

Minutes of the Ordinary Meeting of Wem Town Council held on Thursday 27<sup>th</sup> February 2020 at 7 p.m.in the Roden Suite, Edinburgh House, New Street, Wem.

Present:- Councillor P Glover (Mayor), Councillors, P Broomhall, P Dee, R Dodd, R Drummond, K Edge, C Granger, P Johnson, M Meakin, C Mellings, J Murray, G Nash, E Towers, G Soul

Mrs S Thornhill (Assistant Town Clerk)

No Members of public present

*Rev Heron said prayers before the start of the meeting*

**165/20 To receive apologies for absence.**

No apologies received

**Disclosure of Pecuniary Interests.**

a) To receive any disclosures 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.

<b>Councillor</b>	<b>Item</b>	<b>Dispensation</b>
Cllr Mellings, 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 Mellings, Cllr Towers	Item 172/20 Director WS&LC Ltd	Dispensation to discuss but not vote on all matters relating to WSLC

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

**166/20 Public Participation Time** – No members of public present at meeting.

**167/20 Council Minutes.**

To approve as a correct record the minutes of the ordinary Meeting of the Town Council held on 30.1.20.

**RESOLVED**:- that the minutes of the Ordinary Meeting of the Town Council held on 30th January 2020 be approved as a correct record and they were duly signed by the Mayor.

**168/20 Progress report**

a) To consider the Clerks progress report on matters arising at previous meetings

Cllrs queried who had given the confirmation that the gabions at the Fothergill Way POS are part of the Public Open Space.

Cllr Meakin queried the Souldon Road Bridge priority, Cllr Mellings explained that this was not currently a priority due to the current flooding issues.

Cllr Towers queried the condition of the entrance to the car park, Cllr Mellings explained that this will be completed first as part of the scheduled works.

**RESOLVED:- to note**

**169/20 Planning Applications**

a) To note the recent planning decisions

**RESOLVED:- to note the planning decisions.**

b) To consider the following planning applications

**20/00436/FUL** 73 New Street, Wem, SY4 5AF Proposal: Erection of two storey rear extension following demolition of existing, internal alterations and installation of new window to front elevation.

**RESOLVED:- to have no objection to this application.**

**20/00588/FUL** 2 Aston Street, Wem, SY4 5AY Proposal: Change of use of first floor residential flat and ground floor ancillary storage to create additional office and amenity space.

**RESOLVED:- to have no objection to this application.**

**20/00589/LBC** 2 Aston Street, Wem, SY4 5AY Proposal: Change of use of first floor residential flat and ground floor ancillary storage to create additional office and amenity space affecting a Grade II Listed Building.

**RESOLVED:- to have no objection to this application.**

**170/20 Finance and Accounts for Payment**

a) To consider monthly financial statement and monthly budget report.

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

b) To approve accounts for payment and any payments made prior to meeting.

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

**Payments Made before meeting**

Supplier	Service	Net	Vat	Gross	Chq / BACS No
Talk Talk	Broadband			21.54	DD

**Payments for approval**

Supplier	Service	Net	Vat	Gross	Chq / BACS No
PG Skips	Cemetery Bin January	33.24	6.65	39.89	149.19
	Recreation Ground Bin Emptying January	52.04	10.41	62.45	
	Skip Hire Allotments	185.00	37.00	222.00	
	Total	270.28	54.06	324.34	
SLCC	Training Course Town Clerk	299.00	40.00	339.00	150.19
Shropshire Council	Joint Energy Costs for period January 2020 to March 2020 4 <sup>th</sup> quarter	1,708.70	341.74	2,050.44	151.19
Forester and Arborist	Tree Inspection	250.00		250.00	152.19
Balfours	Survey Reports	1061.00	212.20	1273.20	153.19
Waterplus	Public Toilets	105.58		105.58	154.19
Highline electrical	Installation of LED Light Drawwell Walk	269.80	53.96	323.76	155.19
Evans construction	Bus Shelter Removal	1300.00	260.00	1560.00	156.19
Hilary Canto	Expenses Climate Change	14.18		14.18	157.19
Mark Fitton	Cleaning of Bus Shelters Feb 2020	52.50		52.50	158.19
Salop Glass	Removal of Glass from Bus Shelter Station Road and make safe	273.00	54.60	327.60	159.19
Shropshire Council	February Salaries Jan overtime and expenses	7594.18		7594.18	160.19
	Mayor's Allowance	1370.00		1370.00	
	Balance	8964.18		8964.18	
Healthmatic	Toilet Cleaning	829.17	165.83	995.00	161.19
Shropshire Council	Drawwell Surfacing Contribution	3000.00		3000.00	162.19
Eon	Annual Street Lighting Maintenance Contract 1 May 2019-30 April 2020	1800.98	360.20	2161.18	163.19
Onecom	Telephone Charges	25.69	5.14	30.83	DD
UK Debt Management Office	Loan Repayment	2,152.05		2,152.05	DD

c) Bank Signatories – to remove Cllr Dodd as internet authoriser of Unity Trust Account and nominate a new signatory.

