

Minutes of an Ordinary Meeting of Wem Town Council held on Thursday 30th September 2021 at 19.00 in The Roden Suite, Edinburgh House, New Street, Wem

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

1 member of the public
Rev Nic Heron
Mrs P O'Hagan (Town Clerk)

Before the start of the meeting Rev Heron said prayers. The Mayor thanked Rev Heron for all his support to the Town Council over the years. All present at the meeting wished him a long and happy retirement.

56/21 To receive and consider for approval apologies for absence and reasons given.

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

57/21 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

| 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 Granger | 61/21c 21/01281/FUL Erection of 2No. bungalows, formation of access and parking (resubmission) 8 Crabtree Lane, Wem, SY4 5AJ Appeal ref APP/L3245/W/21/327708 | Bias interest as knows the applicant |

b) To consider any applications for Dispensations under s33 of the Localism Act 2011. The following dispensation applications were received from Cllr Towers
Dispensation to participate but not vote on all matters relating to Wem Area Climate Change Group
Dispensation to participate but not vote on all matters relating to Wem Sports and Social Association
Dispensation to participate but not vote on all matters relating to Wem Swimming and Lifestyle Centre

RESOLVED:-to award dispensations to Cllr Towers to allow him to speak but not vote on all matters relating to Wem Area Climate Change Group, Wem Swimming and Lifestyle Centre and Wem Sports and Social Association.

58/21 Public Participation a period of 15 minutes will be set aside for residents of Wem Town to speak – no matters raised.

59/21 Council Minutes.

To approve as a correct record the minutes of Meeting of the Town Council held on 29th July 2021.

RESOLVED:- That the minutes of the Town Council Meeting held on 29.7.21 be approved as a correct record and they were duly signed by the Mayor.

60/21 Progress report - To consider the Clerks progress report on decisions made at previous meetings.

RESOLVED:- to note the report.

61/21 Planning Applications.

a)Planning Applications for consideration

21/03806/FUL 53 Aston Street, Wem, Shrewsbury, Shropshire, SY4 5AU

Proposal: Erection of single storey link extension to one and a half storey extension following demolition of existing garage

RESOLVED:- to support the application as it will modernise the building and is in keeping with the surroundings.

21/04291/FUL 44 Barleyfields, Wem, SY4 5LU Proposal: Erection of single storey extension

RESOLVED:- to support the application as it in keeping with surrounding properties.

b) To note the recent planning decisions.

RESOLVED:- to note the report.

c) Notification of appeal

21/01281/FUL Erection of 2No. bungalows, formation of access and parking (resubmission) 8 Crabtree Lane, Wem, SY4 5AJ Appeal ref APP/L3245/W/21/327708 – to consider letter received.

Cllr Granger left the meeting and took no part in discussions.

RESOLVED:- not to submit any further comments on this application

Cllr Granger returned to the meeting.

d) Delegated authority for dealing with planning applications – to consider delegating authority to the Town Clerk following consultation with the Mayor and Deputy Mayor to respond to planning applications whose deadline for consultation falls prior to a Town Council meeting provided that no Councillor requests a special meeting is required to discuss the application.

RESOLVED:-

- to delegate authority to the Town Clerk following consultation with the Mayor and Deputy Mayor to respond to planning applications whose deadline for consultation falls prior to a Town Council meeting provided that no Councillor requests a special meeting is required to discuss the application.
- to review this delegated authority in 12 months.

62/21 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 that all internal checks were up to date.

b) Monthly income expenditure against budget report – to consider

RESOLVED:- to approve and note the 6 month budget report.

c) Accounts for payment - to approve accounts for payment made under delegated authority in August along with payments presented at the meeting.

