

**Minutes of a Meeting of Wem Town Council held in the Roden Suite, Edinburgh House, New Street, Wem on Thursday 31<sup>st</sup> March 2016 at 7 p.m.**

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

Mrs Penny O'Hagan (Town Clerk).

2 members of the public present

**240/16 To receive apologies and reasons for absence.**  
**RESOLVED:- to accept the following apologies for absence**  
 Cllr P Johnson.

**241/16 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.

<b>Councillor</b>	<b>Item</b>	<b>Dispensation</b>
Cllr Towers and Cllr Mellings	Item 10 and 21 - Directors of Wem Swimming and Lifestyle Centre	Councillors allowed to participate but not vote in all discussions regarding this organisation
Shropshire Councillors Cllr Mellings and Cllr Dee	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 Mellings	Item 11 Customer Service Consultation – board member for Shropshire Housing Group	Councillor allowed to participate but not vote in all discussions regarding this organisation
Cllr Broomhall	6ci Disclosable Notification of appeal planning application- Pecuniary Interest	

b) To consider any applications for Dispensations under s33 of the Localism Act 2011.

Application for dispensation received from Cllr Mellings for a dispensation in relation to Agenda item 11 Customer Service Provision, as he is a board member of Shropshire Housing Group.

**RESOLVED:-to grant a dispensation to Cllr Mellings until end of the electoral term to enable him to participate but not vote in all discussions regarding Shropshire Council's customer service provision in Wem.**

**242/16 Public Participation Time** a period of 15 minutes will be set aside for residents of Wem Town to speak.

Mr Edwards highlighted a recent problem in Leek Street with sewage flooding from Leek Street to Wellgate. He asked the Town Council to write to Severn Trent to find out why this problem has happened especially as the rainfall that caused the problem was not significant. The Town Clerk was asked to contact Severn Trent to discuss this problem.

Mr Edwards alerted the council to an internet advert for the sale of land for a proposed nursing home near Roden Grove – It was reported that this was a speculative advert and no planning application had been received for this site.

Mr Edwards gave the opinion that all the new developments on the old Westlands site be bungalows not flats as they will be more in demand due to the shortfall of bungalows locally.

Mr Soul outlined his continued opposition to the planning application 14/03428 for proposed residential development between Aston Road and Church Road. He thanked the council for its opposition to the application and requested that the council continues to oppose the application through the appeal process.

**243/16 Council Minutes**

To approve as a correct record the minutes of Meetings of the Town Council held on 25 February 2016.

Once the following amendments were made;

219/16 Cllr Broomhall's name was added to the apologies list as he had emailed his apologies to the office.

235/16 Cllr Boddy's name was removed as he was not present at the Town Council meeting.

**RESOLVED:- that subject to the aforementioned amendments the minutes of the Ordinary Meeting of the Town Council held on 25<sup>th</sup> February 2016 be approved as a correct record and signed by the Mayor.**

**244/16 Reports**

a) **Progress report** - To consider the Clerks progress report on matters arising at previous meetings (copy enclosed).  
**RESOLVED:-to note the progress report.**

b) **Police report** – to receive. The Clerk was asked to contact the police to request that an officer attends the next meeting of the Town Council as they had not attended a meeting since July 2015.  
**RESOLVED:-to receive the report.**

**245/16 Planning Applications.**

a) **Planning Applications for consideration** - none at time of printing.

b) **To note the recent planning decisions** (copy of decisions attached).

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

**c) Planning Correspondence**

**i) Notification of appeal** - 14/03428/OUT Proposed Residential Development Land Between Aston Road and, Church Lane, Wem, Shropshire. Appeal Ref deadline for representations 20.4.16.

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

Cllr Mellings explained the need for the Town Council to review its original objections as part of the appeal process. The original submission was made a significant time ago and there had been a number of changes in Shropshire relating to the 5 year land supply since the Council first submitted its objections.

**RESOLVED:- Due to the short deadline for appeal comments to delegate authority to draft additional comments for submission by the Town Council in relation to the application to the Mayor and Deputy Mayor and Chairman of the Planning Committee.**

**ii) Notification of appeal hearing** 15/00438/OUT Land On North Side Of Shawbury Road, Wem, Shropshire Outline application for residential development (all matters reserved): Appeal Hearing - Ludlow Room Shirehall Abbey Forgate Shrewsbury SY2 6ND on: 28 April 2016 at 10:00.

**iii) Notification of appeal hearing** 15/00431/OUT Development Land North Side Of, Shawbury Road, Wem, Shropshire. Outline application (access for approval) for residential development - Appeal Hearing Ludlow Room Shirehall Abbey Forgate Shrewsbury SY2 6ND on: 28 April 2016 at 10:00

**RESOLVED:- to note the appeal notifications.**

**d) Planning consultations** – to consider the following consultations (response deadline 29.4.16).

- i) Historic Environment Supplementary Planning Document Consultation Draft.
- ii) Natural Environment Supplementary Planning Document consultation.
- iii) Type and Affordability of Housing Supplementary Planning Document consultation.

