

Minutes of a Meeting of Wem Town Council held in the Roden Suite, Edinburgh House, New Street, Wem on Thursday 26th May 2016 at 7 p.m.

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

Mrs Penny O'Hagan (Town Clerk). 6 members of the public present

At the beginning of the meeting Rev Nick Heron said prayers for the meeting ahead.

1/16 To appoint a Town Mayor for the year 2016/2017 and receive declaration of acceptance of office.

Cllr Mellings proposed Cllr Dodd, Cllr Dee seconded this proposal. There were no other nominations.

RESOLVED:-that Cllr Dodd be appointed Town Mayor for the year 2016/2017.

Cllr Murray, the retiring Mayor presented the chain of office to Cllr Dodd. Cllr Murray congratulated Cllr Dodd and wished her well during her term of office.

Cllr Dodd thanked the Town Council for the honour of being appointed Mayor and thanked the Retiring Mayor for representing the town so well during the past twelve months. Cllr Dodd said she would do her best to represent and promote Wem over the next year and that during her term of office she would be supporting the vulnerable in the Town by raising funds to support the Age Concern drop in and the dementia friendly screening of films at the Town Hall. She also stated she would be supporting both the county hospices, Severn Hospice and Hope House as they were underfunded organisations and provide an essential service to residents.

2/16 To receive apologies and reasons for absence.

RESOLVED:- to accept the following apologies for absence.

P Johnson, P Glover, K Bailey.

3/16 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
Cllr Broomhall	Item 15c Appeal notification 14/03428/OUT Appeal reference: 16/02399/REF	
Shropshire Councillors	Twin-hatted members declared a personal interest in any matters	Dispensation previously granted to allow

Cllr Mellings and Cllr Dee	relating to the Town Council's relationship with Shropshire Council	participation and voting on all matters relating to Shropshire Council
Cllr Mellings	Item 18 Verification Committee report as Board Member of Shropshire Housing Group	Councillor allowed to participate but not vote in all discussions regarding this organisation
Cllr Mellings	Item 16 - Travel Claim payment	None

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

c) Register of interests - To note the need to ensure registers of interest are updated.

RESOLVED:- to note.

4/16 Mayor's address - To receive an address from Cllr Murray upon his retirement as Mayor.

Cllr Murray reflected on his past year in office and thanked councillors and Town Council staff for all their help and support over the past year which had seen many changes following the retirement of Jane Drummond. Cllr Murray thanked Cllr Dodd for her support and wished her well for her term of office. The Retiring Mayor listed some of the local organisations which had benefited from the Mayor's Charity Fund including the Swimming Pool, Beaver Scouts, NS Wheelers, Wem ADOS and Wem Jubilee Band.

5/16 To appoint a Deputy Mayor.

Cllr Meakin proposed Cllr Towers, Cllr Dee seconded this proposal. There were no other nominations.

RESOLVED:-that Cllr Towers be appointed Deputy Mayor for the year 2016/2017.

The Deputy Mayor thanked his colleagues for this honour.

6/16 Council Committees

a) To review terms of reference and delegated powers of each committee.

RESOLVED:-to note with no amendments

b) To appoint Councillors onto the following committees / liaison groups

Committee	2016/17
Finance & Corporate Gov. (7)	Mayor, Deputy Mayor, Cllrs Dee, Granger, Mellings, Moyse, Murray.
Amenities and Services. (7 + 2 co-opted)	Mayor, Deputy Mayor, Cllrs Broomhall, Dee, Meakin, Mellings, Shingler.

Planning & Transport. (7)	Mayor, Deputy Mayor, Cllrs Broomhall, Johnson, Meakin, Mellings, Moyse.
Wem Swimming and Lifestyle Centre Liaison Group.	Mayor, Deputy Mayor, Cllr Moyse, Cllr Murray. (reserves Cllrs Boddy, Broomhall)
Wem Town Hall Liaison Group.	Cllrs Broomhall, Dee, Dodd, Granger, Towers.
Events Liaison Group.	Mayor, Deputy Mayor, Cllrs Glover, Moyse, Shingler, Granger.
Verification Committee.	Mayor, Deputy Mayor, Cllrs Dee, Granger.

c) **Emergency Scheme of delegation** - to approve.

Following a discussion it was;

RESOLVED:- to approve the emergency scheme of delegation subject to the following amendment

Should The Mayor or Deputy Mayor be the committee chairman affected then approval must also be sought from the immediate past mayor.

