

Minutes of the Special Meeting of Wem Town Council held in the Roden Suite, Edinburgh House, New Street, Wem on Tuesday 17<sup>th</sup> January 2017 at 7 p.m.

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

Mrs Penny O'Hagan (Town Clerk).

2 members of the public present.

**141/17 To Receive Apologies for absence.**

**Resolved**:- to accept the following apologies for absence  
**Cllr Johnson, Cllr Bailey, Cllr Shingler.**

**142/17 Disclosure of Pecuniary Interests and Interests of bias or pre-determination.**

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.

<b>Councillor</b>	<b>Item</b>	<b>Dispensation</b>
Cllr Mellings	<p><b>Item 145/17</b>  <b>Wem Swimming and Lifestyle Centre</b> a disclosable pecuniary interest as a director of WSLC.</p> <p><b>Item 145/17</b>  <b>Millennium Green</b> - Bias interest in the application for funding as a Trustee.</p> <p><b>Item 147/17</b>  <b>Jubilee Band</b> – Bias interest in the application for funding as Vice President.</p> <p>Cllr Mellings also declared that he acted as the Independent Auditor for The Carnival Committee and Christmas Lights Committee.</p>	Councillor allowed to participate but not vote in discussions regarding WSLC
Cllr Dee	<p><b>Item 147/17</b>  <b>Sweet Pea Society</b>- Bias interest in the application for funding as member of Sweet Pea Society.</p> <p><b>Wem Scouts</b> - Bias interest in the application for funding as Chairman of the 1<sup>st</sup> Wem Scout Group Executive</p> <p><b>Wem Band</b> - Bias interest in the application for funding as Vice President.</p> <p><b>Item 145/17</b>  <b>Wem Youth Club</b> – Bias interest in the application for funding as trustee.</p>	
Cllr Towers	<p><b>Item 144/17 Allotments</b> – Bias interest in allotment fees as wife is an allotment holder.</p> <p><b>Item 145/17</b></p>	Councillor allowed to participate but not

	<p><b>Wem Swimming and Lifestyle Centre</b> - disclosable pecuniary interest as a Trustee</p> <p><b>Item 147/17</b>  <b>Wem Baptist Church</b> - Bias interest in the application for funding as a member of that Church.</p>	vote in discussions regarding WSLC
Cllr Murray	<p><b>Item 145/17</b>  <b>Wem Christmas Festival Committee</b> - Bias interest in the application for funding as a member of the Committee.</p>	
Cllr Meakin	<p><b>Item 145/17</b>  <b>Wem Town Hall Community Trust</b> - Bias interest in the application for funding as a Trustee.  <b>Wem Christmas Festival Committee</b> -Bias interest in the application for funding as member of the Committee.  <b>The Friends of Whitchurch Road Cemetery</b> - Bias interest in the application for funding as member of the Committee  <b>Item 147/17</b>  <b>Wem Carnival Committee</b> - Bias interest in the application for funding as member of the Committee.</p>	
Cllr Dodd	<p><b>Item 144/17</b>  <b>Allotments</b> – Bias interest in allotment fees as her husband is an allotment holder.  <b>Item 147/17</b>  <b>Wem Band</b> Bias interest in the application for funding as Vice President.</p>	
Cllr Broomhall	<p><b>145/17</b>  <b>Wem Christmas Festival Committee</b> - Bias interest in the application for funding as member of the Committee.  <b>Wem Youth Club</b>  Bias interest in the application for funding as trustee.</p>	
Cllr Granger	<p><b>Item 145/17</b>  <b>Wem Christmas Festival Committee</b> - Bias interest in the application for funding as member of the Committee.</p>	
Cllr Moyse	<p><b>Item 145/17</b>  Wem Swimming and Lifestyle Centre  Bias interest in the application for funding as trustee.    <b>Item 147/17</b>  <b>Welcome to Wem</b> - Bias interest in the application for funding as chairman of the committee.</p>	

	<b>Millennium Green</b> - Bias interest in the application for funding as trustee.	
Cllr Boddy	<b>Item 145/17</b> <b>The Friends of Whitchurch Road Cemetery</b> - Bias interest in the application for funding as member of the Committee. <b>Wem Christmas Festival Committee</b> - Bias interest in the application for funding as member of the Committee.	

