

Minutes of an Ordinary Meeting of Wem Town Council held on Thursday 24th September 2020 at 19.00 on the Zoom Virtual Meeting Platform

Present:- Councillor P Glover (Mayor), Councillors, P Broomhall, P Dee, K Edge, C Granger, G Nash, E Towers. M Meakin joined the meeting at 20.15, P Johnson joined the meeting at 20.20.

Mrs P O'Hagan (Town Clerk)

0 Members of the public present, 1 member of the press.

A minute's silence was held at the start of the meeting in memory of former Mayor Peggy Carson who died recently.

Rev. Heron said prayers at the start of the meeting.

Cllr Glover expressed thanks of all Councillors to former Councillors Dodd and Murray for all the work they had put into the council and wished them well in their retirement.

236/20 To receive apologies and reasons for absence

RESOLVED:- to accept the following apologies for absence

G Soul, R Drummond, C Mellings.

237/20 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.

Councillor	Item	Dispensation
Cllr Dee	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 Broomhall and Cllr Granger	Item 247/20 Christmas Lights – members of the Christmas Festival Committee	

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

238/20 Public Participation Time - a period of 15 minutes will be set aside for residents of Wem Town to speak.

None present.

239/20 Council Minutes

To approve as a correct record the minutes of an Ordinary Meeting of the Town Council held on 30th July 2020.

RESOLVED:- that the minutes of the Ordinary Meeting of the Town Council held on the zoom virtual meeting platform on 30.7.20 be approved as a correct record and authority was given for them to be signed by the Mayor at a later date.

240/20 Covid 19 Operational Matters

a) Decisions made under delegated powers – to receive a report on.
The Clerk explained that the mobile phone contract was for 24 months not 12 months as previously thought.

RESOLVED:- to note the report.

241/20 Progress report - To consider the Clerks progress report on matters arising at previous meetings.

The Clerk reported that the Police were unable to attend meetings on the zoom platform as they could not access it through their IT system. However they were willing to discuss any concerns Councillors may have via email or telephone. It was suggested that Wem SNT reinstate their written report and the Clerk was asked to discuss this with officers.

The Clerk was also asked to raise concerns with Shropshire Council about the amount of weeds in the pavements along the High Street.

RESOLVED:-to note the report.

242/20 Planning Applications.

a) Planning Applications for consideration

i) **20/03195/FUL** 39 - 41 High Street, Wem, SY4 5DH Proposal: Change of use from A2 class to Sui generis including internal alterations.

RESOLVED:- to support the application as it is will bring a High Street premises back into use.

ii) **20/03196/LBC** 39 - 41 High Street, Wem, SY4 5DH Proposal: Change of use from A2 class to Sui generis including internal alterations affecting a grade II listed building.

RESOLVED:- to support the application as it is will bring a High Street premises back into use.

iii) **20/03407/FUL:** 23 High Street, Wem SY4 5DG Proposal: Change of use from retail to mixed use A1 retail and tattoo studio.

RESOLVED:- to support the application as it will bring a High Street premises back into use.

iv) **20/03449/FUL:** 6 Park Avenue, Mill Street, Wem, SY4 5EY Proposal: Erection of part single, part two storey rear extension.

RESOLVED:- to support the application.

v) **20/03700/TPO** Foxleigh House, Foxleigh Drive, Wem, SY4 5BP PROPOSED - Reduce over extended branches to the north, adjacent to the house by up to 15%,

also reduce two lateral southern branches to alleviate end loading weight by up to 10%, crown lift secondary branches only up to 5 metres 1No. Wellingtonia protected by Shropshire Council (Fimes Way and Oakley Meadow, Wem) TPO 2015.

RESOLVED:- to support the reduction of the lateral branches but to object to the crown lifting of the secondary branches as this is an important tree in the town's landscape.

b) Planning Decisions – to consider report.

RESOLVED:- to note the report.

243/20 Finance and Accounts for Payment

a) Monthly budget report and balance sheet - for consideration.

RESOLVED:- to note.

