

Minutes of the Ordinary Meeting of Wem Town Council held on Thursday 25<sup>th</sup> July 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, P Johnson, M Meakin, C Mellings, J Murray, G Nash, G Soul, E Towers. Mrs P O'Hagan (Town Clerk).

2 members of the public present

PC Liam Heathcote attended the meeting and gave a report on the work of the Wem Safer Neighbourhood Team over the last few months. He updated The Council on changes in the team and reported that Sgt Greenaway will be moving to Shrewsbury in the short term and Sgt Barnes will be filling her vacancy. PCSO Davies has left the team and PCSO Robinson has replaced him.

He reported that the Mobile police station has visited the Wem area twice in recent months and will continue to do so. A number of home safety workshops have also taken place in the area and the team continue to carry out speed enforcement along with stop searches for drugs.

Questions were asked about car crime data and the level of drug use in Wem.

A concern was also raised about begging on the co-op car park which could be affecting early evening trade in the area. The need to increase the police presence in the town was also raised. A discussion took place on the number of incidents being reported on social media sites but not to the police direct. PC Heathcote explained that the local team were not able to access the site in question as it was a closed group however social media sites are monitored by West Mercia Police.

A question was asked about additional police resources for the town and PC Heathcote responded that he was not aware of any additional resources coming to the Wem SNT and if the Council felt strongly about this matter it should be raised direct with the PCC.

Thanks were expressed by Councillors for the work of Sgt Greenaway in the town.

**47/19 To receive apologies for absence.**

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

C Granger

**48/19 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

<b>Councillor</b>	<b>Item</b>	<b>Dispensation</b>
Cllr Mellings and 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	Item 56/19 WSLC director	Dispensation to discuss but not vote on all matters relating to WSLC

Cllr Towers	Item 56/19 WSLC Town Council representative	Dispensation to discuss but not vote on all matters relating to WSLC
Cllr Murray and Drummond,	Item 60/19 members of Wem Christmas Lights and Festival Committee	
Cllr Meakin and Broomhall	Item 60/19 members of Wem Christmas Lights and Festival Committee	Dispensation to discuss but not vote on all matters relating to Wem Christmas Lights and Festival Committee

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

None received.

**49/19 Public Participation Time** - a period of 15 minutes will be set aside for residents of Wem Town to speak.  
No matters raised.

**50/19 Council Minutes.**

To approve as a correct record the minutes of the ordinary Meeting of the Town Council held on 27<sup>th</sup> June 2019.

**RESOLVED**:- that the minutes of the ordinary Meeting of the Town Council held on 27<sup>th</sup> June 2019 be approved as a correct record and signed by the Mayor.

**51/19 Progress report** - To note the Clerks progress report on matters arising at previous meetings.

**RESOLVED**:- to note the report and approve the Clerk's attendance on the Essential Conversations training course.

**52/19 Planning Applications.**

a) To note the recent planning decisions.

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

b) To consider the following planning applications

19/03166/TCA – Address 49 Aston Street, Wem, SY4 5AU  
Proposal: Fell 1no Ash within Wem Conservation Area

**RESOLVED**:- to support the application as long as it is replaced with a standard Ash tree.

c) **CIL Local Application** – for update on application.

The Clerk explained that the application to Shropshire Council to fund the experimental traffic order for the one-way system reversal around Drawwell Lane was unsuccessful. A discussion took place on the need to ensure that funding was found from the Highways budget.

**RESOLVED**:- to note the report and to request that the Wem Economic Forum Traffic Working Party raise this matter direct with Shropshire Council at its next meeting.

**d) High Street Heritage Action Zone Application** – to receive update on.  
The Clerk reported that this application had been submitted and it was expected that the outcome would be known sometime in the Autumn. Thanks were expressed for the help of Shropshire Council officers on this application.

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

**e) Development Land off Mill Street** – to discuss (at request of Cllr Nash).  
A discussion took place on the planning application 17/01924/FUL and why it was taking so long to determine the application. Cllr Nash reported that the area had not had a proper archaeological survey and a heritage workday was being organised to undertake an archaeological sweep of parts of the town and any findings will be reported to Shropshire Council.  
It was explained that the application will be determined in the Autumn by committee.

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

**53/19 Finance and Accounts for Payment**

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

**RESOLVED:- to approve the statement and monthly budget report.**

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

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

Supplier	Service	Net	Vat	Gross	Chq / BACS No
Onecom	Telephone	25.56	5.11	30.67	DD
Talk Talk	Broadband	16.00	3.20	19.20	DD
Shropshire Council	Payroll charge 1 <sup>st</sup> Quarter	152.50	30.50	183.00	DD
Unity Trust Account	Transfer of Wilmott Meadow S106 Funds to Developers Reserve Accounts	65,000		65,000	Transfer

**Payments for approval**

Supplier	Service	Net	Vat	Gross	Chq / BACS No
Imprint	Printing of Annual Report	217.00		217.00	39.19
PG Skips	Rec Bin emptying	52.04	10.41	62.45	40.19
	Cemetery Bin emptying	33.24	6.65	39.89	
	Total	85.28	17.06	102.34	
Information Solutions	Community Hub Hosting	190.00	38.00	228.00	41.19
Ricoh	Lease	105.01		105.01	42.19
	Charges	132.93		132.93	
	Total	237.94	47.59	285.53	

