work identified in the condition report but not for the reconfiguration proposals. The Council has insufficient funds to carry out the necessary repair work to the Guildhall and external funding is unlikely to be available for maintenance alone.

10 High Street

The Town Council purchased 10 High Street, the former Barclays Bank premises, in 2019. The purchase was made to retain the ATM cashpoint machine on the building for use by the community and with the intention of converting the premises to a community hub. An agreement is in place with Barclays to retain and support the ATM for a minimum of five years from purchase of the building, at no cost to the Town Council.

A decision on the future use of the premises is pending. Once the use is determined, the interior of the premises will require complete refurbishment. A budget of £5,000 has been allocated to the property for 2021/22.

10 High Street is a Grade II listed building.

Cemetery Chapel

The Cemetery Chapel is a Victorian building, built in 1890. It has been allowed to deteriorate although the cemetery itself is well maintained. Plans have been drawn up to refurbish the chapel for community use although no funding has been set aside for this and previous applications for grant funding have been unsuccessful.

The Friends of the Cemetery would like to see the chapel restored and used for community activities and the Town Council supports this idea. The chapel was registered as an Asset of Community Value on 16th January 2015, but this listing expired in January 2020.

The Gaskell Recreation Ground

In 1936 Mary Ward gave the Gaskell Recreation Ground to the Borough of Wenlock (the Corporation) *“to hold and maintain the same as a recreation ground and playing field for the use of the residents of the Wenlock Ward of the said borough”*.

Since 1936, when the Ground was given to the people, the Ward of Much Wenlock has been affected by local government changes. The Gaskell Recreation Ground is now a registered charity of which the Town Council is a custodian trustee. The Town Council has a management agreement with the charity which manages the Ground on behalf of the Town Council via a Management Committee. Membership of the Gaskell Recreation Ground charity comprises all Town Councillors and two representatives of Wenlock Estates. Insurance cover for the Ground is in the name of the charity. This means that representatives of Wenlock Estates are insured as well as Town Councillors. The Charity is able to raise its own funds and receives grant aid from the Town Council.

The Ground is regularly used by William Brookes School, the Bowling Club, the Cricket Club and Wenlock Warriors Football Club, which provides regular income for the charity.

There are around 174 trees on the Gaskell Recreation Ground, nearly all subject to TPO's, which need to be managed.

Future use

In 2009 Pleydell Smithyman Ltd carried out a consultation on the future of the Ground and produced the following documents:

- Gaskell Recreation Ground August 2009 Consultation Review
- The Vision for Gaskell Recreation Ground Final Report: November 2009
- Gaskell Recreation Ground: Pavilion and Grounds Business Plan December 2010: 2012 and Beyond

Since then, a new Management Plan has been developed and adopted for the Ground for the period 2017 – 2025. The aims and objectives of the Plan have been derived through consultation and one of its objectives is to make the Gaskell Recreation Ground 'self funding' in future. Planned improvements to the Ground include a new pavilion and an outdoor gym trail.

During 2020 drainage work to the value of £69,254 was carried out on the Ground to improve both the sports pitches and other areas. Additional drainage work in the area of the cricket pavilion has also been commissioned at a cost of £2,040.

During 2020 a new surfaced path was laid around the perimeter of the Ground to connect with the Linden Walk. This improvement has been extremely well received by the community and has been a significant improvement to the Ground. In addition, a new accessway has been created between William Brookes

School and the Ground to replace the access which was lost with the rebuilding of the new school in 2010. A new disabled parking area has also been created on the school side. This will provide easier access to less mobile visitors to the Ground and the Bowling Club, in particular.

The total cost of this work was over £86,000, which was offset by income from a LEADER grant of £36,215, a contribution from the school of £7,000, a contribution of £1,500 from the Gaskell charity and donations from the Much Wenlock Forester Charitable Trust and the Lady Forester Trust totalling £15,000. The balance was covered by the Council.

Rented Premises

The Town Council receives revenue from the following properties:

- The Corn Exchange
- Linden Lodge
- 2 Burgage Way
- Museum
- Library
- Cemetery Field

A rent review was undertaken by the District Valuation Office in 2014 who advised that the current charges are considered to be pitched at the right level, except for the library whose rent should be higher. However, in the current climate it would not be prudent for the Council to raise the rent because it may prompt Shropshire Council to close the library unless the Town Council takes it on.

