

Minutes of an Ordinary Meeting of Wem Town Council held on Thursday 29th June 2023
at 7 p.m. in the Town Council Meeting Room, Wem Library, High Street, Wem

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

Mrs P O'Hagan (Town Clerk).

8 members of the public present.

496/23 To note apologies for absence received.

The following apologies received were noted Cllr Hoffmann, Cllr Glover.

497/23 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.

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 Parry	Item 510/23 Parish Paths Partnership bias interest as member of group	
Cllr Granger	501/23 (ii) Planning application 23/02575/TPO bias interest due to location	
Cllr Johnson	512/23 Bias interest as heavily involved with Wem Store Cupboard	
Cllr Towers	Item 505/23 Bias interest as director of WSLC	To allow participation but not vote on all matters relating to Wem Swimming & Lifestyle Centre (item 57/21b/21 Minutes 30.9.21)
Cllr Towers	Item 506/23 Bias interest as trustee of WSSA	To discuss but not vote on any matters relating to Wem Sports & Social Association (item 57/21b/21 Minutes 30.9.21)

Cllrs Meakin, Barber and Drummond	Item 506/23 Bias interest as trustees of WSSA	
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b) To consider any applications for Dispensations under s33 of the Localism Act 2011.

None received.

498/23

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

A member of Wem Civic Society raised the following issues

Boundary Commission Consultation -The proposals put forward by the Boundary Commission for changes to the Wem division on Shropshire Council would impact detrimentally on the town and the two member seat should be retained.

The White Horse - Shropshire Council should be asked to divert funds from The Relief Road, if it does not go ahead, towards the purchase and regeneration of The White Horse.

Pharmacy opening hours - A complaint was made about issues with opening hours of pharmacies in the town which were erratic.

Swain Close Proposed Development - A member of Wem Civic Society raised concerns about building on the flood zone and outlined objections to the Swain Close development.

Love Lane Cemetery - A member of the public requested that his family be permitted to install a path to the grave of a relative which they were willing to fund. He outlined that the installation of a path would allow him to visit the grave which he could not currently do due to his disability.

499/23

Council Minutes - to approve as a correct record the minutes of the meeting of the Town Council held on 25.5.23 and extra ordinary meeting held on 21.6.23.

RESOLVED:- To approve as a correct record the Minutes of Meeting of the Town Council held on 25.5.23 and the Extra Ordinary meeting held on 21.6.23 and they were duly signed by The Mayor as a true record.

500/23

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

RESOLVED:- To note the progress report.

501/23

Planning Applications

a) to note the recent planning decisions.

RESOLVED:- To note the planning decisions.

b) to consider the following planning applications

i) **23/02325/FUL** Change of use of 4 No. offices to create 4 no. flats: - Units 18B 18C, 19B And 19C, Wem Business Park, New Street, Wem, Shrewsbury.

RESOLVED:- To support the application as it will bring into use currently redundant buildings.

ii) **23/02575/TPO** 10 Creamore Corner, Wem SY4 5YB Recommended crown reduction of 20% (3 meters) and removal of deadwood of 1no Oak protected by the Shropshire Council (Fismes Way and Oakley Meadow, Wem) TPO 2015 (Ref: SC/00227/15)

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

RESOLVED:- To support the application as the work is needed.

Cllr Granger returned to the meeting.

iii) **23/02480/FUL** - Proposed loft conversion including construction of dormer window on rear elevation 31 Bowens Field, Wem, SY4 5AR.

RESOLVED:- To support the application as it is in keeping with the area.

502/23

Finance and Accounts for Payment

a) Budget report – to consider.

RESOLVED:- To accept the budget report.

b) Internal Control checks – to note. It was explained that all checks were up to date.

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 June HMRC Pensions			6291.97 2293.70 2113.65	BACSPAY BACSHMRC BACSLGPS
UTB	Transaction Charges	43.80	0.00	43.80	DD13.23
Onecom	End of contract payment 31.5.23	180.55	36.11	216.66	DD14.23
EE	Mobile Phone	26.00	5.20	31.20	DD15.23
Business2Business	Broadband & Telephone	108.47	21.69	130.16	DD16.23
UTB	Cash & Cheque charges 5.3.23 – 3.6.23	9.90	0.00	9.90	DD17.23
Waterplus	Water: Car Park Toilets	30.06	0.00	30.06	DD18.23
UTB	BACS charges (May)	17.54	0.00	17.54	DD19.23
Canva	Annual subscription	83.33	16.66	99.99	CC2.23
Lloyds Bank	Corporate Card charges (02.5.23)	3.00	0.00	3.00	CC3.23