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

**143/17 Budget Report** – To review the 3<sup>rd</sup> quarter budget report.

The Clerk presented the budget report.

**Resolved:-** to approve the report.

**144/17 Fees and Charges for 2017-18** to review the following charges as per recommendations of the Amenities and Services Committee.

a) Love Lane Cemetery – Burial and interment fees.

**Resolved:-** to set the charges to the following amounts

<b>Purchase of Exclusive Right not exceeding 50 years and Interment Fee</b>	<b>2017/18</b>
A child under 1 month	20.00
A child 1 month - 12 years	60.00
<b>Persons 12 years or over</b>	
Purchase of the exclusive right of burial not exceeding 50 years	£600
Interment fee – <i>to include administration associated with burial and soil removal costs.</i>	£275
Interment of ashes in existing grave	£150
<b>Erection of Headstones and Inscriptions</b>	
To a height not exceeding 3 feet	£300
In excess of 3 feet but not exceeding 3ft 6 inches high	£800
Additional inscription	£30
<b>Renewal of Exclusive Right of Burial prior to expiration</b>	
For a period not exceeding 25 years from the date of expiration of existing rights	<b>Half purchase fee at time of renewal</b>

b) Love Lane Allotments – Annual rent

Cllr Dodd and Cllr Towers left the room and took no part in discussion.

**Resolved:- to set rents from April 2018 to the following amounts**

<b>ALLOTMENT No.</b>	<b>Rent 2018-19</b>
4, 5, 6, 13, 14, 19, 24	£38
26, 27, 28	£26
17B	£28.50
1A, 30, 31, 32	£23
1B, 1C, 2A, 2B, 3A, 3B, 7B, 9A, 9B, 10A, 10B, 11A, 11B, 12A, 12B, 15A, 15B, 16A, 16B, 18A, 18B, 20A, 20B, 21B, 22A, 22B, 23A, 23B, 40, 41	£19
7A, 7AA, 8A, 8AA, 8B, 8BB, 17A, 21A, 21AA	£10

#### **145/17 2017-18 Budget**

a) To consider contribution requests above £1000 received from organisations running services or facilities within the Town.

A discussion took place on whether Councillors who act as Town Council representatives on local committees were required to leave the room before discussions on applications were considered.

**Resolved:- that Town Council representatives on committees need not leave the room and can enter into discussions and answer questions on grant applications submitted by committees they are representative on. However said Councillors will not be allowed to vote on applications.**

**Resolved:- to approve the following contributions**

<b>RECEIVED FROM</b>	<b>Award</b>
Cllr Meakin and Cllr Boddy left the room. <b>Friends of Whitchurch Road Cemetery</b>	<b>1500</b>
Cllr Mellings and Cllr Moyse left the room <b>Wem Millennium Green</b>	<b>1700</b>
Cllr Meakin left the room. <b>Wem Town Hall</b> <b><u>Resolved:-</u> to request that in addition to its financial contribution, The Council also has the right to appoint a Town Council nominee as a Trustee of the Town Hall.</b>	<b>22000</b>

Cllrs Murray, Granger and Meakin left the room. <b>Wem Christmas Lights &amp; Festival Committee</b>	<b>3000</b>
Cllrs Mellings, Moyse, Towers left the room <b>Wem Swimming &amp; Lifestyle Centre</b>	<b>58000</b>
It was reported that this application had been received late <b>Resolved:- to accept late application</b> Cllr Dee left the room. <b>Wem Youth Centre</b>	<b>1000</b>

b) To consider the Town Council budget for 2017-2018.

