

Minutes of an Ordinary Town Council Meeting of Wem Town Council held on Thursday 24th May 2026 at 7 p.m. in the Town Council Meeting Room, Wem Library, High Street, Wem

Present:- Cllrs, B Barker (Mayor), D Parry, B Cotterell, L Gilchrist (Deputy Mayor), D Hill, M Hudson, P Johnson, G Nash, T O'Flaherty,
Mrs P O'Hagan (Town Clerk).

3 members of the public present.

233/25-29 To note apologies for absence received.

RESOLVED;- that the apologies received from Cllrs Soul, Gascoigne, Broomhall and Hoffmann be received and accepted.

Absent E Towers.

234/25-29 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.

No interests were declared.

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

235/25-29 Public Participation - a period of 15 minutes will be set aside for residents of Wem Town to speak.

A member of the public raised the issue of the tree at Barleyfields and highlighted concerns of residents about Highways Safety as the tree will impact on sitelines of vehicles entering and leaving the private access road. The member of the public suggested a compromise of planting a bush in place of the tree which will be paid for and looked after by residents.

236/25-29 Council Minutes - to approve as a correct record the minutes of the Annual Town Council meeting held on 14.5.26.

RESOLVED;- to approve as a correct record the minutes of the annual meeting of the Town Council held on 14.5.26 and they were duly signed as a correct record by the Mayor.

237/25-29 Reports

a) To consider the Clerks progress report on decisions made at previous meetings.

RESOLVED;- to note the report.

b) To receive written reports from the Council's representatives to other bodies. Cllr Hudson gave a verbal update on the Wem in Bloom Project.

RESOLVED;- to note the report.

c) To receive a written report from Shropshire Councillors for Wem Area.

RESOLVED;- to note the report.

238/25-29 Planning Applications

a) To note the recent planning decisions.

RESOLVED;- to note the report.

b) Planning Applications – to consider.

i) 26/01564/ADV Development Proposed: Installation of ATM and associated signage. Location: Premier, 39 - 41 High Street, Wem, SY45DG.

RESOLVED;- not to comment.

ii) 26/01563/FUL Development Proposed: Installation of ATM and associated signage. Location: Premier, 39 - 41 High Street, Wem, SY4 5DG.

RESOLVED;- not to comment.

iii) 26/01828/FUL Development Proposed: Change of use and conversion of first and second floors from office space to 3 no residential apartments and associated works. Location: 41 High Street Wem

RESOLVED;- to support the application as it is in keeping with the redevelopment of the premises.

iv) 26/01514/FUL Development Proposed: Replacement of an existing outbuilding with a conservatory at the side. Location: 18 Station Road, Wem, SY45BH.

RESOLVED;- not to comment.

239/25-29 Finance and Accounts for Payment.

a) Internal Control checks – to note.

The budget report to 28.5.26 was considered and it was reported that all internal controls were up to date and carried out by Cllr Johnson

RESOLVED;- to approve the budget report and note that the internal control checks are up to date.

b) 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	£7,258.43		£7,258.43	BACSPAYROLL
	HMRC	£2,920.88		£2,920.88	BACS HMRC
	Pensions	£2,045.04		£2,045.04	BACS LGPS
Lloyds Bank	Credit Card Balance	£63.00		£63.00	DD 10.26

Unity Trust Bank	Transaction charges	£17.35		£17.35	DD 11.26
ISM IT	IT Support	£340.39	£68.08	£408.47	DD 12.26
EE	Mobile Phones	£33.00	£6.60	£39.60	DD 13.26
WaterPlus	Car Park Toilet Water 8.4.26 - 8.5.26	£64.91		£64.91	DD 14.26
Unity Trust Bank	BACS charges April	£17.65		£17.65	DD 15.26
Business2Business	Telephone/Broadband	£127.63	£25.53	£153.16	DD 16.26
West Mercia Energy	Rec toilets energy 1.4.26 - 30.4.26	£58.57	£2.93	£61.50	DD 17.26
West Mercia Energy	Car park toilets energy 1.4.26 - 30.4.26	£77.31	£3.87	£81.18	DD 18.26
Shrewsbury Signs	Learning Centre Signs	£638.00		£638.00	41.26
DANFO	Toilet Cleaning	1029.24	205.85	1235.09	SO2.26
Total DDs / Early Payments				£13,131.17	

Credit Card Payments (for Information only)

Lloyds Bank	Monthly Charge	£3.00	£0.00	£3.00	CC 3.26
CANVA	Annual Fee	£83.33	£16.66	£99.99	CC4.26

Payments

Supplier	Service	Net	Vat	Gross	Chq / BACS No
Wilson Memorials	Memorial Safety	£1,800.00		£1,800.00	42.26
DW Evans	Gravedigging April	£700.00		£700.00	43.26
MFS	CCTV Callout	£180.00	£36.00	£216.00	44.26
S Durrands	Rialtas Year End	£495.00		£495.00	45.26
PG Skips	Cardboard Bin	£33.04	£6.60	£39.64	46.26
PG Skips	Cemetery Bin	£50.84	£10.16	£61.00	47.26
PG Skips	Rec Bin	£79.56	£15.92	£95.48	48.26
Zurich	Insurance	£5,045.90		£5,045.90	49.26
Screwfix	PPE	£30.82	£6.17	£36.99	50.26
Glasdon	Litter bin key	£12.71	£2.54	£15.25	51.26
JDH	Internal Audit	£387.00	£77.40	£464.40	52.26
Shrewsbury TC	Bedding Plants	£868.06	£173.61	£1,041.67	53.26
M Fitton	Bus shelter cleaning	£75.00		£75.00	54.26
W.E.T.	Legionella Testing	£398.00	£79.60	£477.60	55.26
Screwfix	PPE	£54.97	£11.00	£65.97	56.26
NFU	First Aid Training	£85.00	£17.00	£102.00	57.26
Screwfix	Balance due	£7.92	£1.58	£9.50	58.26

240/25-29 Finance Committee – to consider minutes from meeting held 21.5.26 and any recommendations contained within the minutes.

