

Minutes of an Ordinary Meeting of Wem Town Council held on Thursday 28<sup>th</sup> October 2021 at 19.00 in The Roden Suite, Edinburgh House, New Street, Wem

**Present:-** Councillor P Broomhall (Mayor), Councillors, R Dodd, R Drummond, A Everett, C Granger, D Hill, M Hoffmann, P Johnson, D Parry, G Soul, E Towers.

2 members of the public. 1 member of the press  
Mrs P O'Hagan (Town Clerk)

Inspector Greenaway gave a short presentation about the work of Wem SNT Team and reported that the team had been involved with drug warrants and speed enforcement in the area. She reported that the area has a new sergeant covering Wem, Whitchurch and Market Drayton. Inspector Greenaway answered questions on various issues concerning police visibility in the town, reckless cycling and drug dealing. Inspector Greenaway was congratulated by all present on her appointment as inspector.

**79/21 To receive and consider for approval apologies for absence and reasons given.**

**RESOLVED:-to accept the following apologies for absence Cllr Glover (personal) Cllr Meakin (personal) Cllr Edge (personal).**

**80/21 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>
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	87/21 Director of Wem Swimming and Lifestyle Centre	Dispensation to allow participation but not 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.

**81/21 Public Participation** a period of 15 minutes will be set aside for residents of Wem Town to speak.

A member of the public asked what Wem Town Council was doing to promote the 5 motions put forward to seek solutions to traffic issues in the town. It was explained that the traffic working party was meeting with Shropshire Council to prioritise and progress the proposals.

A member of the public raised concerns about the impact that the closure of Mill Street in order to replace the bridge would have on the 511 bus.

**82/21 Council Minutes.**

To approve as a correct record the minutes of Meeting of the Town Council held on 30<sup>th</sup> September 2021.

**RESOLVED:-** That the minutes of the Town Council Meeting held on 30.9.21 be approved as a correct record and they were duly signed by the Mayor.

- 83/21 Progress report** - To consider the Clerks progress report on decisions made at previous meetings.  
It was reported that The Wemian is seeking an editor.

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

- 84/21 Planning Applications**  
a) To note the recent planning decisions.

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

- 85/21 Finance and Accounts for Payment** (copies to follow)  
a) **Internal Controls** – to note that internal checks carried out by The Mayor are up to date.

**RESOLVED:-** to note that the internal control checks are up to date.

- b) **Monthly income expenditure against budget report** – to consider.

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

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

**RESOLVED:-** to note the following payments made before the meeting

Supplier	Service	Net	Vat	Gross	Chq / BACS No
EE	Mobile phone	39.73	7.95	47.68	DD
Talk Talk	Broadband	21.95	4.39	26.34	DD
Unity Bank	Quarterly Cash charges			5.80	DD
Unity Bank	Quarterly charges			28.50	DD

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

Supplier	Service	Net	Vat	Gross	Chq / BACS No
Bowen Son and Watson	Viability Appraisal Morgan Library Building Sketch Scheme	1725.00	345.00	2070.00	117.21
	Total	450.00	90.00	540.00	118.21
		2175.00	435.00	2610.00	
Princes	Supply & Engrave 2 Plaques	100.00	20.00	120.00	119.21
PG Skips	Bin emptying Cemetery and Recreation Ground Sept	115.30	23.05	138.35	120.21
Shropshire Council	Rent & Service Charge Town Council Office 3 <sup>rd</sup> quarter	1525.00		1525.00	121.21
Shropshire Council	External Payroll Recharge 1.10.21-31.12.21	152.50	30.50	183.00	122.21
ISM Ltd	Computer Contract	61.98	12.40	74.38	123.21
ICCM	Memorial Management Training 8.11.21	135.00	27.00	162.00	124.21

	Gardens of Remembrance Training 18.11.21 Total	80.00 215.00	16.00 43.00	96.00 258.00	
ISM Ltd	Hardware & Attendance by Engineer to install Network Equipment	1243.48	248.70	1492.18	125.21
D W Evans	Grave Digging September 2021	275.00		275.00	126.21
Play & Leisure	Slide & Installation Recreation Ground	9522.80	1904.56	11,427.36	127.21
Mark Fitton	Bus Shelter October Clean	70.00		70.00	128.21
Rospa	Post installation Inspection Slide Recreation Ground	395.00	79.00	474.00	129.21
NS Print	Civic Service Order of Service	218.00		218.00	130.21
Shropshire Council	Salaries October 2021	8561.08		8561.08	131.21
West Mercia Energy	Public Toilets Electricity Supply September 2021	22.54	1.13	23.67	132.21
Mayor's Expenses	Various	59.10		59.10	133.21
ISM Ltd	Hardware Sales Laptop, Keyboard & Stand Total	60.40 851.16 911.56	12.08 170.23 182.31	72.48 1021.39 1093.87	134.21
Healthmatic	Toilet Cleaning	829.17	165.83	995.00	135.21
Royal British Legion	Wreath	17.00		17.00	300111
Onecom	Telephone September 21	66.35	13.27	79.62	DD

**86/21 Events Liaison Group Meeting 6.10.21** - to receive a draft report from this meeting and consider any recommendations contained therein.

