

Minutes of an Ordinary Meeting of Wem Town Council held on Thursday 29<sup>th</sup> July 2021 at 19.00 in The Roden Suite, Edinburgh House, New Street, Wem

Present:- Councillor P Broomhall (Mayor), Councillors, R Dodd, R Drummond, K Edge, A Everett, P Glover, D Hill, P Johnson, M Meakin, D Parry, G Soul, E Towers

1 member of the press

Mrs P O'Hagan (Town Clerk)

**37/21 To receive and consider for approval apologies for absence and reasons given.**

**RESOLVED:-to accept the following apologies for absence, Cllr Hoffmann (work) Cllr Granger (away).**

**38/21 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.

The following interests were declared:

<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

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

A dispensation application received from Cllr Soul requesting a dispensation to speak on all matters relating to Wem Town Hall was considered and it was:

**RESOLVED:-to grant a dispensation for the council term to Cllr Soul to allow him to speak on all matters relating to Wem Town Hall.**

**39/21 Public Participation** a period of 15 minutes will be set aside for residents of Wem Town to speak – none present.

**40/21 Council Minutes.**

To approve as a correct record the minutes of Meeting of the Town Council held on 24<sup>th</sup> June 2021.

**RESOLVED:- That the minutes of the Town Council Meeting held on 24.6.21 be approved as a correct record and they were duly signed by the Mayor.**

- 41/21 Progress report** - To consider the Clerks progress report on decisions made at previous meetings.

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

- 42/21 Planning Applications.**

**a) Planning Applications for consideration**

None for consideration.

**b) To note the recent planning decisions.**

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

- 43/21 Finance and Accounts for Payment**

**a) Internal Controls** – to note that internal checks carried out by The Mayor are up to date.

**RESOLVED:-** to note.

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

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

**c) Accounts for payment** - to approve accounts for payment and payments made prior to meetings.

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

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
The Web Orchard	Contract Renewal	190.00	38.00	228.00	68.21
PG Skips	Bin emptying Cemetery and Recreation Ground June 2021	115.30	23.05	138.35	69.21
Shropshire Council	Rent & Service Charge 1.7.21-30.9.21	1525.00		1525.00	70.21
Shropshire Council	External Payroll Recharge	152.50	30.50	183.00	71.21
D W Evans Grave Digging	Grave Digging June 2021	275.00		275.00	72.21
Shropshire Youth Association	Heads Up Provision Summer Term 2021	4000.00	800.00	4800.00	73.21
ISM Ltd	Computer Contract	61.98	12.40	74.38	74.21

Stokes of England	Consultation fee to assess condition of Recreation Ground metal railings	500.00		500.00	75.21
Sarah's Embroidery	Corporate Clothing	100.64	20.13	120.77	76.21
City Environmental Services (UK)	Removal and disposal of asbestos (shed) Love Lane Allotments	595.00	119.00	714.00	77.21
Shropshire Council	Salaries July with June expenses/overtime	8562.20		8562.20	78.21
Mark Fitton	Bus Shelter Cleaning June 2021	70.00		70.00	79.21
Healthmatic	Toilet Cleaning	829.17	165.83	995.00	80.21
Highline	Queensway Streetlight replacement	855.42	171.08	1026.50	81.21
West Mercia Energy	June electricity	23.36	1.17	24.53	82.21
Onecom	Telephone	31.60	6.32	37.92	DD

**d) Procedure for Payment of Accounts during summer recess – to approve.**

**RESOLVED:- to delegate authority to the Mayor, Deputy Mayor and Town Clerk to approve regular monthly payments, payments that orders have been issued for and any emergency payments during the Summer recess.**

**44/21 Review of staff handbook and policies – to approve quote received.**

**RESOLVED:- to approve the quote from Shropshire Council of £500 to undertake a review of the staff handbook and HR policies in line with ACAS guidelines.**

**45/21 Town Hall Trust Liaison Meeting Group held 21.7.21– to receive report from the meeting and consider establishing a working group to review the Service Level Agreement and consider its continuation.  
Cllr Soul gave a report from this meeting.**

**RESOLVED:- to receive the report of the meeting held on 21.7.21 and task the Councillors on the Town Hall Liaison Group to undertake a review of the current Service Level Agreement and make recommendations to Full Council for any revisions of the agreement.**

**46/21 2020-21 Annual Report – To consider draft report to be provided online only with printed copies available on request.**

**RESOLVED:- to approve the 2020-21 Annual Report.**

**47/21 2022 Queen's Platinum Jubilee**

**a) Plant A Tree** – to consider report from working group meeting held 15.7.21.

**RESOLVED:-**

- To note the report.
- To recommend that the Jubilee Tree is located on the Jubilee Square possibly in the location where trees have previously been planted (and failed) subject to specialist advice on the suitability of this location for tree planting.

**b) June 2022** – to consider setting up a working group to organise and co-ordinate events to mark the Jubilee in Wem.

**RESOLVED:-** to hold a public meeting in on Tuesday 21<sup>st</sup> September to see what support there is from the local community to help organise an event.

**48/21 Town Council Office** - to consider revised rent offer from Shropshire Council.

**RESOLVED:-** to accept the rent increase.

**49/21 Climate Change Action Plan**

a) To review

A review was undertaken and it was

**RESOLVED:-** to note the report and to refer the action plan to Wem Area Climate Forum for their opinion and suggestions for additions.

b) Electric Vehicle Charging Points – to consider working in partnership to submit a joint application with Shropshire Council for the installation of 6 Electric vehicle charging points across 3 car parks in the town (information to follow).

The Clerk reported that she had received no further information on this from Shropshire Council. A discussion took place and the importance of having fast charging units located in the main car park was raised as this would attract people to the town and help boost the local economy.

**RESOLVED:-** to defer to a future meeting when more information has been received.

**50/21 CCTV Maintenance Contract -**

a) to consider quotes received and award maintenance contract.

The Clerk reported that 4 quotes had been received and following a discussion it was:

**RESOLVED:-** to award the Town Council's CCTV maintenance contact to Securwise.

**51/21 Welcome Back Fund** – to consider report and suggestions for expenditure

A discussion took place and it was

**RESOLVED:-** That the Town Council delegate authority to Town Clerk, Mayor, Deputy Mayor and Chairman of the Amenities and Services Committee to submit applications for expenditure for the following:

- **Purchase of outdoor stalls and storage unit to be used initially for markets and events in the run up to Christmas.**
- **Refurbishment, cleaning and painting of street furniture including bins and bollards in the Town Centre.**
- **Purchase and installation of a noticeboard on Jubilee Square to promote events in the run up to Christmas.**
- **Removal of Better Welcome Wem banners on lampposts outside St Peters and St Pauls Church.**
- **Purchase of planters for the Jubilee Square.**
- **Purchase and installation of Christmas lighting.**
- **Commissioning of mural for Co-op owned wall adjacent to Jubilee Square subject to appropriate permission being granted and community consultation.**

#### **52/21 Reports**

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

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

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

**RESOLVED:- to note the report received from Cllr Towers and Cllr Broomhall.**

**53/21 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.*  
Additional Car Parking Wem Station Aston Road side  
Recognition of Covid volunteers.

#### **54/21 Dates of future meetings –**

a) To note date of September meeting.

**RESOLVED:- to note that the September meeting will be held on Thursday 30<sup>th</sup> September 2021.**

#### **55/21 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.**

a) To vote on nominations for Honorary Townsmen.

**RESOLVED:- to invite Chris Mellings and Pauline Dee to accept Honorary Townsmen status.**

Meeting ended 20.30

Mayor.....