



# Much Wenlock Town Council

Corn Exchange  
Much Wenlock  
Shropshire  
TF13 6AE  
01952 727509

townclerk@muchwenlock-tc.gov.uk  
www.muchwenlock-tc.gov.uk

**Town Clerk: Trudi Barrett BA (Hons)**

## Meeting arrangements

Best efforts will be made to make the meeting accessible via Zoom, audio only. Remote participation in the meeting will not be possible. Any questions from the public must be asked in person, or by submitting the question in writing to be read out at the meeting. The link to the meeting is here:

<https://us02web.zoom.us/j/82449855095?pwd=ZHK3am9JVXR3QktUcGhLeWNUUUnhsdz09>

Meeting ID: 824 4985 5095

Passcode: 094472

**NOTICE IS HEREBY GIVEN** that a meeting of Much Wenlock Town Council will be held at **The Guildhall**, Wilmore Street, Much Wenlock commencing at **7 pm** on Thursday **6<sup>th</sup> October 2022** and Members are hereby summoned to attend for the purpose of transacting the following business.

Signed.....

Trudi Barrett BA (Hons)

Town Clerk

Date: 29<sup>th</sup> September 2022

# A G E N D A

## FILMING AND RECORDING OF COUNCIL MEETINGS AND THE REQUIREMENTS OF THE DATA PROTECTION ACT 1998

Any person present at a Council meeting may not orally report or comment about a Council meeting as it takes place but otherwise may: film, photograph, or make an audio recording of a meeting; use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; report or comment on the proceedings in writing during or after a meeting, or orally report or comment after the meeting. Anyone making a recording for non-domestic purposes is advised to seek advice on their obligations to ensure any processing of personal information complies with the Data Protection Act.

**Anyone who objects to being filmed or recorded should notify the Town Clerk prior to the commencement of the meeting.**

**The meeting scheduled for 8<sup>th</sup> September 2022 was adjourned due to the death of Her Majesty Queen Elizabeth II and business was deferred to this meeting or another relevant meeting.**

### 1. Chairman's welcome (standing item)

Chairman's welcome and overview of recent activities.

### 2. Apologies (standing item)

To receive apologies for absence.

### 3. Disclosure of Pecuniary Interests (standing item)

Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting, and which is not included in the register of interests. Members should 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 (standing item)

Requests for dispensation should be in writing, addressed to the Town Clerk and received prior to the meeting.

### 5. Public Session (standing item)

At the discretion of the Chairman, members of the public, who have given prior written notice to the Town Clerk, may ask questions of the Council concerning matters on the agenda.

**6. Policing (standing item and business deferred from 8<sup>th</sup> September)**

- a. To receive a report from the Local Policing Team and to consider recent incidents in the town.
- b. To consider devising a procedure for making relevant CCTV footage available to the police should an incident occur (deferred from 8<sup>th</sup> September).
- c. To consider undertaking a review of the Town Council's CCTV system (deferred from 8<sup>th</sup> September).
- d. To consider the response from the Community Speed Watch Co-ordinator regarding proposed surveys on Bourton Road (deferred from 8<sup>th</sup> September).
- e. To consider a letter from Police Superintendent Stuart Bill regarding a relaunch of the Local Policing Community Charter and local policing matters (deferred from 8<sup>th</sup> September).
- f. To review the policing priorities for the town identified by the Council in March 2022 and to decide on priorities for the next six months.

**7. Bridgnorth Food Bank (deferred from 8<sup>th</sup> September)**

To note that Ms Liz Bird, Bridgnorth Food Bank Manager, was scheduled to speak to the Council about the work of the Food Bank at the meeting on 8<sup>th</sup> September but is unavailable to do so at this meeting. The presentation will be made at the next full Council meeting on 3<sup>rd</sup> November 2022.

**8. Shropshire Council Report (standing item)**

To receive a verbal report from Shropshire Councillor Dan Thomas on Shropshire Council matters specifically relating to Much Wenlock.

**9. By-Election for Councillor (deferred from 8<sup>th</sup> September and additional item)**

- a. To note that the election to fill the vacancy for a Town Councillor is being held on 8<sup>th</sup> September (deferred from 8<sup>th</sup> September).
- b. To welcome Mrs Susan Crooke-Williams to the Town Council.