The Town Council has agreed to make a contribution towards the funding of the library until 2024. The first payment of £9,180 (6 months) was made in February 2021. The 2021/22 contribution will be £18,580 p.a., partly offset by reserves.

Income Table

Source	Revenue p.a.	Lease Term	Review Due	Comments
Library	£2,000	21 years from 24.06.04	25.06.09	See above
Corn Exchange Intermediate office	£1,300	Open ended	Reviewed 2014	Currently occupied by Steve Lockley
Corn Exchange Mary Webb Room	Nil			Decision taken November 2020 to market the room for rent as an office. Pending due to coronavirus pandemic.
Corn Exchange Front office	£5,700	Open ended	Reviewed 2014	Currently occupied by TBC
Buttermarket	£7,800	Open ended	Reviewed Nov 2017	Stall holder Rod and Viv Hall

Museum	£4,000	21 years from 29.06.12	Every 5th anniversary of lease date	Reviewed Oct 2018
Linden Lodge	£7,500	Open ended	Reviewed May 2019	The Council pays £938 p.a. for the property to be managed by Balfours.
2 Burgage Way	£8,700	Open ended	Rent set 2019	The Council pays £696 p.a. for the property to be managed by Nick Tart
Cemetery field	£450	6 years from March 2016	March 2019 (overdue)	Leased to the Allotments Society.

Markets

Much Wenlock has been a market town for over 800 years. In 1138 King Stephen granted Wenlock Priory a three-day fair on 23 – 25 June. By 1224 weekly markets were being held on Sundays. In that same year Henry III visited the town and granted that the Priory should change market day from Monday to Sunday. In 1468 the market rights were vested in the Borough of Much Wenlock.

Markets are held regularly at the Corn Market and the Buttermarket. Fruit and vegetable markets are held at the Buttermarket on Tuesday, Friday and Saturday. Sometimes there are other stall holders selling food products. There are market stalls at the Corn Market on Saturdays selling a variety of goods. Stallholders occasionally book for other days in the week. Stalls are permitted in the Square but there is no regular booking.

Contracts

The Town Council has the following contracts:

Supplier	Service	Site	Annual Cost £
Security Wise	Security Alarm Maintenance 1 year contract Nov 2020 – 21	Corn Exchange	220
Security Wise	Security Alarm Maintenance 1 year contract Nov 2020 – 21	Guildhall	224
RMW	Emergency lighting and fire alarm maintenance	Corn Exchange	420
RMW	Emergency lighting and fire alarm maintenance	Guildhall	197
Steve Burton Groundcare	Grass cutting	Cemetery	7,560
EON	Street lighting maintenance Out of contract – monthly invoice	Much Wenlock	1,152
Total Gas and Power	Gas Electricity Contract ends Oct 2023	Corn Exchange and Guildhall	5.794 per kWh (gas) Day units 14.99 per KWh (electricity)
SSE Swalec	Street lighting power Contract ends Sept 2021	Much Wenlock	0.14 p unit rate
Zurich Insurance	Council insurance August 2020-21 (3 year contract)	Town Council premises	7,629
Healthmatic Ltd	Cleaning and maintenance of public toilets Contract ends 30 Sept 2021	Queen Street and St Mary's Car Park	13,274
Library	Provision of library service 3 year contract Oct 2020 – Apr 2023	Corn Exchange	18,580
Pure Washrooms	Provision of pure air sanitization 5 year contract Sept 2018 - 2023	Corn Exchange Queen Street toilets	250 750
Gazprom	Gas supply Contract ends Oct 2021	10 High Street and 2 Burgage Way	1.50 standing charge plus 0.0373p per KW
Invoco Telecom	Broadband and telephone June 2020 – 23	Guildhall and Corn Exchange	2,640
Cumbria Clock Co.	Servicing Cooke Clock Open ended contract until either party terminates agreement	Cooke Clock, The Square	155
Ellis Whittam	HR Support 3 year contract April 2019 – 22	Much Wenlock	1,995
Canon	Office Printer/photocopier Expires 30 June 2021	Corn Exchange	497.68

