

Minutes of the Ordinary Meeting of Wem Town Council held on Thursday 25th October 2018 at 7 p.m.in the Roden Suite, Edinburgh House, New Street, Wem.

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

Mrs P O'Hagan (Town Clerk).
7 members of the public present

The Mayor welcomed Roger Drummond to his first meeting as a Councillor.

Viv Edgar gave a presentation on the Dementia Friendly Wem Initiative and outlined the purpose of the project which is aiming for all shops, businesses, clubs, societies etc to sign up as Dementia Friends. The initiative has been very popular and the number of training sessions being held has been extended. To date young and old groups have been involved, 30 local businesses and voluntary organisations have signed up to the initiative with the aim of 50 by Christmas.

Viv was thanked for all her help with this initiative.

Rev Nick Heron said prayers at the start of the meeting

85/18 To receive apologies for absence.

None received

86/18 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 disclosed.

Councillor	Item	Dispensation
Cllrs Mellings and Dee	Twin-hatted members declared a personal interest in any matters relating to the Town Council's relationship with Shropshire Council	Dispensation to allow participation and voting on all matters relating to Shropshire Council
Cllr Mellings, Cllr Towers	Item 94/18 Board Members Wem Swimming and Lifestyle Centre	Dispensation to allow participation but not voting on all matters relating to Wem Swimming and Lifestyle Centre
Cllr Moyse	Item 94/18 Board Member Wem Swimming and Lifestyle Centre	
Cllr Dodd, Cllr Meakin	Trustee Wem Town Hall	

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

87/18 Public Participation Time - a period of 15 minutes will be set aside for residents of Wem Town to speak.

Cllr Murray joined the meeting at 19.15

A member of the public raised the following items

- Whilst the River Roden has been cleaned out the pipe under Wem Mill Car Park is blocked and in need of cleaning out.
- Wall in Mill Street – The wall between the road and the new development and the road is in very poor condition and needs repointing. Can the developer be instructed to do this?
- Saulton Road bridge – Can a priority system for traffic either from Wem or the other direction be implemented over the bridge to prevent future damage?

A member of the public raised the following items

- Morgan Library – can the Town Council look at the use of this building as it is important to the history of Wem and there are concerns that the building is being allowed to deteriorate?
- The state of the White Horse continues to be a problem and needs to be sorted.
- Wem Civic Society has published booklet on WW1 survivor Harry Strong MC.

Cllr Towers reported that a resident had raised concerns about the condition of the trees on Lowe Hill Road by The Old Rectory.

88/18 Council Minutes.

To approve as a correct record the minutes of the ordinary Meeting of the Town Council held on 27th September 2018.

RESOLVED:- to approve as a correct record the minutes of the ordinary Meeting of the Town Council held on 27th September 2018 and they were duly signed by The Mayor.

89/18 Progress report - To note the Clerks progress report on matters arising at previous meetings.

RESOLVED:- to note the report.

90/18 Planning Applications.

a) To note the recent planning decisions.

RESOLVED:- to note the report.

b) Preapplication protocol - to consider draft. The revised draft was considered and it was

RESOLVED:- to adopt the protocol.

c) Planning Applications for consideration

i) 18/04586/FUL Crossfield, Church Lane, Wem, SY4 5HS Proposal: Erection of side extension and detached garage; internal alterations to existing dwelling

RESOLVED:- to support the application.

ii)18/04330/FUL: The Drayton Gate, 2 Aston Street, Wem, SY4 5AY Proposal: Works to facilitate change of use of part of restaurant and bar into offices at ground floor including insertion of 1800 high timber privacy screens to create office spaces/areas and reinstatement of 1No. internal doorway in existing opening; change of use of commercial kitchen to domestic storage (1st floor residential flat to remain unaffected); alterations to existing access and parking.

Councillors expressed regret at the closure of the Drayton Gate which would be a loss to the town.

RESOLVED:- to support the application.

iii) 18/04331/LBC The Drayton Gate, 2 Aston Street, Wem, Y4 5AY Proposal: Works to facilitate change of use of part of restaurant and bar into offices at ground floor including insertion of 1800 high timber privacy screens to create office spaces/areas and reinstatement of 1No. internal doorway in existing opening; change of use of commercial kitchen to domestic storage (1st floor residential flat to remain unaffected); alterations to existing access and parking affecting a Grade II Listed Building

RESOLVED:- to support the application.

d) Correspondence - to consider Community Infrastructure Levy letter.

RESOLVED:- to receive the letter.

91/18 Finance and Accounts for Payment

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

RESOLVED:- to note.

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

RESOLVED:- to approve the following payments.

