

Minutes of a Meeting of Wem Town Council held in the Roden Suite, Edinburgh House, New Street, Wem on Thursday 27th October 2016 at 7 p.m.

Present:-Councillors, R Dodd (Mayor), E Towers (Deputy Mayor), P Dee, M Meakin, P Broomhall, P Glover, J Murray, D Boddy, C Mellings, K Bailey, C Granger, C Shingler.

Mrs Penny O'Hagan (Town Clerk).

5 members of the public present.

93/16 To receive apologies and reasons for absence.
RESOLVED:- to accept the following apologies for absence;
 P Johnson, P Moyse,

94/16 Disclosure of Pecuniary Interests.
 a) To receive any disclosure of pecuniary interest - Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate.

Councillor	Item	Dispensation
Shropshire Councillor Cllr Dee, Cllr Mellings	Twin-hatted members declared a personal interest in any matters relating to the Town Council's relationship with Shropshire Council	Dispensation previously granted to allow participation and voting on all matters relating to Shropshire Council
Cllr Towers, Cllr Mellings	Item 103/16 and 109b/16 Directors of Wem Swimming and Lifestyle Centre	Councillors allowed to participate but not vote in all discussions regarding this organisation

b) To consider any applications for Dispensations under s33 of the Localism Act 2011 - None received.

95/16 Public Participation Time a period of 15 minutes will be set aside for residents of Wem Town to speak.

Mr Edwards raised the following items

Stream / River Clearance – He reported that Shropshire Council had cleared sections of the River Roden recently, however work still needs to be carried out to clear sections of the Back Brook and River Roden in a number of areas of the town especially behind Wem Mill.

Bus Stop Mill Street – Mr Edwards reported that a new bus stop sign was needed on Mill Street.

Mrs Hand raised the following items

Mill Street Speeding – The 20mph zone on Mill Street should be self enforcing and currently it is not. Therefore there is a need for traffic calming measures

along this section in order to enforce the 20mph limit. She stated that the wheelie bin sticker initiative will only be effective once a week and this is not enough, therefore something more must be done to enforce the 20mph speed limit. Mrs Hand also enquired whether funding would be available for a Vehicle Activated Sign on Mill Street.

Traffic throughout Town - Mrs Hand stated that HGV traffic, speeding and road safety issues highlighted in the town have only partially been addressed and suggested that the pedestrian crossings throughout the town be altered to act as a speed ramp as well as a crossing.

Mill Street Street lighting – Mrs Hand outlined her dissatisfaction with the new LED streetlights erected by Shropshire Council along Mill Street in the conservation area. She stated that Wem Town Council should have liaised with Shropshire Council about the new lighting on Mill Street as it does not meet conservation regulations.

Wem Economic Forum Mrs Hand asked for clarification on the structure and function of the Economic Forum.

Team Wem project – Mrs Hand asked for information regarding the organisations who are supporting this initiative.

Cllr Mellings responded that he was in discussion with Shropshire Council officers over the streetlight issue.

Cllr Dee updated the Council that she was in discussion with Council Officers from the conservation team over street furniture in Wem as a whole.

Mrs Armstrong raised the issue of benchmarking and reported that this can be done very quickly and carried out by people within the town. She stated that the Town Council should ask for help if required.

Cllr Towers stated that concerns raised in public participation were not just issues solely for new residents as they affected all residents of the town

96/16 Council Minutes.

To approve as a correct record the minutes of an Ordinary Meeting of the Town Council held on 29th September 2016.

RESOLVED:- to approve the minutes of the ordinary meeting of the Town Council held on 29th September 2016 as a correct record and they were duly signed by the Mayor.

97/16 Progress report - To consider the Clerks progress report on matters arising at previous meetings.

Cllr Dodd read out a letter of thanks received from Margaret Simmons concerning the Honorary Townsman award.

Clerk reported that she had been informed by Safer Roads Partnership that 20mph wheelie bin stickers were not produced and only 30mph stickers were available.

RESOLVED:-to note the report.

98/16 Planning Applications.

Meeting adjourned for 5 minutes at 7.20 to allow councillors to view the plans.

a)Planning Applications for consideration

16/04465/FUL; Robinson And Young, Shrewsbury Road Garage, Shrewsbury Road, Wem, Shropshire, SY4 5PA Proposal: Erection of one bay extension to form tyre workshop bay; erection of 1No car sales portacabin, 1 No reception/waiting room portacabin and relocate 2 No portacabins to form storage and W.C.

RESOLVED:- to support the application.

16/04310/TPO To Remove basal growth of 6 No. Lime trees; shorten limbs by 1.5m on 1No. Corsican Pine and fell 1No. Sycamore tree protected by The North Shropshire District Council (Soulton Road, Wem) TPO 1975 Tregwynt Soulton Road Wem SY4 5HR.

