

Minutes of an Ordinary Meeting of Wem Town Council held on Thursday 25th April 2024
at 7 p.m. in the Town Council Meeting Room, Wem Library, High Street, Wem

Present:- Councillors, G Soul (Mayor), R Dodd, D Hill, P Johnson, D Parry (Deputy Mayor), E Towers, P Broomhall, R Drummond, C Granger, M Hoffmann, B Barker and M Meakin.
Mrs P O'Hagan (Town Clerk).

1 member of the public present.

672/24 To note apologies for absence received.

RESOLVED:- to note apologies received from Cllrs Gascoigne and Glover.

673/24 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.

The following interests were declared

Councillor	Item	Dispensation
Cllrs Towers and Broomhall	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 Parry	685/24 Member of P3 Group	

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

674/24 Public Participation - a period of 15 minutes will be set aside for residents of Wem Town to speak – no matters raised.

675/24 Council Minutes - to approve as a correct record the minutes of the meeting of the Town Council held on 28th March 2024.

RESOLVED:- to approve as a correct record the minutes of the Town Council ordinary meeting held on 28th March 2024 and they were duly signed by The Mayor as a true record.

676/24 Progress report - To consider the Clerks progress report on decisions made at previous meetings.
The Clerk was asked to contact Shropshire Council to request an update on the proposed yellow lines on Barnard Street.

RESOLVED:- to note the report.

677/24 Planning Applications

a) to note the recent planning decisions.

RESOLVED:- to note the report.

b) to consider the following planning applications

24/01406/TPO Dismantle to approximately 5m 1no Alder protected by the Shropshire Council (Fimes Way and Oakley Meadow, Wem) TPO 2015 (Ref: SC/00227/15) 37 Windmill Meadow Wem SY4 5YH

RESOLVED:- to support the application as the work is necessary.

24/01408/TCA Removal of 2no. Conifers (T1 and T3) and 1no. Holly (T2) within Wem Conservation Area 39 Noble Street Wem SY4 5DT

It was reported that this application was determined before the meeting.

678/24 Finance and Accounts for Payment.

a) Budget report – to consider.

This report was not presented due to year end closedown not being completed.

b) Internal Control checks – to note.

It was reported that checks were up to date and that random checks on income received had been implemented as per the internal auditors report.

RESOLVED:- to note the report.

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

RESOLVED:- to approve the following payments:

Direct Debits and payments made prior to meeting.

Supplier	Service	Net	Vat	Gross	BACS no
Shropshire Council	Salaries April HMRC Pensions	6063.51 2200.75 2108.34		6063.51 2200.75 2108.34	BACSPAYR OLL BACSHMRC BACSLGPS
EE	Mobile Phones	28.04	5.61	33.65	DD 1.24
WaterPlus	Car Park Toilet Water 8.3.23 – 1.4.24	45.20	0.00	45.20	DD 2.24
Lloyds Bank	Monthly Fee (April)	3.00	0.00	3.00	DD 3.24
Unity Trust Bank	BACS charges (March)	17.68	0.00	17.68	DD 4.24
Business2Business	Telephone/Broadband	108.47	21.69	130.16	DD 5.24
SC Pension Fund	Underpaid Employers Contribution 23-24	64.35	0.00	64.35	1.24
Credit card payments (for information only)					
Lloyds Bank	Monthly Charge	3.00	0.00	3.00	CC 1.24

Bank Transfer

From	To	Amount	Reason
Unity Trust Bank	Nationwide	£300,000	To maximise interest.

Payments

Supplier	Service	Net	Vat	Gross	Chq / BACS No
M Fitton	Bus Shelter Cleaning	75.00	0.00	75.00	2.24
PG Skips	Litter Bin Emptying	101.68	20.32	122.00	3.24

