



SHIFNAL TOWN COUNCIL

Minutes of the Full Council Meeting of Shifnal Town Council Held at Old Fire Station, Shrewsbury Road, Shifnal On Thursday 16th January 2020, commencing at 7.00pm.

Present: Councillors: M. Treviss (Chair), E. Bird, R. Cox, T. Day, J. Horne, C. Killen, S. Offland, L. Reynolds, T. Tarran, A. Trickett, K. Turley.

In attendance: D. Reynolds (Town Clerk),
D. Gough, (Community Project Officer),
E. Goodman (Secretary),
6 x members of the public.

173/19 Fire Safety Announcement

The Chair of the Full Council meeting on the 16th January 2020, Deputy Mayor Councillor Mike Treviss, read an appropriate fire safety announcement for the meeting.

NOTED

174/19 Public session

- Siting of a Remembrance seat in a prominent position in Shifnal;
- Siting of two benches for placing in Market Place;
- The proposed Tong Junction speed restriction and associated changes;
- Five Ways Traffic Island – it has a slippery road surface and needs fixing. ACTION
- Aston Street – a collapsed sewer is causing the road to break and could fall inwards. ACTION

175/19 Commencement of Business

176/19 Apologies received from Councillors

Apologies were received from Councillor R. Harrop (Personal); Councillor M. Shelton (Work commitments); Councillor G. Tonkinson (Attending Sheriffhales Parish Meeting); and Councillor M. Williamson (Annual Leave).

NOTED

177/19 Declaration of Members' Interest

Members were reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate.

The Town Clerk read out a dispensation from Councillor Turley regarding the Early Years Provision within the Town. ALL IN FAVOUR – 1 ABSTENSION Councillor J. Horne.

180/19/v/b Allotment plots at Broadway, Aston Street and Priorslee Road –
Councillor T. Tarran - allotment holder.

186/19 / iv) Swimming Pool
Councillor K. Turley and Councillor J. Horne.

178/19 Shropshire Councillors' Question Time – Councillors Turley and Bird

Matters discussed included:-

- Haughton Road S106 monies;
- Economic Growth Strategy for Shifnal;
- Playing Pitch Strategy;
- Proposed Junction 3 Housing development;
- The state of the highways in and around Shifnal;
- The conduct of Shifnal Town Councillors at the Extra Ordinary Meeting of Shifnal Town Council on Tuesday 14 January 2020 in the presence of Shropshire Council Officers and WPS representative and the requirement for attendance of each Shifnal Town Councillor on the Code of Conduct Course and Fundamentals Training.

179/19 To confirm the Minutes of the Full Council Meeting of the Town Council held on: _

- i) **Thursday 21st November 2019**
- ii) **Thursday 12th December 2019**

The Minutes of the Full Council Meeting of the Town Council held on Thursday 21st November 2019 and Thursday 12th December 2019 were CONFIRMED.

180/19 Accounts

- (i) **To APPROVE Monthly Payment Schedule for month of January 2020;**
The Responsible Finance Officer notified Councillors that the payment of £75.30 (gross) to PPL PRS had been cancelled and therefore, the monthly payment schedule would be £19,826.79 less this amount. Therefore, the monthly payment schedule for January, in the sum of £18,419.10 NET, £1,332.39 VAT and £19,751.49 GROSS was APPROVED
- (ii) To CONSIDER the 2nd draft of the budget for precept purposes for the financial year 2020/21 including notes on the Old Police Station detailed budget.

Councillors CONSIDERED the 2nd draft of the budget for precept purposes for the financial year 2020/21, including notes on the Old Police Station detailed budget.
- (iii) To APPROVE the annual budget for precept purposes for the financial year 2020/21
The annual budget for precept purposes for the financial year 2020/21 was APPROVED.
- (iv) To NOTE the annual review of Town Estate charges in respect of:-
 - a) Priorslee Road Cemetery – Interments;
 - b) Allotment plots at Broadway, Aston Street and Priorslee Road.