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

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

Supplier	Service	Net	Vat	Gross	Chq / BACS No
Zurich Insurance	Inspection Contract	82.47	9.90	92.37	82.20
E J Edgerton & Son	Re-fixing & Securing Headstones Love Lane Cemetery	1350.00		1350.00	83.20
JSL Water Systems Ltd	Misc. supplies	3.90	.78	4.68	84.20
Viking	Office Supplies	67.27	13.46	80.73	85.20
Severn Business Solutions	Renewal of Computer Security	52.44	10.49	62.93	86.20
Parish Online	Annual Subscription	290.00	52.20	313.20	87.20
Bob The Mole (Molecatcher)	Removal of Moles Love Lane Cemetery	73.60		73.60	88.20
Mark Fitton	Bus Shelter Cleaning August	65.00		65.00	89.20
Healthmatic	Toilet Cleaning August	829.17	165.83	995.00	90.20
Shropshire Pool and Spas	Pipework	17544.00	3508.80	21052.80	91.20
Universal Projects Ltd	HDP Manufacture of Pool Tiles WSLC	2475.00	495.00	2970.00	CHQ 300108
Garoll Construction	Trenching Works Wem Swimming Pool	7880.25	1576.05	9456.30	CHQ 300109
Onecom	Telephone Charges	43.85	8.77	52.62	DD
WSSA	Contribution to tractor	32400.00		32400.00	92.20
Mark Fitton	Cleaning of Bus Shelter Roofs x 4	200.00		200.00	93.20

Severn Business Solutions Ltd	Renewal of Licences Registration with Digital Cabinet Office Total	194.40 150.00 344.40	38.88 30.00 68.88	233.28 180.00 413.28	94.20
Garoll Construction	Trenching Works Wem Swimming Pool	2651.12	530.22	3181.34	95.20
Universal Projects Ltd	HDP Manufacture of Pool Tiles Wem Swimming Pool	2475.00	495.00	2970.00	96.20
Shropshire Council	External Payroll Recharge August 2020	9129.77		9129.77	97.20
PG Skips	August bin emptying	88.68	17.76	106.44	98.20
PG Skips	July bin emptying	110.85	22.20	133.05	99.20
Shropshire Council	2 nd quarter streetlighting energy	1701.83	340.37	2042.20	100.20
Waterplus	Water Public Toilets	52.44		52.44	101.20
EE Mobile	Aug Sept	22.35 21.00	4.47 4.20	26.82 25.20	DD

RESOLVED:- to approve the following payments

Supplier	Service	Net	Vat	Gross	Chq/ Bacs No
P O'Hagan	Reimbursement of amazon purchase for phone screen case	9.15	1.83	10.98	102.20
PKF Littlejohn Accountants	Completion of AGAR	1000.00	200.00	1200.00	103.20
West Mercia Energy	Electricity Supply Public Toilets	25.24	1.26	26.50	104.20
Highline Electrical	Annual inspection all lights	2930.00	586.00	3516.00	105.20
Via Della Emilia Ltd	Tree Works Recreation Ground	375.00	75.00	425.00	106.20
NALC	Local Council Review	17.00		17.00	107.20
Ricoh	Copier Rent 1.9.20-30.11.20 Copier Charges 1.8.20-31.8.20	129.74 36.70	25.95 7.34	155.69 44.04	108.20 108a.20
Education Sales	Headset	10.99	2.20	13.19	109.20
Shropshire Council	Wasp Nest Removal Allotment	41.67	8.33	50.00	110.20
Highline Electrical	Replacement Light	1219.61	243.92	1463.53	111.20
Mark Fitton	Bus Shelter Cleaning Sept	65.00		65.00	112.20
Severn Business Solutions Ltd	Laptop and Installation	694.00	138.80	832.80	113.20
Healthmatic	Toilet Cleaning Sept	829.17	165.83	995.00	114.20
Onecom	Telephone Charges	30.83	6.17	37.00	DD
PWLB	Loan Repayment	1500.00	615.83	2115.83	DD
Unity Bank	Quarterly Credit Charges	4.10		4.10	DD

c) External auditor – to note the completion of the external audit.

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.

d) Bank Signatories – to consider whether to add an additional bank signatory following the resignation of Cllr Dodd.

It was reported that Cllr Dodd had been removed as an account signatory for the Unity Trust Account and as there are already 4 signatories on this account it was not necessary to add an additional signatory at this time.

RESOLVED:- not to add an additional signatory.

e) National Salary Award - to note that the national joint council for local government services has agreed the new pay scales for 2020-21 to be implemented from 1.4.20. The clerk explained that these pay scales were to be adopted not noted.

RESOLVED:- to adopt the new pay scales.

244/20 Amenities and Services Committee meeting 8.9.20 to receive minutes from this meeting and consider any recommendations made. This item was taken after item 248/20.

