

Minutes of an Ordinary Meeting of Wem Town Council held on Thursday 31<sup>st</sup> October 2024 at 7pm in the Town Council Meeting Room, Wem Library, High Street, Wem

**Present:** - Cllrs D Parry (Mayor) R Dodd, R Barker, P Broomhall, P Glover, C Granger, D Hill, P Johnson, E Towers, G Soul.

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

**778/24 To note apologies for absence received**

Apologies were received from Cllrs Gascoigne, Meakin, Hoffmann and Drummond.

**779/24 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.

<b>Councillor</b>	<b>Item</b>	<b>Dispensation</b>
Cllrs Towers and Broomhall	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 Towers	789/24 Wem Swimming and Lifestyle Centre Director.	Dispensation to allow participation but not voting on any matters relating to Wem Swimming and Lifestyle Centre
Cllr Broomhall	789/24 Wem Swimming and Lifestyle Centre Director.	Dispensation to allow participation and voting on any matters relating to Wem Swimming and Lifestyle Centre
Cllr Glover	784/24 Part owner of the Fruitful Deli	

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

**780/24 Public Participation** - a period of 15 minutes will be set aside for residents of Wem Town to speak. None present.

**781/24 Council Minutes** - to approve as a correct record the minutes of the meeting of the Town Council held on 26.9.24.

**RESOLVED:- to approve as a correct record the minutes of the ordinary meeting of the Town Council held on 26<sup>th</sup> September 2024 and they were duly signed by The Mayor as a correct record.**

**782/24 Progress report** - To consider the Clerks progress report on decisions made at previous meetings.

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

**783/24 Planning Applications**

a) to note the recent planning decisions.

The Clerk updated The Council on decisions that had been made following the publication of the agenda.

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

**784/24 Finance and Accounts for Payment.**

a) Budget report – to consider.

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

b) Internal Control checks – to note.

It was reported that the internal control checks carried out by the Mayor were up to date.

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

c) Accounts for payment - to approve accounts for payment.

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

Direct Debits and payments made prior to meeting.

Supplier	Service	Net	Vat	Gross	BACS no
Shropshire Council	Salaries October	6941.53	0.00	6941.53	PAYROLL
	HMRC October	2483.38	0.00	2483.38	HMRC
	Pensions October	2126.41	0.00	2126.41	LGPS
Unity Bank	BACS Charges August	17.54	0.00	17.54	DD 47.24
Unity Bank	Charges 4.9 – 30.9	12.15	0.00	12.15	DD 48.24
Lloyds Bank	Credit Card Payment	243.98	0.00	243.98	DD 49.24
Business2Business	Telephone /Broadband	108.47	21.69	130.16	DD 50.24
EE	Mobile Phones	29.93	5.99	35.92	DD 51.24
WaterPlus	Car Park Toilet Water 8.9.24 – 8.10.24	33.01	0.00	33.01	DD 52.24
WaterPlus	Allotment Water 12.9.24 – 12.10.24	38.22	7.64	45.86	DD 53.24
West Mercia Energy	Car park toilets energy 1.9.24-30.9.24	80.59	4.03	84.62	DD 54.24
Unity Trust Bank	BACS charges	17.54	0.00	17.54	DD 55.24
Unity Trust Bank	Cash/Cheque charges 4.6.24 – 3.9.24	36.90	0.00	36.90	DD 56.24
LJM Solutions	Swimming Pool Solar Panel Installation	39727.82	7945.56	47673.38	140.24

Reaseheath College	Refresher Training*	1084.00	0.00	1084.00	141.24
Garoll Construction	Purchase Swimming Pool Tiles	4161.00	832.20	4993.20	147.24
Credit card payments for information only					
Lloyds Bank	Monthly Charge	3.00	0.00	3.00	CC16.24

Reimbursement of 50% has been agreed and reimbursed .

