

Minutes of an Ordinary Meeting of Wem Town Council held on Thursday 30th April 2026
at 7 p.m. in the Town Council Meeting Room, Wem Library, High Street, Wem

Present:- Councillor, Cllrs, D Parry (Mayor), B Barker (Deputy Mayor), P Broomhall, B Cotterell R Gascoigne, L Gilchrist, D Hill, M Hoffmann, M Hudson, P Johnson, G Soul, T O'Flaherty (joined at 7.15).
Mrs P O'Hagan (Town Clerk).

7 members of the public present.

202/25-29 To note apologies for absence received.

RESOLVED;- that the apology received from Cllrs Towers be received and accepted.

Absent Cllr Nash

203/25-29 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 Johnson | 209e/25-29 Committee member of Wem Life | |
| Cllr Broomhall | 211/25-29 WSLC Director | To allow participation and voting on all matters relating to Wem Swimming and Lifestyle Centre |

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

None received.

204/25-29 Public Participation - a period of 15 minutes will be set aside for residents of Wem Town to speak.

A member of the public raised concerns about pharmacy provision in Wem following the closure of Rowlands Pharmacy next to Wem Co-op. It was explained that there is now only one pharmacy in the town which is located at Wem and Prees Medical Practice in New Street. They highlighted the impact that this was having on residents trying to access prescriptions which included long wait times and prescriptions not being ready. In addition, as there is no public transport to the surgery the situation with car parking at the surgery was a problem. They urged the Council to establish a cross sector working party to look at the issues the closure has caused and to seek a solution, as online pharmacies are not a substitute for local community pharmacy.

A resident from Barleyfields raised a complaint about the tree planting on Barleyfields. They stated that by planting the tree by the vehicular access to properties 3,5,7 Barleyfields the Town Council has created a Health and Safety risk for pedestrians using the pavement as it had increased the risk of pedestrians being hit by a vehicle trying to access the properties. In addition they stated that as

the bins for properties 3,5 and 7 would now need to be placed on the pavement this would force pedestrians onto the road increasing the risk of injury. The resident asked whether a tree survey was carried out as the tree is already overhanging the driveway. In addition they questioned why the tree was planted without consultation and why did it not comply with British Standard.

205/25-29 Council Minutes - to approve as a correct record the minutes of the meeting of the Town Council held on 26.3.26.

RESOLVED;- to approve as a correct record the minutes of the ordinary meeting of the Town Council held on 26.3.26 and they were duly signed as a correct record by the Mayor.

206/25-29 Co-option – to consider and vote on co-option applications. The applications for the councillor vacancy were considered and following a vote it was

RESOLVED;- to co-opt Thomas O’Flaherty onto Wem Town Council to fill the vacancy on East Ward.

207/25-29 Reports

a) To consider the Clerks progress report on decisions made at previous meetings.

RESOLVED;- to note the report.

b) To receive written reports from the Council’s representatives to other bodies. None received.

c) To receive a written report from Shropshire Councillors for Wem Area. None received.

208/25-29 Planning Applications

a) To note the recent planning decisions.

RESOLVED;- to note.

b) Planning Applications – to consider.

i) 26/01135/FUL Provision of new Astro Turf with Cricket Nets, : Wem Cricket Club, Kynaston Cricket Ground, Soulton Road, Wem.

RESOLVED;- to support the application as it will improve facilities at the club.

ii) 26/01156/FUL Erection of first floor side extension: 14 Pyms Road, Wem.

RESOLVED;- not to comment on the application.

iii) 26/01376/FUL: Proposed two storey rear extension with single storey link to garage and single storey kitchen extension, Laxmi, Station Road, Wem, SY4 5BL

RESOLVED;- not to comment on the application.

vi) 26/01418/LBC: Proposal: The installation of an automated teller machine and associated signage, 39 - 41 High Street, Wem, SY4 5DG
A discussion took place on this item

RESOLVED;- to support the application on the condition that any associated signage must be in keeping with the conservation area.

c) Planning correspondence – Letter concerning Installation Of In-Vessel Composting (Ivc) Facility And Associated Development Bronnington.

RESOLVED;- to receive the correspondence and make no comment.

209/25-29 Finance and Accounts for Payment.

a) Internal Control checks – to note.

It was reported that all checks were up to date

RESOLVED;- to note.

b) Accounts for payment - to approve accounts for payment.