RESOLVED:- to approve the following payments made under delegated authority

| 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 |
| JSL | Signs | 24.79 | 4.96 | 29.75 | 83.21 |
| PG Skips | Bin emptying Cemetery and Recreation Ground July 2021 | 92.24 | 18.44 | 110.68 | 84.21 |
| ISM Ltd | Computer Contract | 61.98 | 12.40 | 74.38 | 85.21 |
| Shropshire Council | Shropshire HR Policy Review | 500.00 | 100.00 | 600.00 | 86.21 |
| Parish Online | Annual Subscription | 261.00 | 52.20 | 313.20 | 87.21 |
| SALC | CIlr Training | 60.00 | | 60.00 | 88.21 |
| RDS | Updating of Mayors Board | 55.00 | | 55.00 | 89.21 |
| Shropshire Council | August salaries with July overtime | 8583.75 | | 8583.75 | 90.21 |
| Waterplus | Water supply Public Toilets 7.5.21-16.8.21 | 135.29 | | 135.29 | 91.21 |
| West Mercia Energy | Public Toilets Electricity supply 1.7.21-31.7.21 | 23.76 | 1.19 | 24.95 | 92.21 |
| Mark Fitton | Bus Shelter Deep Clean August 2021 | 265.00 | | 265.00 | 93.21 |
| Healthmatic | Toilet Cleaning | 829.17 | 165.83 | 995.00 | 94.21 |
| D W Evans Grave Digging | Grave Digging August 2021 | 275.00 | | 275.00 | 95.21 |
| Onecom | Telephone | 31.60 | 6.32 | 37.92 | DD |
| EE | Mobile phone | 39.73 | 7.95 | 47.68 | DD |
| Talk Talk | Broadband | 21.95 | 4.39 | 26.34 | DD |
| Royal British Legion | Lamp post poppies | 225.00 | | 225.00 | 96.21 |
| PWLB | Loan repayment | 2043.38 | | 2043.38 | DD |

RESOLVED:- to approve the payment of the following payments

| Supplier | Service | Net | Vat | Gross | Chq / BACS No |
|----------|---------|-----|-----|-------|---------------|
|----------|---------|-----|-----|-------|---------------|

| | | | | | |
|-------------------------|--|---------------------------|--------|---------|--------|
| Broxap | 2 x Bench Seating for Jubilee Square | 1008.00 | 201.60 | 1209.60 | 97.21 |
| Shropshire Council | Street lighting electricity | 1603.51 | 320.70 | 1924.21 | 98.21 |
| PG Skips | Bin emptying Cemetery and Recreation Ground Aug 2021 | 92.24 | 18.44 | 110.68 | 99.21 |
| The Blast shop | Firmabond | 71.10 | 14.22 | 85.32 | 100.21 |
| ISM Ltd | Computer Contract | 61.98 | 12.40 | 74.38 | 101.21 |
| D W Evans Grave Digging | Grave Digging August 2021 | 275.00 | | 275.00 | 102.21 |
| Security Wise Ltd | Maintenance Contract year 1 | 600.00 | 120.00 | 720.00 | 103.21 |
| Shropshire Council | Sept salaries with Aug overtime/ travel | 8606.01 | | 8606.01 | 104.21 |
| County Security | Lock changing toilets | 596.00 | 119.20 | 715.20 | 105.21 |
| Ricoh | Copier lease Copy costs 1.6.31.8.21 total | 129.74 36.47 166.21 | 33.24 | 199.45 | 106.21 |
| Penny O'Hagan | Telephone expenses during isolation | 23.52 | | 23.52 | 107.21 |
| Gill Lungley | Code of conduct training | 100.00 | | 100.00 | 108.21 |
| Highline | Streetlight repair July | 46.00 | 9.20 | 55.20 | 109.21 |
| PKF Littlejohn | External audit | 1000.00 | 200.00 | 1200.00 | 110.21 |
| D Murray | Floral Planter Maintenance | 3307.50 | | 3307.50 | 111.21 |
| Mark Fitton | Bus Shelter Sept Clean | 70.00 | | 70.00 | 112.21 |
| Arrow County Supplies | Bin Bags (1200) | 116.67 | 23.33 | 140.00 | 113.21 |
| Healthmatic | Toilet Cleaning | 829.17 | 165.83 | 995.00 | 114.21 |
| Viking | Msc office supplies | 99.24 | 13.25 | 112.49 | 115.21 |
| West Mercia Energy | August electric | 24.25 | 1.21 | 25.46 | 116.21 |
| Onecom | Telephone | 31.60 | 6.32 | 37.92 | DD |
| Unity | Bank cash/ cheque handling charges | 5.80 | | 5.80 | DD |

d) 2020-21 AGAR – for update. It was reported that the external audit had been completed.

Frustration was expressed over the other matters raised by the external auditor on the AGAR as they did not feature in proper practices guidance. It was explained that this issue was being discussed at national level.

RESOLVED:- to note the completion of the external audit with no matters of concern raised and to note that the notice of conclusion of the audit had been advertised in line with the regulations.

63/21 Amenities and Services Committee Meeting held 21.9.21– to receive draft minutes from this meeting and consider any recommendations contained therein from.
It was reported that no recommendations were contained within the minutes.

RESOLVED:- to receive the draft minutes from the meeting held 21.9.21.