**10. Minutes (standing item and additional items)**

- a. To approve and adopt the minutes of the Town Council meeting held on 7<sup>th</sup> July 2022 (deferred from 8<sup>th</sup> September)
- b. To approve and adopt the minutes of the Town Council meeting held on 8<sup>th</sup> September 2022.
- c. To adopt the minutes of the Planning & Environment Committee meetings held on 7<sup>th</sup> June, 5<sup>th</sup> July 2022 (deferred from 8<sup>th</sup> September) and 2<sup>nd</sup> August 2022.
- d. To note that members of the Finance & Asset Management Committee resolved to correct an error in the minutes of the meeting held on 22<sup>nd</sup> March 2022 and to adopt the amended minutes of that meeting (deferred from 8<sup>th</sup> September).
- e. To adopt the minutes of the Finance & Asset Management Committee meeting held on 24<sup>th</sup> May 2022 (deferred from 8<sup>th</sup> September) and 26<sup>th</sup> July 2022.

**11. Town Clerk's Report (standing item)**

To receive a written report from the Town Clerk.

**12. External Audit**

- a. To note that the External Auditor's Report and Certificate has been received for the AGAR 2021/22 and that in the opinion of the auditor, the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.
- b. To note that the Notice of Conclusion of Audit has been posted, as required.
- c. To consider the option to opt out of the Smaller Authorities Audit Appointments central external auditor appointment arrangements.

**13. Development of a Strategic Plan (deferred from 8<sup>th</sup> September)**

To review progress with the development of a strategic plan for the Town Council.

**14. The Guildhall – Meeting with Greenwood Projects (deferred from 8<sup>th</sup> September)**

- a. To note a verbal report from the meeting with Greenwood Projects regarding the renovation and future use of the Guildhall.
- b. To agree to delegate responsibility to the Finance & Asset Management Committee to oversee and manage the Guildhall project on a day-to-day basis.

**15. Christmas Lights Display (deferred from 8<sup>th</sup> September)**

To consider arrangements for the switch-on of the 2022 Christmas lights display.

**16. Town Council Website (deferred from 8<sup>th</sup> September)**

To consider a proposal for development of the Town Council's website.

**17. Document Retention Policy (deferred from 8<sup>th</sup> September)**

To consider amendments to the Document Retention Policy and Document Retention Schedule and to consider for approval the Disposal and Destruction Procedure for Town Council Records.

**18. Shropshire Draft Local Plan (2016 - 2038) – Examination in Public (deferred from 8<sup>th</sup> September)**

To consider a report from the Shropshire Local Plan Working Group and an update on the Examination in Public of the Draft Shropshire Local Plan.

**19. Ironbridge Power Station**

- a. To note that Shropshire Council (on 16.09.22) and Telford & Wrekin Council (on 22.09.22) have issued outline planning permission for redevelopment of the former Ironbridge Power Station site (applications 19/05560/OUT and TWC/2019/1046).
- b. To consider any issues for Much Wenlock arising from the above.

**20. Communication with Shropshire Council (deferred from 8<sup>th</sup> September)**

On the recommendation of the Planning & Environment Committee, to consider writing to Andy Begley, Chief Executive of Shropshire Council, regarding concerns about communication with Shropshire Council officers.

**21. 'Plastic Free Wenlock' (deferred from 8<sup>th</sup> September)**

To note that Much Wenlock has been awarded 'Plastic Free Community' Status by marine conservation charity, Surfers Against Sewage, and to consider any response to the plastic free town initiative.

**22. Joint Working on Climate Change and Green Initiatives (deferred from 8<sup>th</sup> September)**

To consider an approach from Broseley Town Council to explore joint working on climate change and green initiatives.

**23. Cost of Living Crisis**

- a. To consider the impact of the cost-of-living increase on residents and provision of a 'warm hub' in the town, a warm space where people can spend time during the day/evening.
- b. To consider the provision of a 'food donations cupboard' for the town.
- c. To consider options for energy saving this winter.

**24. HSBC – community pop-up advice sessions (deferred from 8<sup>th</sup> September)**

To consider an approach from HSBC Bank about holding pop-up sessions in Much Wenlock offering awareness raising, such as online fraud and scams, and general banking information.

