

Minutes of an Ordinary Meeting of Wem Town Council held on Thursday 27th April 2023
at 7 p.m. in the Town Council Meeting Room, Wem Library, High Street, Wem

Present:- Councillors, G Soul (Mayor) R Dodd (Deputy Mayor), R Barker, P Broomhall, R Drummond, P Glover, C Granger, D Hill, P Johnson, M Meakin, D Parry, E Towers.

Mrs P O'Hagan (Town Clerk).

4 members of the public present, 1 Member of the press.

451/23 To note apologies for absence received.
Cllr Hoffmann.

452/23 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	Dispensations to allow participation and voting on all matters relating to Shropshire Council
Cllr Towers	Bias interest as director of Wem Swimming and Lifestyle Centre	To allow participation but not vote on all matters relating to Wem Swimming & Lifestyle Centre
Cllr Glover	Bias interest as director of Wem Swimming and Lifestyle Centre	To allow participation but not vote on all matters relating to Wem Swimming & Lifestyle Centre
Cllr Meakin	459/23 Bias interest as member of Christmas Lights Committee	To speak but not vote on all matters relating to Wem Christmas Lights and Festival
Cllr Broomhall	459/23 Bias interest as member of Christmas Lights Committee	To speak but not vote on all matters relating to Wem Christmas Lights and Festival
Cllr Granger	459/23 Bias interest as member of Christmas Lights Committee	

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

453/23 Public Participation - a period of 15 minutes will be set aside for residents of Wem Town to speak.

A representative from Wem Civic Society raised the issue of planning in the town and in particular Edinburgh House. They reported that it was the view of residents

that demolition of Edinburgh House was unnecessary and would be a waste of resources. There is a concern that along with Minton House this area could become very run down and an eyesore very quickly. The area could be used as community space, provide a home for the library and a civic centre and expand the school. There is also a need for more green space in the town and a community consultation should take place.

The White Horse continues to cause a problem Shropshire Council should sort it out, could the Council purchase it.

A member of the public raised concerns about the proposals for Edinburgh House and the lack of community consultation that has taken place on this matter.

A member of Wem Civic Society raised issues about the impact of HGV's on roads especially Aston Street which is extremely poor.

454/23 Council Minutes - to approve as a correct record the minutes of the meeting of the Town Council held on 30th March 2023.

RESOLVED:- that the minutes of the ordinary meeting of Wem Town Council held on 30.3.23 be approved as a correct record and they were duly signed by the Mayor.

455/23 Progress report - To consider the Clerks progress report on decisions made at previous meetings.

RESOLVED:- to note the report.

456/23 Planning Applications

a) to note the recent planning decisions.

RESOLVED:- to note.

b) to consider the following planning applications

23/00964/FUL, Proposed single storey extension to rear of dwelling, 6 Churchill Drive Wem SY4 5HU.

RESOLVED:- to support the application as it appropriate for the area.

23/01355/FUL, 23/01356/LBC Erection of an extension to modern wing to provide a new fire escape stair and other associated works, Landona House Nursing Home, Love Lane, Wem, SY4 5QP.

RESOLVED:- to support the application as the Council consider the work to be essential for health and safety.

23/01400/FUL Recladding of front dormer, addition of rear dormer, and internal and external alterations, 8 Bowens Field Wem SY4 5AP.

RESOLVED:- to support the application as the work is appropriate to the property and location.

c) Place Plan – to consider correspondence on place plans – not received.

RESOLVED:- to defer discussions to the June Meeting.

457/23 Finance and Accounts for Payment.

a) Year end update – to note.

RESOLVED:- to note the dates of the close down and internal audit.

b) Internal Control checks – to note.

It was reported that the internal control checks for February and March had been completed.

RESOLVED:- to note.

c) Membership renewals – to consider renewal of membership to Institute of Cemetery and Crematorium Management and Rural Market Town Group. Health and Safety Contract and Canva.

RESOLVED:- to approve the renewal of the membership of ICCM but not to renew membership of the Rural Market Town Group.

d) 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	Chq / BACS no
Shropshire Council	Salaries April HMRC Pensions			6095.61 2212.01 2052.07	BACSPAYROLL BACSHMRC BACSLGPS
Waterplus	Car Park Toilet Water Charges (7 Mar-7 April)	41.75	0.00	41.75	DD1.23
Lloyds Bank	Corporate Card charges (3.4.23)	3.00	0.00	3.00	DD2.23
EE	Mobile Phones (17.4.23)	21.18	4.24	25.42	DD3.23
Unity Trust Bank	BACS Charges March	17.54	0.00	17.54	DD4.23
Onecom	Office Telephone Apr (to 31.3.23))	14.57	2.91	17.48	DD5.23
WME	Energy – car park toilets (1.3.23 – 31.3.23)	153.70	7.69	161.39	DD6.23
Business2 Business	Broadband & Telephony (27.3.23 – 31.05.23)	190.91	38.18	229.09	DD7.23
Active Window Films	Window Film	39.94	0.00	39.94	CC1.23

Payments for authorisation

Supplier	Service	Net	Vat	Gross	Chq / BACS No
PG Skips	Bin Emptying March	96.84	19.36	116.20	1.23
ISM IT Ltd	IT support	92.97	18.59	111.56	2.23
Business2Business	Mobile Phone	146.59	29.32	175.91	3.23
P O'Hagan	Reimbursement: car park season ticket	266.67	53.33	320.00	4.23
Viking	Stamps	38.95	0.99	39.94	5.23

