



SHIFNAL
SHROPSHIRE

SHIFNAL TOWN COUNCIL

**Minutes of the Estates Committee Meeting of the Town Council held on
Monday 17th January 2022, Commencing at 5:30pm at the Shifnal Community
Hub, Tudor Way, Shifnal, TF11 8DJ.**

Present: Councillors: R. Cox (Chairman)
E. Bird, B. Haddon, J. Horne, T. Tarran, Z. Turner, P.
Williamson

In Attendance: D. Gough (Community Projects Officer)

ES251/21 Public Session

None Present

ES252/21 Apologies received from Councillors

None

ES253/21 Declaration of Members' 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.

Cllr. John Horne – **ES259/21** – Council Storage

ES254/21 Shifnal Community Hub

i) Members considered the report on additional parking at the Shifnal Community Hub.

It was AGREED that the additional quotation and more detailed quotation be submitted to the February meeting of the committee for consideration – ACTION.

ii) Members considered the report and quotations for new signage at the Shifnal Community Hub.

Order to placed with Kyoti Graphics Ltd at a cost of £285.68 (+VAT)
– Budget Line: Shifnal Community Hub earmarked reserves (£44,064.38) – APPROVED.

iii) Members considered the report on the proposed police base and the capital costs of £16,185.00 (+VAT).

Members PROPOSE the following to Full Council for APPROVAL

Recommend Town Council pay the capital costs subject to the West Mercia PCC signing a minimum 5 year lease, with reimbursement clause for early termination.

Signed by Chairman.....

- iv) Members NOTED a report on the bookings and advertisements for STC community hubs.

It was AGREED that Hiring Policies for the Community hubs be drawn up – ACTION.

ES255/21 Shifnal Library

- i) Members considered a report and officer recommendation on the proposed refurbishment of Shifnal Library.

It was AGREED that the report be reconsidered at the February meeting and separate quotations be sought for new bi-folding automatic doors – ACTION.

ES256/21 Shifnal Public Toilets

- i) Members considered a verbal update from the Community Projects Officer.

A report be prepared following the outcomes of meetings with DPS Architects and the British Toilet Association to the committee – ACTION.

ES257/21 The Old Fire Station

- i) Members considered a report on the proposed gate on the rear of the Old Fire Station.

Order to be place with KRM Contrators Ltd at a cost of £2,476.00 (+VAT) – Budget Line: Old Fire Station (£6,500.00) – APPROVED.

ES258/21 St. Andrews Churchyard

- i) Members considered a draft letter to residents that have boundaries around the Churchyard.

Draft letter APPROVED to be sent to residents – ACTION.

- ii) Members considered a report on the condition survey of the Churchyard boundary.

Order to placed with ASC Design for the condition report survey at a cost of £450.00 (+VAT) – Budget Line: Open Space Maintenance (£12,000.00) - APPROVED.

ES259/21 Council Storage and Lease Renewal

- i) Members considered a verbal report on the Upton Lane storage agreement.

Signed by Chairman.....

Members PROPOSE to Full Council for APPROVAL

A further 12 month agreement be approved for storage with Daniel Elcock Machinery Ltd at a cost of £7402.40 (+VAT) – Budget Line: Hire of Store Room (£7,500.00)

To hold a meeting with Daniel Elcock Machinery Ltd to negotiate a 2 to 3 lease agreement for storage – ACTION.

- ii) Members considered a report from Cllr B. Haddon on alternative storage provisions.

Members considered current storage to be the appropriate at this time.

ES260/21 Event Canopies

- i) Members considered a report on the renewal or lease of events canopies. In addition, members debated the use of existing STC canopies.

It was AGREED that a further assessment of existing canopies be undertaken by Cllr. B. Haddon to be reported to the members at the February meeting – ACTION

Cllr. T. Tarran requested that his vote be recorded as against.

ES261/21 Green Spaces

- i) Members considered a verbal report on the transfer of green spaces from Shropshire Council to STC from Cllr P. Williamson.

Cllr. P. Williamson to update members at the February meeting – ACTION.

- ii) Members considered a specification of the existing green space contract for the tendering process.

Members APPROVED the specification to be submitted for a tendering process – ACTION.

ES262/21 Parry Carver Solicitors

- i) Members NOTED a verbal update on the Community Land Transfer, Land Registration of the proposed Rain Garden Project & St. Andrews Churchyard maintenance agreement.

Report to be made to members at the February meeting following a meeting with Parry Carver Solicitors – ACTION.

ES263/21 Next Estates Committee Meeting
Monday 7th February 2022 – 5:30pm – Shifnal Community Hub

The Meeting Closed at 19:32hrs.

Signed by Chairman.....