Councillors NOTED the 2.4% increase as per the Retail Price Index as at September 2019 that had been applied to Interment charges and Allotments owned by Shifnal Town Council.

Cllr Trickett suggested that in respect of the Interments for both Burials and Ashes at Priorslee Road Cemetery, the fees for burials under 1 year of age to 5 years be nil and the fee from 6 – 10 years of age be as that for 1 to 10 years of age. The Town Clerk will bring this item back to Council to duly consider at a future meeting. ACTION

Councillors requested that a comparison of fees charged for Interments and Allotment plots in neighbouring Parishes be made available to them at a future meeting and the Town Clerk agreed to supply these. ACTION

181/19 Town Planning Applications:-

- 20/00030/FUL 30, Cornwallis Drive, Shifnal. TF11 8UB
Erection of side and rear extensions to dwelling.
Mr and Mrs Powis
SUPPORT
- 19/05577/FUL Westcote, Haughton Lane, Shifnal. TF11 8HG
Erection Of two-storey side extension and porch to front and erection of outbuilding.
Mrs Mandie Hunt
NO COMMENT
- 19/05569/VAR Veolia ES (UK) Limited, Open Windrow Compositing Site, Land Off Knowle Bank, Telford.
Variation of Condition No. 3 and 44 attached to planning permission reference 15/05598/VAR dated 26/04/2016 to extend the operational life of the compositing facility.
Veolia ES (UK) Limited
Councillors requested that an Environmental Impact Assessment be carried out on site and a formal report prepared before a decision can be arrived at. ACTION
- 19/05444/OUT Proposed Dwelling to the West of, Park Lane, Shifnal.
Outline application (all matters reserved).
Mr R. Hunt
OBJECT
Councillors agreed to no objection in principle in view of the land being on Greenbelt and cramped backland out of character with the area.
- 19/05388/FUL Unit 1, Old Smithfield, Aston Street, Shifnal. TF11 8DT
Change of use from carpet wholesaler to Boxing Club/Gym (D2)
Mr Joe Lockley
SUPPORT

182/19 To discuss any Town Planning Applications received in the Shifnal Town Council Office after 10th January 2020

- 20/00101/FUL 2 Beech Drive, Shifnal.
Erection, side extension
SUPPORT

183/19 Town Planning Decisions:-

- 19/04717LBC 14, Aston Court Mews, Shifnal. TF11 8TP
Regularisation of works carried out to include replacement of windows on the SE and NW elevations; internal alterations.
GRANT PERMISSION – NOTED
- 19/04962/FUL 5, Vicarage Drive, Shifnal. TF11 9AF
Erection of ground floor bay window to front elevation with canopy over.
GRANT PERMISSION – NOTED
- 19/05012/FUL St. Andrew's C.E. Primary School, Park Lane, Shifnal. TF11 9HD
Erection of an extension to the reception lobby.
GRANT PERMISSION – NOTED
- 19/04940/FUL 30, High Street, Shifnal. TF11 8BJ
Application under Section 73A of the Town and Country Planning Act 1990 for erection of first floor extension to rear elevation and single storey extension to front elevation (Retrospective)
GRANT PERMISSION – NOTED
- 19/05092/COU 1, The Square, Market Place, Shifnal. TF11 9AX
Change of Use of Ground Floor from Financial Services (A2) to beauty salon (sui generis)
GRANT PERMISSION - NOTED

184/19 Planning Contraventions

None received in the Town Council before 11th October 2019.

185/19 Town Clerk Report

- i) To CONSIDER proposals to engage in the Police and Crime Commissioners Budget Setting Consultation – Cllr Tim Day;

Councillor Day advised a 50p per month or £1 per month increase on the Precept of Shifnal residents in order to increase visible Policing in the West Mercia area might be beneficial. Cllr Bird requested a report to show that Police numbers in the West Mercia region have been increasing and this effect on the crime statistics.