Activity	Commitment, Progress and/or Recommendation	Plan or Policy or Initiative being implemented	Delivery mechanism - funding and resources
Major Projects			
Affordable Housing scheme	Collaborative working with community-led initiative (with Shropshire Housing group) agreed September 2015	Neighbourhood Plan and Shropshire Core Strategy	Shropshire Housing Group community support and grants; Shropshire Council affordable housing contributions budget £119k (sums per plot and per dwelling £3k to community)
Management and enhanced use of the Guildhall/Buttermarket.	Some exploratory work regarding repainting walls of Buttermarket and the Town Council has discussed the possibility of an HLF bid. <i>A working group (taking relevant expert advice) will consider this in greater depth, building on previous work/studies and set out proposals for its long-term maintenance, improvements and enhanced use. This will include a consultation with the community on the proposals and options.</i>	Town Council Action Plan. Obligations as owner of the listed building and making best use of the asset for the community <i>The Guildhall is now registered as an Asset of Community Value.</i>	Town Council own dedicated maintenance funds (£28.7k – Balfours survey); potential Heritage Lottery Fund and other bids <i>*There is £9,729 in the 2018/2019 budget assigned to the Guildhall + a ring-fenced grant of £3,000 held in reserves.</i>
Gaskell Ground: Encourage increased use of the Gaskell Recreation Ground (by casual users and organised events)	The Gaskell Recreation Ground Management Committee is already considering improved use of the Ground.	Town Council Action Plan	Town Council dedicated budget for the Gaskell Ground plus £41,632 s106 funds with Shropshire Council. <i>The Town Council has agreed via the Finance & Resources Committee (minute no. 9 dated 29 March 2016) that all s106 monies and the Neighbourhood Fund (minute no. 15 dated 6 April 2017) be allocated for drainage works on the Gaskell Recreation Ground.</i>
Shropshire Council Community hub and other potentially devolved facilities	Shropshire Council aim to devolve running of library and other facilities to community volunteers. The Town Council has previously been offered and rejected open spaces at Hunters Gate and Railway Walk. Other facilities such as the Museum and the library may also be considered and Shropshire Council operate several car parks in the town. This reform of service delivery is driven by budget constraints.	Neighbourhood Plan, Place Plan; retention of community facilities. <i>The Town Council has agreed to fund library services for a period of 7 years.</i>	The success of this will depend on transfer of assets and associated funding plus commitment of volunteer time and support within the community; potentially this could mean a significant change of ways of working for the Town Council.
Activity	Commitment, Progress and/or Recommendation	Plan or Policy or Initiative being implemented	Delivery mechanism - funding and resources
Other Projects			
Increase the use of the Corn Exchange market area.	Town Council has agreed to make the Corn Exchange and Buttermarket free to significant town driven events such as the Festivals.	Town Council Action Plan	
Visitor Marketing; better market the town, its unique character and	New town maps have been produced by the Chamber of Trade and Friends of the Museum. The Olympian Trail has also been updated and a	Town Council Action Plan	Town Council grants fund - £500 in 2016/17; Chamber of Trade to deliver.

Activity	Commitment, Progress and/or Recommendation	Plan or Policy or Initiative being implemented	Delivery mechanism - funding and resources
amenities plus intelligence gathering (e.g. monitor and measure visitor numbers) to inform future action	<p>new version is shortly to be released for younger people. 'Countryman' magazine taken photos of the Guildhall which will be promoted in a future edition.</p> <p>Publicity opportunities will be taken as they emerge.</p> <p>The Town Council will offer £500 from its grants budget to the Chamber of Trade as a commission to undertake further marketing to and monitoring of visitors (subject to general agreement of proposals and evaluation of success/failure).</p> <p>The Town Council has paid for a full-page advert in a publication entitled "Welcome to Shropshire" which promotes the town and its offer.</p>		<p>The Town Council has already given a grant of £50 to the Chamber. A further £450 is included in the 2016/2017 budget.</p>
Cemetery Chapel	<p>Town Council owns the cemetery chapel and has supported a community-led feasibility study with report due later this Autumn.</p> <p>The Town Council will continue to support the community to bring the building back into use.</p>	<p>Community initiative</p> <p>***</p> <p><i>Instigated by the 'Friends of the cemetery'</i></p>	<p>Town Council staff time to help support delivery by community representatives/leaders</p> <p>****</p> <p><i>Town Clerk has already dealt with the grant provider and architect assigned to draw up plans. Plans are now complete.</i></p>
Influencing activity			
Address traffic and parking issues in the town and the parish in the round, and seek solutions that improve road safety	<p>The Town Council's priorities have been submitted to Shropshire Council.</p> <p>The Council will continue to make proactive submissions and support the efforts of Shropshire Council to deliver solutions; the Town Clerk will report quarterly with feedback from Shropshire Council/Cllr Turner. Consideration of planning applications should carefully consider the likely impact of development.</p>	Town Council Action Plan Neighbourhood Plan	Staff time
Neighbourhood Plan			
Other Neighbourhood Plan objectives (e.g. employment site)		Neighbourhood Plan and Shropshire Core Strategy	To be discussed with Shropshire Council
Flood Management	<p>The Community Flood Action Group takes the lead on pressing Shropshire Council and the Environment Agency (with Severn Trent) to deliver the agreed solutions and progress the proposed natural solutions approach.</p> <p>The Town Council's Planning & Environment Committee has taken responsibility for the establishment of a new community flood action group.</p>	Neighbourhood Plan	Shropshire Council, Environment Agency.