RESOLVED;- to authorise the following payments

Direct Debits and payments made prior to meeting.

| Supplier | Service | Net | Vat | Gross | BACS no |
|-----------------------------------|---|-----------|--------|-------------------|--------------|
| Shropshire Council | Salaries | £7,051.89 | | £7,051.89 | BACSPAY ROLL |
| | HMRC | £2,846.02 | | £2,846.02 | BACS HMRC |
| | Pensions | £1,993.98 | | £1,993.98 | BACS LGPS |
| Lloyds Bank | Credit Card Balance | £37.96 | | £37.96 | DD 1.26 |
| Unity Trust Bank | Transaction charges | £18.85 | | £18.85 | DD 2.26 |
| Business2Business | Telephone/Broadband | £127.63 | £25.53 | £153.16 | DD 3.26 |
| ISM IT | IT Support | £340.39 | £68.08 | £408.47 | DD 4.26 |
| EE | Mobile Phones | £33.87 | £6.77 | £40.64 | DD 5.26 |
| West Mercia Energy | Rec toilets energy 1.3.26 - 31.3.26 | £38.58 | £1.93 | £40.51 | DD 6.26 |
| West Mercia Energy | Car park toilets energy 1.3.26 - 31.3.26 | £63.15 | £3.16 | £66.31 | DD 7.26 |
| WaterPlus | Car Park Toilet Water 8.3.26 - 8.4.26 | £71.26 | | £71.26 | DD 8.26 |
| Unity Trust Bank | BACS charges March | £17.65 | | £17.65 | DD 9.26 |
| | | | | | |
| ISM IT | IT Support | | | | |
| DANFO | Toilet Cleaning | 1029.24 | 205.85 | 1235.09 | SO1.26 |
| Total DDs / Early Payments | | | | £12,746.70 | |

Credit Card Payments (for Information only)

| | | | | | |
|-----------------|----------------|--------|--------|--------|---------|
| Lloyds Bank | Monthly Charge | £3.00 | £0.00 | £3.00 | CC 1.26 |
| Events Industry | Purple Guide | £50.00 | £10.00 | £60.00 | CC 2.26 |

Internal Transfers

| From | To | Amount | Reason |
|------------|------------|----------|-------------------|
| Unity Bank | CCLA | £100,000 | Maximise interest |
| Unity Bank | Nationwide | £125,000 | Maximise interest |

Payments

| Supplier | Service | Net | Vat | Gross | Chq / BACS No |
|--------------------------------|------------------|-----------|---------|-----------|---------------|
| Wem Jubilee Band | Grant | £250 | | £250 | 1.26 |
| Sweet Pea Society | Grant | £200 | | £200 | 2.26 |
| WADOS | Grant | £120 | | £120 | 3.26 |
| Albion Bowling Club | Grant | £250 | | £250 | 4.26 |
| Wem LIFE | Grant | £500 | | £500 | 5.26 |
| 1 st Wem Brownies * | Grant | £240 | | £240 | 6.26 |
| Wem Carnival | Grant | £250 | | £250 | 7.26 |
| Wem ACF | Grant | £100 | | £100 | 8.26 |
| Wem Baptist Church | Grant | £250 | | £250 | 9.26 |
| NS Wheelers | Grant | £500 | | £500 | 10.26 |
| 1 st Wem Scouts | Grant | £150 | | £150 | 11.26 |
| Tennis Club | Grant | £125 | | £125 | 12.26 |
| Wem Cricket Club * | Grant | £250 | | £250 | 13.26 |
| SEN Hub | Grant | £250 | | £250 | 14.26 |
| Wem Town Hall | SLA | £6,000.00 | | £6,000.00 | 15.26 |
| Wem Youth Club | Contribution | £2,500.00 | | £2,500.00 | 16.26 |
| Wem Mill. Green | Contribution | £2,000.00 | | £2,000.00 | 17.26 |
| W'church Rd Cem | Contribution | £2,000.00 | | £2,000.00 | 18.26 |
| Screwfix | Bolts | £5.82 | £1.17 | £6.99 | 19.26 |
| A Roberts | Parking | £35.33 | £7.07 | £42.40 | 20.26 |
| Sherratts * | Lawn Seed | £10.00 | | £10.00 | 21.26 |
| P O'Hagan | Parking Permit | £266.67 | £53.33 | £320.00 | 22.26 |
| Affine Resourcing | Stage Hire (25%) | £512.03 | £102.41 | £614.44 | 23.26 |
| Rialtas | Finance Software | £853.00 | £170.60 | £1,023.60 | 24.26 |
| Shropshire Council | Office Rent | £3,835.00 | | £3,835.00 | 25.26 |
| Worknest | HR Support | £3,691.25 | £738.25 | £4,429.50 | 26.26 |
| PG Skips | Cemetery bins | £58.30 | £11.65 | £69.95 | 27.26 |
| PG Skips | Rec bins | £109.50 | £21.90 | £131.40 | 28.26 |
| PG Skips | Cardboard bin | £37.90 | £7.60 | £45.50 | 29.26 |
| Dave Murray | Floral Planters | £320.00 | | £320.00 | 30.26 |
| Shropshire Council | Cemetery Rates | £229.84 | | £229.84 | 31.26 |