### Funds Transfer Prior to Meeting

From	To	Amount	Reason
Nationwide	Unity Trust Bank	£50,000	Current Account Top Up.
Unity Trust Bank	Nationwide	£50,000	Returning funds to savings account
Unity Trust Bank	Nationwide	£50,000	Returning funds to savings account

### Payments

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

Cllr Glover took no part in discussions for payment 137.24

Supplier	Service	Net	Vat	Gross	Chq / BACS No
Taylor's	Ladies Toilet Repair	575.00	115.00	690.00	130.24
Healthmatic	Rec Toilets 1.9 – 30.9	406.29	81.26	487.55	131.24
Healthmatic	Car Park Toilets 17.9 – 16.10	783.25	156.65	939.90	132.24
Shropshire Council	Office Rent 1.10.24 – 31.12.24	3835.50	0.00	3835.50	133.24
PG Skips	Litter Bin Emptying	162.02	32.43	194.45	134.24
SYA	Heads Up Provision Autumn 2024	4166.67	833.33	5000.00	135.24
D Parry	Mileage	49.05	0.00	49.05	136.24
The Fruitful Deli	Townspersons Award	306.00	0.00	306.00	137.24
NS Print	Minute Paper	42.74	8.54	51.28	138.24
ISM-IT	IT Support	99.99	20.00	119.99	139.24
Business2Business	Groundsman's phone	188.00	37.60	225.60	142.24
DW Evans	Gravedigging September	372.00	0.00	372.00	143.24
Via Della Emilia	Emergency Tree Works	423.00	84.60	507.60	144.24
ICCM	Training Course	145.00	29.00	174.00	145.24
Highline Electrical	PAT Testing	39.00	7.80	46.80	146.24
Swimming & Lifestyle Centre	Grant Q2	13750.00	0.00	13750.00	148.24
Sign & Poster	Road Closure Stickers	75.00	15.00	90.00	149.24
M Fitton	Bus Shelter Cleaning	75.00	0.00	75.00	150.24

Glasdon	Playground sundries	234.74	46.95	281.69	151.24
Security Wise	Balance of annual contract payment	50.00	10.00	60.00	152.24
P O'Hagan	Clerk's Expenses (Oct)	26.85	1.00	27.85	153.24
Via Della Emilia	Tree Works	500.00	100.00	600.00	154.24
Santas Village	Snow Globe Balance	896.25	179.25	1075.50	155.24
Healthmatic	Car Park Toilets 17.10 – 16.11	783.25	156.65	939.90	156.24
Healthmatic	Rec Toilets 1.10 – 31.10	406.29	81.26	487.55	157.24
Rarity Emporium	Townsmen Boards	50.00	0.00	50.00	158.24
1 <sup>st</sup> Wem Scouts	Christmas Leaflet printing	79.11	0.00	79.11	159.24
RBL Poppy Appeal	Wreath (Donation)	20.00	0.00	20.00	300131
Wem Senior Club	Room hire	30.00	0.00	30.00	300132

d) Internal Audit – to appoint the Town Council's internal auditor for 2024-25.

**RESOLVED:- to appoint JDH Business Services as the Town Council's internal auditor for 2024-25.**

#### **785/24 Events**

**a) Events Liaison Group Remembrance Parade meeting 8.10.24** - to receive notes from the meeting and to consider any recommendations arising from the meeting.

**RESOLVED:- to receive the notes from the meeting.**

**b) Christmas Festival 30.11.24** - To receive an update on and consider paying for free parking in the main car park on the day along with paying for the provision of an evening mini bus.

The Clerk updated on progress in the planning of the event and shared the accounts to date.

**RESOLVED:-**

- to appoint Bidvest Noon to provide security at the event.
- to approve the payment to Shropshire Council to enable the Town Council to offer free parking in the main car park for the duration of the event.
- not to pursue the option of providing an evening minibus service this year.

**786/24 Finance Committee Meeting 18.10.24** to receive draft minutes from this meeting and consider any recommendations contained within.

**RESOLVED:- to receive the draft minutes from 18.10.24.**

#### **787/24 Play equipment**

a) Classic Climber - to discuss the outcome of the consultation with St Peters Primary School students.

Cllr Drummond attended the meeting at 19.20.

It was explained that the majority of Key Stage 2 students at St Peters School had been consulted on their preferred items of equipment and had selected the Quest Nemesis Unit as their preferred item.