Each budget heading was discussed and the following decisions made

### **Lighting**

Councillors were made aware of reduced energy charges due to more LED lights being installed in the Town.

**Resolved:-To increase the upgrading of lighting budget so that less funds are allocated from reserves to fund any conversion project.**

### **Cemetery**

It was reported that there was no anticipated additional expenditure on the cemetery during 2017-18

**Resolved:-to maintain the maintenance budget.**

### **Allotments**

The Clerk outlined the need to increase the budget to cover water charges.

**Resolved:- to approve the budget.**

### **Administration**

The Clerk outlined that the significant increases in the administration budget were due to subscription to Shropshire Council's Health and Safety consultancy service, RBS's year-end financial closedown provision as well as anticipated increased legal fees and election fees. However it was reported that these increases had been offset by a reduction in the website budget.

A discussion took place on the Mayors allowance as it had not been raised for a number of years.

**Resolved:-to increase the budget as per the Clerks recommendation and to review the Mayors allowance at a later date.**

### **Contributions**

Other than the contributions agreed under item 145/17a a discussion took place on the amount to allocate for the awarding of small grants

**Resolved:- to approve the contributions budget with £4500 being allocated for grant awards.**

### **Recreation**

It was noted that Wem Sports and Social Association had requested the same amount as for 2016/17. It was reported that the tree works budget had increased slightly to provide a more realistic figure based on 2016/17 expenditure.

**Resolved:-to approve the increased recreation budget.**

### **Swimming Pool**

In addition to the contribution agreed for Wem Swimming and Lifestyle Centre it was reported that the only anticipated increase was due to insurance costs which had increased in the current financial year

**Resolved:-to approve the swimming pool budget.**

### **Staffing.**

Cllr Mellings outlined the reasons behind the increase of the staffing budget.

**Resolved:-that the budget is increased.**

### **Toilets and Bus Shelters.**

**Resolved:-to approve a small increase of £95.**

### **Miscellaneous**

#### **Floral Planters**

The Clerk reported that this budget had been kept at the same level due to the need to take on the maintenance of the entrance planting and to enable sufficient funding to either purchase or hire a 3 tiered feature planter for the Jubilee Square again.

**Resolved:-to maintain the budget for floral planters.**

#### **Vehicle Activated Sign (VAS)**

The Clerk reported that the amount allocated in the budget for the purchase of a VAS was in line with a quote received from Shropshire Council in December 2016.

**Resolved:- to approve the allocation.**

#### **Service Transformation**

The Clerk outlined that the Town Council should ensure that it has sufficient funds in place to undertake due diligence checks and measures that must be carried as part of any service transfer process.

**Resolved:-to budget £8000 for this purpose.**

Once the expenditure budget had been agreed it was

**Resolved:-to adopt the attached budget for 2017/ 2018**

**146/17 Town Council Precept - To agree the Town Council precept for 2017-18.**

**Resolved:-to set the Town Precept for 2017-18 at £289,549**

**147/17 Town Council Community Grants**

a) To consider Community Grant Applications received from local groups

**Resolved:- to make the following grant awards .**

<b>Applicant</b>	<b>2017</b>
Wem Branch Shropshire Army Cadet Force League	£300
Cllr Meakin left room Wem Carnival Committee	£500
Cllr Dee left the room Eckford Sweet Pea Society	£900
Wem Scout and Guide HQ	£500
Cllr Dee left the room 1 <sup>st</sup> Wem Scout Group	£500
NS Wheelers	£500
Cllr Dee, Mellings and Dodd left the room Wem Jubilee Band	£300
Cllr Towers left the room Wem Baptist Holiday Bible Club	£200
Cllr Moyse left the room Welcome to Wem Community Group	£300
Wem Albion Bowling Club	£200
Shropshire Handball Foundry	£100

**Meeting ended 20.45**