

Minutes of an Ordinary Meeting of Wem Town Council held on Thursday 30<sup>th</sup> July 2020  
at 19.00 on the Zoom Virtual Meeting Platform

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

Mrs P O'Hagan (Town Clerk)

2 Members of the public present, 1 member of the press

**217/20 To receive apologies and reasons for absence**

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

Cllr P Broomhall, Cllr P Johnson

Absent Cllr Nash

**218/20 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.

**RESOLVED**:- to note the following declarations

<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 226/20 Directors 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.

**219/20 Public Participation Time** - a period of 15 minutes will be set aside for residents of Wem Town to speak.  
No matters raised.

**220/20 Council Minutes.**

To approve as a correct record the minutes of an Ordinary Meeting of the Town Council held on 25<sup>th</sup> June 2020.

**RESOLVED**:- that the minutes of the Ordinary Meeting of the Town Council held on the zoom virtual meeting platform on 25.6.20 be approved as a correct record and were duly signed by the Mayor.

**221/20 Covid 19 Operational Matters**

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

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

**222/20 Progress report** - To consider the Clerks progress report on matters arising at previous meetings.  
Dismay was expressed about the lack of progress on the ticket machine installation at the station.

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

**223/20 Planning Applications.**

**a) Planning Applications for consideration**

**i) 20/02735/FUL** 19 Oakley Meadow, Wem, SY4 5SF Proposed: Erection of single storey rear extension and partial conversion of existing garage into a habitable room.

**RESOLVED:- to support the application.**

**ii) 20/02768/FUL** 61 Station Road, Wem, SY4 5BJ Proposed: Formation of dropped kerb for vehicular access across pavement.

**RESOLVED:- to support the application as it could result in less cars being parked along the road.**

**b) Planning Decisions –**

**i) Report** - to consider.

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

**ii) 20/0007/FUL** – Former Hawk Site, Shawbury Road, erection of commercial offices - to consider the refusal decision on this application.

A discussion took place on this matter and Cllr Mellings reported that as the Town Council had not expressed a clear view on the original planning application the application was unable to be determined by committee. A meeting has been held with the applicant, planning officers and a new application is anticipated.

**RESOLVED:- to note.**

**c) Planning correspondence** Notification of Pre-Submission Draft Local Plan Consultation 3.8.20-30.9.20.

A discussion took place on the most appropriate way for the Town Council to respond to this draft.

**RESOLVED:- to hold a Planning Committee meeting in September to consider the plan.**

**224/20 Finance and Accounts for Payment**

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

It was reported that the monthly internal control checks had been carried out by the Mayor for June and that as Councillors were unable to physically sign invoices to state they had checked them against the payments sheet they were receiving a scanned copy of every invoice along with a screenshot of the accounts for authorisation page from the banking website.

**RESOLVED:- to note**

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

**RESOLVED:- to authorise the following payments****Payments made before meeting**

Supplier	Service	Net	Vat	Gross	Chq / BACS No
Talk Talk	Broadband	17.95	3.59	21.54	DD
Viking	Costs error on payment sheet submitted for approval at June meeting			.08	57.20

Supplier	Service	Net	Vat	Gross	Chq / BACS No
Information Commissioners Office	Data Protection Renewal Fee 2020	35.00		35.00	DD
Shropshire Council	Joint Energy Costs 1 <sup>st</sup> quarter 1.4.20-30.6.20	1701.83	340.37	2042.20	65.20
Shropshire Council	Rent & Service Charge Edinburgh House 1.7.20-30.9.20	1525.00		1525.00	66.20
Shropshire Council	External Payroll Charge 1.7.20-30.9.20	152.50	30.50	183.00	67.20
Web Orchard	Website Hosting/ Support	190.00	38.00	228.00	68.20
Rospa	Annual Play Area Inspection	542.96	108.59	651.55	69.20
JSL Water Systems Ltd	Msc. supplies	15.37	3.07	18.44	70.20
Mark Fitton	Bus Shelter Cleaning July	65.00		65.00	71.20
Ricoh	Erasing and disposal of Hard Drive	345.00	69.00	414.00	72.20
Shropshire Council	Salaries	8143.98		8143.98	73.20
Silk Sharples Jennings Surveyors	Estimated Reinstatement Cost Assessment Disused Public Toilets, Wem Recreation Ground	300.00	60.00	360.00	74.20
Sutcliffe Play	Play Equipment Parts for Classic Climber	98.52	19.70	118.22	75.20
NS Print	Foamex Play Area Posters	238.00	47.60	285.60	76.20
PG Skips	Cemetery & Recreation Ground Bin Emptying June	88.68	17.76	106.44	77.20
Evans Welding	Supply & Installation of Railings & Gate Love lane Cemetery	5743.60	1148.72	6892.32	78.20

West Mercia Energy	Toilets Electricity Supply				80.20
	1.5.20-31.5.20	27.25	1.36	28.61	
	1.6.20-30.6.20	21.47	1.07	22.54	
	Total	48.72	2.43	51.15	
Healthmatic	Toilet Cleaning July	829.17	165.83	995.00	81.20
Onecom	Telephone Charges	41.92	8.38	50.30	DD

c) Payment of Accounts during summer recess – to approve.

