



SHIFNAL TOWN COUNCIL

A G E N D A

15th July 2022

TO ALL MEMBERS OF SHIFNAL TOWN COUNCIL

YOU ARE HEREBY SUMMONED to attend the Full Council meeting of the Town Council to be held on THURSDAY 21st JULY 2022 at 7.00 pm at Shifnal Community Hub, Tudor Way, Shifnal, TF11 8DJ.

Yours faithfully

Denise Reynolds
Town Clerk
SHIFNAL TOWN COUNCIL

NOTE TO THE PUBLIC:

Members of the public and press are most welcome to attend meetings of Shifnal Town Council. To ensure that meetings do not become prolonged, Standing Orders provide that members of the public are permitted to make representations, answer questions and give evidence **only in respect of any item of business included in the agendas** during this public session which covers all meetings held on this date. However, public participation must be confined to this section of the meeting only.

The period of time which is designated for public participation in accordance with Standing Orders shall not exceed 15 minutes. Each member of the public is entitled to **speak once only in respect of business itemised on the agendas** and shall not speak for more than 3 minutes. A person shall raise his hand when requesting to speak and stand when speaking (except when a person has a disability or is likely to suffer discomfort). The Chairman of the meeting may at any time permit a person to be seated when speaking.

A question asked by a member of the public during a public participation session at a meeting shall not require a response or debate although the Chairman may direct that a response to a question posed by a member of the public be referred to a Councillor for an oral response or to the Town Clerk for an oral response.

- NB:**
1. Standing Orders are available on the Council's website, or on request from the Town Clerk or Council Office and are subject to periodic review, taking advice from the National Association of Local Councils;
 2. Temporary exclusion of the public and press may be necessary at any meeting to discuss matters of a special and/or confidential nature;
 3. **Due to limited seating capacity (10 seats), please contact the Council to book your place. Email address info@shifnaltowncouncil.gov.uk or telephone 01952 461420**

119/22 Fire Safety Announcement

120/22 Public Session

121/22 Shropshire Councillors' Question Time – Cllr Bird and Cllr Turley

Report to be given by Councillor Turley in response to questions received and activities undertaken since the June meeting of Shifnal Town Council.

Questions to be pre-submitted to Cllr Turley and the Clerk prior to the meeting

Note: Cllr Bird has submitted apologies for this meeting due to annual leave

122/22 Commencement of Business

123/22 Apologies received from Councillors

124/22 Declaration of Members' Interest

To receive declarations about any items under consideration on this agenda in accordance with the Localism Act 2011, the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 and Shifnal Town Council Code of Conduct. Declarations may be of a pecuniary or non-pecuniary nature.

125/22 To CONSIDER Co-option of one Councillor for the Rural Ward vacancy following notice received from the elections team, Shropshire Council

126/22 Minutes of Previous Meeting

- i) To CONFIRM and SIGN the Minutes of the Full Council Meeting held on Thursday 23rd June 2022 (attached).

127/22 Accounts

- i) To APPROVE the monthly payment schedule to 15th July 2022 (attached).
 - a) To CONFIRM invoice payments can be processed in August during the Summer Recess utilising delegated powers by the Clerk, with approval of the Monthly Payment Schedule for August deferred to September Full Council Meeting.

128/22 Planning Committee

- i) To NOTE the draft Minutes of the Planning Committee held on 4th July 2022 (attached).
- ii) To NOTE the planning applications report to 4th July 2022 (attached).
- iii) To CONFIRM a Deputy Chairman for the Planning Committee as per the Terms of Reference.

129/22 Estates Committee

- i) To NOTE the draft Minutes from the Estates Committee meeting held on 4th July 2022 (attached).

130/22 Christmas Lights Advisory Committee

- i) To receive a verbal update from Cllr. D. Marriott.

131/22 Shifnal Flood Partnership Group

- i) To receive a verbal update from Cllr. B. Haddon on the proposed siting of a storage facility in the grounds of Shifnal Community Hub for flood defence equipment.

132/22 Shifnal Town Regeneration Working Party (STRWP)

- i) To CONSIDER a report update submitted by Cllr. B. Haddon from the meeting held on 30th June 2022.

133/22 Strategic Planning Board

- i) To CONSIDER a review of the Strategic Projects Priority List and Strategic Plan.

134/22 Town Clerk Report

- i) To NOTE the Town Clerks Actions Report to 15th July 2022 (attached).
- ii) To CONSIDER introducing a policy regarding public engagement. See also, Social Media and Communications Policies, FOI Publication Schemes and inclusion on Strategic Plan for the Council.
- iii) To CONSIDER the following policies:-
 - a) Complaints Protocol (attached).
 - b) Information and Data Protection Policy (attached)
 - c) Freedom of Information Publication Scheme (attached).
 - d) Social Media Policy (attached)
 - e) Communications Policies(attached).
- iv) Estate Updates
 - a) To NOTE an accident report at Jubilee Park which has been referred through to the Insurers
 - b) To NOTE an incident report at Priorslee Road Allotments which has been referred to Law and Order Committee.
 - c) To NOTE an incident report at Shifnal Public Toilets which has been referred to the Cleaning Contractors and Estates Committee.
 - d) To CONSIDER Shropshire Wildlife Trust carrying out remedial works to the banks of Wesley Brook at Wheatfield Park due to erosion between September and October 2022 and to APPROVE access arrangements accordingly. Cllr Bob Haddon to provide verbal update. (attached)

135/22 Public Bodies (Admission to Meetings) Act 1960

To resolve that "pursuant to the Local Government Act 1972 S100A and Schedule 12A, the following items will be likely to disclose exempt information and in accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 the public and press be excluded for the remainder of the meeting.

136/22 Planning

- i) To NOTE planning enforcement matters.

Circulation:-

Councillors: Cllr R. Cox (Chairman), Cllr E. Moore, Cllr E. Bird, Cllr K. Booker, Cllr J. Coulson, Cllr J. Horne, Cllr B. Haddon, Cllr L. Jenks, Cllr D. Marriott, Cllr J. Moore, Cllr T. Tarran, Cllr G. Tonkinson, Cllr Z. Turner, Cllr P. Williamson

For Information: D. Reynolds, Town Clerk and Responsible Finance Officer
D. Gough, Community Project Officer