Payments made prior to the meeting

Supplier	Service	Net	Vat	Gross	Chq / BACS No
Shropshire Council	Payroll	6588.64	10.18	6598.82	DD
Talk Talk	Broadband	16.00	3.20	19.20	DD
D. Murray	Floral Planters	2580.00		2580.00	88.18
CCLA	Transfer from Unity account	92224.00		92224.00	Transfer

BT	Phone bill (end of contract)	17.06	3.41	20.47	DD
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RESOLVED:- to approve the following payments

Supplier	Service	Net	Vat	Gross	Chq / BACS No
WSSA	6 month contribution	10000.00	1333.00	11333.00	89.18
PG Skips	Cemetery Bin Emptying	32.44	6.49	38.93	90.18
	Recreation Bin Emptying	51.24	10.25	61.49	
	Skip hire Sept	160.00	32.00	192.00	
	Total	243.68	48.74	292.42	
Shropshire Council	Rent 2 nd Quarter	1525.00		1525.00	91.18
Healthmatic	Toilet coin machine installation (ladies)	2600.00	520.00	3120.00	92.18
Mark Fitton	Cleaning of Bus Shelters Oct	65.00		65.00	93.18
Viking	Office supplies	44.01	8.80	52.81	94.18
Healthmatic	Cleaning and Maintenance Public Toilets Sept / Oct	787.50	157.50	945.00	95.18
Shropshire Council	Energy 2 nd Quarter	1525.62	305.12	1830.74	96.18
Via Della Emelia	Tree works Rec and allotments	650.00	130.00	780.00	97.18
SALC	Training Budgets	75.00		75.00	98.18
Shropshire SLCC	Clerks Training day	20.00		20.00	99.18
West Mercia Energy	Aug / Sept Toilet Electricity	6.91		6.91	100.18
Cllr Granger	Mayor's expenses Oct	41.30		41.30	101.18
Shrewsbury Mayors Charity Fund	Xmas Lunch Tickets (from Mayor's allowance)	40.00		40.00	102.18
Petty Cash	Top up	68.84		68.84	300082
One Com	Telephone	42.00	8.40	50.40	DD

c) To approve deposit of £100,000 into Nationwide Business Instant Saver Account.

RESOLVED:- to approve deposit of £100,00 into the Nationwide Instant Saver Account following the closure of the Barclays Bank Account.

92/18 Finance and Corporate Governance Committee meeting held 9th October 2018

a) To receive these minutes and approve the recommendations contained therein.

RESOLVED:- to receive these minutes and approve the recommendation on minute 5 contained therein.

Further RESOLVED:- to consider recommendation from minute point 9a in closed session.

93/18 **Events Liaison Group Meeting held 10th October 2018** - To receive notes from this meeting.

RESOLVED:- to receive these notes.

94/18 **WSLC Liaison Group Meeting held 17th October 2018** - To receive these notes and approve the recommendations contained therein.

RESOLVED:- to receive these notes and approve the recommendations contained therein.

95/18 **Network Rail** – to receive a report from meeting held with Network Rail to discuss Wem Station and the Level Crossing.
Cllr Mellings gave a report from the meeting which was held 16.10.18 and explained the reasons behind the recent problems with the level crossing and plans to improve communication with Network Rail.

RESOLVED:- to note the report.

96/18 **Adoption of Wilmott Meadow Open Space** – to approve adoption of.
The Clerk explained that this item was to be deferred as the salt bin had not been removed and there was a need for Taylor Wimpey to plant some replacement trees following the removal of the trees damaged in the recent high winds. It was explained that the Town Council may want to re think the condition that the dog bin be removed as it was very well used and if it were to be removed there could be a problem with dog faeces not being collected or being deposited in the play area bin. A discussion took place and it was

RESOLVED:- to defer the adoption until the minor works identified had been completed and to seek a price from Shropshire Council for the fortnightly emptying of the dog bin.

97/18 **War Memorial Cleaning** – to discuss quote received. Cllr Granger explained that this item was still in need of additional information as clarification was required as to whether the War Memorial would withstand cleaning due to the nature of the stone.

RESOLVED:- to defer to a later meeting.

98/18 **Cemetery Fees** – to consider amending wording of cemetery fees deferred from September meeting.

RESOLVED:- to amend wording on the cemetery charges form to state

1. The Fees and Payments below apply where the person to be interred was, a resident of Wem Urban Parish or was a resident of Wem Urban Parish immediately prior to entering a hospital, hospice, nursing home or other care arrangement outside of Wem Urban Parish. The fees for the burial of persons who do not qualify as residents will be doubled.

2. The Funeral Director will always be responsible for arranging the digging of graves (in accordance with national guidelines) and for the payment of the officiating Clergy. No charge for either of these items will appear on Council invoices.

