

**Minutes of the Meeting of Wem Town Council held on Thursday 29<sup>th</sup> March 2018  
at 7 p.m.in the Roden Suite, Edinburgh House, New Street, Wem**

Present:- Councillor E Towers (Mayor), Councillors, P Broomhall, P Dee, P Dodd, P Glover, C Granger, P Johnson, M Meakin, C Mellings, P Moyses, J Murray, P White.

Mrs P O'Hagan (Town Clerk)

16 members of the public present.

Cllr Towers reported that Cllr Shingler had resigned and the thanks of the Council were recorded for all his work as a Councillor over the past 28 years.

**199/18 To receive apologies for absence.**

**Resolved**:- to receive the following apologies for absence  
**Cllr Nash, Cllr Murray**

**200/18 Disclosure of Pecuniary Interests.**

a) To receive any disclosures 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.

The following interests were declared

<b>Councillor</b>	<b>Item</b>	<b>Dispensation</b>
Cllr Mellings Cllr Dee	Twin-hatted members declared a personal interest in any matters relating to the Town Council's relationship with Shropshire Council	Dispensation to allow participation and voting on all matters relating to Shropshire Council
Cllr Towers Cllr Mellings	Item 207/18 Board members Wem Swimming and Lifestyle Centre	Dispensation to allow participation but not voting on all matters relating to Wem Swimming and Lifestyle Centre
Cllr Moyses	Item 207/18 bias interest as Board member of Wem Swimming and Lifestyle Centre	
Cllr Broomhall	Item 204/18b/iv planning application 18/00846/REM Roden Grove - Pecuniary interest	
Cllr Meakin	Item 204/18b/iv planning application 18/00846/REM Roden Grove - bias interest as friend of applicant.	
Cllr Johnson Cllr Meakin Cllr Towers	Item 204/18b/iii 18/00974/FUL Bias interest as executive members of WSSA	Dispensation to allow participation and voting on this item
Cllr Meakin	Item 213bTown Hall Bias interest Trustee of Wem Town Hall	

Cllr Meakin Cllr Broomhall Cllr Granger Cllr White	Item 213f Wem Christmas Lights Committee Bias interest as Councillors are members of the Christmas Lights Committee	
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b) To consider any applications for Dispensations under s33 of the Localism Act 2011. None received.

**201/18 Public Participation Time** - a period of 15 minutes will be set aside for residents of Wem Town to speak.

A member of the public raised the following items;

The Blackbrook is still in need of clearing out. Could the Town Council request that this work is carried out.

18/00846/REM Roden Grove application – It was reported that a number of residents in the area continue to have strong objections to this application and concerns were raised about the sewage and other problems that could be caused to existing residents of the area if permission were to be granted for this development.

A member of the public outlined their objections to planning application 18/00846/REM Roden Grove. They stated that the site should never have been considered as the area is a flood meadow. The town is suffering from a number of developer led applications that do not suit the needs of local people and the town needs a strategy to address this issue to ensure that the right type of houses are built in the right areas.

**202/18 Council Minutes.**

To approve as a correct record the minutes of the ordinary Meeting of the Town Council held on 22<sup>nd</sup> February 2018.

**Resolved:- that the minutes of the Ordinary Meeting of the Town Council held on 22nd February 2018 be approved as a correct record and were duly signed by the Mayor.**

**203/18 Progress report** - To note the Clerks progress report on matters arising at previous meetings.

Cllr Towers reported that the Mayoral Awards had now been deferred to September and it was hoped that the new Mayor would support this initiative.

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

**204/18 Planning Applications.**

**a) To note the recent planning decisions.**

**Resolved:- to note**

**b) Planning Applications for Consideration**

i) 18/01126/FUL Proposed demolition of existing garage to existing bungalow; Rear lounge bedroom and ensuite extension; New attached garage extension to side, 84 Trentham Road Wem SY4 5HW

**Resolved:- to support the application**

ii) 18/00958/FUL, Erection of single storey rear extension, 25 Roden Grove Wem SY4 5HJ

**Resolved:- to support the application.**

iii) 18/00974/FUL, Erection of extension to form a bowls pavillion and replacement floodlights to Green 2, Wem Sports & Social Association Butler Sports Centre Bowens Field Wem, SY4 5AP

**Resolved:- to support the application.**

iv) 18/00846/REM, Reserved matters (appearance, landscaping, layout and scale) pursuant to 14/02851/OUT for the erection of 25 dwellings, Land Off Roden Grove, Wem.