**25. Shropshire Association of Local Councils (SALC) – AGM**

- a. To note that the SALC AGM will be held on Friday, 11<sup>th</sup> November at 6.00pm via Zoom.
- b. To note that, as a member Council, Much Wenlock is entitled to send two voting representatives to the meeting and to decide who will attend on behalf of the Council.

**26. Change of name for Much Wenlock Forester Charitable Trust (deferred from 8<sup>th</sup> September)**

To note that the name of the Much Wenlock Forester Charitable Trust has changed to the Wenlock Forester Trust, with effect from 9<sup>th</sup> August 2022.

**27. Consultation (deferred from 8<sup>th</sup> September and additional item)**

To consider a response to the following consultations:

- a. Shropshire Council's Draft Empty Homes Strategy 2022-2025, consultation period 22<sup>nd</sup> July to 18<sup>th</sup> September 2022 (deferred from 8<sup>th</sup> September)
- b. Shropshire Council's Pharmaceutical Needs Assessment 2022, consultation period 2<sup>nd</sup> August to 30<sup>th</sup> September 2022 (deferred from 8<sup>th</sup> September).
- c. Shropshire Healthy Weight Strategy, consultation period 5<sup>th</sup> September to 31<sup>st</sup> October 2022.

**28. Correspondence (deferred from 8<sup>th</sup> September plus additional)**

To note the following items, which have been emailed to Members:

- a. SALC information bulletins and other information
- b. NALC newsletters and other information
- c. Press releases from Shropshire Council
- d. Rural Bulletins from the Rural Services Network

- e. Shropshire Hills AONB Partnership Newsletter July 2022
- f. Invitation to the Shropshire Hills AONB Summer Forum & Tour on 26<sup>th</sup> July 2022
  
- g. Message from Shropshire Council regarding the findings from the Independent Inquiry on Telford Child Sexual Exploitation (IITCSE)
- h. July Update from the Public Participation Team of the Shrewsbury and Telford Hospitals NHS Trust
- i. Zero Carbon Shropshire Green News July and August 2022
- j. Minutes of the Helicopter Noise Liaison Group meeting held on 8<sup>th</sup> March 2022.
- k. Press release from NHS Shropshire, Telford & Wrekin, 28<sup>th</sup> July 2022: Plans progress for the Shrewsbury Health and Wellbeing Hub as site now identified
- l. STAR Housing July 2022 Bulletin
- m. Press release from Healthwatch Shropshire, 1<sup>st</sup> August 2022: Healthwatch are hearing mixed feedback about emergency care in Shropshire, Telford & Wrekin
- n. Notice of Telford Samaritans AGM on 19<sup>th</sup> September 2022.
- o. Shropshire Council Leader's Update summer 2022.
- p. Shrewsbury & Telford Hospital NHS Trust Public Participation August Update
- q. Police Safer Neighbourhood Team Newsletter August 2022
- r. Shropshire Lieutenancy Newsletter Issue 5
- s. Notification of Shropshire Goes Green event at Shrewsbury Town Football Club on 25<sup>th</sup> September 2022.
- t. Zero Carbon Shropshire Green News Sept 2022
- u. Friendly Bus Newsletter October 2022

### **29. Agenda items for next Town Council meeting**

Members are invited to suggest items for inclusion on the agenda for the next meeting.

### **30. Date of next meeting**

To **NOTE** that the next Town Council Meeting will be held on 3<sup>rd</sup> November 2022 at 7.00pm at the Guildhall.

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### **Public Bodies (Admission to Meetings) Act 1960**

Pursuant to Section 1(2) of the above Act it will be **PROPOSED**, **SECONDED** and **RESOLVED** that, due to the confidential nature of the business to be transacted, the public and press should not be present.

### **31. Christmas Lights Display (deferred from 8<sup>th</sup> September)**

- a. To consider quotations for new column lights for the Gaskell corner – referred to Finance & Asset Management Committee meeting on 27<sup>th</sup> September due to urgency for decision.
- b. To consider quotations for the installation of the town's Christmas Lights – referred to Finance & Asset Management Committee meeting on 27<sup>th</sup> September due to urgency for decision

### **32. 2 Burgage Way (deferred from 8<sup>th</sup> September)**

To consider progress with the sale of 2 Burgage Way

### **33. Legal Matter (deferred from 8<sup>th</sup> September)**

To consider recent correspondence.

### **34. Complaint (deferred from 8<sup>th</sup> September)**

To consider a complaint.