At a meeting of the Finance & Resources Committee held on 20 October 2015 the following priorities were agreed:

ACTIVITY	PRIORITY
Management and enhanced use of the Guildhall/Buttermarket	1
Increase the use of the Corn Exchange market area. A Plan needs to be developed.	2
Address traffic and parking issues in the town and the parish in the round, and seek solutions that improve road safety. A Plan needs to be developed.	3

Thursday, July 1, 2021 at 12:53:55 PM British Summer Time

Subject: Re: Ironbridge Power Station Applications - Request to 'call in' from Much Wenlock Town Council (Case Ref: PD33268)
Date: Thursday, 1 July 2021 at 12:34:10 British Summer Time
From: Philip Dunne MP
To: townclerk@muchwenlock-tc.gov.uk
CC: dan.thomas@shropshire.gov.uk, chrisjtyler@outlook.com

Dear Trudi

I write in response to your email of 9th June with its letter from Much Wenlock Town Council regarding the planning applications for substantial housing development at the former Ironbridge Power Station site, with a request that I should seek a "call in" from the Secretary of State for Housing, Communities & Local Government. I recognise the potential impact of this development on Much Wenlock, in particular in relation to traffic exacerbating problems at the Gaskell Arms junction, and pressure on public services.

I understand that the planning application was not determined at the most recent meeting of Shropshire Council's South Planning Committee. There is therefore no scope to call in an application at this stage. As the site in question lies within the parliamentary constituency of my neighbour Daniel Kawczynski MP, any request for a call in, at the appropriate stage, which generally would be considered only after any appeal process has run its course, should be made to him.

I shall, of course, retain a watching brief on this case given its importance of its impact on my constituency in general and Much Wenlock in particular. I shall discuss with Daniel Kawczynski in due course.

With kind regards

Philip

Rt Hon Philip Dunne MP

Member of Parliament for Ludlow

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Full details of my Data Protection Policy can be found at www.philipdunne.com.

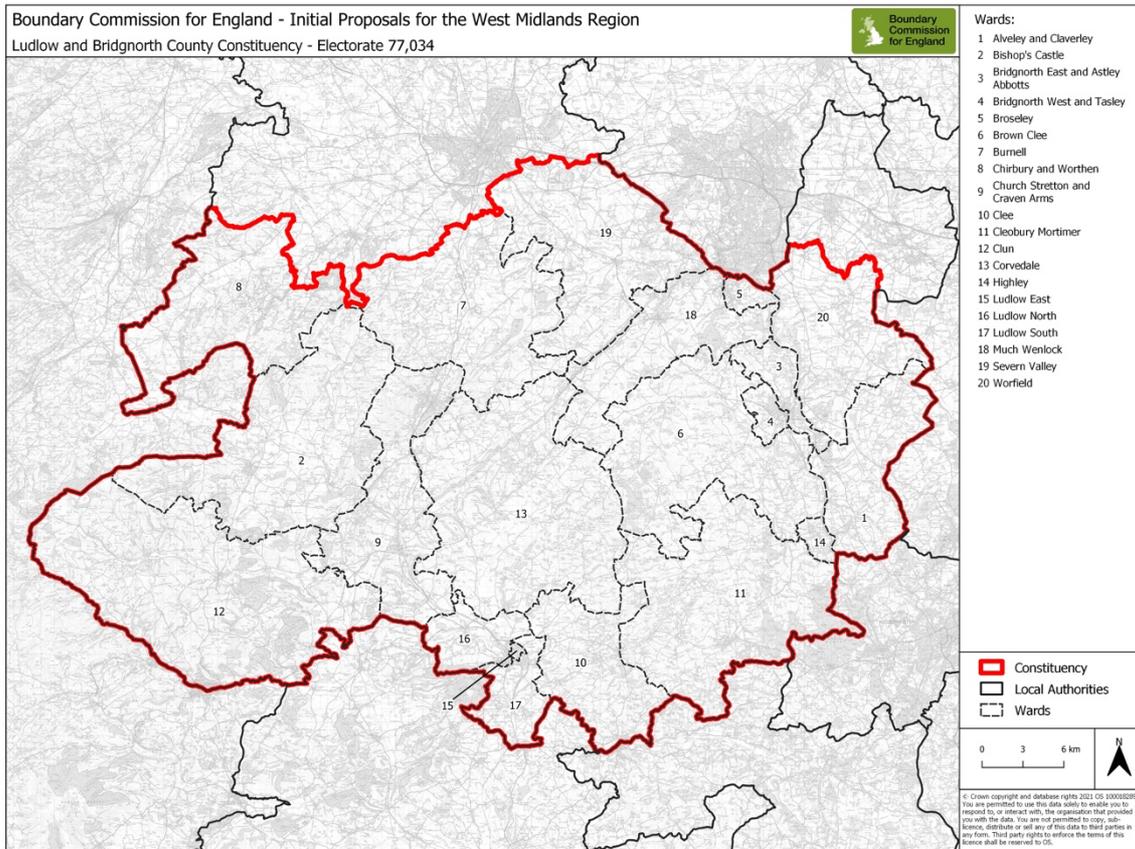
Boundary Commission for England – review of parliamentary constituencies