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

A brief explanation of the history of the site was outlined for Councillors. It was reported that since planning permission has been granted more evidence against the site has come to light and Councillors expressed the opinion that representation must be made at the highest level to ensure this application does not go ahead.

Concerns were also raised about the impact of the development on residents especially in relation to the flooding concerns as this could have an impact on their ability to secure household insurance.

Standing orders were suspended for 5 minutes to allow a member of the public to speak and raise concerns relating to flooding.

**Resolved:- to submit the following objections to the application**

**The Town Council is disappointed that the applicant has continued with this application as the Town Council has previously strongly objected to any development of this land.**

**Having studied the reserved matters application the Town Council has the following objections**

**Flooding - The application does not address the surface water flooding concerns previously raised by the Town Council that will be created should the development go ahead. The surface water from the development will flow directly onto existing properties neighbouring the site which will cause potential flooding problems for these existing properties. In addition to this the Town Council is very concerned about the proposed drainage for this development which is inadequate as the French drains proposed will only last 10 years and The Town Council would like to know which authority will be responsible for dealing with the future flooding issues that this development will cause.**

**Property size – the size of houses proposed are the wrong type for the area. Smaller houses are needed to meet local housing needs.**

**Topography of the site – the houses on the southern side sit higher than the existing properties so there will be a negative impact on the townscape.**

**Impact on local highway network - the number of extra vehicles this development will produce will increase the amount of traffic onto neighbouring roads. This is unacceptable to the Town Council as Mill Street is already congested.**

**Sewage System - As previously stated the Town Council has concerns that the proposals link the new properties into the existing sewage system and there are no plans to upgrade the existing system. The sewage system to the existing properties in the area is already inadequate as the residents of Brook Drive frequently suffer from sewage problems. Linking an additional 25 dwellings into the current system which is not currently fit for purpose will impact negatively on both new and existing properties.**

**Access to the site – The Town Council remains unconvinced that the applicant has ownership of the access to the site where the development is to be placed. Proof must be given that the landowner owns the access to the site.**

**The Town Council consider it imperative that this application is determined by the North Area planning committee.**

**Further Resolved :- that the Clerk be instructed to write to Sajid Javid to request that this application is overturned due to its considerable negative impact on the neighbouring residents and the town itself.**

Cllr Meakin and Cllr Broomhall returned to the room

v) 18/00817/VAR, : Roseville , New Street, Wem, SY4 5AB, Variation of Condition No.s 2 and 7 attached to Planning Permission 16/00994/FUL dated 09 November 2016

**Resolved:- to support the application.**

vi) 18/00683/FUL, Erection of agricultural building with access road to house agricultural equipment, part retrospective, Bank Villa Bankhouse Lane Wem SY4 5TR (reconsultation)

**Resolved:- to support the application**

**205/18 Finance and Accounts for Payment**

a) To consider monthly financial statement and monthly budget report.

**Resolved:- to note**

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

**Resolved:- to approve the following payments made in advance of the meeting.**

**Payments made prior to the meeting**

Supplier	Service	Net	Vat	Gross	Chq BACS No
Shropshire Council	Payroll	6325.92	12.72	6338.64	DD
Highline Electrical	LWD Lighting conversion	38520.22	7704.04	46224.26	143.17
LCPAS	GDPR Pack	30.00		30.00	144.17

