hMinutes of the Ordinary Meeting of Wem Town Council held on Thursday 28th November 2019 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***,*** J Murray, G Nash,

E Towers.

Mrs P O’Hagan (Town Clerk)

3 members of the public present

Rev Heron said prayers at the start of the meeting.

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| **103/19** | **To receive apologies for absence.**  **RESOLVED:- to accept the following apologies for absence**  G Soul, C Mellings |
| **104/19** | **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.  The following interests were declared   |  |  |  | | --- | --- | --- | | **Councillor** | **Item** | **Dispensation** | | Cllr Dee | Twin-hatted member 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 |   b) To consider any applications for Dispensations under s33 of the Localism Act 2011.  None received |
| **105/19** | **Public Participation Time** - a period of 15 minutes will be set aside for residents of Wem Town to speak.  A member of the public raised the following matters   * The proposed one way system around the town will have a negative affect on emergency services and local businesses especially the undertakers as they will have problems accessing areas of the town. * The proposals to alter the direction of traffic along Chapel Street and Leek Street will not work as both streets are used for unloading into local businesses and community buildings. Also people wanting to leave town will not be prepared to sit and wait in traffic. There are also concerns over the impact that these proposals will have on road safety. * 75th anniversary of VE and VJ Day Celebrations - it would be a good idea to request photos of the actual event and to hold a display in the town. * Tree planting it was suggested that trees could be planted on the land adjacent to Forthergill Way and the landowner should be contacted to see if this would be possible. |
| **106/19** | **Council Minutes**.  To approve as a correct record the minutes of the Ordinary Meeting of the Town Council held on 31st October.  **RESOLVED:- that the minutes of the Ordinary Meeting of the Town Council held on 31st October 2019 be approved as a correct record and signed by the Mayor.** |
| **107/19** | **Progress report**  a) To consider the Clerks progress report on matters arising at previous meetings.  **RESOLVED:- to note the report**. |
| **108/19** | **Planning Applications.**  a) To note the recent planning decisions.  **RESOLVED:- to note the report**. |
| **109/19** | **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** | | Shropshire Council | Health & safety Contract 29/4/19 – 28/4/20 | 920.00 | 184.00 | 1104.00 | 106.19 | | PG Skips | Cemetery Bin October  Recreation Ground Bin Emptying October  Total | 41.55  65.05  106.60 | 8.31  13.01  21.32 | 49.86  78.06  127.92 | 107.19 | | Princes | Office Phone | 33.33 | 6.66 | 39.99 | 108.19 | | Mark Fitton | Cleaning of Bus Shelters November 2019 | 65.00 |  | 65.00 | 109.19 | | Shropshire Council | Joint Energy Costs 2019/2020 third quarter October – December 2019 | 1708.70 | 341.74 | 2050.44 | 110.19 | | Eon | Light 1 Love Lane  Light 242 Noble Street  Light 263 High Street  All lights Butler Road  Total | 94.18  73.17  41.09  128.62  337.06 | 18.84  14.63  8.22  25.72  67.41 | 113.02  87.80  49.31  154.34  404.47 | 111.19 | | Severn Business Solutions | Installation and Associated Works Town Clerks PC | 187.50 | 37.50 | 225.00 | 112.19 | | Cllr Glover | Mayors Expenses October | 10.40 |  | 10.40 | 113.19 | | City Environmental Services | Collection and disposal of asbestos containing materials from WS&LC Ltd | 95.00 | 19.00 | 114.00 | 114.19 | | Arrow County Supplies | Bin bags | 101.49 | 20.30 | 121.79 | 115.19 | | West Mercia Energy | October Electricity Toilets | 96.73 | 4.84 | 101.57 | 116.19 | | Healthmatic | Toilet Cleaning | 829.17 | 165.83 | 995.00 | 117.19 | | SLCC | Membership | 227.00 |  | 227.00 | 118.19 | | Wem Christmas Lights | Contribution | 3000.00 |  | 3000.00 | 119.19 | | Wem Jubilee Band | Contribution | 50.00 |  | 50.00 | Cheque 300106 | | Onecom | Telephone Charges | 30.01 | 6.00 | 36.01 | DD |   c) Shropshire County Pension Fund – to note 31.3.19 Actuarial Valuation Results.  The Clerk gave an update on the staff pension valuation and the contributions required from 2020 following the Annual Employer Pensions Meeting she had attended.  **RESOLVED:- to note the report and to consider the allocation at the budget meeting.** |
| **110/19** | **Climate Change**  a) Working Party Meeting held 4.11.19 – to receive notes from this meeting and to consider any recommendations within the notes.  Cllr Dee gave a verbal report of this meeting and it was;  **RESOLVED:- to receive the notes and approve the recommendations therein.**  b) To receive a report from the Wem Area Climate Change Forum held 20.11.19.  It was reported that this was a well-attended meeting. A Chairman was appointed and the forum will meet again in January 2020. A discussion took place and Councillors were informed that this would be a stand alone committee supported by the Town Council in the beginning but not administered by the Town Council.  **RESOLVED:- to note the report** **and that Cllr Nash would be attend meetings of the forum and report back to the Town Council.** |
