

Minutes of an ordinary Meeting of Wem Town Council held on Thursday 20th May 2021 at 19.00 in The Roden Suite, Edinburgh House, New Street, Wem

Present:- Councillor P Glover (Mayor), Councillors, P Broomhall, R Dodd, R Drummond, A Everett, C Granger, D Hill, M Hoffmann, P Johnson, M Meakin, G Soul, E Towers

Mrs P O'Hagan (Town Clerk)

7 members of the public present (3 via zoom).

Rev Heron said prayers at the start of the meeting.

1/21 To appoint a Town Mayor for the year 2021/2022 and to receive declaration of acceptance of office.

The current Mayor presides for this item and then steps down from the Chair if an alternative Mayor is elected. The Mayor will invite nominations for the position. The Mayor may give an original vote on any matter put to the vote, and in the case of an equality of votes may exercise his casting vote whether or not he gave an original vote.

Cllr Granger proposed Cllr Broomhall, Cllr Soul seconded this proposal. There were no other nominations.

RESOLVED:- that Cllr Broomhall be appointed Town Mayor for the year 2021/2022.

2/21 To note that declarations of acceptance of office had been received and signed by members prior to the start of the meeting.

RESOLVED:- to note that all members declarations of acceptance of office had been received and signed in the presence to the Town Clerk by all members prior to the start of the meeting.

3/21 To receive and consider for approval apologies for absence and reasons given.

None received.

4/21 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.

No interests declared

b) To consider any applications for Dispensations under s33 of the Localism Act 2011.

The Clerk explained that 2 applications for dispensation had been received from Cllr Towers and Cllr Broomhall to allow them to speak and vote on all matters relating to Shropshire Council.

RESOLVED:- to award a dispensation to Cllr Towers and Cllr Broomhall to allow them to speak and vote on all matters relating to Shropshire Council

c) Register of interests - To note the need to ensure that new registers of interest forms are filled out and returned to the Monitoring Officer within 28 days of the election.

RESOLVED:- to note.

5/21 Public Participation - a period of 15 minutes will be set aside for residents of Wem Town to speak. No matters raised.

6/21 Councillor Vacancy – to consider and vote on applications received for the two Councillor vacancies on the Town Council.

A separate vote was taken on both vacancies as per standing order 8, voting on appointments and guidance issued by Shropshire Council.

Vacancy 1

It was RESOLVED to co-opt David Parry onto Wem Town Council.

Vacancy 2

It was RESOLVED to co-opt Kerry Edge onto Wem Town Council.

Both co-opted councillors signed their declarations of acceptance of office and duly joined the meeting.

7/21 To appoint a Deputy Mayor.

RESOLVED:- to appoint Cllr Soul as Deputy Mayor for 2021-22.

8/21 Council Committees

a) To review terms of reference and delegated powers of each committee / liaison group.

RESOLVED:- to approve the review and the delegated powers for each committee.

b) To appoint Councillors onto the following Committees / Liaison Groups.

RESOLVED:- to appoint the following councillors onto Town Council Committees / Liaison Groups.

Committee	2021/22
Finance & Corporate Gov. (8)	Mayor, Cllr's Granger, Soul, Parry, Glover, Towers, Johnson, Dodd
Amenities and Services (8)	Mayor, Cllr's Granger, Meakin, Hoffmann, Drummond, Everett, Towers, Johnson
Planning, Highways and Climate Change (all)	All Councillors
Asset Transfer	All Councillors
Verification Committee (4)	Cllr's Hill, Edge, Meakin, Dodd,
Complaints Committee (3)	Mayor, Cllr's Hoffmann and Hill

Wem Swimming and Lifestyle Centre Liaison Group (4)	Cllr's Towers, Edge Soul, Broomhall
Wem Town Hall Liaison Group (5)	Cllrs Soul, Dodd, Everett, Granger and Broomhall
Events Liaison Group. (6)	Cllr's Dodd, Meakin, Hoffmann, Everett, Parry, Hill
Grievance Panel (3)	Mayor, Cllr's Parry and Glover
Discipline Panel (3)	Mayor, Cllr's Meakin and Hill
Appeals Panel (5) not on GP or DP	Cllr's Dodd, Drummond Everett, Towers Johnson

c) **Scheme of delegation** - to review.

RESOLVED:- to approve the recommendation that the existing scheme of delegation complete with additional delegation items agreed on 29.10.20 remain in place until all Covid-19 restrictions are lifted.

When Covid – 19 restrictions are lifted then the additional delegated powers agreed on 29.10.20 will be reviewed again.

9/21 **Appointment of Representatives** – to appoint representatives to the following outside bodies;

RESOLVED:- to appoint the following Town Councillors to represent the Town Council on outside bodies.

Group	2021/22
Wem S&LC Ltd	Cllr Towers
Wem Youth Centre	Cllr Johnson
Parish Emergency Advisor	Cllr Granger
Wem Scouts HQ Committee	Cllr Everett
Wem Economic Forum	Cllr Hill, Drummond, Towers
RAF Shawbury Liaison Group	Cllr Granger, Cllr Hoffmann reserve
Wem Christmas Festival.	Cllr Broomhall and Cllr Edge
Friends of Whitchurch Rd Cemetery	Cllr Meakin, Cllr Parry
Shropshire Association of Local Councils	Cllr Drummond, Edge
WSSA Trustee	Cllr Drummond
Blossoming Wem	Cllr Drummond
Climate Change Group	Cllr Towers

10/21 **Review of Council Regulations and Procedures as per Standing Orders** – to delegate authority to Finance and Corporate Governance Committee to undertake review of the following policies.

