

Minutes of an Ordinary Meeting of Wem Town Council held on  
Thursday 29<sup>th</sup> October 2020 at 19.00 on the Zoom Virtual Meeting Platform

Present:- Councillor P Glover (Mayor), Councillors, P Broomhall, P Dee, R Drummond, K Edge, P Johnson, M Meakin, C Mellings, G Soul, E Towers.  
Mrs P O'Hagan (Town Clerk)

3 Members of the public present, 1 member of the press present  
Prayers were said before the start of the meeting by Rev Nick Heron

**253/20 To receive apologies and reasons for absence**

**RESOLVED**:- to accept the following apology for absence

C Granger  
Absent G Nash

**254/20 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>
Cllr Dee and Mellings	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 Glover and Cllr Broomhall	Bias interest 259a/20 20/03890/FUL: Proposed Residential Development Land To The South Of, Crabtree Lane, Wem, Shropshire Proposal: Erection of 2no Bungalows knows landowner/applicant	
Cllr Johnson	Bias interest in agenda item 271/20v Town Promotional Video as related to business owner	

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

**255/20 Public Participation Time** - a period of 15 minutes will be set aside for residents of Wem Town to speak.

A member of the public asked the following questions:-

- Had the recent damage caused to the bollards by the Church on High Street been caught on CCTV and if so, has this information been passed to the police?
- Damage to the church caused by vibrations from large vehicles is getting worse as more cracks have appeared. Can the Council ask highways to raise the kerb in this area to provide more protection to the church as the bollards do provide the protection needed?

A member of the public requested that the Town Council reconsider its decision made at the November 2019 meeting not to purchase and install lamppost poppies. He asked that poppies be erected on lampposts for Remembrance in 2021, in addition to this remembrance flags should be purchased to fly from the flagpoles in the town and he offered to prepare a report on this issue for the November meeting.

256/20

**Council Minutes**

To approve as a correct record the minutes of an Ordinary Meeting of the Town Council held on 24<sup>th</sup> September 2020.

**RESOLVED:- that the minutes of the Ordinary Meeting of the Town Council held on the zoom virtual meeting platform on 24.9.20 be approved as a correct record and authority was given for them to be signed by the Mayor at a later date.**

257/20

**Covid 19 Operational Matters**

a) Decisions made under delegated powers – to receive a report on.

**RESOLVED:- to note**

b) Delegated powers – to review and consider a time extension of.

**RESOLVED:- to extend the following delegated powers March 2020 to May 2021.**

- To delegate authority to the Town Clerk in consultation with the Mayor and Deputy Mayor to approve expenditure against items in the Town Council's budget any such payments to be reported to the Council at the next ordinary meeting.
- To extend the financial emergency delegation powers approved on 30.5.19 to a limit of £10,000.
- To delegate authority to the Clerk to act upon Government advice in relation to the following:  
Holding of the Annual Meeting of the Town Council  
Holding of the Annual Parish Meeting  
Arrangements for the Annual Governance and Accountability Return  
Implementation of any changes to the decision making process for the Town Council.

258/20

**Progress report** - To consider the Clerks progress report on matters arising at previous meetings.

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

259/20

**Planning Applications**

**a) Planning Applications for consideration**

Cllr Glover and Cllr Broomhall left the meeting and took no part in discussions. Cllr Mellings took the chair of the meeting.

i) 20/03890/FUL Address: Proposed Residential Development Land To The South Of, Crabtree Lane, Wem, Shropshire Proposal: Erection of 2no Bungalows  
It was reported that this application has been reduced to the erection of 1 bungalow

**RESOLVED**:- to support the application as it addresses the overcrowding issues of the original application.

Cllr Glover and Cllr Broomhall returned to the meeting

ii) 20/01156/FUL Address 17 New Street, Wem, SY4 5AE Erection of three storey (4 floors) building comprising mixed development of 39 retirement apartments, one manager's apartment and communal facilities; formation of parking areas, new accesses and landscaping scheme; demolition of existing buildings facing New Street and outbuildings within site – to consider revised plans.

**RESOLVED**:- not to amend the Town Council's objections to the application.

**b) Planning Decisions – to consider report.**

The Clerk updated on decisions that had been made since the publishing of the agenda.

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

260/20

**Finance and Accounts for Payment**

a) Monthly budget report and balance sheet - for consideration (presented at meeting).

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

b) Accounts for payment - to approve accounts for payment and payments made prior to meeting under delegated authority.

