

Minutes of a Meeting of Wem Town Council held on Thursday 27<sup>th</sup> October 2022 at 7 p.m. in the Roden Suite, Edinburgh House, New Street, Wem

Present:- Councillors, G Soul (Mayor) R Dodd (Deputy Mayor), R Drummond, K Edge, P Glover, C Granger, D Hill, M Hoffmann, P Johnson, M Meakin, D Parry.

Mrs P O'Hagan (Town Clerk)

0 members of the public present

1 member of the press present

Councillors stood in silence to mark the recent passing of Honorary Townsman Allen Evans and former Mayor John Luce.

**322/22 To note apologies for absence received.**

The following apologies were noted Cllr Broomhall and Cllr Towers (training course).

**323/22 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. None declared.

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

**324/22 Public Participation** - a period of 15 minutes will be set aside for residents of Wem Town to speak. None present.

**325/22 Council Minutes.**

To approve as a correct record the minutes of the Meeting of the Town Council held on 29th September 2022.

**RESOLVED:- that the minutes of the Town Council Meeting held on 29.9.22 be approved as a correct record and they were duly signed by the Mayor.**

**326/22 Progress report** - To consider the Clerks progress report on decisions made at previous meetings.

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

**327/22 Planning Applications**

a) To note the recent planning decisions.

The Clerk updated on applications that had been decided after the agenda was published.

**RESOLVED:- to note.**

b) To consider the following planning applications

**22/04477/FUL** Waterloo Cottage, Mill Street, Wem, SY4 5EX

Proposal: Erection of single storey extension and alterations to ground floor layout following some demolition works.

**RESOLVED:- to support the application as it will enhance the property.**

c) Planning appeal 22/03072/REF 17 New Street – to consider correspondence received.

**RESOLVED:-** to respond that the Town Council supports this application as they consider that it is much needed and will develop a brownfield site in the centre of town.

**328/22 Finance and Accounts for Payment.**

a) Monthly Budget report – to note.

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

b) Internal Control checks – to note.

**RESOLVED:-** to note that all checks are up to date.

c) Accounts for payment - to approve accounts for payment (presented at meeting).

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

**Payments made prior to meeting**

Supplier	Service	Net	Vat	Gross	Chq / BACS No
Shropshire Council	Salaries October			5975.17 1985.71 2254.09	BACSPAYROLL BACSLGPS BACSHMRC
EE	Mobile Phones	42.51	8.50	51.01	DD
Onecom	Office Telephone	49.52	9.90	59.42	DD
Business to Business	Broadband	46.19	9.24	55.43	DD
Nayax	RGT contactless payment				Debit from sales
Unity Trust Bank	BACS Charges - September	17.54	0.00	17.54	DD
Lloyds Bank	Corporate Card charges	3.00	0.00	3.00	DD

**Payments for authorisation**

Supplier	Service	Net	Vat	Gross	Chq / BACS No
Taylor's	Remedial Works Rec Toilets	131.99	26.40	158.39	132.22
Shropshire Council	Rent – Edinburgh House	1525.00	0.00	1525.00	133.22
ISM-IT	IT Support	92.97	18.59	111.56	134.22
PG Skips	Bin Emptying	127.74	25.54	153.28	135.22
Highline Electrical	Streetlighting Repairs	718.00	143.60	861.60	136.22
RightSort	Warm Places Leaflet Printing	443.35	88.67	532.02	137.22
Waterplus	Water Charges car park toilets	40.43	0.00	40.43	138.22
Dave Evans	Gravedigging (September)	1100.00	0.00	1100.00	139.22
Mark Fitton	Bus Shelter & sign cleaning	70.00	0.00	70.00	140.22

NFU Risk Management	Emergency First Aid at Work Training	150.00	30.00	180.00	141.22
RBL Poppy Appeal	Wreath (donation)	17.00	0.00	17.00	300118
ISM-IT	IT Support (June)	92.97	18.59	111.56	142.22
Viking	Stationery & stamps	73.14	7.83	80.97	143.22
West Mercia Energy	Public Toilets Energy (Aug)	33.00	1.65	34.65	144.22
West Mercia Energy	Public Toilets Energy (Sept)	33.74	1.69	35.43	145.22
Healthmatic	Public Toilets cleaning	829.17	165.83	995.00	146.22
SLCC	CILCA Qualification Fee	410.00	0.00	410.00	147.22

**RESOLVED**:- to approve the setting up of a direct debit facility to pay waterplus and electricity accounts.

**329/22 Councillor Vacancy** – to consider and vote on co-option applications. It was reported that one application had been received for the vacancy and following a vote it was

**RESOLVED**:- to co-opt Michael Crawshaw onto the Town Council.

**330/22 Amenities and Services Committee 6.10.22** – to receive draft minutes from this meeting and consider any recommendations made.