- a) Standing Orders and Financial Regulations
- b) Complaints Procedure
- c) Freedom of Information Act 2000
- d) Data Protection
- e) Staff Policies
- f) Asset Register

RESOLVED:- to delegate authority to the Finance and Corporate Governance committee to undertake a review of the aforementioned policies, procedures and registers.

11/21 General Power of competence - To Resolve that the Town Council meets the criteria to exercise the General Power of Competence.

RESOLVED:- that the Town Council meets the criteria required to enable it to exercise the General Power of Competence during the Council term.

12/21 Council Minutes.

To approve as a correct record the minutes of Meeting of the Town Council held on 29th April 2021.

RESOLVED:- To approve as a correct record the minutes of Meeting of the Town Council held on 29th April 2021 and they were duly signed by The Mayor as a true record.

13/21 Progress report - To consider the Clerks progress report on matters arising at previous meetings.

The Clerk was asked to seek a date for a meeting to discuss Highways now that the portfolio holder for highways has been appointed.

RESOLVED:- to note the report.

14/21 Planning Applications.

a) Planning Applications for consideration

21/01976/FUL 5 Cedar Grove, Wem, Shropshire, SY4 5DQ

Proposal: Erection of flat roofed Porch to Main Entrance

RESOLVED:- to support the application.

21/01997/FUL 84 Lowe Hill Road, Wem, Shropshire, SY4 5UT

Proposal: Erection of single storey rear and side extension

RESOLVED:- to support the application.

b) To note the recent planning decisions.

RESOLVED:- to note the report.

15/21 Finance and Accounts for Payment (copies to follow)

a) Payments – to approve the use of BACS payments and variable direct debits (as per Financial Regulations).

RESOLVED:- to approve the use of BACS payments and variable direct debits as per Financial Regulation 6.7 for the following payments:-

Talk Talk - Broadband

Shropshire Council - All Invoices

Onecom – Telephone

Public Works Loans Board – Loan repayments

EE – mobile

b) Precept and Neighbourhood Fund – to note payment of and discuss management of neighbourhood fund.

RESOLVED:- to delegate authority to the Amenities and Services Committee to consider use of the Neighbourhood Fund for the upgrading of equipment on Wem Recreation Ground.

c) Accounts for payment - to approve accounts for payment and payments made prior to meetings.

RESOLVED:- to approve the following payments made prior to the meeting

Supplier	Service	Net	Vat	Gross	Chq / BACS No
EE	Mobile phone	56.03	11.21	67.24	DD
Talk Talk	Broadband	21.66	4.33	25.99	DD

RESOLVED:- to approve the following payments

Supplier	Service	Net	Vat	Gross	Chq / BACS No
Smartwater	Annual Renewal 31.5.21-31.5.22	165.00	33.00	198.00	35.21
PG Skips	Bin emptying Cemetery and Recreation Ground April 2021	92.24	18.44	110.68	36.21
Terry Merchant	Inspection Wemsbrook POS	90.00		90.00	37.21
ISM Ltd	Computer Contract	61.98	12.40	74.38	38.21
West Mercia Energy	Electricity Supply Public Toilets 1.3.21-31.3.21	99.97	5.00	104.97	39.21
Waterplus	Water Supply Public Toilets 8.2.21-7.5.21	115.81		115.81	40.21
Mark Fitton	Bus Shelter Cleaning May 2021	70.00		70.00	41.21
Kingfisher Environmental Services Ltd	Legionella Risk Assessment Public Toilets	489.58	97.92	587.50	42.21
Zurich Insurance	Policy Renewal 1.6.21-31.5.22	3573.36		3573.36	43.21
Rialtas Business Solutions Ltd	Accounts Year End Closedown	560.00	112.00	672.00	44.21
Wem Town Council	Donation towards demolition of Butler Sports Centre from Bulmer Cottage Fund	30,000.00		30,000.00	45.21
ISM	Remote Access Support	90.00	18.00	108.00	46.21

Shropshire Council	Salaries May with April expenses/overtime			8772.99	47.21
Education Sales Ltd	PA Hire	25.00	5.00	30.00	48.21
Healthmatic	Toilet Cleaning	829.17	165.83	995.00	49.21
JDH Business Services	Internal audit year end	276.97	55.39	332.36	50.21
Friends of Whitchuch Road Cemetery	Tapestry Grant	500.00		500.00	51.21
Onecom	Telephone	32.94	6.59	39.53	DD

d) Bank signatories - to approve.

RESOLVED:- to appoint the following councillors as additional signatories on Town Council bank accounts and remove signatories who are no longer councillors.

Account	Appoint Signatory	Remove signatory
Unity	Cllr Soul, Broomhall	C. Mellings, P Dee
Nationwide	Cllr Everett, Cllr Johnson	J Murray, C Mellings
CCLA	Cllr Broomhall, Cllr Granger	G Nash, P Moyse

16/21 Dates of future meetings –

a) To note date of June meeting.

RESOLVED:- to note that the June meeting will take place on 24.6.21.

b) To approve Town Council meeting dates for 2021-22.

RESOLVED:- to approve the 2021-22 meeting dates.

c) To approve proposed meeting dates and times for the Amenities and Services Committee and Finance and Corporate Governance Committee.

RESOLVED:- to approve the proposed 2021-22 committee meeting dates

17/21 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) To receive any nominations for Honorary Townsmen.

RESOLVED:- to defer nominations until the June meeting of the Town Council .

Meeting ended 20.10

Mayor.....