**RESOLVED:-** to replace the Classic Climber unit with a Quest Nemesis Unit.

b) To consider quotes received for a replacement for the classic climber unit.

**RESOLVED:-** to award the contract for the removal of the Classic Climber and supply and installation of the Quest Nemesis and overlay of wetpour to Play and Leisure at an installed cost of £18,870 inclusive of the removal and disposal of the Classic Climber

**788/24 Floral Planters –**

a) to discuss the condition of the metal floral pole planters and consider options for repair / replacement.

**RESOLVED:-**

- to not include the pole planters outside the Morgan Library in the 2025 floral display due to difficulties accessing the location.
- to cease to use the current metal planter baskets as they had reached end of life and to authorise the Clerk to purchase new plastic basket for the pole tops complete with internal reservoirs. Funding for these items to come from £500 in earmarked reserves with the balance allocated from general reserves.

b) to consider quotes and award the contract for 2025 supply of plants and compost for the planters.

Three quotes were presented for the supply of plants.

**RESOLVED:-** to award the contract for the supply of plants and compost for the 2025 floral planters to Shrewsbury Town Council.

**789/24 Wem Swimming and Lifestyle Centre –** to consider report concerning the urgent works needed at Wem Swimming and Lifestyle Centre.  
It was reported that the tiles had already been purchased under emergency powers due to the need to rectify the issue urgently.

**RESOLVED:-**

- to suspend financial regulations to permit only one quote to be considered for the installation of the tiles due to the urgent nature of the works and to accept the quote submitted by Garroll Construction
- to suspend financial regulations to permit only one quote for replacement of the water heater due to the urgent nature of the works and accept the quote submitted by Taylors.
- in order to improve communication between the Town Council and the Board of Directors Cllr Broomhall will produce a written report for the Town Clerk following each board meeting detailing issues raised.
- to defer to the next meeting any decision to appoint an external company to undertake a regular inspection on behalf of the Town Council of the pool's infrastructure and plant in order to develop a maintenance action plan.
- To consider increasing the annual maintenance allocation in the 2025-26 budget.

**790/24 Armed Forces Covenant** - to consider signing the covenant.  
The point was made that irrespective of the Covenant the Town Council has always been proud of its links to the armed forces.

**RESOLVED:- to authorise the signing of the Armed Forces Covenant.**

**791/24 Pensions Discretions Policy** - to consider delegating the review of the Town Council's Pensions Discretions Policy to the Staffing Committee.

**RESOLVED:- to delegate the review of the Town Council's Pensions Discretions Policy to the Staffing Committee.**

**792/24 Cash Access request** – to consider supporting the Link Cash Access Request to be submitted by Cllr Towers.

**RESOLVED:- to support the Link Cash Access Request to be submitted by Cllr Towers.**

**793/24 Wem Area Climate Emergency Action Pan** – to discuss comments from Wem Area Climate Action and consider establishing a working party to progress the suggestions made.

**RESOLVED:- to nominate Cllrs Towers and Barker and a representative from WACA to form a working party to consider this report in more detail and to report back to a future meeting.**

**794/24 Correspondence.**

**a) Nature Recovery Conference** – to consider attendance at.

**RESOLVED:- to note.**

**b) LGS Pay Agreement** – to approve.

**RESOLVED:- to approve the pay agreement.**

**795/24 Reports**

a) to receive written reports from the Council's representatives to other bodies.  
No reports submitted

b) to receive a written report from Shropshire Councillors Broomhall and Towers.  
A written report from Cllrs Broomhall and Towers was considered and it was

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

**796/24 Dates of future meetings** – to note the date and time of November meeting and agree the date of the December meeting and the date of the 2025 Annual Town Meeting.

**RESOLVED:- to note that the November meeting will be held on 28.11.24 at 19.00 and the December meeting on 19.12.24.**

**FURTHER RESOLVED:- to hold the Annual Town on 13.3.25 subject to the availability of the Town Room in Wem Town Hall.**

Meeting ended 20.20

Mayor.....