- 64/21 2022 Queen's Platinum Jubilee** – to receive notes from the Open Meeting held 21.9.21. Cllr Soul noted that he had tendered his apologies and requested that this appears on the notes.

RESOLVED:- to receive the notes from the open meeting held 21.9.21.

- 65/21 High Street Buildings** – to discuss the condition of empty buildings on High Street. Councillors expressed concern over the condition of the old Barclays Bank building and it was explained that building control were aware of the situation. It was reported that the ownership of The White Horse was still unclear however the owner of property next door to the White Horse was in discussions with Shropshire Council Planning Conservation Team.

RESOLVED:- to note the report.

- 66/21 Traffic meeting** – to receive a verbal report on the traffic meeting held 29.9.21 Cllr Soul briefly reported on the meeting held with representatives of Shropshire Council to progress long standing traffic issues in the town.

RESOLVED:- to note the verbal report and consider the matter in more detail at the next Planning, Highways and Climate Change Committee.

- 67/21 Boundary Review** – to consider whether the Town Council wishes to submit an expression of interest to Shropshire Council to undertake a boundary review. It was explained that no guidance and timescales had been issued on the process relating to Town and Parish Councils and it was anticipated that the review may be delayed.

RESOLVED:- to defer this matter for 6 months.

- 68/21 Action Plan** – to consider undertaking a Town Council Vision Session to develop an Action Plan of priorities for the Council term

RESOLVED:- To hold an evening Vision Session in early November to develop an Action Plan for the Town Council.

- 69/21 Wem Town Bus** – to consider email on the bus service
Concerns were raised about the condition of the bus operating the around Town Bus service. Councillors expressed the view that the bus was very old and did not seem to be in good condition.

RESOLVED:-to make representations to Shropshire Council raising concerns about the condition of this bus.

- 70/21 Welcome Back Fund** – for update on progress
The Clerk explained that the order had been placed for extra Christmas Lights in a new location and that she would be meeting with Kier to discuss costs of undertaking other public realm works as part of the grant process.

RESOLVED:- to note progress with the application and to

- **reduce the number of gazebos to 4**
- **include the removal of the banners outside St Peters and St Pauls Church to the project.**

- 71/21 The Wemian** - to consider offer received

RESOLVED:- to respond that the Council are grateful for the offer and that they would wish to defer a decision on the offer received until after all the Welcome Back Funds has been allocated.

72/21 Items request for discussion at July meeting

a) Additional Car Parking Wem Station Aston Road side

Cllr Towers spoke to this item and outlined the importance of the train station and the need for additional car parking on the Aston Road side of the station.

RESOLVED:- to instruct the Clerk to contact Network Rail to ask whether they would consider giving permission for the land owned by Network Rail adjacent to Aston Road to be used for additional carparking.

b) Recognition of Covid volunteers.

It was reported that the new benches on the Jubilee Square would be dedicated to Covid 19 volunteers and key workers.

RESOLVED:- to formally dedicate the benches on Jubilee Square to Covid-19 Volunteers and Key workers.

73/21 Office Computer Equipment Move – to consider revised quote which allows for wireless internet access.

RESOLVED:- to approve the revised quote.

74/21 Correspondence

a) Rural Market Town Membership – to consider renewal of membership.

RESOLVED:- not to renew membership.

b) Climate and Ecology Bill – to consider supporting

RESOLVED:- not to support the draft motion.

75/21 Reports

a) To receive written reports from the Council's representatives to other bodies.

Written reports from meetings attended by Councillors as follows were considered

Cllr Drummond – Wem Millennium Green

Cllr Towers – Friends of Whitchurch Road Cemetery

Cllr Soul – Wem Town Hall

RESOLVED:- to note the reports.

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

The joint report submitted by Cllrs Towers and Broomhall was considered and it was

RESOLVED:- to note the report.

76/21 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.*
No matters raised

77/21 Dates of future meetings –

a) To note date of October meeting.

RESOLVED:- to note that the October Full Council meeting will be held on 28.10.21.

78/21 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) Project and Finance Assistant Appointment to delegate authority to the Mayor, Deputy Mayor and Chairman of the Finance and General purposes Committee to appoint to this vacancy following interviews and references.

RESOLVED:- to delegate authority to the Mayor, Deputy Mayor and Chairman of the Finance and General purposes Committee to appoint to the Project and Finance Assistant following interviews and references.

b) Pre planning application correspondence – for consideration

RESOLVED:- to invite the landowner to a future planning committee meeting where they will be invited to give a presentation as per the pre application protocols.

Meeting ended 20.20

Mayor.....