Cllr Dodd explained the reasons behind her being unable to continue as an internet authoriser of the Unity Trust Account but said she would continue to be a bank signatory and to check invoices. Cllr Johnson was appointed as the new internet authoriser.

**RESOLVED:- to appoint Cllr Johnson as a signatory of Unity Trust Bank Account.**

d) Internal Audit Report – for consideration

Two recommendations were made following the Internal Audit.

**Checking of bank account details** - The Town Clerk now issues a print out of the screen shot of all accounts for payment from the payments page of the bank's website. Signatories will be provided with a copy of this prior to the meeting to enable them to cross reference the account details with the invoices. Cllr Dodd commented that this had been carried out for the first time but it had taken up a lot of extra time prior to the meeting.

**Quotes** - If it is agreed to accept only one quote for works which would normally require three quotes in the future it will be recorded in the minutes that financial regulations were suspended to allow this.

**RESOLVED**:- to receive this report.

**171/20 VE Day Anniversary Meeting 10.2.20** – to receive a report from the meeting held on 10.2.20.

**RESOLVED**:- to receive this report.

**172/20 Wem Swimming & Lifestyle Centre Liaison Group meeting 13.2.20** – to receive minutes from this meeting and consider any recommendations within the minutes. Cllr Towers mentioned that at the recent Board meeting of the WS&LC it was discussed that as owners of the swimming pool, Wem Town Council needed to be involved in early & thorough communication with regard to any future plans for the pool.

**RESOLVED**:- to receive these minutes.

**173/20 Local Connection Verification Committee Meeting 17.2.20** – to receive minutes from this meeting.

**RESOLVED**:- to receive the minutes from this meeting.

**174/20 Wem Area Climate Change Forum 19.2.20** – to receive a report from the meeting. Cllr Drummond gave a brief report from the meeting, he said that the attendance compared to the previous months meeting was much lower. The representative from Shropshire Wildlife Trust gave a very good presentation and would be willing to talk to Councillors. The Chairman of the Forum raised the issue of a constitution with regard to bidding for grants/funding. A basic framework would be necessary and any constitution would need to go to the Town Council for checking before being implemented.

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

**175/20 Jubilee Square Bookings** – to consider taking on the booking of events on the Jubilee Square from Shropshire Council.

**RESOLVED**:- that the Town Council agrees to take over the booking of the Jubilee Square.

**176/20 Green Market and Climate Change Event** – to consider organising a Green Market and Climate Change related event on 18.7.20 on the Jubilee Square in partnership with Wem Economic Forum.

**RESOLVED:-** that the Town Council agrees in principal to organise a Green Themed Market and Climate Change related event on 18.7.20 on the Jubilee Square in Partnership with Wem Economic Forum.

**177/20 Station Road Bus Shelter** – for update on repair to damaged shelter.  
The Assistant Town Clerk advised that the bus shelter was repairable.

**178/20 Correspondence** (copies enclosed).  
a) Albion Bowling Club – to consider request to repair fencing.  
Cllr Meakin took no part in discussions.

**RESOLVED:-** not to provide funding to the Albion Bowling Club for repairs to the fencing.

b) Shropshire Green Infrastructure Strategy - to consider survey response  
Cllr Dodd pointed out that Orchard Way should be removed from 6a

**RESOLVED:-** to agree survey response following amendment as above.

c) Offstreet Parking Consultation

**RESOLVED:-** to receive this consultation.

d) Rural Community Energy Fund – to approve grant offer letter.

**RESOLVED:-** that the Town Council accepts the grant offer.

**179/20 Reports**

a) To receive reports from the Council's representatives to other bodies.  
Cllr Dodd gave a report of a recent meeting of the Town Hall Trust Forum.

Cllr Dee gave a report of the recent Youth Club meeting and said that a meeting would be held in March to discuss the 50<sup>th</sup> anniversary of the Youth Club. She thanked the Town Council for their support and said that the club is going from strength to strength.

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

b) To receive a report from Shropshire Council Councillors Mellings and Dee.  
Cllr Mellings brought to Councillors attention the Shrewsbury North West Relief Road Consultation 2020 and said he would forward his full report via email.

**RESOLVED:-** to receive this information.

**180/20 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.*

Cllr Murray asked with Climate Change in mind, that a representative from the refuse department be invited to attend a Town Council meeting to explain their procedures with regard to leaving the refuse lorries running during refuse collection.

It was suggested that the representative from the Shropshire Wildlife Trust be invited to speak at the annual Town meeting in May

**181/20 Dates of future meetings** – to note the date of the March meeting

**RESOLVED**:- to note that the next meeting of the Council would take place on **26<sup>th</sup> March 2020**.

Meeting ended 20.30

Mayor.....