RESOLVED:- not to object to the application.

b) To note the recent planning decisions.

16/00639/OUT - It was reported that application for 10 Wellgate has been withdrawn.

RESOLVED:-to note the report

99/16 Finance and Accounts for Payment

a) To approve monthly financial statement.

RESOLVED:- to approve the monthly financial statement.

b) To approve accounts for payment and payments made prior to meeting.

Accounts paid prior to the meeting on 27.10.16

RESOLVED:- to approve the following payments.

Supplier	Service	Net	Vat	Gross	Chq number
Wem Truly Scrumptious	Catering Mayors Civic Service (Mayors Hospitality Account)	300.00		300.00	100185
Wem Town Council	Petty Cash	46.05		46.05	300004
BT	Phone bill	61.45	12.29	73.74	DD

Accounts for authorisation

RESOLVED:- to authorise the following payments.

Supplier	Service	Net	Vat	Gross	BACS No
E.ON	Streetlight repairs	105.25	21.05	126.30	BACS14
		62.10	12.42	74.52	
	Total	167.35	33.47	200.82	
Shropshire Council	Street light energy 1.7.16- 30.9.16	2830.25	566.05	3396.30	BACS15
PG Skips	Recreation ground bin emptying	51.24	10.25	61.49	BACS 16
	Cemetery bin emptying	32.44	6.49	38.93	
		83.68	16.74	100.42	
Arrow County Supplies	Refuse sacks	91.38	18.28	109.66	BACS17
Shropshire Council	2 nd quarter room charge	1525.00		1525.00	BACS18
Mark Fitton	Bus shelter cleaning October	45.00		45.00	BACS19
RDS	Wooden Honours Board and lettering	205.00		205.00	BACS20
Healthmatic Ltd	Oct Toilet Cleaning	787.50	157.50	945.00	BACS21
Severn Business Solutions	Computer repair and website Domain	241.20	48.24	289.44	BACS22
Healthmatic	Repair to coin box outside ladies toilet	279.00	55.80	334.80	BACS23
NS Print	Replacement Townsman certificate (due to damage of original)	28.00	5.60	33.60	BACS24
WSLC	Contribution	14500.00		14500.00	BACS25
WSSA	Contribution	9000.00		9000.00	BACS26
WSSA	Reimbursement of VAT on contribution	600.00		600.00	BACS26
Royal British Legion Poppy Appeal	Poppy Wreath	17.00		17.00	300005
Talk Talk	Broadband	16.00	3.20	19.20	300006
Wem Senior Club	Room Hire	30.00		30.00	300007
Shropshire Council	Payroll August	6542.74	12.72	6555.46	DD
Shropshire Council	Payroll September	6563.27	12.72	6575.99	DD

- 100/16 Grant Policy** – To consider report relating to changes to the grant making procedures of the Town Council.
A discussion took place on this and Councillors requested that the application form included text stating that the Town Council would provide help with filling in the application form if needed.
- RESOLVED:- to approve the recommendations outlined in the report subject to an amendment to alter the date for deadline for applications for the year 2017-18 to 6th January so that all applications can be considered at the annual budget meeting in January.**
- 101/16 Toilet Doors** – to consider quote for replacement doors for public toilets (copies to follow).
The Clerk reported that following further inspection of the brickwork above the door frames she would like this item to be deferred so additional quotes can be sought to include repairs to this section of the building.
A discussion took place and it was suggested that a gate style barrier may be more cost effective than doors. The clerk was asked to ascertain whether this type of system would be compatible with the charging system.
- RESOLVED:- to defer the item.**
- 102/16 Events Committee** - To consider a report of this meeting held 12.10.16 to discuss the Remembrance Day Parade and the recommendations contained therein.
Cllr Towers reported that there was a need for a better public address system as it can be a problem to hear the speakers.
The Clerk agreed to discuss the matter with Assistant Clerk to see if a PA system can be borrowed to enable amplification.
- RESOLVED:- to note the report.**
- 103/16 Swimming Pool and Lifestyle Centre Liaison Group meeting 17.10.16.**
a) **Minutes** - To approve these minutes and recommendations contained therein.
Cllr Dodd gave a report of this meeting.
- RESOLVED:-to approve the minutes and recommendations contained therein.**
- 104/16 Highway Safety**
a) Mill Street Vehicle Activated Sign - for update on request to install sign. It was reported that the request for a Vehicle Activated Sign (VAS) along Mill Street had been sent to Shropshire Council. However no funding was currently available for this. If the Town Council were to fund the purchase of a VAS it would cost between £4000 and £5000 to supply and install the sign.

A discussion took place and Councillors were in agreement as to the need to slow traffic along the road. The Clerk was asked to request that the Police focus on Mill Street for speed enforcement.