**RESOLVED:- to delegate authority to the Clerk in consultation with the Mayor and Deputy Mayor to make payments.**

**225/20 Finance and Corporate Governance Committee meeting 7.7.20** - to receive minutes from this meeting and consider any recommendations made.  
Cllr Dodd presented a report from this meeting and it was

**RESOLVED:- to receive the minutes held on the zoom virtual meeting platform on 7.7.20 and approve the recommendation within.**

**226/20 Wem Swimming and Lifestyle Centre Liaison Group meeting 28.7.20** – to receive minutes from this meeting and consider any recommendations made.  
Cllr Dodd presented a report from this meeting and it was

**RESOLVED:- to receive the minutes held on the zoom virtual meeting platform on 28.7.20 and approve the following payment recommendation within.**

Supplier	Service	Net	Vat	Gross	Chq / BACS No
Garoll Construction	Partial payment swimming pool works	12797.45	2559.49	15356.94	79.20

**227/20 Wem Economic Forum AGM 15.7.20** – to receive a report from this meeting.  
Cllr Towers presented a report from this meeting and explained that the Forum is currently seeking a secretary.

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

**228/20 Wem Store Cupboard**  
a) To consider draft of leaflet (phase 3).  
The Clerk reported that a grant had been received from the Police and Crime Commissioner to cover most of the costs of printing and distribution of the leaflet which would contain more information on access to help with job seeking and benefits. A discussion took place on the need to include information about community facilities in the town which have reopened and reference to the 2019-20 annual report which will be available online.

**RESOLVED:- to authorise the printing and distribution of this leaflet during August.**

b) To consider proposal to support the development of and contribute towards funding of a pilot meals on wheels scheme in the town.

**RESOLVED:-**

- That the Town Council works in partnership with Wem Town Hall to help establish the 3-month pilot scheme.
- If funding cannot be identified elsewhere approval is given for the Town Council to allocate £750 towards this project vired from the underspend in the small grants budget code.

**229/20 Market Towns Covid-19 Grant** – to consider application to be submitted on behalf of Wem Town.

A grant application to enable the Town Council to offer free parking on set days up to Christmas as a way of increasing footfall in the town and was considered and it was

**RESOLVED:-** to approve the submission of the application on behalf of the Town Council and to support applications submitted by Wem Town Hall and Wem Economic Forum.

**230/20 Climate Change Action Plan** – to review.

Cllr Towers reported that the sub groups of the Climate Forum are continuing to meet and are currently looking to develop a food trail during August to encourage local food purchasing. In addition to this a Parish Paths Partnership project is also proposed.

**RESOLVED:-** to note

**231/20 Correspondence**

a) Proposed One Way System

**RESOLVED:-** to respond and update the writer on the current proposal for the one way system.

b) Shropshire Fire and Rescue Integrated Risk Management Plan (IRMP) 2021-25  
Cllr Mellings updated on the plan and Councillors expressed views on items raised in the plan including traffic and road safety and it was

**RESOLVED:-** that Councillors could respond to the plan as individuals if they wished.

c) Ideas for the town

**RESOLVED:-** to note the letter and respond to the writer updating him on progress on the issues he had identified.

d) Update: The Local Electricity Bill's Reintroduction

**RESOLVED:-** to write to Owen Paterson MP requesting that he supports the local electricity bill.

e) PCC Annual Survey

**RESOLVED:-** to delegate authority to the Town Clerk to complete a draft response to the survey and circulate to Councillors for comments before submission.

**232/20 Reports**

a) To receive reports from the Council's representatives to other bodies.  
Cllr Meakin reported that the Christmas Lights Festival Committee would be meeting to discuss the 2020 Festival.  
Cllr Dee reported that the Youth Club would hopefully be restarting in September.  
Cllr Towers reported that the Baptist Holiday Bible Club would restart in August.

**RESOLVED:- to note.**

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

**RESOLVED:- to note the written report from Cllr Mellings and verbal report from Cllr Dee.**

**233/20 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 requested the police be invited to attend the next meeting.

**234/20 Date of next meeting** – for consideration.

**RESOLVED:- to note that the next ordinary Town Council meeting will be held on Thursday 24<sup>th</sup> September 2020 using the zoom virtual meeting platform.**

**235/20 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 – to consider report from Working Party meeting held 27.7.20 and email received from Shropshire Council.

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

b) Staff sick leave – to discuss.  
Cllr Murray left the meeting.

**RESOLVED:-**

- **to approve the payment of sick pay to the Litter Picker at 5 months full pay and 5 months half pay.**
- **to delegate authority to the Town Clerk in consultation with the Mayor and Deputy Mayor to find appropriate cover during the period of sick leave.**

Meeting ended 20.40

Meeting ended

Mayor.....