

Minutes of an Ordinary Meeting of Wem Town Council held on Thursday 27th July 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 Drummond, R Gascoigne, D Hill, M Hoffmann, P Johnson, M Meakin, D Parry (Deputy Mayor), E Towers.

Mrs P O'Hagan (Town Clerk).

4 members of the public present.

518/23 To note apologies for absence received.

The following apologies received were noted Cllrs Glover, Granger and Dodd.

519/23 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	Item 527/23 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)

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

520/23 Public Participation - a period of 15 minutes will be set aside for residents of Wem Town to speak.

A member of the public raised questions on the following matters

- Shropshire Council's purchase of The White Horse and the business case was for the purchase.
- Town Design Statement, the document is out of date what are the Council's plans to review the Wem Design Statement.

521/23 Council Minutes - to approve as a correct record the minutes of the meeting of the Town Council held on 29th June 2023.

RESOLVED:- To approve as a correct record the Minutes of Meeting of the Town Council held on 29.6.23 and they were duly signed by The Mayor as a true record.

522/23 Progress report - To consider the Clerks progress report on decisions made at previous meetings.

RESOLVED:- To note the progress report.

523/23 Planning Applications
a) to note the recent planning decisions.

RESOLVED:- To note.

b) to consider the following planning applications
23/02972/TCA 73 New Street, Wem, SY4 5AF
Proposal: Fell 1no Acer within Wem Conservation Area.

RESOLVED:- To support the application as the tree is too close to the building.

23/02741/FUL 61 Noble Street Wem Shropshire SY4 5DT
Proposal: Conversion of existing outbuilding into residential annexe with associated works.

RESOLVED:- To support the application as it will improve a building in the conservation area.

23/02742/LBC 61 Noble Street Wem Shropshire SY4 5DT
Proposal: Conversion of existing outbuilding into residential annexe with associated works.

RESOLVED:- To support the application as it will improve a building in the conservation area.

23/02953/FUL 61 Noble Street Wem Shropshire SY4 5DT
Proposal: Erection of outbuilding.

RESOLVED:- To support the application as it will not impact on the conservation area.

c) Place Plan – to consider response to consultation on place plans.
The Clerk explained that she had held a meeting with the place plan officer to discuss the review. The reason why some of the strategic items listed in the previous place plan were missing from the new plan was due to the fact they were awaiting comments from strategic partners on those projects before they could be uploaded.

RESOLVED:- To add the following items for inclusion in the place plan

Project title	Description
Highway and footway improvements	New traffic scheme to deal with additional traffic as a result of new development (Wem Town). Improvements to camber and width of pavements within the town centre and associated streets to assist

	users of wheelchairs, mobility scooters/strollers and pushchairs alike.
Improvements to sporting facilities Butler Sports Centre	Installation of an all weather pitch and creation of sports and leisure space to replace the demolished sports and social facilities at Butler Sports Centre.
Wem Swimming and Lifestyle centre	Renovation project to enhance and expand the centre and reduce its reliance on oil as a means of heating.
Improvement of Recreation Ground Sports Facilities	The Playing Pitch Strategy had identified the need to improve the facilities to include new changing rooms.
Town Centre regeneration (Wem Town)	Renovation of redundant buildings in the Town Centre in particular the White Horse and Morgan Library as well as improvements to shop fronts.
Acquisition of more burial space	Land for burials will be required as Love Lane Cemetery only has capacity for an additional 10 years.
Acquisition of more allotment space	Land for additional allotments will be required to meet demand as the town expands.
Rapid Electric Vehicle Charging points	Rapid charging points needed in the town.
Creation of informal recreation areas	Desire for informal recreation wildlife space to be created in the town adjacent to the River Roden.

524/23 Finance and Accounts for Payment

a) Budget report – to consider.

RESOLVED:- To note the budget report.

b) Internal Control checks – to note.

It was reported that the internal control checks were up to date.

RESOLVED:- To note.

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 July HMRC Pensions	6220.56 2264.79 2093.25		6220.56 2264.79 2093.25	BACSPAY BACSHMRC BACSLGPS
ICO	Data Protection Fee	35.00	0.00	35.00	DD20.23
Waterplus	Car Park 7.6-7.7	44.15	0.00	44.15	DD21.23
Business2Business	Telephone / broadband	108.47	21.69	130.16	DD22.23
WME	Car Park Toilets May	60.91	3.05	63.96	DD23.23
EE	Mobile Phones	26.59	5.32	31.91	DD24.23
Unity Bank	BACS Charges – June	17.54	0.00	17.54	DD25.23
WME	Car Park Toilets June	126.85	6.34	133.19	DD26.23
Lloyds Bank	Corporate Card charges	3.00		3.00	CC4

