



SHIFNAL TOWN COUNCIL

A G E N D A

24th June 2022

TO ALL ESTATE COMMITTEE MEMBERS OF SHIFNAL TOWN COUNCIL

YOU ARE HEREBY SUMMONED to attend the Estates Committee meeting of the Town Council to be held on Monday 4th July 2022 at **5.30pm** 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 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 attending Officer 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.**

Office Hours 10am – 1pm (Monday to Friday)

Tel: 01952 461420
E-mail: info@shifnaltowncouncil.gov.uk
www.shifnaltowncouncil.gov.uk



Shifnal Community Hub
Tudor Way
Shifnal
Shropshire
TF11 8DJ

- ES094/22 Public Session**
- ES095/22 Apologies received from Councillors**
- ES096/22 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.
- ES097/22 To CONFIRM and sign the Minutes of the Estates Committee Meeting of the Town Council held on Thursday 9th June 2022**
- ES098/22 Shifnal Community Hub & Old Fire Station Hub**
i) To NOTE that orders have been placed with Town and Country Fencing Ltd and H & G Ash for the new vehicle gate at the Shifnal Community Hub. Installation during July 2022
ii) To NOTE a report on the bookings and advertisements for STC community hubs from the Administration Assistant.
- ES099/22 Shifnal Library**
i) To NOTE that the order has been placed with C Thru Shropshire Ltd for the replacement windows and door. The CPO is liaising with C Thru Shropshire Ltd for a September installation date.
- ES100/22 St. Andrew's Churchyard**
i) To NOTE that the orders have been placed with:
a. Town and Country Fencing Ltd for the drop off fencing and handrail. Awaiting confirmation of installation date.
b. KRM Construction for the root removal and resurfacing of the pathway. Works to start in July.
c. KRM Construction for the wall repairs. Works to start in July.
ii) To CONSIDER an email received from McMillian Masonry on the rectification issues on the church wall rebuild.
- ES101/22 Public Toilet Refurbishment**
To CONSIDER the Tender Documentation, Appendix 1; Form of Contract, Appendix 2; Warranty and Reference Information, Appendix 3; Draft Building Contract and Appendix 4; Specification ahead of the publication on the Contracts Finder Website and contracts awarding process.
- ES102/22 Shifnal Town Council Notice Boards.**
To NOTE that the order has been placed with Shelly Signs Ltd for the repairs and replacement locks for the STC notice boards. Awaiting confirmation of installation date.
- ES103/22 Aston Street Allotments and Car Park.**
To NOTE that a site meeting has been held with Brewood Landscapes Ltd. Awaiting quotation for the rectification works.
- ES104/22 Sponsorship of Traffic Islands**
To CONSIDER a report from the Community Projects Officer.

- ES105/22** **Curriers Lane Play Area**
To NOTE that the see saw soft floor has been damaged and the area fenced off until repairs can be undertaken. Contractors will undertake the repairs in August.
- ES106/22** **To Review Actions from Previous Committee Meetings**
- ES107/22** **Next Estates Committee Meeting**
Monday 5th September 2022 – 5:30pm – Shifnal Community Hub

Circulation:-

Committee: Cllr R. Cox (Chairman), Cllr E. Bird, Cllr B. Haddon, Cllr J. Horne, Cllr J. Moore, Cllr T. Tarran, Cllr Z. Turner, Cllr P. Williamson, D. Gough (CPO)

For Information:

Councillors: Cllr K. Booker, Cllr J. Coulson, Cllr L. Jenks, Cllr D. Marriott, Cllr E. Moore, Cllr G. Tonkinson

Officers: D. Reynolds, Town Clerk and Responsible Finance Officer
H. Howse, Administration Officer

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