**RESOLVED: to receive the consultation documents.**

**246/16 Finance and Accounts for Payment**

To approve accounts for payments and payments made prior to meeting. (Presented at meeting).

**RESOLVED:- to approve the following payments**

**Accounts paid prior to the meeting on 31.3.16**

<b>Supplier</b>	<b>Service</b>	<b>Net</b>	<b>Vat</b>	<b>Gross</b>	<b>Chq number</b>
Public Works Loans Board	Streetlighting loans	2827.34		2827.34	DD
PG Skips	Cemetery mini skip	69.00	13.80	82.80	106513

PG Skips	Recreation ground bin emptying	51.24	10.25	61.49	106514
PG Skips	Cemetery bin emptying	32.44	6.49	38.93	106515
Healthmatic	Toilet cleaning	787.50	157.50	945.00	106524
Viking	Lap top bag	13.98	2.78	16.67	106517
Eon	Lighting 2 <sup>nd</sup> half contract invoice	1895.11	379.02	2274.13	106518
Shropshire Council	4 <sup>th</sup> Quarter energy bill	2841.53	568.31	3409.84	106519
Wicksteed	Swing seat	53.50	10.70	64.20	106520
West Mercia Energy	Toilets energy bill	291.06	14.55	305.61	106521
Mark Fitton	Bus shelter cleaning	45.00		45.00	106522
Severn Business Solutions	Laptop and associated software and set up Office computer repairs	764.71	152.94	917.65	106523
WSSA	Reimbursement of VAT on Contribution	600		600	106525

**RESOLVED:- to approve the following payments**

**Accounts for authorisation**

Supplier	Service	Net	Vat	Gross	Chq number
Healthmatic	Toilet Cleaning	757.50	157.50	945.00	106526
P O'Hagan	Reimbursement for office equipment	31.30	6.25	37.55	106527
NFU	First aid at work refresher certificate	50.00	10.00	60.00	106532
Wem Youth Centre	Grant 2015-16	2000.00		2000.00	106529
Ricoh	Copier lease 1.3.16 – 31.5.16	105.01	21.00	126.01	106530
SALC	Road Safety Event Training	60.00		60.00	106531

a) Internal Controls – to note that the Mayor has undertaken monthly checks of accounts as per internal control procedures.

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

b) Bank signatories – to approve signatories for Unity Trust Current Account and consider establishment of internet banking system to enable BACS payments.

**RESOLVED:-to nominate the following Councillors as signatories and internet authorisers on the Unity Trust Account;  
Cllr Granger, Cllr Dodd, Cllr Moyse, Cllr Dee, Cllr Glover.**

**FURTHER RESOLVED:- to authorise the payment of accounts by BACS using Unity Trust Banks internet banking facility.**

**247/16 Environment Committee Meeting 8.3.16** – to approve these minutes and the recommendations contained therein. A discussion took place on the implications of charging for the use of the public toilets. Councillors felt that the toilets were in a good condition and very well looked after, the Town Clerk was asked to write a thank you letter to the cleaner for all her work. However due to the fact that since the Town Council had been asked to take on the toilets from Shropshire Council they were now costing in excess of £10000 a year to run it was felt that charging was now necessary to try and recover some of the running costs.

**RESOLVED:- to approve the following recommendations outlined in the committee minutes.**

**Public Toilets – To charge 20p for the use of the public toilets.**

**Planters –To approve the purchase of 4 new barrel planters for the Town Square and lease of a ready planted tiered planter.**

**Streetlights – To disconnect the power to the streetlights in residents gardens on the footpath between Lowe Hill Road and Somerset Way.**

**To approve the quote for the replacement of 18 streetlight columns as identified as in need of replacement in the streetlighting survey.**

A discussion also took place on the project to replace the Town Council's existing lights with dimmable LED lights to improve the existing lighting stock and reduce energy costs. The Clerk was instructed to look into this matter in more detail and to report back to the next Environment Committee meeting.

**248/16 Committee restructure** – to consider report on restructuring of Town Council committees (copy enclosed).

**RESOLVED:- to approve adoption of the new committee structure to be implemented at the May meeting of the Town Council.**

**249/16 Wem Swimming and Lifestyle Centre**

a) To approve submission of planning application and agree to cover fees for the application subject to them being reimbursed in full (copy enclosed).

**RESOLVED:- to approve the request for the Town Council to submit the planning application on behalf of Wem Swimming and Lifestyle Centre (WSLC) and that the planning application fees would be reimbursed by WSLC.**

**250/16 Customer Service provision in Wem Consultation** – for consideration.

Cllr Mellings reported that a meeting had been held with the manager of customer services to discuss the options for the customer service provision in Wem. Analysis of service user figures identified that Edinburgh House has a particularly high number of residents who use the customer service point for benefits and revenues issues. Concerns were raised as to whether Shropshire Housing Group would have sufficient capacity to deal with the increased volume of work that this would create. In addition to this it was reported that the IT

infrastructure was not currently in place to enable residents to report all issues and make payments via the warm phone or computer system that would be installed in the reception area which could result in a deterioration in service for the town's most vulnerable residents.