**RESOLVED:-** to receive the draft report of the meeting held 6.10.21.

**87/21 Wem Swimming and Lifestyle Liaison Group Meeting held 11.10.21** – to receive draft minutes from this meeting.

**RESOLVED:-** to receive the draft minutes from the meeting held 11.10.21.

**88/21 Finance and Corporate Governance Committee Meeting held 12.10.21**

a) to receive draft minutes from this meeting and consider any recommendations contained therein.

**RESOLVED:-** to receive the draft minutes from this meeting and approve the recommendations contained therein.

b) to consider quotes received from Rialtus for the following.

- To purchase additional licences for the Rialtus software onto an additional computer
- Training
- Long term year end account close down agreement

**RESOLVED:-** to

- **Authorise 1-1 training on the Rialtus software for the Project and Finance Assistant.**

- Authorise the purchase of an additional rialtus software licence to be installed on the Project and Finance Assistant's laptop and the Clerk's laptop.
- To enter into a 3 year long term agreement with RBS in relation to the year end accounts closedown.

**89/21 Code of conduct** – to consider adoption of the LGA's Model Code of conduct as adopted by Shropshire Council.

**RESOLVED**:- to adopt the LGA Model code of Conduct with no amendments.

**90/21 Project and Finance Assistant** - to note the appointment of Amanda Roberts as Project and Finance Assistant.

**RESOLVED**:- to note the appointment of Amanda Roberts as Project and Finance Assistant.

**91/21 Community Cars** – To receive a report on the service following the end of the 3 month trial and to consider whether to extend the trial period until further notice.

**RESOLVED**:- that the Town Council will continue to act as project co-ordinator for the Wem Area Community Car Scheme until further notice.

**92/21 2022 Queen's Platinum Jubilee**

**a) Meeting 19.10.21** – to receive notes from the Open Meeting.

**RESOLVED**:- to receive the notes from this meeting.

**b) Plant a tree for the Jubilee** – to consider report.

**RESOLVED**:- to authorise £100 from the Climate Change Budget Code for the purchase of trees for this project.

**93/21 Town Council Grant Guidance** – to review.

The guidance was reviewed and it was

**RESOLVED**:- approve the grant guidance and process for 2022.

**94/21 Outstanding Highways Problems** - to discuss yellow line proposals on corner of Station Road and beginning of Barnard Street.

**RESOLVED**:-

- To remove the request to install yellow lines on the corner of Station Road as parking on the bend was no longer a problem.
- To continue to request the installation of yellow lines at the entrance to Barnard Street from Mill Street to prevent obstruction of the corner and improve access into Barnard Street.

**95/21 Office broadband upgrade to fibre** – to consider quote received.

**RESOLVED**:- to approve the quote submitted by ISM-it to upgrade the Town Council's broadband to fibre.

**96/21 Correspondence**

**a) Full Fibre** – to consider notification of installation of a telecoms cabinet on Wem Recreation Ground.

**RESOLVED:- to note the letter with no objections to the installation of a telecoms cabinet.**

**97/21 Reports**

a) To receive written reports from the Council's representatives to other bodies.  
Cllr Broomhall circulated a Christmas Festival timetable.

**RESOLVED:- to receive the written report.**

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

**RESOLVED:- to receive the written report received from Cllr's Broomhall and Towers.**

**98/21 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.*  
None raised.

**99/21 Dates of future meetings –**

a) To note date of November meeting.

**RESOLVED:- to note that the November meeting will be held on Thursday 25<sup>th</sup> November 2021 and December meeting will be held on Wednesday 15<sup>th</sup> December.**

**100/21 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 the press and public**

**101/21 Floral Display** – to consider quotes received for supply of plants and planting up of containers.

**RESOLVED:- to award the 2022-25 Floral Planters Contract to David Murray with plants to be supplied by Homedene Nurseries.**

Meeting ended 20.20

Mayor.....