| | | | | | |
|------------------|----------------------|------------|-----------|------------|-------|
| ICCM | Membership | £110.00 | | £110.00 | 32.26 |
| SALC | Affiliation Fee | £2,413.58 | | £2,413.58 | 33.26 |
| County Locksmith | Rec Toilet Door | £145.90 | £29.18 | £175.08 | 34.26 |
| DW Evans | Gravedigging | £60.00 | | £60.00 | 35.26 |
| Education Sales | Portable PA | £840.50 | £168.10 | £1,008.60 | 36.26 |
| WSLC | Q1 Payment | £18,750.00 | | £18,750.00 | 37.26 |
| Glasdon | Bin | £226.17 | £45.23 | £271.40 | 38.26 |
| M Fitton | Bus Shelter Cleaning | £85.00 | | £85.00 | 39.26 |
| WSSA | Contribution | £21,735.00 | £2,898.00 | £24,633.00 | 40.26 |

c) 2026-27 Financial Risk Assessment - to review.

RESOLVED;- to approve the 2026-27 Financial Risk Assessment .

d) Insurance quotes – to consider

It was reported that the Town Clerk had sought 3 quotes but only 2 had not been received in time for the meeting

| | 1 Year Agreement | 3-Year Agreement |
|--------------------|------------------|------------------|
| Quote 1 | £5,561.03 | £5,045.87 |
| Quote 2 | £6,905.07 | £6,637.45 |
| Quote 3 | Not supplied | |
| 2025-26 Price paid | | £4337.56 |

The insurance levels quoted in quote 1 were reviewed and considered to be sufficient.

RESOLVED;- to

- suspend financial regulation to permit two quotes to be considered as due to the limited number of companies offering this service and timescale involved.
- award the contract for Town Council Insurance to Zurich and enter into a 3 year agreement with Zurich Insurance.

e) Small Grant – to consider request from Wem Life.

Cllr Johnson left the meeting and took no part in discussions

RESOLVED;- to approve the request to use the funds to support activities that will complement the 2026 summer reading scheme.

Cllr Johnson returned to the meeting .

f) Website Upgrade – to consider report.

Quotes received from website providers were considered and it was

RESOLVED;- that Aubergine Websites are selected as the Town Council's preferred website supplier and that a final decision is delegated to the Clerk and Mayor, following a demonstration of the platform and its capabilities.

210/25-29 Events Liaison Group Meeting held 16th April 2026 – to receive notes from meeting and consider any recommendations in the notes.

RESOLVED;-

- To receive the notes from the Events Liaison Group meeting held on 16.4.26.
- To instruct the Clerk to seek quotes for traffic management of the Christmas Festival and report back to a future meeting.
- That the Event Management Plan will be considered and signed off by Full Council at the November Town Council meeting.

211/25-29 Wem Swimming and Lifestyle Centre

a) Liaison Group meeting 22nd April 2026- to receive notes from meeting and consider any recommendations in the notes.

It was reported that this meeting was non quorate.

RESOLVED;- to receive the non-quorate notes from this meeting.

b) Charge increases – to consider.

RESOLVED;- to approve the increases in charges as detailed in the report.

c) Quote for tiles – to consider

It was reported that the Town Clerk had tried to obtain 3 estimates for the work but only 1 builder returned a quote

RESOLVED;- to award the contract to replace the selected tiles around the swimming pool to Garroll Construction at a cost of £955 as detailed in the quote.

212/25-29 Town Council Business Plan

a) Plan Review - to undertake 6 monthly review of priorities in the plan.