RESOLVED:- to include provision in the 2017-18 Town Council budget to allow for the purchase of a vehicle activated sign in Mill Street.

b) To consider email received from Vanessa Armstrong in reference to Highway Safety in Wem.

The following questions included in the email were considered

Extraordinary Public meeting to discuss traffic – Cllr Mellings reported that he was still trying to set up a meeting with Council Officers but had had no response to his requests.

RESOLVED:- That the Town Clerk contact Shropshire Council again to request a public meeting or drop in session be organised by Shropshire Council to enable the public to discuss traffic concerns in the Town.

Benchmarking: What benchmarking with other such Town Councils in similar situations has taken place? - Councillors responded that benchmarking and information sharing is something they had always carried out. It was reported that earlier in 2016 a number of Councillors attended a Road Safety Seminar in Shrewsbury to listen to the ideas of a consultant on the issue of road safety. This particular consultant had visited Wem to discuss the issues on site. However due to staff capacity issues recently no other benchmarking had been carried out by the Town Clerk in relation to Road Safety.

Engagement: What action Wem Town Council and West Mercia Police will be taking together to encourage residents to report traffic incidents? The suggestion made in the email that a book is placed in Wem Town Hall to enable people to report traffic incidents was considered by the council.

RESOLVED:- to refer this suggestion to West Mercia Police who are responsible for recording traffic incidents.

Wem Economic Forum Request for Further Information - Cllr Dee outlined the history of the Wem Economic Forum. She stated that it was established in 1994 by North Shropshire District Council and that the forum has no funds of its own. Now the Forum only meets very infrequently and the secretariat for the Forum is organised by Shropshire Council not Wem Town Council.

c) To consider emails received from Mr Hand dated 12.10.16, 16.10.16 and 17.10.16 relating to Highway Safety concerns in Wem and to respond to Mr Hand's question concerning the conformity to regulations of the 20mph zone along Mill Street and throughout Wem as detailed in email 16.10.16.

Councillors stated that as Wem Town Council is not the Highways Authority it does not have the funds available to carry out the traffic calming requests outlined in the email. In addition to this the matter of regulation conformity

relating to the 20mph zone should be passed to Shropshire Council as Highway Authority.

RESOLVED:- to refer to the matter to Shropshire Council Highways for a response.

d) HGV Survey – to receive an update on the results of the HGV survey. Cllr Mellings updated that a draft preliminary report has been produced and once authorised will arrange for the survey results to be circulated.

RESOLVED:- to note the report.

- 105/16 Correspondence** – to consider the following items of correspondence.
- a) Shropshire Council's Community Tree Scheme information. It was suggested that Friends of Whitchurch Road Cemetery may be able to make use of some trees within the cemetery.

RESOLVED:- to pass information to the Friends of Whitchurch Road Cemetery.

b) SALC Annual General Meeting and Conference - Saturday 19 November at Dawley Town Hall, New Street, Dawley, TF4 3JR.

RESOLVED:- to note that Cllr Mellings would be attending.

c) Shropshire Playing Fields Association membership information.

RESOLVED:- to note.

- 106/16 Reports**
- a) To receive reports from the Council's representatives to other bodies. The Clerk circulated written reports sent in by Town Councillors.

RESOLVED:- to note the reports.

b) To receive a report from Shropshire Council Councillors Mellings and Dee. The Clerk circulated the report received from Cllr Mellings.

RESOLVED:- to note the report.

- 107/16 Information/future agenda items** – for consideration - None received.

- 108/16 Dates of future meetings** – To note date of November meeting and set date for January Budget meeting.

RESOLVED:- to note the date of the next meeting Thursday 24th November and date of Budget meeting Tuesday 17th January 2017.

109/16 Exclusion of press and public

To resolve: That in accordance with s1(2) Public Bodies (Admission of Meetings) Act 1960, members of the public and press be excluded from the remainder of the meeting on the grounds that the following items to be considered involves the likely disclosure of confidential information.

RESOLVED:- to exclude the press and public.

a) Asset Transfer Working Party To consider the report from this meeting and the recommendations contained therein. The Clerk presented a report from this meeting.

RESOLVED:- to approve in principal the recommendations of the Working Party relating to the transfer of assets from Shropshire Council to the Town Council.

b) Swimming Pool Lease - To consider response received from WSLC concerning the Swimming Pool Lease and approve letter relating to payment of insurance.

Draft Lease

The comments relating to the draft lease received from Wem Swimming and Lifestyle Centre's directors along with the opinion of the Town Council's solicitor were considered and it was;

RESOLVED:- to authorise the Clerk to pass on the solicitors explanation for the omission of a reference to clause 3.18 in clause 5.12.12

Letter

A draft copy of the solicitors letter that would be issued alongside the lease to WSLC was considered and it was

RESOLVED:- to discuss with the solicitor amending the draft letter to include the wording "as per the plan associated with the lease."

Meeting ended 21.00

Mayor.....