Payments approved at the meeting

Supplier	Service	Net	Vat	Gross	Chq / BACS No
Healthmatic	Car Park Toilet Clean (17 May – 16 Jun)	799.33	159.87	959.20	51.23
Healthmatic	Rec Toilet Clean (1 Jun – 30 Jun)	434.86	86.97	521.83	52.23
PG Skips	Bin Emptying	176.65	35.31	211.96	53.23
ISM IT	IT support	92.97	18.59	111.56	54.23
Play & Leisure	Playground Parts	32.00	6.40	38.40	55.23
David Murray	Floral Planters	450.00	0.00	450.00	56.23
Sutcliffe Play	Playground Parts	101.00	20.20	121.20	57.23
Ricoh	Photocopier Charges	188.79	37.76	226.55	58.23
ISM IT	Projector installation	670.00	134.00	804.00	59.23
Mark Fitton	Bus shelter cleaning	75.00	0.00	75.00	60.23
Taylor's	Rec Ground toilet repair	116.82	23.36	140.18	61.23
Shropshire Pools & Spas	Swimming Pool Liner (50% deposit)	18381.50	3676.30	22057.80	62.23
Security Wise Ltd.	Replace CCTV camera	906.40	181.28	1087.68	63.23
Shropshire Council	Street Lighting Energy Q1	2445.36	489.07	2934.43	64.23
ISM IT	Fittings and cables	59.06	11.82	70.88	65.23
S Llewlyn-Jenkins	Play equipment painting	2400.00	0.00	2400.00	66.23
A Roberts	Expenses Reimbursement	25.68	2.52	28.20	67.23
Fruitful Deli	Refreshments –Armed Forces Day	20.00	0.00	20.00	68.23

d) Zoom subscription - to consider renewal of

RESOLVED:- not to renew.

e) Bank Transfer - to approve transfer of funds to savings accounts.

RESOLVED:-To approve transfer of £150,000 to Nationwide Business Savings Account.

503/23 Co-option applications – to consider and vote on applications received to fill the councillor vacancy.

Applications were received from 4 applicants and following a vote it was

RESOLVED:- To co-opt Rachel Gascoigne onto Wem Town Council.

504/23 Christmas Lights and Festival

a) to consider verbal recommendations from the Christmas Lights Working party meeting held 28.6.23 in relation to the draft tender and agree a timeline for the awarding of the tender.

The Clerk explained that she had received 2 estimates for the bespoke fixed frame display. However she was waiting a formal quote for the working parties preferred

display and that the order would need to be placed before the next meeting to ensure it was ready in time.

A discussion took place on this item and the working party was thanked for all its work on this project and it was:

RESOLVED:- that

- **The 3ft Christmas artificial trees displayed above the shops in the town centre are retained.**
- **The electrical lines powering the small artificial Christmas trees are upgraded over a 3 year period and where possible split into shorter lines with additional control boxes to reduce the need for lines to go over highways.**
- **A new lease is agreed for the displays located on the 3 street light columns at the entrance to the town.**
- **A bespoke fixed frame display is commissioned to replace the leased frame spanning the High Street at Wem Town Hall. Authority is delegated to the Town Clerk to place an order for the bespoke fixed frame decoration chosen by the working party up to a maximum of £2500.**
- **The tender document recommended by the working party for the electrical upgrading work and management of the Christmas lighting display is approved.**
- **The Christmas Lights working party is authorised to meet in advance of the July Town Council meeting to assess tenders received and make recommendations for the award of the tender.**

b) to consider recommendations from the working party relating to the running of the 2023 Christmas Festival.

RESOLVED:- that

- **The organisation of the Christmas Festival is managed by the Events Liaison Group with outside organisations / volunteers being asked to contribute to the event planning which should start in July.**
- **£3000 is allocated from the Christmas Lights Budget for the running of the Festival**
- **Due to the need to place early orders for items it is advised that the Clerk in consultation with the Events Liaison Group is given delegated authority to spend from the Christmas Lights budget allocation on infrastructure requirements for the festival up to a maximum of £3000.**

505/23

Wem Swimming and Lifestyle Centre

a) to consider a verbal report and recommendations from the Liaison Group meeting held 29.6.23.

Cllr Broomhall gave a verbal report from the meeting and explained that an action plan had been developed as a result of the structural inspection and that the Liaison Group wished the most urgent item on the structural inspection be addressed during the pool closure and the other items progressed over the next 3 years. Following a discussion it was

RESOLVED:-

- **To suspend financial regulations to permit 1 quote to be considered for the installation of the 2 wall bracings in the ladies changing rooms.**

- **To award the contract for this work to Garroll Construction.**
- **To request a further break down of the quote received to clean down and repaint the main stanchions so that the work can be programmed over 2 years.**

b) to approve recommended price increases. – not presented.