## Payments for approval

### Resolved:- to approve the following payments

Supplier	Service	Net	Vat	Gross	Chq BACS No
E.on	Lighting Repairs	248.99	49.80	298.79	145.17
Sutcliffe Play	Play Equipment parts	438.05	87.61	525.66	146.17
PG Skips	Recreation bin emptying Cemetery bin emptying Total to pay	51.24 32.44	10.25 6.49	61.49 38.93 100.42	147.17
Healthmatic	Cleaning and Maintenance Public Toilets February / March	787.50 787.50	157.50 157.50	945.00 945.00 1890.00	148.17
Plantscape	Tiered planters	657.50	131.50	789.00	149.17
Mark Fitton	Cleaning of Bus Shelters March	65.00		65.00	150.17
Royal British Legion	Silent Soldier	250.00		250.00	151.17
WME	Toilet electricity	109.85	5.49	115.34	152.17
Viking	Stamps/ Supplies	105.17	9.83	115.00	153.17
Ricoh	Copier Lease Copier usage Total	105.01 71.40			154.17
			35.28	211.69	
Shropshire Council	Staff Training (Groundsman)	60.00	12.00	72.00	155.17
Talk Talk	Broadband	16.00	3.20	19.20	DD
Unity Bank	Bank Charges 4 <sup>th</sup> quarter	27.75		27.75	DD

c) Interim internal audit report – to consider.

The Council considered the interim internal audit report produced by the Town Council's auditor JDH Business Services. The Clerk explained that 3 action points had been identified relating to the recording of the Toilet income, signing of loose leaf minutes and recording of cemetery income. Procedures had already been put in place to implement these recommendations to improve the Town Council's income recording processes.

**Resolved:- to note that the 3 actions points raised had been addressed.**

d) Audit Plan 2018 – to consider adoption of

The Clerk presented the audit plan for 2017/18 and reported that the next review of the effectiveness of the internal audit of the Town Council would take place in early 2019. A minor amendment to the plan was suggested relating to the frequency of the Mayor's internal checks and reporting procedures along with minor typing amendments.

**Resolved:- that the following amendment to the plan be made**

- Banking procedures  
The Mayor carries out a full reconciliation each month and reports their findings to the next Finance and Corporate Governance Committee meeting.

**Further Resolved:-** following the aforementioned amendment to approve the Audit plan.

e) Town Council Payroll – to consider extension of contract with Shropshire Council.

**Resolved:-** to approve the contract with Shropshire Council to undertake the Town Council's payroll for 2018-19.

**206/18 Amenities and Services Committee Meeting 13.3.18**

a) To receive these minutes and approve the recommendations contained therein. It was reported that since the meeting the works specification for the cemetery wall work had been amended and a revised quote was being sought.

**Resolved:-** To receive these minutes and approve the recommendations with the exception of the cemetery wall quote contained therein.

b) To consider quote for CCTV system upgrade.

**Resolved:-** To approve the quote from ORP for the additional works arising from the CCTV upgrade.

c) To consider adoption of Wilmott Meadow Public Open Space.

**Resolved:-** To approve the adoption of Wilmot Meadow Public Open Space from Taylor Wimpey Homes subject to the following conditions

**Play Area**

- Drainage network – Taylor Wimpey confirms that the Town Council will not be held responsible for the maintenance and upkeep of any part of the drainage system located primarily underneath the play equipment including the above ground pumping station and man hole covers.
- All man holes adjacent to the play area must be reset prior to any adoption.
- That a dropped kerb is installed by the play area.
- The salt bin adjacent to the play area is removed.
- That ownership and emptying of the dog bin is not the responsibility of the Town Council.

**Public Open Space South Side of entrance off Whitchurch Road**

- All tree work identified from the tree inspection report is completed to the satisfaction of the Town Council.

**Public Open Space North Side of entrance off Whitchurch Road**

- Tree planted in flowerbed in line with dropped kerb is moved to provide clear access onto public open space for Town Council's mower.

d) Future Maintenance of Shropshire Council Owned play areas – for discussion. The Clerk reported that discussions relating to Shropshire Council's Environmental Maintenance Grant (EMG) were still ongoing and requested that this item be deferred until more clarification had been provided as to whether the play areas would be eligible for EMG.

**Resolved:-** To defer a decision on this item until more information was received on the Environmental Maintenance Grant.