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

**Payments made prior to meeting under delegated authority**

Supplier	Service	Net	Vat	Gross	Chq / BACS No
Wem Town Council	WSSA 6 month contribution	9000.00	1200.00	10200.00	115.20

**RESOLVED**:- to authorise the following payments

Supplier	Service	Net	Vat	Gross	Chq / BACS No
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ORP Surveillance	Replacement of CCTV camera by the United Services Club	2262.00	452.40	2714.40	116.20
West Mercia Energy	Electricity Supply Public Aug	26.79	1.34	28.13	117.20
	Sept	25.17	1.26	26.43	117a.20
Gov.uk	Renewal of services, software, domains & licensing	66.00	13.20	79.20	118.20
The Right Sort Mailing Company	Printing and distribution Covid-19 leaflet	1544.40	308.90	1853.30	119.20
PG Skips	Skip Emptying September Cemetery & Recreation Ground	110.85	22.20	133.05	120.20
Shropshire Council	Rent & Service Charge Town Council Office 1.10.20-31.12.20	1525.00		1525.00	121.20
Weston Sawmill	Cemetery Bench	350.00	70.00	420.00	122.20
Shropshire Council	Salaries Sept and august overtime	9753.02		9753.02	123.20
JSL	Groundsman's PPE	43.15		43.15	124.20
SALC	Public engagement training	30.00		30.00	125.20
Heathwood Nurseries	Tree supply and planting	1264.95	252.99	1517.94	126.20
TH Griffiths engineering	Welding play area fence	47.30	9.46	56.76	127.20
Shropshire Council	Payroll 3 <sup>rd</sup> quarter	152.50	30.50	183.00	128.20
D Murray	Harlequin – floral planters	3300.00		3300.00	129.20
Mark Fitton	Bus Shelter Cleaning Oct	65.00		65.00	130.20
Healthmatic	Toilet Cleaning Oct	829.17	165.83	995.00	131.20
Onecom	Telephone Charges				DD

**261/20 Finance and Corporate Governance Committee meeting 6.10.20** - to receive minutes from this meeting and consider any recommendations made.

**RESOLVED:-** to receive minutes of the Finance and Corporate Governance Committee meeting held on the zoom virtual meeting platform on 6.10.20 and approve the recommendations made within.

**262/20 Wem Bloom** – to receive a report of meeting held 12.10.20 and to consider the Town Council's support for this initiative.

**RESOLVED:-** to receive the report and approve the following recommendations

- That the Town Council agree to provide limited admin support in the form of meeting set up, promotion and copying costs to help establish the project and review this on an annual basis.
- That Councillor Drummond be co-opted onto the group.

- 263/20 Public Open Space Fothergill Way** – to consider listing the land as a community asset (at request of Cllr Mellings). A discussion took place on this area of land which had recently been sold at auction.

**RESOLVED:-** to nominate the public open space between Fothergill Way and the Grove Play Area as an asset of community value.

- 264/20 Town Council Grant Policy** – to review.

**RESOLVED:-** to approve the review and the following recommendations

- The deadline for small grant applications is set at 5pm on 31<sup>st</sup> January each year.
- Applications are considered at the February meeting of the Town Council.
- No late applications will be considered for any reason.
- The maximum grant amount is reduced to £500.
- That the eligibility criteria is amended to include the following definition of a local organisation “A local organisation is defined as an organisation based in the Wem Town Council area, or national bodies, with an independent branch in the same area, providing support to the residents of Wem Town.”
- The grant purpose is amended to include reference to climate change.
- The application should be amended to ask for more financial information.
- That a grant presentation evening is incorporated into the Annual Town Meeting to be held in April each year where recipients will be awarded grants by the Mayor and any groups unable to attend the presentation evening will receive grants after that date.

- 265/20 Column Replacement Programme** – to consider quote for 3-year Streetlighting Column replacement programme.  
The Clerk presented an amended more detailed quote for the works received from the Town Council’s streetlighting contactors along with a 3 year works programme.

**RESOLVED:-** to approve the quote and proposed works programme

- 266/20 Outstanding Town Highways Issues**– to receive a report on outstanding highways matters and consider the report from a meeting held with Cllr Davenport to discuss highways and streetscene in Wem.  
A full discussion took place on this item and it was explained that Shropshire Council would need to undertake a feasibility study to ensure that the suggestions can progress to an experimental order.

