



SHIFNAL TOWN COUNCIL

**Minutes of the Estates Committee Meeting of the Town Council held on
Monday 4th July 2022, Commencing at 5:30pm at the Shifnal Community Hub,
Tudor Way, Shifnal, TF11 8DJ.**

Present: Councillors: R. Cox (Chairman)
J. Horne, J. Moore, T. Tarran, Z. Turner, P. Williamson

In Attendance: D. Gough (Community Projects Officer)

ES094/22 Public Session

None Present

ES095/22 Apologies received from Councillors
Cllr. E. Bird – Personal Commitment - Noted
Cllr. B. Haddon – Personal Commitment - Noted

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.

None

ES097/22 To CONFIRM and sign the Minutes of the Estates Committee Meeting of the Town Council held on Thursday 9th June 2022

The Minutes of the Estates Committee Meeting held on Thursday 9th June 2022 were CONFIRMED and signed by the Chairman.

ES098/22 Shifnal Community Hub & Old Fire Station Community Hub

i) Members NOTED 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) Members NOTED a report on the bookings and advertisements for STC community hubs from the Administration Assistant.

It was AGREED that the Shifnal Community Hub and Old Fire Station be advertised in the Shifnal Parish Magazine. The CPO to make contact and agree advert for the next 12 months with the Shifnal Parish Magazine. In addition, the CPO to look into the What's What & In and Around magazines for advertisement rates – ACTION.

ES099/22 Shifnal Library

Members NOTED 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 and is liaising with Shropshire Libraries for a mobile library unit whilst the library is closed.

Signed by Chairman.....

ES100/22 St. Andrew's Churchyard

- i) Members NOTED 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) Members CONSIDERED an email received from McMillian Masonry on the rectification issues on the church wall rebuild.

It was AGREED that the CPO would contact the homeowner and arrange a meeting at the STC offices with Cllr. R. Cox. A figure of £500.00 was AGREED for any rectification works - ACTION

ES101/22 Public Toilet Refurbishment

Members CONSIDERED 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.

It was AGREED that the documents and timescales be published to the Contracts Finder website for tender submissions for the works – ACTION.

ES102/22 Shifnal Town Council Notice Boards.

Members NOTED that the order has been placed with Shelly Signs Ltd for the repairs and replacement locks for the STC notice boards. Works to be completed in July 2022.

ES103/22 Aston Street Allotments.

Members NOTED that a site meeting has been held with Brewood Landscapes Ltd for the rectification work and the order has been placed. Works to commence in July 2022.

It was AGREED that once a completion date for the works is agreed, residents on the allotment waiting list be contacted to rent the allotments – ACTION.

ES104/22 Sponsorship of Traffic Islands

Members NOTED a report from the Community Projects Officer.

It was AGREED that STC should stop maintenance works on the traffic island until the matter is resolved with Shropshire Council – AGREED.

ES105/22 Curriers Lane Play Area

Members NOTED 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

Members NOTED the actions list.

ES107/22 Next Estates Committee Meeting

Monday 5th September 2022 – 5:30pm – Shifnal Community Hub

The Meeting Closed at 18:25 hrs.

Signed by Chairman.....