Consultation 16 June 2021 – 02 August 2021

Extract from Boundary Commission for England information: Initial proposals for new Parliamentary constituency boundaries in the West Midlands region

Initial proposals for the Shropshire sub-region

34. There are five existing constituencies in Shropshire, of which only one is currently within the permitted electorate range: two constituencies are above the electorate range, while two are below.
35. The electorate of the existing Telford constituency is such that it could remain unchanged apart from readjustments to take account of local government ward boundary changes. Therefore, we propose realigning this constituency to reflect new local government wards and make no further changes to the constituency.
36. The existing Ludlow constituency has an electorate of just over 69,000, and would therefore have to gain electors to bring it within the permitted electorate range. With an electorate of over 80,000, the existing Shrewsbury and Atcham constituency is too large; its electorate therefore has to be reduced.
37. Consequently, we propose that the existing Ludlow constituency would extend northwards to include the Shropshire wards of Burnell and Severn Valley, from the existing Shrewsbury and Atcham constituency. We propose naming this constituency Ludlow and Bridgnorth to reflect the main population centres.
38. Since this change would include the Shropshire village of Atcham in a proposed Ludlow and Bridgnorth constituency, it would no longer be appropriate that the constituency be called Shrewsbury and Atcham. We therefore propose naming this constituency Shrewsbury.
39. With an electorate close to 84,000, the existing North Shropshire constituency is well above the permitted electorate range. The existing The Wrekin constituency has an electorate within the permitted electorate range; however, due to local government ward boundary changes, it would not be possible to keep the constituency wholly unchanged without dividing wards between constituencies. We therefore propose extending the existing The Wrekin constituency northwards to include the Shropshire wards of Hodnet and Cheswardine. While we recognise that the constituency name of The Wrekin reflects a major geographic feature of the area, we propose that this constituency be named Newport and Wellington, to reflect the main population centres in the constituency. We welcome representations on this proposed constituency name and others across the region.



Ludlow and Bridgnorth County Constituency

Subject: Fibre Broadband Shropshire - update

Date: Monday, 28 June 2021 at 12:40:07 British Summer Time

From: Clive Leworthy

To: Clive Leworthy

Dear Clerk,

Your community is earmarked for Airband's rollout of essential broadband infrastructure. This is part of a new Ultrafast fibre to the premises (FTTP) broadband network we are providing across a large part of rural Shropshire on behalf of the publicly-funded Connecting Shropshire broadband programme.

You may start to see Airband's engineers and sub-contractors carrying out surveys in your area in the coming weeks - this is in preparation for construction of the new network, which is due to start later this year. When building the FTTP broadband network Airband uses existing underground ducts and telegraph poles where possible, but if we do need to erect new poles, these will mostly be situated along roads away from residential areas. If traffic management or a road closure is required, disruption will be kept to an absolute minimum and all works will be communicated to affected residents in advance.