RESOLVED:- to receive the minutes from the Finance Committee meeting held 21.5.26 and approve the recommendations contained within the minutes.

241/25-29 2025-26 Accounts

Annual Governance and Accountability Return (AGAR) 2025-26.

a) To consider the Town Council's response to questions on section 1 of the Annual Governance and Accountability Return - The Annual Governance Statement.

RESOLVED:- to answer yes to questions 1- 8, n/a to question 9 and yes to question 10 on section 1 of the AGAR Annual Governance Statement which was duly signed by the Mayor and Town Clerk.

b) To consider and approve section 2 of the AGAR, 2025-26 accounting statements. It was noted that the accounting statement had been signed by the RFO prior to the meeting.

RESOLVED:- to approve the Accounting Statements in section 2 of the 2025-26 AGAR.

c) To approve explanation of variances and agree date of publishing AGAR.

RESOLVED:- to approve the significant variances report and to set the date for the advertisement of electors' rights from 3.6.26 to 14.7.26.

242/25-29 Tree planting adjacent to The Barleyfields.

this item was taken after the public participation session.

a) to consider correspondence deferred from April meeting

A discussion took place on this matter and it was reported that the tree and the grass at the base of the tree had died since the previous meeting

RESOLVED:-

- To remove the tree in late Autumn/ Winter and plant the area with hedging whips to continue the current hedge.
- Delegate authority to the Town Clerk, Groundsman and Cllr Hudson to discuss the species to be planted.

b) to discuss further correspondence and consider whether to convene a meeting of the complaints panel to consider the complaint.

RESOLVED:- not to convene The Complaints Panel to consider the complaint.

243/25-29 Christmas Lights Tender – to consider document

RESOLVED:- to approve the tender document.

244/25-29 Streetlighting

a) Church Path Lights– to consider quote received.

RESOLVED:-

- to approve the quote from the Town Council's Streetlighting Contractor Highline Electrics to replace the street light heads on the church path with heritage style lights more appropriate to the conservation area.
- that the work is to be funded from the streetlighting earmarked reserve.

b) Church Steps Lights – to consider quote to clean globes.

It was reported that no quote had been received in time for the meeting.

RESOLVED:- that subject to permission from the Rector of St Peter and St Pauls Church, to authorise the Clerk in consultation with the Mayor to place an order with Town Council's Streetlighting Contractor Highline Electrics for cleaning of the globes up to a cost of £300.

245/25-29 Town Business Plan

a) Morgan Library Planters – to discuss.

It was reported that the matter of parking on the frontage of the building had been raised with Shropshire Council's parking enforcement team.

RESOLVED:- to defer this matter to next the meeting.

246/25-29 Event Security Audit – to consider quote received to undertake audit of Town Council Event Management and Security Plans.

RESOLVED:- to approve the quote of £540 to undertake an audit of the Town Councils Event Management Plans for large scale events involving road closures held in the Town Centre and the fireworks event held at The Butler Sports Centre.

247/25-29 Correspondence

a) The Mill Fields - Asset of Community Value

RESOLVED:- to reapply to Shropshire Council to have the Mill Fields listed as an asset of community value

b) Thomas Adams School - All Weather Pitch.

RESOLVED:-

- That the Council notes the value of the proposed project and the potential benefits to the community. However, as the Council's budget for the current financial year is fully committed, no financial contribution can be made at this time.
- The Council will consider the request again during future budget-setting processes, subject to the availability of funds.

248/25-29 Love Lane Cemetery Breach of Regulations – to discuss report

The Clerk provided an update that the unauthorised items on the grave in question had now been removed.

RESOLVED:- to note the report and continue to authorise officers to continue a wider programme of cemetery regulation enforcement to ensure consistency across the cemetery.

249/25-29 Dates of future meeting – to note the date and time of the June Ordinary meeting

RESOLVED:- that the next meeting of the Town Council will take place on 25.6.26 at 7pm.

250/25-29 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 (none present)

Staffing matter – to discuss.

A discussion took place on the confidential report on this matter and it was

RESOLVED:-

- **that any enforcement activity at Love Lane Cemetery, aside from regular inspections, requires the attendance of either two staff members or one staff member together with a councillor.**
- **that with immediate effect, communication with the owner of grave 479 shall be restricted to written correspondence only. The Clerk is authorised to issue official written notification informing the owner of this decision.**
- **to amend Town Council’s prerecorded telephone message to state that the Council does do not tolerate abusive or aggressive behaviour towards our staff and if this occurs, the call may be ended.**

Meeting ended 20.20

Mayor.....