7/16 Appointment of Representatives – to appoint representatives to the following outside bodies;

RESOLVED:-to appoint the following representatives to outside bodies

Group	Councillor 2016/17
Wem S&LC Ltd.	Cllr Towers
Council of WSSA.	Cllr Mellings, Cllr Towers
Wem Youth Centre.	Cllr Broomhall
Parish Emergency Advisor.	Cllr Moyse
Wem Scouts HQ Committee.	Cllr Dee
Wem Forum.	Mayor, Deputy Mayor, Cllr Granger, Clerk
RAF Shawbury Liaison Group.	Cllr Moyse (Cllr Granger reserve)
North Shropshire Tourism.	Cllr Shingler
Destination Partnership.	Cllr Shingler
Local Joint Committee.	Cllr Towers, reserve Cllr Dodd
Wem Christmas Festival.	Cllr Boddy, Cllr Broomhall
Friends of Whitchurch Rd.	Cllr Dodd, Cllr Towers
War Memorial Group.	Cllr Boddy, Cllr Granger, Cllr Mellings
Shropshire Association of Local Councils	Cllr Granger, Cllr Dodd

8/16 The Barber Trust – to appoint trustees to the charity.

RESOLVED:- to appoint the following trustees to the committee
Cllr Murray, Cllr Granger, Cllr Meakin.

9/16 Training Champion – to appoint the Council's training champion.

RESOLVED:- to appoint Cllr Mellings and Cllr Moyse as training champions for the council.

10/16 To receive a list of the attendance of Councillors at meetings of the Council.

RESOLVED:- to receive.

11/16 **Annual Parish Meeting.** To receive any resolutions from the Annual Parish Meeting held 17.5.16. – none received.

12/16 **Review of Council Regulations and Procedures as per Standing Orders** – to agree to defer a review of the following policies until they have been considered by the Finance and Corporate Governance Committee.

a) Standing Orders and Financial Regulations.

b) Complaints Procedure.

c) Freedom of Information Act 2000 and the Data Protection Act 1998.

RESOLVED:-to approve request to defer the review.

13/16 **Council Minutes.**

To approve as a correct record the minutes of Meeting of the Town Council held on 28th April 2016.

RESOLVED:- that the minutes of the Ordinary Meeting of the Town Council held on 28th April 2016 be approved as a correct record and signed by the Mayor.

14/16 **Progress report** - To consider the Clerks progress report on matters arising at previous meetings.

Clerk was asked to receive an update on the Fothergill Way proposals for yellow lines for the next meeting.

RESOLVED:- to note.

15/16 **Planning Applications.**

a) Planning Applications for consideration

16/01447/FUL; Wem Medical Practice, New Street, Wem, SY4 5AF, Proposal: Erection of single storey extension to rear elevation.

RESOLVED:- to support the planning application. However councillors wished to record a comment that they were unhappy that the effect the closure of one chemists would have on High Street.

16/01764/FUL: 8 Davies Drive, Wem, SY4 5YW Proposal: Erection of single storey extension.

RESOLVED:- not to comment.

16/01843/FUL; Trentham Garage, 22B Noble Street, Wem, SY4 5DZ
 Proposal: Conversion of (part of) former workshop/garage to form one residential dwelling to include insertion of roof lights.

RESOLVED:- not to comment.

b) To note the recent planning decisions – RESOLVED:- to note.

c) Planning Correspondence

Cllr Broomhall left the room and took no part in discussions.

Appeal notification - 14/03428/OUT Appeal reference: 16/02399/REF The appeal to be determined on the basis of a hearing in Wilfred Owen Room, Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND on 15/6/16 at 10:00.

RESOLVED:- to note the notification.

16/16 Finance and Accounts for Payment

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

RESOLVED:- to approve the following payments.

Grant payments (agreed January 2016)

Organisation	Award Made	Chq number
Wem Branch Shropshire Army Cadet Force	300	106558
Wem Carnival Committee	500	106559
Eckford Sweet Pea Society	900	106560
Friends of Whitchurch Road Cemetery	1500	106561
Wem Scout and Guide HQ	350	106562
1 st Wem Scouts	300	106563
Wem Millennium Green	1700	106564
NS Wheelers	500	106565
Wem Jubilee Band	200	106566
Wem Town AED	300	106567
Wem Baptist Holiday Bible Club	180	106568

Supplier	Service	Net	Vat	Gross	Chq number
Barclays Bank	Charges	8.33		8.33	DD
Shropshire Council	Payroll April	6469.23	12.72	6481.95	DD
Healthmatic	Toilet Cleaning Mar – April	787.50	157.50	945.00	106569
Welch and Phillips	Plaque erection	120.00	24.00	144.00	106570

PG Skips	Recreation ground bin emptying	51.24	10.25	61.49	106571
PG Skips	Cemetery bin emptying	32.44	6.49	38.93	106572
PG Skips	Skip hire	69.00	13.80	82.80	106573
Mark Fitton	Bus shelter cleaning May	45.00		45.00	106574
Phoenix Welding	Seat refurbishment	290.00	58.00	348.00	106575
WTC	Petty Cash	44.91		44.91	106576
Shropshire Council	Events licence Queens 90 th Birthday	21.00		21.00	106577

Accounts for authorisation

RESOLVED:- to authorise the following payments.