**RESOLVED:-** to submit the following

**Based on discussions held with Cllr Davenport portfolio holder for highways, previous public consultations and experience of the temporary one way system, Wem Town Council strongly request that Shropshire Council progress the following highways issues to better manage the impact of traffic on Wem:**

- The implementation of an experimental one way system in High Street and New Street to include an access route to the main car park from Mill Street via Drawwell Lane.
- To allow access to the car park to / from Aston Street, the one way should start to the west of the entrance to the car park. This will reduce the impact on the west of High Street, Lowe Hill Road and Pyms Road. Following concerns from businesses, the one way along High Street should also allow adequate provision for deliveries / collections.
- To meet the concerns of residents along Pyms Road about additional traffic caused by a one way system, the introduction of a temporary 20mph zone around the entrance to Thomas Adams school and installation of a pedestrian crossing between the junction with New Street and the school entrance should also be considered.
- The introduction of an Environmental Weight Restriction on Mill Street to minimise HGV movement through Wem and additional protection measures to the Church at it's East End
- The installation of an interactive traffic signal scheme for Maunds Corner along High Street to manage traffic flow and reduce the impact of large vehicles on pedestrians and buildings through this location.

To support these proposals, Shropshire Council should also ensure it carries out adequate communication with the public and businesses on the rationale for the experiment and that there will be full consultation on whether the changes should be made permanent.

**267/20** Supply of plants and planting of 2021 floral planters – to consider quotes received.

**RESOLVED:-** to award the 2021 contract for plant supply and planting of the floral planters to Northwood Nurseries.

**268/20** Meeting minutes – to consider following Shropshire Councils practice in relation to recording and minuting meetings (at request of Cllr Dee). This item was withdrawn

**269/20** Town Council Co-option Process – to agree procedure for.

**RESOLVED:-** to vote for the co-option vacancies by show of hands at the November meeting.

**270/20** Heads Up Mental Health Project – to discuss supporting a grant application for this project and contributing financially towards it.

**RESOLVED:-** to approve the following recommendation

- That the £1000 held in earmarked reserves for mental health support is earmarked for this project subject to grant funding being secured from other sources to run this project for a minimum of a 1 year period.
- That the Town Council defer a decision on use of any funds allocated in the 2020-21 budget for youth projects until the outcome of the grant applications are known.

271/20

**Correspondence**

i) Shropshire Carbon Action Partnership – to consider request to attend meeting.

**RESOLVED**:- to invite to a representative from the Shropshire Carbon Action Partnership to the November meeting of the Town Council.

ii) National Pavement Parking Consultation – to consider submitting a response.

**RESOLVED**:- not to comment as a Town Council but encourage councillors to respond as individuals.

iii) Cultural Strategy Consultation - to consider submitting a response.

**RESOLVED**:- that councillors will submit comments on the consultation to the Clerk who will draft a response based on the comments received for consideration at the November meeting of the council.

iv) Draft Community and Rural Strategy Consultation – to consider submitting a response.

**RESOLVED**:- that councillors will submit comments on the consultation to the Clerk who will draft a response based on the comments received for consideration at the November meeting of the council.

v) Promotional video of Wem – to discuss whether to undertake this.  
Cllr Johnson left the room and took no part in discussions.

**RESOLVED**:- not to progress at this time but to consider again in six months time.

Cllr Johnson re-joined the meeting

272/20

**Reports**

a) To receive written reports from the Council's representatives to other bodies.  
A written report was received from Cllr Towers on a recent meeting of Friends of Whitchurch Road Cemetery and Cllr Dee who attended a meeting of the Helicopter Liaison Group.

**RESOLVED**:- to receive the written reports

b) To receive a written report from Shropshire Council Councillors Mellings and Dee.

**RESOLVED**:- to receive the written report submitted by Cllr Mellings.

273/20

**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.*  
Lampost Poppies

274/20

**Date of next meeting** – to note date of next meeting.

**RESOLVED:- to note that the November meeting will be held on Thursday 26<sup>th</sup> November at 19.00.**

**275/20 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) Morgan Library Meeting held 8.10.20 – to consider report and consider the working party’s recommendation.

**RESOLVED:- to approve the recommendations contained in the confidential report.**

- b) Land opposite the Mill – to consider The Council’s response to correspondence received.

**RESOLVED:- to authorise the Clerk to contact the landowner to seek further clarification on the proposal.**

- c) Report on structural inspection of The Butler Sports Centre – for consideration.

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

Meeting ended 21.05

Mayor.....