	March				
Wicksteed	Pentagon Key	20.23	4.05	24.28	4.24
ISM IT	IT Support	99.99	20.00	119.99	5.24
DW Evans	Grave Digging March	60.00	0.00	60.00	6.24
Viking	Stamps	39.96	0.49	40.45	7.24
JFT Marquees & Tarpaulins	Gazebo Repair	65.00	13.00	78.00	8.24
Healthmatic	Toilet Cleaning 17.3.24 – 16.4.24	799.33	159.87	959.20	9.24
Rialtas	Software maintenance and support	775.00	155.00	930.00	10.24
P O'Hagan	Reimbursement (car park permit)	266.67	53.33	320.00	11.24
A Roberts	Reimbursement (Car parking)	43.00	8.60	51.60	12.24
Shropshire Council	Office rent and service charge 1.4.24 – 30.6.24	3835.50	0.00	3835.50	13.24
Shropshire Council	Non Domestic Rates (Love Lane)	112.38	0.00	112.38	14.24
Ricoh	Copier costs 1.3.24 – 31.5.24	167.38	33.48	200.86	15.24
Wem Town Hall	SLA Y3 of 3	16000.00	0.00	16000.00	16.24
Friends, Whitchurch Rd Cemetery	Contribution	2000.00	0.00	2000.00	17.24
Wem Youth Club	Contribution	2500.00	0.00	2500.00	18.24
Wem Millennium Green	Contribution	1700.00	0.00	1700.00	19.24
WSSA	Contribution	21000.00	2800.00	23800.00	20.24
Eckford SP Society	Contribution	300.00	0.00	300.00	21.24
NS Wheelers	Contribution	500.00	0.00	500.00	22.24
Wem Rotary Club	Contribution	500.00	0.00	500.00	23.24
United Services Bowling	Contribution	300.00	0.00	300.00	24.24
Wem ADOS	Contribution	300.00	0.00	300.00	25.24
Albion Bowling Club	Contribution	300.00	0.00	300.00	26.24
Wem Army Cadet Force League	Contribution	200.00	0.00	200.00	27.24
Wem Carnival Committee	Contribution	500.00	0.00	500.00	28.24
Wem Jubilee Band	Contribution	300.00	0.00	300.00	29.24
Wem Parish Paths Partnership	Contribution	300.00	0.00	300.00	30.24
ICCM	Affiliation Fee	100.00	0.00	100.00	31.24
Zurich	Insurance	4426.94	0.00	4426.94	32.24
SALC	Affiliation Fee	2050.27	0.00	2050.27	33.24
Sign & Poster	Cemetery Noticeboard	535.00	107.00	642.00	34.24

30.5.24

Agenda item 12 Draft Minutes 25.4.24

d) Town Council Insurance 2024-25 – to review insurance levels.

The insurance was reviewed and it was explained that the Town Council was in a three year agreement with Zurich.

RESOLVED:- to approve the insurance levels as detailed in the schedule of insurance.

e) IT Support Contract and Health and Safety Contracts – to consider

RESOLVED:- to

- suspend financial regulations to permit only 1 quote to be considered for both contracts.
- agree to sign a 2 year IT support contract from 1.5.24 to 31.4.26 with Ism-IT and approve the price of the Annual Health and Safety Support Contract with Shropshire Council.

679/24 **CCTV**

a) To consider motion request submitted by Cllr Hoffmann concerning the town's CCTV system.

RESOLVED:- to establish a working party comprised of Cllrs Hoffmann, Parry and Hill with the remit of reviewing the current CCTV system to establish whether it is suitable.

b) Main Car Park CCTV camera – to discuss email received.

RESOLVED:- that

- arrangements are made to remove the camera, radio link and pole from the premises of the United Services Club.
- the radio link is relocated onto the Jubilee Square Camera
- the new camera is used to replace another of the older cameras in the town.

680/24 **Fence Adjacent to Incredible Edible Area** – to consider information provided regarding fence ownership as requested in resolution 644/24.

RESOLVED:- to contribute £500 from the Climate Change Budget to Wem Area Climate Action towards this project.

681/24 **Mayoral Handbook** – to review

The document was reviewed and some changes were proposed, it was

RESOLVED:- to approve the review and the proposed changes.

682/24 **Big Green Week** – to decide whether to take part in an event on 15.6.24 in partnership with Wem Rural PC and Wem Area Climate Action.

RESOLVED:- in principle to take part in the event in partnership with Wem Rural Parish Council and WACA but no funds to be allocated to the event.

683/24 **Love Lane Cemetery Headstone Inspection 2023** - to consider report.

RESOLVED:- to defer a decision on this until a further quote is received.

684/24

Consultations

Shropshire Council Garden Waste Consultation.

A discussion took place on this proposal and view for and against the proposals were expressed, all councillors were urged to fill in the individual surveys

RESOLVED:- to comment that the Town Council object to the closure of any of the recycling centres as it has concerns that closures may result in increased fly tipping.

685/24

Correspondence

Wem P3 Group - to consider request to continue to use space in the recreation ground toilet block for storage. Cllr Parry left the room and took no part in discussions

RESOLVED:- to permit the following

- the removal of the two urinals and creation of secure unit in the toilet cubicle for tool storage.
- Installation of lighting in the facility, however if this results in any work to the existing electrical system being required, then permission is subject to work being carried out by an electrician approved by the Town Clerk and plans must be approved by the Town Clerk in advance of works starting.
- extension of permission to use the facility as a store and to review the permission given on an annual basis.

Cllr Parry returned to the room.

686/24

Reports

a) to receive written reports from the Council’s representatives to other bodies.

RESOLVED:- to note the written report submitted by Cllr Dodd on the recent Friends of Whitchurch Road Cemetery meeting.

b) to receive a written report from Shropshire Councillors Broomhall and Towers.

RESOLVED:- to note written report submitted by Cllrs Towers and Broomhall.

687/24

Dates of future meetings – to note the date and time of May meeting

RESOLVED:- to note that the May meeting will be held on 30.5.24.

688/24

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

a) Office lease – for update, - a verbal update was provided on this matter

b) Facilities and Services Officer position – to discuss.

It was reported that an applicant had been appointed to this position.