**RESOLVED**:- to receive the draft minutes from the Amenities and Services Committee meeting held 6.10.22 and approve the recommendations made in the minutes.

**331/22 Finance and Corporate Governance Committee 11.10.22** - to receive draft minutes from this meeting and consider any recommendations made.

**RESOLVED**:- to receive draft minutes from the Finance and Corporate Governance meeting held on 11.10.22 and approve the recommendations made in the minutes.

**332/22 Events Liaison Group 13.10.22** to receive draft notes from this meeting.

**RESOLVED**:- to receive draft notes from the Events Liaison Group meeting held on 13.10.22.

**333/22 Climate Change Working Party** – to consider recommendations for Town Council priority projects.

**RESOLVED**:- to approve the following 3 Climate Change priority projects for 2022-23.

1. Planning applications – Following advice from Shropshire Council, the Town Council will submit comments on planning applications, where appropriate, requesting that conditions should be placed on any planning permissions granted, requiring the use of low carbon and sustainable products and approaches. Where applicable the conditions should also include provision of EV charging points and the planting of trees.
2. To investigate the installation of a rapid vehicle charging unit in the town.

**3. To consult with schools and youth groups in Wem to seek views of young people to understand what Wem related projects / initiatives the Town Council should progress to tackle the climate emergency.**

**334/22 Wem Economic Forum meeting 19.10.22 – to receive a report from.**

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

**335/22 Wem Swimming and Lifestyle Liaison Group meeting 20.10.22 – to receive a report from.**

A discussion took place on this item and Councillors expressed the view that if The Council agrees to install a new liner it should be subject to a satisfactory structural inspection of the empty pool being completed prior to installation.

**RESOLVED:- to receive the report from the Wem Swimming and Lifestyle Group meeting held on 20.10.22 and approve the recommendations made in the report.**

**336/22 Mayoral Chain proposals for alterations – to discuss quote received and options open to the Town Council.**

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

**337/22 Wem Traffic Project – to consider report from meeting with WSP and Shropshire Council concerning quoted costs for undertaking feasibility study.**

It was reported that the group were awaiting an updated quote from WSP as it was apparent several of the items quoted for previously had already been addressed.

**RESOLVED:- to note the report and discuss again at a future meeting once the quote has been updated.**

**338/22 Queen Elizabeth II Memorial -To discuss a memorial to commemorate Queen Elizabeth II in the town e.g. bandstand (at request of Cllr Hoffmann).**

**RESOLVED:- to refer discussions on this item to a future Amenities Committee meeting.**

**339/22 CCTV Quote – to consider quote received to strengthen link to Fire Station camera.**

**RESOLVED:- to approve the quote.**

**340/22 Correspondence - to discuss the following items.**

a) Scout and Guide Hut Committee – Trustee request (deferred from September meeting).

**RESOLVED:- to nominate Cllr Johnson as the Town Council's representative on Wem Scout and Guide committee.**

b) NALC Civility and Respect Project – To consider signing the pledge.

**RESOLVED:- to sign the Civility and Respect Pledge.**

c) Shropshire Council Highways – to discuss proposed works.

**RESOLVED**:- to note and not comment.

**341/22 Town Council Grant Guidance** – to review process for 2023.

**RESOLVED**:- to approve the grant guidance for 2023 and agree the deadline for applications to the small grants scheme as 31.1.23.

**342/22 Reports**

a) To receive written reports from the Council's representatives to other bodies. None received.

b) To receive a written report from Shropshire Councillors Broomhall and Towers. The written report by Cllr Towers and Cllr Broomhall was previously circulated.

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

**343/22 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.*  
Change to Town Council's committee structure to include all members.

**344/22 Dates of future meetings.**

a) To note the date and time of November meeting and consider whether an extra ordinary meeting will be necessary in December to discuss Wem Market.

**RESOLVED**:- to note that the next meeting will be November 24<sup>th</sup> 2022 and to set a provisional date of 8<sup>th</sup> December 2022 for an extraordinary meeting if required.

**345/22 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.

Town Council Office – to discuss.

**RESOLVED**:- to hold discussions with Shropshire Council regarding the leasing of the Morgan Library as a future Town Council office.

Staff mileage rate – to discuss.

**RESOLVED**:- to increase staff mileage to 45p per mile.

Meeting ended at 20.20