Supplier	Service	Net	Vat	Gross	Chq number
Talk Talk	Broadband	16.00	3.20	19.20	DD
Rialtus	Year-end accounts closing	580.12	116.02	696.14	106578
C. Mellings	Mileage Training Course	10.40		10.40	106579
SALC	Training Courses	144.00		144.00	106580
Severn Business Solutions	Remote Access support software licence	18.00	3.60	21.60	106581
Viking	Stamps and files	92.92	7.58	100.50	106582
Zurich Municipal	Insurance	8623.97	73.26	8697.23	106583
WMS	Stationery	15.08	3.02	18.10	106584
Severn Trent	Water Public toilets	195.58		195.58	106585
Lower Lacon Caravan Park	Compost planters	96.00		96.00	106586
Homedene	Plant display	400.00		400.00	106587

The following direct debits were reviewed and it was

RESOLVED:- to authorise the following direct debit payments for a further year.

Supplier	Service	Frequency
Shropshire Council	Salaries	Monthly
Talk Talk	Broadband	Monthly
Barclays Bank	Charges	Monthly
Public works loan board	Loan repayments	Bi annually
BT Group	Office Telephone	Quarterly

17/16 Public Toilets

a) Cleaning contract – to award contract for cleaning and maintenance of public toilets for 3 years.

It was reported that only 2 quotes had been received back from companies for the contract despite the Clerk contacting a third contractor and following a discussion it was;

RESOLVED:- to award the contract to Healthmatic for 3 years from 1.6.16 to 31.5.19

18/16 Verification Committee – to receive a report on meetings of Verification Committee held 13.5.16 and 24.5.16.

Cllr Granger reported on the 2 recent meetings of the Local Connection Verification Committee. She stated that the Committee had been able to verify the local connection as per the conditions laid out by Shropshire Council of a number of applicants. However Shropshire Housing Group had requested that the Town Council relaxes the eligibility criteria from 2 to 1 for 5 applicants due to exceptional circumstances, as whilst the applicants only met 1 of the criteria they did demonstrate a strong local connection in other ways.

RESOLVED:- to approve the relaxation of the local connection criteria from 2 to 1 on a one off basis for the 5 applicants identified.

19/16 Queens 90th Birthday Celebration – to receive report from meeting held 26.4.16. Cllr Dodd gave a report on this meeting. Agreed that the councillors would join in the parade as the cadets and guides were now unable to take part.

RESOLVED:- to note the report.

20/16 Annual Report – To consider draft annual report for 2015-16. Councillors considered the draft Annual Report which had been previously circulated.

RESOLVED:- to approve the report.

21/16 Correspondence – to consider the following items of correspondence.
To consider email received about Wem Level Crossing – Cllr Mellings reported that he was still pursuing the issue of how long the barriers are closed for with Network Rail and was currently requesting that they hold a meeting to discuss this problem.
Nat West - To consider response to letter protesting against closure of the bank. Councillors considered the response from the bank which they felt was not satisfactory

RESOLVED:- Clerk to respond to Nat West that the Town Council would like a formal response on this issue from the leaders of Nat West bank to justify the decision. In addition the Clerk was asked to point out that one of the founding families of the Nat West bank were residents of the Town.

It was requested that a copy of the letter also be sent to Owen Paterson MP.

Letter concerning planning complaint – Cllr Mellings reported that he had contacted Shropshire Council Planning on this issue to try and seek a resolution.

22/16 Reports

a) To receive reports from the Council's representatives to other bodies.
Cllr Boddy reported on the Wem Christmas Lights Committee meeting he attended.
Cllr Granger reported she had attended Shrewsbury Mayor Making event.
Cllr Broomhall reported he had attended the Youth Club AGM and a new chairman is needed. However numbers are growing and a summer programme is being organised.
Cllr Dodd reported on a recent meeting of the Men in Sheds initiative that the Town Council is supporting.

b) To receive a report from Shropshire Council Councillors Mellings and Dee.
Cllr Mellings outlined concerns he had received from local residents about a licencing application to extend the licence hours of a public house in the Town. He reported that the decision on this application will be made by a committee and not under delegated powers.

23/16 Information/future agenda items – for consideration

Cllr Moyses updated on the Welcome Pack and stated he has secured funding for the project.
Cllr Towers updated on the fire beacon which is nearing completion.

24/16 Dates of future meetings –

a) To note date of June meeting.

RESOLVED:- date next meeting 30th June 2016.

25/16 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) To receive any nominations for Honorary Townsmen.

Four nominations were proposed for this award and it was;

RESOLVED:- that the final decision on the award would be made at the June meeting as per standing orders.

Meeting ended 20.40

Mayor.....