To date, Airband has provided over 11,000 homes and businesses in Shropshire with access to superfast broadband. Airband is now delivering a full fibre broadband service, capable of delivering speeds of up to 1Gbps, to a further 2,000+ premises by the end of 2021. To check availability for your property and register your interest in the project, use the online postcode checker at www.airband.co.uk.

Community engagement also gets underway before any of the build phases commence. We are proud to be bringing such a vital service to remote and rural areas, and to help keep you up-to-date. I have been appointed as Community Ambassador for Shropshire, so I will be your point of contact.

If your parish is in the first part of the rollout programme I will be in touch shortly to arrange a presentation to your Council but in the meantime if you have any questions please do get in touch.

Many Thanks

Clive

Clive Leworthy
Community Ambassador



T: 01905 676121 M: 07985465759

E: clive.leworthy@airband.co.uk

W: www.airband.co.uk [Twitter:@UKairband](https://twitter.com/UKairband)



Company no. 07114545. Registered in England and Wales.

[Airband Community Internet Ltd, Kirkham House, John Comyn Drive, Worcester, WR3 7NS](#)

Press release

Union flag to be flown on UK Government buildings every day

New guidance published today by the Department for Digital, Culture, Media and Sport (DCMS) will see the Union flag flown on UK Government buildings every day.

From:

[Department for Digital, Culture, Media & Sport, Ministry of Housing, Communities & Local Government, and The Rt Hon Oliver Dowden CBE MP](#)

Published

24 March 2021



- New rules surrounding flying of the Union Flag published
- Culture Secretary hails change as “a proud reminder of our history and the ties that bind us”

Currently, Union flags are only required to be flown on all UK Government buildings on designated days. The [guidance](#) will ask for the flag to be flown all year round, unless another flag is being flown – such as another national flag of the UK, or a county flag, or other flags to mark civic pride.

The Union Flag is the National Flag of the United Kingdom, and it is so called because it embodies the emblems of the constituent nations united under one Sovereign - the Kingdoms of England and Wales, of Scotland and of Northern Ireland.

The Union flag dates back to 1606 when King James VI of Scotland became King James I of England and it was decided that the union of the two countries should be represented symbolically by a new flag. In 1801 following the Act of Union of Ireland with England, Wales and Scotland, the Cross of St Patrick was included on the design creating the flag as we know it today.

Culture Secretary Oliver Dowden said:

The Union flag unites us as a nation and people rightly expect it to be flown above UK Government buildings. This guidance will ensure that happens every day, unless another flag is being flown, as a proud reminder of our history and the ties that bind us.

Local Government Secretary Rt Hon Robert Jenrick MP said:

Our nation's flag is a symbol of liberty, unity and freedom that creates a shared sense of civic pride. People rightly expect to see the Union Flag flying high on civic and Government buildings up and down the country, as a sign of our local and national identity.

That's why I am calling on all local councils to fly the Union Flag on their buildings – and today's guidance will enable them to do that. We've also cut red tape, allowing councils to also fly their county flag at the same time.

The Government has also cut red tape to allow dual flagging – where two flags can be flown on one pole. Where organisations have two flag poles, they can fly the Union flag alongside another flag. This will allow organisations to highlight their local identity alongside their national identities, for example by flying a Middlesex county flag alongside the Union flag in London, or the Saltire alongside the Union flag in Scotland. Other flags may also be flown on non-designated days including a Saint's Day or county day. Planning regulations in England that were introduced in 2007 to allow the EU flag to be flown on public buildings without acquiring planning permission will also be removed following the UK's departure from the European Union. Instead, new 'deemed consent' will be granted for the NHS flags. This will allow for the NHS flags to be flown, without planning permission – alongside the Union flag. DCMS publishes guidance each year on flag flying, however from this year, the department will ask that all UK Government buildings in England, Wales and Scotland fly the Union flag every day.

Today the Local Government Secretary Robert Jenrick has written to all councils in England to raise awareness of the guidance and encourage them to fly Union flags on their buildings.

Other authorities, institutions and individuals may fly any flag at any time so long as it complies with planning requirements. The flying of national flags, including the Union flag, is deregulated in England, Wales and Scotland. This update is guidance only and will apply from the summer.

ENDS

Notes to Editors:

- In Northern Ireland there is specific legislation setting out the arrangements for the flying of flags from government buildings.
- In England and Wales, the flying of flags is controlled through advertisement control regulations, but national flags and their flagpoles are exempt from the need for express consent
- In Scotland, there are no controls on the flying of national flags, but planning permission may be required for a new flagpole