County Security	Office Security Upgrade	499.30	99.86	599.16	6.23
W.E.T	Sampling Rec Toilets	228.00	45.60	273.60	7.23
DW Evans	Gravedigging March	1390.00	0.00	1390.00	8.23
ICCM	Corporate Membership	95.00	0.00	95.00	9.23
Wem Truly Scrumptious Catering Co Ltd	Catering: Mayors Civic Service	66.00	0.00	66.00	10.23
Ricoh	Copier	168.00	33.60	201.60	11.23
Wem Town Hall	SLA	18000.00	0.00	18000.00	13.23
Wem Swimming & Lifestyle Centre	Grant Payment (1 of 4)	13750.00	0.00	13750.00	14.23
WSSA	Reimbursement for grass seed at Love Lane	135.00	0.00	135.00	15.23
WSSA	Contribution to April '24	21000.00	2800.00	23800.00	16.23
Security Wise	Installation of CCTV (First payment)	2616.00	523.20	3139.20	17.23
Shropshire Council	Office Rent/Service Charge 24/03/23 – 30/6/23)	4161.26	0.00	4161.26	18.23
Mark Fitton	Window Cleaning	70.00	0.00	70.00	20.23
Zurich Insurance	Insurance to 31.5.24	4143.16	0.00	4143.16	32.23

Grants / Contributions

	Amount Awarded	BACS No.
Army Cadet Force League	£200	21.23
Baptist Church	£500	22.23
Wem Jubilee Band	£500	23.23
NS Wheelers Community Bus Project	£500	24.23
Hope House Hospice	£250	25.23
Rotary Club of Wem & District	£500	26.23
Wem Carnival Committee	£300	27.23
Wem Tennis Club	£500	28.23
Millennium Green	£1,700	29.23
Youth Club	£2,500	30.23
Friends of Whitchurch Road Cemetery	£2,000	31.23

e) Town Council Insurance 2023-24 – to consider quotes received and review levels.

The Clerk reported that she had requested three quotes but that only two had been received in time for the meeting. The insurance levels were reviewed and it was

RESOLVED:-

- To suspend financial regulations to allow two quotes to be considered.
- That levels in the schedule were adequate for the Town Council.

- **To renew the insurance with Zurich insurance under a 3 year agreement at a cost of £4143.16.**

458/23 Committee Review - To consider the Town Clerk's report outlining options for future committee set up.

RESOLVED:- From 25.5.23 to disband all Town Council committees with the exception of the Finance and Corporate Governance Committee. To agree the terms of reference of and composition of this Committee at the May meeting

459/23 Christmas Lights and Festival

a) to consider the results of the consultation and receive a report from a meeting held with representatives from the Christmas Lights Working Party and members of Wem Christmas Lights and Festival Committee on 19.4.23.

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

Cllr Meakin stated that following a meeting of the Christmas Lights and Festival Committee, the committee will cease in May 2023.

She explained that she wished for the external electrical wires to be replaced. A discussion took place on this item and it was felt that as insufficient financial information was available on the works required and it was

RESOLVED:- to defer this item to the May meeting of the Town Council.

Cllr Granger returned to the room.

460/23 Office and meeting room

a) to agree interim policy for lone working and access to the Town Council Office.

RESOLVED:- to adopt the interim policy for lone working and access to the Town Council Office.

b) to consider request received by library service to use meeting room.

RESOLVED:- to approve the request for use of the meeting room by the Library Service on the condition that an adult must be present in the room to supervise any children's activities. To delegate authority to the Clerk in consultation with the Mayor and Deputy Mayor to agree the use of the room by outside bodies.

461/23 Coronation of King Charles III – for update on planned events.

RESOLVED:- to note the report.

462/23 Wem Economic Forum Meeting 19.4.23 – to receive a report on.

Cllr Towers reported on the meeting held and it was

RESOLVED:- to note the report.

463/23 Correspondence to discuss and consider the following items

a) NS Area Committee request to use meeting room for meetings.

RESOLVED:- to approve the request to hold meetings in the meeting room and review in 1 year.

b) White Horse Hotel

RESOLVED:- to respond that is not possible to progress this matter until the owner of the property is known.

c) Joint streetlighting energy agreement.

RESOLVED:- to agree to sign up to Shropshire Council's joint energy agreement for street lighting electricity for 2023-24.

d) Smallbrook School Pop Up Shop request

RESOLVED:- to approve the request for Smallbrook School to use the meeting room to run monthly new2u sessions on a trial basis to be reviewed after 6 months.

464/23 Annual Town Meeting 20.4.23 – to consider any matters raised.

Two matters were raised at the meeting
Postal address of Wem being Shrewsbury
Level crossing

RESOLVED:-

- To defer the matter of the Shrewsbury postal address to a future meeting.
- To contact highways about redoing the yellow hatching at the railway crossing.

465/23 Reports

a) to receive written reports from the Council's representatives to other bodies. None received, the Clerk was asked to produce written reports of significant meetings she attends as well.

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

RESOLVED:- to note the written report received.

466/23 Future agenda items – for consideration Councillor's opportunity to raise items for inclusion on the next agenda – *Councillors are respectfully reminded that this is not an opportunity for debate or decision making.*

Chemist opening times
Name of Wem Town Hall

467/23 Dates of future meetings – to note the date and time of May meeting.

RESOLVED:- to note that the next meeting will take place on Thursday 25th May 2023.

468/23 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) Wem Swimming Pool Structural Inspection – to discuss.

RESOLVED:- to work with representatives from WSLC to seek quotes for all the items in the report classed as medium priority, except item 8 which relates to the gym extension, with a view for the work to be carried out during the pool closure.

b) Office lease extension

RESOLVED:- to delegate authority to the Clerk in consultation with the Mayor and Deputy Mayor to start discussions with the landlord and Owner of the building about extending the lease of the Town Council office and meeting room beyond January 2024.

Meeting ended 20.50

Mayor.....