



SHIFNAL
SHROPSHIRE

SHIFNAL TOWN COUNCIL

**Minutes of the Estates Committee Meeting of the Town Council held on
Monday 9th May 2022, Commencing at 5:30pm at the Shifnal Community Hub,
Tudor Way, Shifnal, TF11 8DJ.**

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

In Attendance: D. Gough (Community Projects Officer)

ES499/21 Public Session

None Present

ES500/21 Apologies received from Councillors

Cllr Z. Turner – Personal Appointment

ES501/21 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.

None

ES502/21 To CONFIRM and sign the Minutes of the Estates Committee Meeting of the Town Council held on Monday 4th April 2022

The Minutes of the Estates Committee Meeting held on Monday 4th 2022 were CONFIRMED and signed by the Chairman.

ES503/21 Shifnal Community Hub & Old Fire Station Community Hub

- i) Members NOTED the report on the police base project from the Community Projects Officer.
- ii) Members CONSIDERED a verbal report from Cllr. R. Cox.
 - a) Members RECEIVED a copy of the History Group's insurance.
- iii) Members NOTED a report to replace the vehicle gate at Shifnal Community Hub to accommodate the Community Bus and Police vehicles.
- iv) Members DEFFERED a proposal from Cllr. Z Turner for a dog training group to use the outdoor garden space at the Shifnal Community Hub to the next meeting.
- v) Members NOTED the report on the bookings and advertisements for STC community hubs from the Community Projects Officer.

Signed by Chairman.....

- vi) It was RECOMMENDED to Full Council that there should be no increase in the booking charges to the Old Fire Station for the financial year 2022/2023 – ACTION.

The Committee PROPOSES to Full Council that there is no increase in booking charges for the Old Fire Station for the financial year 2022/2023.

ES504/21

Shifnal Library

- i) Members NOTED that RTS Door Systems will be installing the bi folding automatic entrance door for Shifnal Library on the 12th May 2022.
- ii) Members NOTED a report on the proposed refurbishment of Shifnal Library from the Community Projects Officer.

It was AGREED that the Community Projects Office would send the gas and electric expenditure for the library to Cllr. E. Bird – ACTION.

ES505/21

St. Andrew's Churchyard

- i) Members NOTED a report of the Churchyard boundary and the health and safety recommendations by the Community Projects Officer.

It was AGREED to proceed with the plans to install a fence to prevent a falling hazard at St. Andrew's church under permitted development rights.

- ii) Members NOTED that a letter was received from Rev. Thrope confirming his satisfaction with the church wall rebuild.
- iii) Members NOTED a meeting with McMillan Masonry on the rectification issues on the church wall rebuild is due to take place on 10th May 2022.

ES506/21

Public Toilet Refurbishment

Members NOTED DPS Architects Ltd conducted a survey of the public toilets on 13th April 2022 and has conducted a further site visit w/c 02.05.2022 to prepare the draft specification and drawings for the committee to review.

It was AGREED that the Community Projects Officer contact DPS Architects Ltd to ask when the draft specification and drawings will be sent to STC – ACTION.

ES507/21

Green Spaces

Members NOTED a verbal report on the transfer of green spaces within Shifnal from Cllr. E Bird.

ES508/21

Solicitors / Legal Advice

Members NOTED a meeting with Clarkes Solicitors, the Town Clerk and Community Projects Officer will be held on 10th May 2022 to further the police lease, community land transfer and churchyard maintenance agreement and the land registration of the proposed Rain Garden Project.

ES509/21

Proposed Tree Planting Scheme

Members DEFFERED a report from Cllr. Z Turner to the next meeting.

Signed by Chairman.....

ES510/21 New IT Requirements for STC Offices
Members CONSIDERED a report on Microsoft Projects requirements from the Administration Officer.

It was AGREED that a full Microsoft Projects licence be purchased at a cost of £271.20 (+VAT) to facilitate the new Administration Officer role - **Budget Line: IT Systems (Local Government Act 1972 s.111).**

ES511/21 Seating Benches
Members NOTED a report on STC seating benches.

ES512/21 To Review Actions from Previous Committee Meetings
Members NOTED the actions list.

It was AGREED which actions are to be removed from the list – ACTION.

ES513/21 Next Estates Committee Meeting
To be Confirmed

The Meeting Closed at 18:45hrs.



Signed by Chairman.....