RESOLVED:- to receive the minutes of the meeting held on the zoom virtual meeting platform on 8.9.20 and approve the recommendations within.

a) to consider quote for replacement lighting columns following the 2020 condition survey. The Clerk explained that as part of the street light annual inspection all streetlighting columns had been classified 1-5 with the most in need of replacement classified level 5. The survey identified 28 columns and 25 pole brackets that require replacement. It was explained that a significant part of the cost was due to the reconnection charge which had to be carried out by SP Energy Networks, the column replacements could be undertaken on a 3 year basis as part of the streetlighting maintenance contract.

RESOLVED:-

- **To suspend financial regulations to enable this work to be completed by the Town Councils Streetlighting Maintenance Contractor as it will be over the threshold for seeking quotes.**
- **To agree in principal to undertake a 3 year streetlighting column and bracket replacement programme to replace all columns identified as level 5 in the street lighting survey, subject to a more detailed quote being submitted to the October meeting.**
- **During 2020-21 to use street lighting ear marked reserves for this purpose along with the annual allocation in the lighting upgrade budget.**
- **To ensure sufficient provision is made in 2021-22 budget and 2022-23 for this purpose.**

245/20 Events Liaison Group meeting held 17.9.20 to receive notes from this meeting and consider any recommendations made.
Cllr Towers gave a report from this meeting.

RESOLVED:- to receive the notes of the meeting held 17.9.20 and approve the recommendation within.

Cllr Glover left the meeting at 19.35 due to computer connection issues Cllr Broomhall took the chair for the next item.

246/20 Wem Economic Forum – to receive a report from meeting held 16.9.20. for this item

Cllr Towers gave a report on this item and explained how the Covid-19 grant awarded to WEF would be spent.

RESOLVED:- to receive the verbal report of the meeting held 16.9.20.

Cllr Glover returned to the meeting.

247/20 Christmas Lights – to consider report.

Cllr's Broomhall and Granger left the meeting and took no part in discussions. A discussion took place on this item and it was reported that the £3500 grant awarded to the Christmas Lights Festival had been returned as no festival is to be held this year. It was explained that the Clerk was unable to secure 3 quotes for the lights due to the difficulty placing an order for lights so close to Christmas and the lack of stock available.

RESOLVED:- to

- **Enter into a 3 year hire agreement with Highline Electrical for the installation, removal, testing repair and storage of 3 lamp post column lights and 1 over the road display.**
- **To earmark the returned £3500 Christmas Festival Grant for this purpose and vire any outstanding balance from the 2020-21 Wem Economic Forum Contribution.**

Cllr Broomhall and Cllr Granger returned to the meeting.

248/20 Correspondence

a) Speeding in the town,

A discussion took place on problems with speeding in the town and it was

RESOLVED:- to refer the issue to Wem Safer Neighbourhood Team and the Community Speedwatch Co-ordinator for the Town.

b) Phone box consultation

RESOLVED:- to maintain the Town Council's objection to the removal of any payphone in the town as they are beneficial to residents.

c) Air Ambulance – campaign

RESOLVED:- to in principal support the campaign.

d) Rural Services Network – to consider membership of

RESOLVED:- to approve membership during the free period offer and review the benefits of membership at renewal.

Cllr Meakin joined the meeting at 20.15

e) Draft Leisure Facilities Strategy Consultation

RESOLVED:- not to comment.

249/20 Reports

- a) To receive written reports from the Council's representatives to other bodies. Written reports were received from Cllr Dee – Youth Club, Cllr Broomhall – Christmas Festival, Cllr Edge – NSALC, Cllr Mellings – WSSA.
- b) To receive a written report from Shropshire Council Councillors Mellings and Dee. A written report was received from Cllr Mellings.

RESOLVED:- to receive the reports.

250/20 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.*

RESOLVED:- to include the following items on the October Agenda
Outstanding Highways Matters
2021 Council Elections

251/20 Date of next meeting – to note date of next meeting and review decision to hold virtual meetings as per 28.5.20 Resolution.

RESOLVED:- to continue to meet on the zoom virtual meeting platform for the foreseeable future and to note that the next meeting will be held on Thursday 29th October 2020 at 19.00.

252/20 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.

Paul Johnson joined the meeting at 20.20.

RESOLVED:- to exclude the press and public

- a) To consider letter from The Lord Lieutenant of Shropshire.

RESOLVED:- to submit names suggested to the Lord Lieutenant

Meeting ended 20.30

Mayor.....