**RESOLVED:- to submit the following comments**

**The Town Council understands the rationale behind the decision and the need for Shropshire Council to make savings. However due to the significant number of residents currently accessing the service for benefit enquires these changes should be phased in at a slower pace so that the IT infrastructure is in place to fully support the residents most in need of the provision.**

**Therefore until Shropshire Council's customer service IT system is upgraded to enable residents to have full access to its services via the computers that will be located in reception, particularly in reference to benefits and payments issues, the Town Council would request that customer service staff are retained at Edinburgh House for a minimum of 2 days a week preferably a Thursday and a Monday.**

**251/16 Parking Issue Barnard Street** – to discuss issue of on pavement parking in Barnard Street (at request of Cllr Dee).

It was reported that complaints about pavement parking are continuing in the street making access very difficult for pedestrians. Police have been involved notices and letters have been used in the past but new residents are ignoring this issue.

**RESOLVED:- to write to Shropshire Council portfolio holder for highways, Council Officers and the police to raise the concerns about this issue and seek a solution.**

**252/16 Queens 90<sup>th</sup> Birthday Celebration** – to receive a report from the meeting held on 15.3.16.

Cllr Murray reported on the meeting and stated that plans were well underway.

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

**253/16 Wem War Memorial** – To consider quote for survey works. The quotes submitted by the War Memorial Groups for the structural survey of the war memorial were considered.

**RESOLVED:- to approve the undertaking of survey works by the War Memorials Groups preferred contractor subject to the cost of the structural survey being reimbursed by the War Memorial Group.**

**254/16 Memorial Inspection** – to receive a verbal report on headstone safety inspection undertaken by Town Clerk and Groundsman.

It was reported that the memorial inspection had been undertaken and that the owners of the most unstable headstones had been contacted and a number had come forward to repair the memorials they owned. Notices had been posted on all memorials deemed to be in need of repair. However it was proving difficult to

find owners of these headstones as a number of owners had been interred in the plot and no transfer of ownership had taken place.

The Town Clerk reported that a jointing compound was available to purchase that would repair the memorials that had come loose on the base stone and this could be carried out by staff over the next few months.

**RESOLVED:- to approve the purchase of a jointing compound to repair the memorials where it was not possible to contact the owner.**

**255/16 Council Website** – for update on website construction and meeting with Communications working party.

It was reported that a draft website had been developed in partnership with Web Orchard and it would be emailed to all councillors for comments.

**RESOLVED:- receive the report**

**256/16 Correspondence – for consideration**

Renewal of bus service contracts.

**RESOLVED:- To submit the following comments;**

**The Wem Town Bus Service is vitally important to residents of Wem and the continuance of the Bus service is essential as it is well used and The Council would like the service to be extended to include a Friday bus service.**

**In addition to this the Council would like the bus route itself to be increased to cover some of the newer estates in the town particularly in the Windmill Meadow area of Town. The Council would also like assurance that the buses used on this service can be easily accessed by wheelchair users and those with mobility problems.**

Healthwatch Shropshire - Opportunity to Give Views on Local Pharmacies.

**RESOLVED:- to comment that Pharmacies provide a very important service to The Town and are vital to residents.**

**FURTHER RESOLVED:- to send a letter to the 2 pharmacies in the Town thanking them for the excellent service that the offer.**

Wem Sorting Office changes. – It was reported that the sorting office has now closed. **RESOLVED:-to receive.**

**257/16 Reports**

a) To receive reports from the Council's representatives to other bodies.

Cllr Moyse attended Helicopter Liaison Group meeting he reported that a new aircraft will be introduced by the RAF in the next few months which will be quieter and reduce the noise impact on residents.

Cllr Broomhall reported that a Christmas Lights meeting had been held and plans were being put in place for the 2016 lights.

Cllr Murray reported he had attended a number of very enjoyable events as Mayor in the past month.

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

Cllr Dee reported that she had asked Shropshire Council leaders to look at the implications that Tatar closures will have on the counties economy and had been assured that the portfolio holder is monitoring the situation.

She also reported that members from the Alisha-Jayne Dance academy had recently won a dance competition in Blackpool which was a tremendous achievement considering the group had not been running long. The Town Clerk was asked to send a letter of congratulations to the academy.

**258/16 Information/future agenda items** – for consideration.  
Dog Fouling – Cllr Towers  
Welcome package- Cllr Moyse

**259/16 Dates of future meetings** –  
a) To note date of April meeting. **RESOLVED:- to note that the next Town Council meeting will be held on Thursday 28<sup>th</sup> April 2016**  
b) To agree date of Annual Town Meeting. **RESOLVED:- to hold the Annual Town Meeting at 6pm on Thursday 28<sup>th</sup> April 2016.**

**260/16 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 members of the public**

**Wem Swimming and Lifestyle Centre Lease** – to consider draft lease (copy enclosed).

It was reported that the amendments requested had been approved and that no comments had been received from the committee of Wem Swimming and Lifestyle Centre.

**RESOLVED:- to approve the draft lease.**

Mayor.....