Supplier	Service	Net	Vat	Gross	Chq / BACS No
Healthmatic	Recreation Toilets	434.86	86.97	521.83	69.23
Hunter Lloyd	PAT Testing shed	42.50	8.50	51.00	70.23
ISM-IT	Computer Support July	99.99	20.00	119.99	71.23
Shropshire Council	Rent 2 nd Qrt	3835.50	0.00	3835.50	72.23
PG Skips	Skip cemetery	240.00	48.00	288.00	73.23
PG Skips	Bin emptying Cemetery Bin emptying Rec. Total	39.64 62.04 101.68	20.32	122.00	74.23
Information Solutions Ltd	Website annual fee	190.00	38.00	228.00	75.23
Healthmatic	Cleaning Car Park Toilets	799.33	159.87	959.20	76.23
DW Evans	Gravedigging May June	1670.00	0.00	1670.00	77.23
Shropshire Phone Repairs – J Farnell	Mobile phone Litterpicker	30.00	0.00	30.00	78.23
Shropshire Council	Health Surveillance	88.00	17.60	105.60	79.23
Viking	Stationery	114.46	15.39	129.85	80.23
Security Wise	CCTV Call Out	207.00	41.40	248.40	81.23
SLCC	Local Council Administration Manual	141.00	0.80	141.80	82.23
Mark Fitton	Bus shelter cleaning	85.00	0.00	85.00	83.23
Shropshire Council	Training Licences	120.00	24.00	144.00	84.23
Play Safety Ltd	Playground inspections	600.00	120.00	720.00	85.23
Highline Electrical	PAT Testing – Office	28.80	5.76	34.56	86.23
Security Wise	CCTV relocation (final invoice)	2616.00	523.20	3139.20	87.23
SALC	Training	60.00	0.00	60.00	88.23

d) To approve procedure for payment of accounts over summer recess.

RESOLVED:- to delegate authority to the Mayor, Deputy Mayor and Town Clerk to approve the following payments during the Summer recess.

- Regular monthly payments.
- Payments that orders have been issued for.
- Any emergency payments.

525/23 Christmas Lights and Festival

a) to consider the recommendations of the Christmas Lights Working Party concerning the award of the tender for the upgrade and installation of the Town's Christmas lights.

RESOLVED:- To award the Christmas Lighting Contract from 1.9.23 – 31.8.26 to Highline Electrical.

b) to consider notes from Events Liaison Group meetings held 6.7.23 and 25.7.23.

RESOLVED:- To approve the notes from the meetings.

526/23 Love Lane Cemetery

a) Extension works – to consider notes from working party site meeting 4.7.23.

RESOLVED:- To note the report and approve the following recommendations

- That the Clerk is instructed to seek quotes for the installation of a path between rows 26 and 27 with a specification to match the existing path.
- At the same time as the path installation contractors to be asked to quote for repairs to surface of the access road.
- That as part of the extension works the existing water trough at the far end of the extension area is changed to a tap.
- That the contractor who installed the original metal fencing be asked to quote to continue the fencing as he knows the site and is aware of its sensitivity and constraints.

b) to consider request received to install a path to grave 501.

It was explained that grave 501 was in row 24 and row 25 already had several graves located in it. Therefore, it was not possible to place a path in the location identified on the plan provided to support the request for a path as it would run over graves. It was explained that due to the need to have a buffer of 1 row during path construction works to ensure no disturbance of recent graves the most appropriate location for a new path would be between rows 26 and 27.

RESOLVED:- not to approve the request to install a path in the location identified in the correspondence to grave 501 as this require the path to be constructed over existing graves located in row 25.

527/23 Wem Swimming and Lifestyle Centre – to receive an update on pool liner works and consider request to increase admission prices.

Cllr Towers updated on the proposed price increases and explained that they would be reviewed.

RESOLVED:- To approve the price increases.

- 528/23 Wem Town Hall Liaison Group meeting 18.7.23** – to consider notes from this meeting and any recommendations.

RESOLVED:- To note the report of the meeting.

- 529/23 Outside Market report** - to consider report undertaken as part of the UKSPF Project and receive an update on current situation regarding Wem Outdoor Market.

RESOLVED:- To note the report.

- 530/23 Skate ramp enhancement** – to consider quote received to improve the skate ramps on Wem Recreation Ground and add a grind rail.

RESOLVED:-

- **To suspend financial regulations to permit only one quote to be considered.**
- **To approve the quote received from Rod Carter for the refurbishment of the skate ramps on Wem Recreation Ground and the installation of 2 grind rails as per the quote.**
- **To delegate authority to the Town Clerk and Groundsman to decide the colour scheme.**

- 531/23 GP Surgery**

a) to discuss concerns over accessing appointments at Wem and Prees Medical Practice (at request of Cllr Meakin) and consider report received from the Practice Manager.

Councillors discussed concerns about the time it takes for appointments and the view was expressed that the GP Practice, Pharmacy and Hospitals need to work together better.

RESOLVED:- To note the comments and report submitted by the Practice Manager.

b) To consider nominating a Town Councillor to be a representative on Wem and Prees Medical Practice's Patient Participation Group

RESOLVED:- To note the report and nominate Cllr Meakin and Cllr Gascoigne to represent the Town Council on the Patient Participation Group.

- 532/23 Car Park Toilets** – to consider quote for painting the toilet doors.

RESOLVED:- To award the contract for painting the woodwork on the car park toilets to S.J. Llewellyn-Jenkins & Co.

- 533/23 Reports**

a) to receive written reports from the Council's representatives to other bodies.
No written reports received

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

RESOLVED:- To note the reports.

534/23 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.*
 Town Council’s social media interaction for discussion at the October meeting - Cllr Soul.

535/23 Dates of future meetings – to note the date and time of September meeting.

RESOLVED:- That the next meeting will be held on Thursday 28th September 2023 at 19.00.

536/23 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) Office lease extension - to discuss.

It was reported that discussion had taken place about extending the lease beyond January 2024 although nothing had been confirmed in writing.

Meeting ended 20.30

Mayor.....