



# Much Wenlock Town Council

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

## Meeting arrangements

Best efforts will be made to make the meeting accessible remotely 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/86025067391?pwd=dW03RWl6bmRpaHNMRStDaWpyV05KQT09>

Meeting ID: 860 2506 7391  
Passcode: 576957

**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 **7<sup>th</sup> September 2023** and Members are hereby summoned to attend for the purpose of transacting the following business.

Signed.....  
Trudi Barrett BA (Hons)  
Town Clerk

Date: 31<sup>st</sup> August 2023

# 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.**

### **1. Chairman's welcome**

Chairman's welcome and overview of recent activities.

### **2. Apologies**

To receive apologies for absence.

### **3. Disclosure of Pecuniary Interests**

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**

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

### **5. Public Session**

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**

- a. To receive a report from the Local Policing Team.
- b. To review the Council's policing priorities.

## **7. Shropshire Council Report**

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

## **8. Minutes**

- a. To approve and adopt the minutes of the Town Council meeting held on 6<sup>th</sup> July 2023.
- b. To adopt the minutes of the Planning & Environment Committee meetings held 6<sup>th</sup> June and 4<sup>th</sup> July 2023.
- c. To adopt the minutes of the Finance & Asset Management Committee meeting held on 23<sup>rd</sup> May 2023.
- d. To adopt the minutes of the HR Committee meeting held on 6<sup>th</sup> April 2023.

## **9. Town Clerk's Report**

To receive a written report from the Town Clerk.

## **10. Investment Strategy**

To approve the draft Investment Strategy, as recommended by the Finance & Asset Management Committee.

## **11. Grants Policy**

To approve the revised Grants Policy, as recommended by the Finance & Asset Management Committee.

## **12. Disposal and Destruction Procedure for Town Council Records**

To approve an amendment to the Disposal and Destruction Procedure for Council Records.

## **13. Windmill Hill Nature Reserve Agreement**

- a. To review and approve the draft Windmill Hill Nature Reserve Agreement.
- b. To agree to formally consult Natural England on the designation of Windmill Hill as a Local Nature Reserve.

## **14. The Guildhall Project**

To receive a verbal report on progress with the Guildhall project.

## **15. Linden Lodge**

To note that the registration of Linden Lodge to the Town Council has been completed.

## **16. Neighbourhood Plan Review**

- a. To note that following consideration by the Planning & Environment Committee, Alison Eardley has been appointed as consultant to support the review of the Neighbourhood Plan.
- b. To note that the Town Council has been awarded a grant of £9,600 towards the cost of reviewing the Neighbourhood Plan and that discussions are in progress regarding design codes technical support.
- c. To consider next steps.

## **17. Flooding**

To consider the Flood Risk Mitigation Update from WSP.

## **18. 'Made in Shropshire' Markets**

To receive a report on the artisan market held on 19<sup>th</sup> August and to consider holding an additional market on Saturday, 28<sup>th</sup> October 2023.

## **19. Expansion of Regular Market Stalls**

To consider increasing the regular market stalls under the Guildhall and Corn Exchange to extend the current offer.

## **20. Christmas Lights Switch-on**

To consider whether to hold a Christmas Lights Switch-on event this year and, if agreed, arrangements for the event.

## **21. Civic Service**

To note that the Civic Service will be held at 11.00am on Sunday, 24<sup>th</sup> September and to consider arrangements for the event.

## **22. 'Climate Champion' for the Town Council**

To review the role of Climate Champion, currently held by Councillor Christian Toon, and confirm the appointment of a Councillor to the position.

### **23. The Marches Forward Partnership**

To consider correspondence from Shropshire Councillor Lezley Picton, Leader of Shropshire Council, regarding The Marches Forward Partnership.

### **24. Consultation**

- a. Statement of Licensing Policy 2024 – 2029. Deadline for response: 27<sup>th</sup> August 2023.  
To note that it was advised that this policy is concerned only with licensed premises and the sale of alcohol and that, therefore, no response was made on behalf of the Town Council.

### **25. Correspondence**

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. Information from the RSN Rural Market Town Group
- f. Police Neighbourhood Matters alerts and newsletters
- g. VCSA newsletters
- h. News from Shrewsbury and Telford Hospital NHS Trust
- i. Latest news from South Shropshire Climate Action
- j. Friendly Bus newsletter July/August
- k. Latest news from Shropshire Hills AONB Partnership
- l. Neighbourhood Panning Newsletter August 2023 from Locality
- m. Invitation to AGM of Shrewsbury & Telford Hospital NHS Trust
- n. Healthwatch Shropshire press release
- o. Details of Carbon Literacy Training 12<sup>th</sup> and 19<sup>th</sup> September.
- p. Notification of vacancies for Community Governors for William Brookes School.

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

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

### **27. Date of next meeting**

To **NOTE** that the next Town Council Meeting will be held on Thursday, 5<sup>th</sup> October 2023 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.

### **28. Town Council Insurance**

To consider renewal of the Council's insurance policy.

### **29. 10 High Street**

- a. To note that the refurbishment of 10 High Street has been largely completed and to consider flooring options.
- b. To consider quotations and select a letting agent to let and manage 10 High Street.

### **30. Consultants for Guildhall Project**

- a. To consider tenders submitted and select a consultant for the production of a Project Viability Appraisal for the Guildhall.
- b. To consider tenders submitted and select an Audience Development Consultant for the Guildhall Project.