**207/18 Wem Swimming and Lifestyle Liaison Group Meeting 21.3.18** To receive these minutes and approve the recommendations contained therein.  
The minutes contained no recommendations.

**Resolved:- To receive these minutes.**

**208/18 Barnard Street Parking Consultation** – to consider responses received following Shropshire Council's consultation with residents on the implementation of parking restrictions along Barnard Street. Councillors considered the responses received from residents which were inconclusive as equal number of residents opposed and supported the implementation of yellow lines.  
A discussion took place and Councillors expressed the opinion that double yellow lines should be installed on both sides of the road at the junction with Mill Street to prevent residents parking on the corners of the street.

**Resolved:- to support the installation of double yellow lines on either side of Barnard Street from its junction with Mill Street and to review the decision on whether to extend the yellow lines on the south side of the street as per the proposal in 6 months.**

**209/18 Wem Level Crossing** - to consider correspondence received relating to the level crossing.  
Councillors supported the concerns of the resident in relation to the level crossing in particular the disruption caused by the length of time that the barriers were in the down position. Cllr Mellings explained that he had yet to receive the results of the recent monitoring survey of the level crossing and that he would be holding a meeting with Network Rail to discuss the results.

**Resolved:- To defer further discussion on this until after Cllr Mellings has held a meeting with Network Rail.**

**210/18 Past Mayor's Badge** - to consider responses received from previous Mayor's concerning the production of a Past Mayor's badge.  
The Clerk reported on the outcome of the consultation with past mayors and stated that the majority of those who responded to the letter did not support the production of a past mayor's badge

**Resolved:- not to progress this item further.**

**211/18 Wem Economic Forum** – to receive a verbal report from the meeting held 8.3.18  
Cllr Towers reported that the traffic consultation was about to start and the results are to be considered by the forum.

**Resolved:- to note.**

**212/18 Jubilee Noticeboard** – to consider condition of (at request of Cllr Moyse)  
Cllr Moyse reported that the board is in poor condition and this is something that Wem Rotary would be progressing. Wem Chamber would be contributing to this renovation.  
Cllr Moyse was thanked for his work on this.

**213/18 Correspondence** – to consider the following items of correspondence (copies enclosed)

a) Wem Civic Society letter – request for support with markets

**Resolved:-** To refer to Wem Economic Forum Market's working party.

b) Wem Town Hall Contribution Letter.  
Cllr Meakin took no part in discussions.

**Resolved:-** To approve the proposal for one year.

c) SPFA request for funds.  
It was reported that WSSA is currently a member of Shropshire Playing Fields Association.

**Resolved:-** To decline membership of the association but to send details of the Town Council's grant application process should the organisation wish to seek grant funding from the Town Council.

d) Shropshire Council consultation - Gambling Act 2005 Policy Statement 2019 - 2022.

**Resolved:-** To receive

e) Shropshire-Wide 20mph Campaign - to consider request for support.

**Resolved:-** To defer a decision until the after Wem Economic Forum's traffic working party's consultation.

f) Wem Christmas Lights Committee – to consider request received  
Cllr Broomhall, Cllr Meakin, Cllr Granger, Cllr White took no part in discussions

**Resolved:-** To approve the addition of a page concerning the Christmas Lights Festival on the Town Council's website.

**214/18 Reports**

a) To receive reports from the Council's representatives to other bodies.  
Cllr Moyses reported that he had attended the Shawbury Helicopter Liaison Group meeting and found it very informative.  
Cllr Dee reported that Wem Youth Club had secured funding to set up more projects to engage young people.

b) To receive a report from Shropshire Council Councillors Mellings and Dee.  
Cllr Mellings presented his written report.

**Resolved:-** to note the reports

**215/18 Future agenda items** – for consideration.

Housing allocation – briefing session.

Electric car charging

**216/18 Dates of future meetings** – to note the date of the April meeting

**Resolved:-** that the date of the April meeting would be Thursday 26<sup>th</sup> April 2018 at 7pm.

Meeting ended at 21.10

Town Mayor.....

DRAFT