| **111/19** | **75th Anniversary Commemorations VE and VJ day -** to receive a report from meeting held 18.11.19.  **RESOLVED:- to receive the report**. |
| **112/19** | **Barber Trust –** to approve nomination of trustees to The Barber Trust  **RESOLVED:- to approve the nomination of Cllr Meakin, Cllr Granger and Cllr Murray as trustees of The Barber Trust for a further three years till 2022.** |
| **113/19** | **Condition of shop fronts in the Town –** for discussion  A discussion took place on this matter and the condition of the shop fronts in general were discussed. It was explained that the Town Council has no powers to instruct that shop owners improve their premises.  **RESOLVED:- to** **receive the correspondence.** |
| **114/19** | **Office Computer System –** to consider quote for replacement / upgrading of Assistant Clerks computer.  The Clerk reported that if approved this would exceed the 2019-2020 budget for office computers but that it was a better option in the long term to replace the computer rather than attempt to upgrade the machine due to its age.  **RESOLVED:- to approve the quote to supply and install a new computer for the Assistant Clerk and vire the overspend from underspent codes in administration budget or from general reserves.** |
| **115/19** | **Traffic Update** – one way traffic system for Wem – to receive feedback from the Working Group meeting.  A report from Cllr Mellings was circulated and Cllr Drummond gave a verbal report where he explained that it was hoped that Shropshire Council would carry out a feasibility study in order to progress the idea of a one way system around the town. He also explained that an experimental traffic order would also be put in place by Shropshire Council to allow them to experiment with changing the direction of traffic along Leek street, Chapel Street and Drawwell Lane and that no decision would take place until the changes had been properly trialled for a period of time.    **RESOLVED:- to note the report.** |
| **116/19** | **Remembrance Commemoration 2020 Lamp Post Poppies -** for consideration(at request of Cllr Mellings).  A discussion took place with regard to this and views were expressed that due to the workload of Town Council Staff during the lead up to Remembrance, as they are heavily involved with running the Bonfire and Fireworks Display and organising the Remembrance Parade, they would not be able to take on this extra project. Concerns were also raised over volunteers taking on the role of putting up and taking down the poppies. A suggestion was made that it may be more appropriate to create a small remembrance display in the week up to 11th November on the Church Green near the Silent Soldier that would be easier to manage and proved an area to remember and reflect in the lead up to the 11th November.  **RESOLVED:- not to progress the purchase of Lamp Post Poppies at this time.** |
| **117/19** | **Mark Barrow Visit** – to receive a verbal report of visit held 12.11.19.  The Clerk reported on the meeting which was felt by those who attended as very useful.  **RESOLVED:- to note the report**. |
| **118/19** | **Correspondence** (copies enclosed).  a) Environmental Maintenance Grant - to consider applying (copy enclosed).  **RESOLVED:-**.**not to apply for a grant.**  b) Wem Civic Society – Climate Change letter.  **RESOLVED:- to note the letter**.  c) Nat West Friends Against Scams presentation.  **RESOLVED:- to contact the Senior Club to see if they would be interested in hosting a presentation.** |
| **119/19** | **Access to Town Council CCTV**  a) To consider request from West Mercia Police  **RESOLVED:- to approve 24 hour access to officers from West Mercia Police o the Town Council Office in order to view and download CCTV images subject to the following conditions:-**   * **All visits are logged in the CCTV book.** * **The appropriate paperwork is completed prior to any images being downloaded.** |
| **120/19** | **Reports**  a) To receive reports from the Council’s representatives to other bodies.  Cllr Broomhall reported on the Christmas Lights Festival meeting.  **RESOLVED:- to note the report**.  Cllr Broomhall left the meeting at 20.05  b) To receive a report from Shropshire Council Councillors Mellings and Dee.  **RESOLVED:- to note verbal report from Cllr Dee**. |
| **121/19** | **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.*  The Clerk was asked to request that an officer from Wem SNT attend a future meeting of the Town Council. |
| **122/19** | **Dates of future meetings** – to note the date of the December meeting and agree date of Budget meeting.  **RESOLVED:- to note that the December meeting would be held on Thursday 19th December and that the budget meeting would be held on Thursday 23rd January 2020 at 19.00**. |

Meeting ended 20.10

Mayor…………………………………