RESOLVED;- to note progress against priorities and to amend priority 1.3 to include the following:

- encourage Shropshire Council to install parking deterrents outside of the Morgan Library to prevent further damage to the frontage of the building.

b) Community consultation – to consider the proposal to undertake a whole Town Community Consultation.

RESOLVED;- to

- approve the undertaking of a town-wide community consultation in the form of a notification letter combined with online survey, with hard copies available if required.
- establish a working party comprising of Cllr Soul, Cllr Gascogine, Cllr O' Flaherty to draft the consultation questions and consider accessibility requirements.

213/25-29 Public Toilets – to review Legionella Management Policy and consider Action Plan created following Legionella Risk Assessment for the Recreation Ground Toilet.

RESOLVED;- to approve the Legionella Management Policy and note the legionella action plan for the recreation ground toilets.

214/25-29 Memorial Testing – to consider report outlining options for memorials that failed the 2026 inspection.

RESOLVED;- to repair the failed headstones using a NMM approved reinforced concrete foundation including ground anchors at a cost of £1800 and to award the contract for this work to Wilsons Memorials.

215/25-29 Councillor Motions

a) To consider motion from Cllr Towers - To consider inviting strategic Shropshire Council Planners to meet with Wem Town Councillors and our Shropshire Councillors to discuss the planning sites and applications around the town and the way these are to be/are being processed.
A discussion took place on this item.

RESOLVED;- to request a meeting with a representative from Shropshire Council's planning policy team to have a discuss planning sites and current planning applications in Wem.

b) To consider motion from Cllr Hoffmann to review in open council the ongoing issues which are now prevalent with residents of Wem, over the current situation with Chemist facilities in town. This follows the recent closure of Rowlands Chemist in Morris Square.

A discussion took place on this item and councillors expressed frustrations at the problems people were experiencing try to receive prescriptions along with parking problems at GP Surgery.

RESOLVED;- to establish a cross-sector working group comprising of Cllrs Hoffmann, Towers and Gilchrist and any other representatives they wish to include. The working party's remit will be to review the issues arising from the closure of Rowlands Chemist in Morris Square, identify potential solutions and report its findings to a future meeting, with particular regard to the impact on residents' access to pharmacy services.

216/25-29 Talbot House – to consider quote to alter signage on the building.

RESOLVED;- to approve the quote from Shrewsbury Signs to alter the signage on the building from Learning Centre to Wem Town Council and clean the existing signs at a cost of £638.

217/25-29 Correspondence

a) Barber Trust – to consider request that Dave Granger is nominated as a trustee

RESOLVED;- to approve the nomination of David Granger as trustee on The Barber Trust.

b) Tree planting adjacent to The Barleyfields – to consider complaints received. The Clerk explained that had she was waiting for a response from Shropshire Council Tree Officer about whether there had been a breach of the British Standard

RESOLVED;- to defer this matter to the next meeting to give time for all Councillors to visit the site and receive responses from Shropshire Council's Tree Officer and the Town Council's Health and Safety Consultant on this matter.

c) **Shropshire Council Streetlighting Joint Energy Agreement** – to approve the 2026-27 prices.

The Clerk explained that no alternative companies were offering quotes for street lighting energy and Shropshire Council remained very competitive.

RESOLVED;- to **Suspend financial regulations to permit only 1 quote to be considered due to the specialist nature of this contract and to enter into a Streetlighting Energy Agreement for 2026/27 with Shropshire Council at a total cost of £9897.42.**

d) **Stall Meadow** – to consider letter concerning tackling anti-social behaviour in the vicinity of the public open space.

RESOLVED;- to urge the complainant to contact the police about any anti social behaviour issues they witness and instruct the Town Clerk to contact the property management company for this area to raise concerns about access to the pond.

e) **Station Road BT Phone Box Removal** – to consider correspondence.

RESOLVED;- to note.

218/25-29 Dates of future meetings – to note the date and time of the May Annual Town Council meeting and the May Ordinary meeting

RESOLVED;- to note that the Annual Town Council meeting will be held on 14.5.26 at 7pm and the May ordinary meeting will be held on 28.5.26.

219/25-29 Exclusion of Public and Press

To resolve that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, the public and press be excluded from the meeting in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960.

RESOLVED;- to exclude the press and public.

Wem Library – to discuss correspondence received.

RESOLVED;- to discuss this matter with Wem Rural PC and to include questions about the town's library service in the town consultation prior to a decision being made concerning any financial contribution to running of the library service in Wem being made by October.

Meeting ended 20.55

Mayor.....