Severn Business Solutions	Information request re setting up of Finance Software	56.25	11.25	67.50	43.19
Mark Fitton	Bus Shelter Cleaning July	65.00		65.00	44.19
ORP	CCTV Camera and works	2283.00	456.60	2739.60	45.19
Healthmatic	Toilet cleaning	829.17	165.83	995.00	46.19
West Mercia Energy	May / June electricity	68.18	3.41	71.59	47.19
Shropshire Council	Emergency Call Out to Non Working Lights Kynaston Road/Pantulf Road	216.25		216.25	DD
Shropshire Council	Payroll charges 2 <sup>nd</sup> quarter 1.7.19 - 30.9.19	152.50	30.50	183.00	DD
Shropshire Council	Office rent and service charge 2 <sup>nd</sup> Quarter	1,525.00		1,525.00	DD
Shropshire Council	July Salaries	7,378.99		7,378.99	DD
Information Commissioners Office	Membership	40.00		40.00	DD

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

**RESOLVED:- to delegate authority to Town Clerk, Town Mayor and Deputy Mayor to approve invoices for payment received during August.**

d) Finance Training – to consider quote received.

**RESOLVED:- to approve the quote and set a date for training in early October.**

**54/19 Finance and Corporate Governance meeting 9.7.19** - to receive minutes and approve recommendations within the minutes.

**RESOLVED:- To receive the minutes of 9.7.19 and approve recommendations within.**

**55/19 Councillor Co-option**

a) To consider applications received for the Councillor vacancy and to co-opt an applicant onto the Town Council.

Four applications were received and following a vote it was

**RESOLVED:- To co-opt Kerry Edge onto Wem Town Council.**

**56/19 Wem Swimming and Lifestyle Centre Liaison Group meeting 17.7.19** - to receive minutes and approve recommendations within the minutes.

It was explained that there were no recommendations in the minutes.

**RESOLVED:- To receive the minutes of 17.7.19.**

57/19

**Climate Change Working Party 10.7.19 and 22.7.19 –**

a) To receive reports from these meetings (10.7.19 copy enclosed, 22.7.19 copy to follow). It was pointed out that the Working Party had also agreed to invite Veolia to give a presentation at the public meeting.

**RESOLVED:-**

- To receive the reports of meetings and approve recommendations within.
- To approve the submission of an application to the Rural Community Energy Fund for a feasibility study into alternative energy provision at the Butler Sports Centre, Wem Swimming and Lifestyle Centre and Wem Scout and Guides Hut.

b) To consider proposal submitted by Marches Energy Agency.

**RESOLVED:- To approve the quote to undertake research to establish the baseline carbon dioxide emissions for the Town Council up to a maximum of £1500 and to fund the work from the Service Transformation budget.**

c) To consider draft action plan.

An updated action plan was circulated and it was explained that the items requiring expenditure would be considered by the appropriate committee.

**RESOLVED:- to note.**

58/19

**Wem Town Hall Liaison Group meeting 18.7.19 -** to receive minutes and approve recommendations within the minutes.

It was explained that there were no recommendations in the minutes.

**RESOLVED:- To receive the minutes 18.7.19.**

59/19

**Local Connection**

a) Vaughn Place - to consider allocation report and approve final draft of the local lettings policy.

The Clerk explained that the lettings policy included the revisions requested by the Town Council previously.

**RESOLVED:- To approve the local lettings policy.**

b) Confirmation of Local Connection - to consider delegation of authority on determining single local connection applications to the Town Clerk and Committee Chairman.

**RESOLVED:- To delegate authority to the Town Clerk and Verification Committee Chairman to determine single local connection applications.**

60/19

**Consultations**

a) Review of current banners, bunting and Christmas lighting policy and process. A discussion took place on this item and concern was raised over the capacity and expertise within the Town Council to take on this role.

**RESOLVED:- To comment that the Town Council would not support the recommendation that the approval process and enforcement responsibility for Banners, Bunting and Christmas Lighting be devolved to the Town Council.**

b) Review of polling districts, polling places and polling stations.

**RESOLVED:- To respond that the Town Council has no comments and wishes to retain the existing polling station arrangements for the Town.**

**61/19 Correspondence**

a) Shropshire Playing Fields Association Freedom to Move Strategy – for consideration.

**RESOLVED:- To note.**

**62/19 Reports**

a) To receive reports from the Council’s representatives to other bodies.  
Cllr Dodd reported on a Friends of Whitchurch Road Cemetery Meeting and Heritage Weekend planned for September.

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

Cllr Mellings explained he would be emailing a report at the weekend. Cllr Dee gave a verbal report.

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

**63/19 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.*  
None received

**64/19 Dates of future meetings** – to note the date of the September meeting.

**RESOLVED:- to note that the September meeting will be held on 26<sup>th</sup> September 2019.**

Meeting ended 20.35

Mayor.....