3. The Council has declared its intention to maintain the Burial Ground as a LAWN CEMETERY to facilitate maintenance and to keep down costs. For this reason the erection of headstones (not exceeding 3' 6" in height) will be allowed and one small moveable ornamental vase (not exceeding 8" high, 8" deep, 8" wide on a base no larger than 10" square) will also be permitted, but rails, kerbs, slabs, gravel and other adornments will not be allowed. Similarly, after the subsidence period has elapsed no mounding of soil on the graves will be permitted.

4. Persons wishing to erect headstones on graves should first consult the Clerk of the Council regarding the Council's conditions regulating the erection of monuments and the Council's written approval must be obtained before proceeding.

FURTHER RESOLVED - to delegate authority to the Town Clerk in consultation with the Chair of the Amenities and Services Committee to make a final decision on a case by case basis on whether an interment qualifies for resident fees under condition 1.

99/18 White Horse Hotel – to consider condition of building.

Cllr Mellings gave an update on the ongoing issues over the ownership of the building. He reported that a Section 215 notice is still to be pursued and a meeting will be held with Shropshire Council officers to deal with the appearance in the short term and the long term future of the building.

Cllr Meakin stated it would be an ideal solution if Shropshire Council could purchase the building as something needs to be done. A suggestion was made that Peter Nutting be asked to look at this as a possible investment project for Shropshire Council.

RESOLVED:- to note the report.

100/18 Correspondence – to consider the following items of correspondence (copies enclosed).

a) Friends of Whitchurch Road Cemetery – request for funding for bench. The Clerk explained that she had spoken to the secretary and explained that the Town Council had agreed to contribute to the cost of a bench to be located adjacent to the Jubilee Noticeboard.

RESOLVED:- not to approve the request for a donation towards a World War One memorial bench in the Old Cemetery as the Town Council had agreed to part fund a WWI memorial bench in the Town.

b) Eckford Sweet Pea Society - notification of the ending of the Sweet Pea Show
Regret was expressed at the decision of the society to cease the show although it was recognised that the committee had struggled to attract volunteers to help organise the event each year.

RESOLVED:- to receive.

c) Local Transport Plan for Shropshire (LTP4) - online questionnaire. A discussion took place and Councillors were urged to complete the questionnaire in an individual capacity.

RESOLVED:- to delegate authority to the Clerk to submit the Town Council's response to the questionnaire and to comment on the need for an individual strategy to be developed for the Town.

d) Suggestions to improve Wem – The suggestions put forward by a member of the public were considered and Councillors expressed the view that the Town Council was already working on a number of the ideas.

RESOLVED:- to receive.

e) Airband – superfast broadband

RESOLVED:- not to progress.

f) SALC AGM – to nominate Councillor to attend

RESOLVED:- that Cllr Mellings and Cllr Dee would attend on the Town Council's behalf.

101/18 Reports

a) To receive reports from the Council's representatives to other bodies.
Cllr Broomhall circulated his report from the Wem Christmas Lights Committee and the Mayor gave a report of events recently attended.

b) To receive a report from Shropshire Council Councillors Mellings and Dee.
A verbal report was given by Cllr Dee and Cllr Mellings presented a written report.

RESOLVED:- to note the reports

102/18 Future agenda items – for consideration.

Condition of High Street

Highways Manager to be asked to attend a future meeting in the New Year.

103/18 Dates of future meetings – to note the date of the November meeting

RESOLVED:- to note the next meeting date as Thursday 29th November 2018.

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.

Finance and Corporate Governance Committee meeting held 9th October 2018

a) To consider recommendation from minute number 9a

RESOLVED:- Not to approve recommendation from minute number 9a.

FURTHER RESOLVED: - To establish a Staffing Review Working Party composed of Cllr Drummond, Cllr Soul, Cllr Dodd and Cllr Broomhall to consider the need to employ an additional member of administration staff and if required to draft a job description to be considered by Full Council.

a) To consider notes from the Town Hall Working Party and draft SLA.

The meeting notes were presented, and a discussion took place on the draft Service Level Agreement and proposed funding levels for the 3 year period. Concern was expressed at the need to ensure that the Town Hall continues to be financially secure in the future.

RESOLVED:- to

- **Approve the Grant Funding Delivery Objectives as outlined in the Grant Funding Agreement Service Specification.**
- **Discuss the proposed funding levels for 2019-20, 2020-21 as outlined in the working party notes with representatives from the Town Hall Trust at its joint meeting to be held in November.**
- **Make the final decision on the level of contribution to the over the 3 year SLA period at the January Budget Meeting of the Town Council.**

b) To consider correspondence concerning The Morgan Library.

The letter received was considered and a discussion took place on the current use of the building.

RESOLVED:- to receive the correspondence.

c) To consider first draft of Wem Emergency Plan.

RESOLVED:- to approve first draft and a vote of thanks was recorded for the work put into the document by Carole Warner and the working party.

Meeting ended 21.15

Mayor.....