



SHIFNAL TOWN COUNCIL

A G E N D A

31st January 2023

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 6th February 2023 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, raise and 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**

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

- ES451/22 Public Session**
- ES452/22 Apologies received from Councillors.**
- ES453/22 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.
- ES454/22 To CONFIRM and sign the Minutes of the Estates Committee Meeting of the Town Council held on Monday 9th January 2023**
- ES455/22 Shifnal Community Hub, Old Fire Station Hub & Library**
To CONSIDER a report on the bookings and advertisements for STC community hubs from the Administration Assistant.
- ES456/22 Public Toilet Refurbishment**
To NOTE that the refurbishment works at the public toilets are proceeding on schedule.
- ES457/22 Priorslee Road Allotments**
To CONSIDER a report on the supply of a waste skip for allotment waste and the replacement of the existing allotments taps from the Community Projects Officer.
- ES458/22 Aston Street Allotments**
i) To NOTE that an application to Severn Trent Community Fund for a £20k grant to supply mains water to Aston Street allotments by the Community Projects Officer in January 2023.
ii) To CONSIDER a report on the supply of IBC water containers and the tanker supply of water to Aston Street allotments and the site clearance and new fencing by the Community Projects Officer.
- ES459/22 Accessible for All Allotments**
To CONSIDER a report on the proposed accessible for all allotments at the Shifnal Community Hub from Community Projects Officer.
- ES460/22 Signage at Aston Street Car Park**
To NOTE that the new prohibitive parking signs have been delivered and will be installed in February 2023.
- ES461/22 Millennium Pillar Clock**
i) To NOTE the CPO is awaiting quotations from two additional contractors for the refurbishment of the Millennium Clock.
ii) To NOTE the Estates Officer and Administration Assistant attended site with Smiths Clocks for on site training in January 2023.
- ES462/22 STC Environmental Policy**
To NOTE a report on the supply of solar panels on the STC estate and the application for an environmental audit of the STC estate.

- ES463/22 Land to the front of Millennium Gardens**
To CONSIDER a report on the land to the front of the Millennium Gardens from the Community Projects Officer.
- ES464/22 Assets of Community Value**
Members to DISCUSS Assets of Community Value
- ES465/22 St. Andrew's Churchyard**
To NOTE that the CPO has written to the Millennium Garden and Rev. Thorpe requesting a joint meeting including the mayor Cllr. R Cox. A date is still to be confirmed in February 2023.
- ES466/22 STC Car Parks**
i) To NOTE that an invitation has been sent to Shropshire Council to attend the Estates Committee meeting to discuss electric charging points in Shifnal. STC is awaiting a response from Shropshire Council.
ii) Members to DISCUSS STC car park maintenance and future strategy.
- ES/467/22 Shifnal Flood Partnership Group Storage**
Members to DISCUSS possible storage area solutions for Shifnal Flood Partnership Group.
- ES468/22 IT Software Requirements**
To CONSIDER a report on IT software required for STC staff.
- ES469/22 STC Website**
Members to DISCUSS STC website.
- ES470/22 Hanging Basket**
To CONSIDER an email quotation from a supplier.
- ES471/22 Future Estates Projects**
Members to DISCUSS future estates projects – short / medium / long term.
- ES472/22 To Review Actions from Previous Committee Meetings**
- ES473/22 Next Estates Committee Meeting**
Monday 6th March 2023 – 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 T. Clayton, 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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