

Minutes of an Ordinary Meeting of Wem Town Council held on Thursday 29th January 2026 at 7 p.m. in the Town Council Meeting Room, Wem Library, High Street, Wem

Present:- Councillors, - Cllrs B Barker (Deputy Mayor), B Cotterell, L Gilchrist, D Hill, P Johnson, G Soul, E Towers.

Mrs P O'Hagan (Town Clerk)

0 members of the public present

Sergeant Heathcote attended the meeting and updated Councillors on activities at Wem SNT. He reported on changes to the staff team and that a second PC, Mark Holtschke has joined the team. Sgt Heathcote answered a range of questions on drug use in the town, driving and anti-social behaviour.

**155/25-29 To note apologies for absence received.**

**RESOLVED**:- that apologies be received and accepted from Cllrs Parry, Gascoigne, Hudson, Meakin and Broomhall.

Absent Cllr Nash and Hoffmann.

**156/25-29 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.

Councillor	Item	Dispensation
Cllr Soul	171/25-29 Trustee of Wem Town Hall	To participate but not vote on all matters relating to Wem Town Hall
Cllr Towers	164/25-29 Director Wem Swimming and Lifestyle Centre	To participate but not vote on all matters relating to Wem Swimming and Lifestyle Centre

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

An application for dispensation was received from Cllr Gilchrist to permit her to participate in discussions and vote on all matters relating to Wem Town Council Allotments and NS Wheelers

**RESOLVED**:- to award Cllr Gilchrist a dispensation to participate in discussions and vote on all matters relating to Wem Town Council Allotments and NS Wheelers.

**157/25-29 Public Participation** - a period of 15 minutes will be set aside for residents of Wem Town to speak – none present.

- 158/25-29 Council Minutes** - to approve as a correct record the minutes of the ordinary meetings of the Town Council held on 18.12.25 and 22.1.26 and extraordinary meeting held on 20.1.26

**RESOLVED:-** to approve as a correct record the minutes of the ordinary meetings of the Town Council held on 18.12.25 and 22.1.26 and the extraordinary meeting held 20.1.26 and they were duly signed by The Mayor.

**159/25-29 Reports**

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

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

- b) To receive written reports from the Council's representatives to other bodies – none received.  
c) To receive a written report from Shropshire Councillors for Wem Area – none received.  
d) Police report. – none received.

**160/25-29 Planning Applications**

- a) To note the recent planning decisions.

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

- b) Planning Applications – to consider (none received).

**161/25-29 Finance and Accounts for Payment.**

- a) Budget report – to consider.

**RESOLVED:-** to note the budget report to 29.1.26.

- b) Internal Control checks – to note.

It was reported that internal control checks were up to date and that the November and December checks had been completed by the Deputy Mayor

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

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

**RESOLVED:-** to approve the following accounts for payment.

**Direct Debits and payments made prior to meeting.**

Supplier	Service	Net	Vat	Gross	BACS no
Shropshire Council	Salaries	£7,329.80		£7,329.80	BACSPA YROLL
	HMRC	£2,928.30		£2,928.30	BACS HMRC
	Pensions	£2,272.18		£2,272.18	BACS LGPS
Unity Bank	BACS November	£17.54		£17.54	DD 78.25

Unity Bank	Manual Handling Dec	£9.60		£9.60	DD 79.25
Waterplus	Car Park Toilet Water 8.12.25-8.1.26	£53.53		£53.53	DD 80.25
EE	Mobile Phones	£30.00	£6.00	£36.00	DD 81.25
Lloyds Bank	Credit Card Balance	£19.80		£19.80	DD 82.25
Unity Trust Bank	Transaction charges December	£16.05		£16.05	DD 83.25
West Mercia Energy	Car Park Energy November	£64.80	£3.24	£68.04	DD 84.25
West Mercia Energy	Rec Toilet Energy Nov	£36.90	£1.85	£38.75	DD 85.25
West Mercia Energy	Car Park Energy December	£63.15	£3.16	£66.31	DD 86.25
West Mercia Energy	Rec Toilet Energy Dec	£38.09	£1.90	£39.99	DD 87.25
Unity Trust Bank	BACS December	£17.54		£17.54	DD 88.25
B2B	Telephone/Broad band	£127.63	£25.53	£153.16	DD 89.25
DANFO	Toilet Cleaning Dec	£1,029.24	£205.85	£1,235.09	SO 6.25
Marshalls*	Bollards	£1,496.80	£299.36	£1,796.16	233.25
Sign & Poster	Christmas Banners	£110.00	£22.00	£132.00	234.25

**Credit Card Payments (for Information only)**

Lloyds Bank	Monthly Charge	£3.00		£3.00	CC 20.25
Jewson	Gloves & Salt	£74.57	£14.91	£89.48	CC 21.25
Safety Signs 4 Less	Litter Bin Vinyl's	£25.74	£5.15	£30.89	CC 22.25
The Sign Maker	QEII Tree Plaque	£40.37	£8.08	£48.45	CC 23.25