RESOLVED:- To defer to the July meeting.

506/23 Wem Sports and Social Association

a) to consider recommendations from WSSA Trustees in relation to a request to grant permission to Wem Town Football Club to locate a clubhouse on the land where Wem Sports and Social Club once stood.

Cllrs Drummond, Meakin and Barker left the room and took no part in discussions.

Cllr Towers explained that the facility would provide a home for Wem Town FC who currently did not have a clubhouse

RESOLVED:- To give permission to WSSA to sublet the land where Wem Sports and Social Club was located to Wem Town Football Club for the purposes of installing a temporary clubhouse building.

b) to consider the following preapplication planning request relating to the proposals PREAPP/23/00441 DEVELOPMENT PROPOSED - Proposed temporary modular building "clubhouse" to include bar, kitchen, toilets and function room, Butler Sports Centre, Bowens Field, Wem.
A discussion took place on the plans and it was

RESOLVED:- To support the proposals in principle.

Cllrs Drummond, Meakin and Barker returned to the room.

507/23 Recreation Ground Toilet block - To establish a small working party to consider opportunity, options and plans to repurpose one part of the current toilet facility on the Recreation Ground for use as a summer refreshment kiosk which could be let by the council on an annual basis to suitable applicants from within our community (at request of Cllr Barker).

A discussion took place and it was

RESOLVED:- To establish a working party comprised of Cllr Barker, Cllr Hoffmann, Cllr Meakin, Cllr Drummond with the remit to consider the repurposing of one part of the current toilet facility on the Recreation Ground for use as a summer refreshment kiosk and to report back to the September Town Council meeting.

508/23 Love Lane Cemetery

a) to discuss the establishment of a working party to consider the design of the cemetery extension and associated infrastructure.

RESOLVED:- To establish a working party comprising of Cllr Johnson, Cllr Towers, Cllr Drummond and Cllr Soul (Cllr Parry reserve) to consider the

extension plans in more detail along with the feasibility of incorporating an area for cremated remains and report back to the July meeting.

509/23 Wem Pharmacies -To discuss the ongoing issue in regards to the inconsistency of the Saturday opening times of both Rowlands Pharmacies located in Wem (at request of Cllr Johnson).

Cllr Johnson presented this item and a general discussion took place on the need for a pharmacy provision in the town 6 days a week.

RESOLVED:- To write to Rowlands Pharmacy to highlight the concerns of the Town Council and to request a meeting to discuss the importance of having a 6 day pharmacy service in Wem.

510/23 Parish Paths Partnership Storage – to review permission granted on 29.9.22 minute point 316/22 to permit the Parish Paths Partnership Group to store equipment on Wem Recreation Ground and to consider the request received to adapt the storage area to enable additional items to be stored.

Cllr Parry left the meeting and took no part in discussions.

RESOLVED:- To approve the request.

Cllr Parry returned to the meeting.

511/23 Road Safety Education Report – to consider the report and discuss what actions to take (as requested by Cllr Drummond at the April meeting).

Cllr Drummond recorded his pleasure that work was undertaken in the town but felt that more information was needed on accident figures.

RESOLVED:- that Cllr Drummond be asked to research the highway accident reports and reconsider the matter at the September meeting.

512/23 Wem Store Cupboard - to receive a verbal report from the meeting held 27.6.23.

RESOLVED:-

- **To nominate Paul Johnson as the Town Council's representative on the charity**
- **That the Town Council office staff will continue to provide limited administrative and bookkeeping support to the charity for its first year.**
- **That the Town Council permit the continued use of its phone number for food support requests from the public and partner groups.**

513/23 Correspondence to discuss and consider the following items.

PCC Safer Roads Fund – to consider whether to submit an application.

RESOLVED:- To defer a decision on this until the September meeting.

PCC Survey

RESOLVED:- To delegate authority to the Town Clerk to complete this survey on behalf of the Town Council.

514/23 Reports

a) to receive written reports from the Council's representatives to other bodies. Cllr Broomhall reported he had attended the meeting regarding the extension of the HAZ project in Oswestry.

b) to receive a written report from Shropshire Councillors Broomhall and Towers. A written report was received by Cllr Broomhall and Towers.

RESOLVED:- To note the report.

515/23 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.*

The following items were requested

Doctors Surgery

Love Lane Path request

516/23 Dates of future meetings – to note the date and time of July meeting.

RESOLVED:- To note that the July meeting will be held on 27.7.23.

517/23 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) **Honorary Townsman** – to vote.

RESOLVED:- To award honorary townsman status to Clare Glover.

b) **Office lease extension** - for update.

No update was received.

Meeting ended 20.50

Mayor.....