**Payments**

Supplier	Service	Net	Vat	Gross	Chq / BACS No
SALC	Training	£195.00		£195.00	211.25
Wem Jubilee Band	Carols on the Green	£200.00		£200.00	235.25
Josh Higgins	Christmas tree removal	£200.00	£40.00	£240.00	236.25
John Ralphs	Train Ticket	£40.49		£40.49	237.25
King's **	Sundries (Cheque payment 300140)	£26.20	£5.23	£31.43	238.25
ISM IT	IT Support	£340.39	£68.08	£408.47	239.25
Screwfix	Paint for benches	£43.87	£8.79	£52.66	240.25
PG Skips	Cardboard Bin	£37.90	£7.60	£45.50	241.25
PG Skips	Cemetery Bin	£58.30	£11.65	£69.95	242.25
PG Skips	Rec Bin	£91.25	£18.25	£109.50	243.25

Education Sales	Remembrance PA hire	£90.00	£18.00	£108.00	244.25
Shropshire Council	Election Costs	£3,684.31		£3,684.31	245.25
SLCC	Membership	£316.00		£316.00	246.25
M Hudson*	Reimbursement	£45.82	£9.17	£54.99	247.25
M Fitton	Bus Shelter Cleaning	£75.00		£75.00	248.25
Josh Higgins	Jubilee Square Tree	£480.00	£96.00	£576.00	249.25
J Ralphs	Paint (Youth Shelter)	£20.57	£4.11	£24.68	250.25

- 162/25-29 Finance Committee Meeting held 15.1.26** to consider minutes from this meeting and recommendations contained within the minutes.  
Cllr Barker explained that there were no recommendations from this meeting.

**RESOLVED:-** to receive the minutes of the Finance Committee held on 15.1.26 and approve the recommendation to establish a mayors charity account with Unity Trust Bank, revise the councils Financial Regulations to cover management of the account.

- 163/25-29 Events Liaison Group meeting held 15.1.26** - to consider notes from this meeting and recommendations contained within the notes.

**RESOLVED:-** to receive the notes from the Events Liaison Group meeting held on 15.1.26.

- 164/25-29 Wem Swimming and Lifestyle Centre Liaison Group meeting held 21.1.26**  
a) to consider notes from this meeting and recommendations contained within the notes.

**RESOLVED:-** to

- receive the notes of the Wem Swimming and Lifestyle Centre Liaison Group meeting held on 21 January 2026
- formally approve and accept the agreed division of responsibility for maintenance and repair of the building and the equipment within it between Wem Town Council (owner/landlord) and Wem Swimming and Lifestyle Centre (tenant), as detailed in Appendix A of these minutes.
- responsibilities to be applied in accordance with the terms of the lease.

b) to consider and approve plans for the conversion of the staff rooms into a bookable treatment/ training room.

A discussion took place on the impact this may have on facilities in the centre for the disabled as the space could have been utilised as a specialist changing facility. It was agreed that this issue would be raised at the next Liaison Group meeting. It was explained that the final plans for the proposals were not available in time for the meeting

**RESOLVED:-** that the Town Council supports in principle the proposed conversion of the staff area into a studio/fitness training area, subject to the submission of accurate and properly drawn plans clearly showing the

**location of the proposed works. Authority is delegated to the Town Clerk and the Mayor to approve the revised plans once received.**

**166/25-29 Wem in Bloom** – to consider report from meeting held 19.1.26.

**RESOLVED:- to agree to enter the 2026 Heart of England in Bloom Competition in the Small Town Category.**

**167/25-29 Working Parties**

a) to establish a Town Hall Funding Agreement Working Party as per minute point 152/25-29b and agree its remit.

**RESOLVED:- to appoint Cllrs Gilchrist, Parry, Barker supported by the RFO to a Town Hall Funding agreement working party. The Working Party to consider and make recommendations on:**

- the objectives and intended outcomes of the funding agreement, ensuring alignment with the Council's priorities as identified in its 2025-29 Action Plan
- the payment schedule, including any conditions attached to the release of funds;
- the reporting, monitoring, and accountability arrangements required to ensure transparency and value for money;

b) to establish a Service Support Working Party as per minute point 152/25-29d and agree its remit.

**RESOLVED:- to defer to the next meeting.**

**168/25-29 Wem SNT Council Contract** – to review priorities.

**RESOLVED:- to set the following priorities for the next 6 months Drugs, Other Traffic Offences and Anti-Social Behaviour.**

**169/25-29 Correspondence**

a) Shropshire Council - to consider correspondence regarding the listing of Fothergill Way Public Open Space as an Asset of Community Value.

**RESOLVED:- to defer to a future meeting so the Clerk can produce a background report for new councillors on this matter.**

b) New Street - to consider correspondence relating to parking on New Street. A discussion took place on this item and councillors expressed the view that this matter should not be considered until the development is complete

**RESOLVED:- not to progress this request at this time but to consider the matter again once the development has been completed.**

c) SALC – to consider nominating a resident to attend Buckingham Palace Garden Party.

**RESOLVED:- to nominate Janet Randell long term staff member from Kings to attend.**

d) Shropshire Council – to consider submitting an expression of interest in order to be considered a 2028 Town of Culture.

**RESOLVED:- not to submit an expression of interest.**

**170/25-29 Dates of future meetings** – to note the date and time of February meeting.

**RESOLVED:- to note the next meeting will be held on 26.2.26**

**171/25-29 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).**

Town Council Office – for update.

**RESOLVED:- that due to the inability to find an affordable and workable solution in relation to the Town Council subletting office and meeting space within Wem Town Hall the Town Council will terminate negotiations on this matter.**

Meeting ended 20.36

Mayor.....