The Town Clerk read a Press Release from the Police Crime Commissioner regarding an online consultation with members of the public on 20 January 2020.

Cllr Killen reported that residents had requested to her that future Police Surgeries take place at the weekend or in the evenings as it was not always possible for them to attend during the day.

Cllr Day proposal was CONSIDERED with an Amendment from Cllr Trickett. To engage in the Police and Crime Commissioners Budget Setting Consultation with a view to continue to explore improved efficiencies and value for money. ACCEPTED.

- ii) To CONSIDER proposals regarding the siting of a Remembrance Bench in Shifnal;

Councillors AGREED to site the bench at or near the wall on Cheapside, as identified. APPROVAL from Shropshire Council to be sought prior to siting. ACTION

- iii) To CONSIDER Nominations for the Buckingham Palace Garden Party, 27th May 2020;

Councillors nominated The Mayor of Shifnal, Councillor Mr Robert Harrop and his Consort, Mrs M. Harrop. ACTION

- iv) To REVIEW the Late Opening Hours of the Library and Implications for Staffing in view of Lone Working Policies;

Councillors heard that low visitor numbers to Shifnal Library after 5pm on Mondays and Wednesdays during the Winter months were not financially viable in terms of staffing and energy costs. The decision to hold a consultation with Library members to ascertain public support in the near future was AGREED. ACTION

- v) To CONSIDER an UPDATE on the Local Economic Growth Strategy for Shifnal;

The Town Clerk to liaise with Gemma Davies, Shropshire Council Officer to arrange sessions/workshops for Shifnal Town Councillors. ACTION

- vi) To CONSIDER proposals regarding a War Memorial and arrangements for the VE Day celebrations 8th May 2020 – Cllr Mick Treviss and Cllr Andrew Trickett;

It was AGREED to form a War Memorial Advisory Committee in order that full consideration was given to this proposal. Cllr Horne proposed that meetings of the Committee be held during the evening. Members of the advisory committee were AGREED as Cllr Horne, Cllr Treviss and Cllr Trickett, further consideration would be given to community members from the Memorial Bench crowd funding group and Royal British Legion.

- vii) To CONSIDER altering the scheduled date for the Annual Town Meeting in view of the bank holiday on 8th May 2020;

Councillors AGREED to change the date of the Annual Town Meeting from Friday 8th May 2020 (VE Day Commemoration day) to the following week. The Town Clerk to confirm date and venue as soon as possible in order that the event can be suitably advertised. ACTION

- viii) To CONSIDER proposed changes to the Speed Limit in Tong and associated consultation;

Councillors expressed SUPPORT for the proposed changes to the Speed Limit in Tong and associated consultation.

- ix) To CONSIDER Shropshire Council communications regarding the publishing of Place Plans;

The Shropshire Council communications regarding the publishing of Place Plans was NOTED. However, Councillors sought assurances that recent changes made by Shifnal Town Council be included in future versions of the Place Plan and also that the Early Years Provision in Shifnal is made a priority. NOTED

- x) To NOTE correspondence sent to Shropshire Council by Cllr Robert Harrop on behalf of Shifnal Town Council, regarding the state of highways in Shifnal.

Councillors NOTED a brief response from Steve Brown, Shropshire Council Officer, regarding the state of highways in Shifnal and the Capital Works Programme funding.

186/19 Report from Advisory Committees

i) Car Parks

Mr Fennell-Fox informed Councillors that there will be a meeting of the Car Park Advisory Committee on 23rd January 2020. It was also NOTED that the lease of Aston Street Car Park is still required by Shropshire Council.
ACTION

ii) Christmas Lights

Cllr Killen informed Councillors that the support received from volunteers and Councillors had been much appreciated at November's Event. A total of £275 had been raised for Shifnal Shockers from the donation buckets and entry tickets sales on the night.

There will be a debrief meeting shortly with Christmas Lights Advisory Committee members when agreement to extend the display of motifs for the 2020 Event will be discussed and agreement letters to property owners can be sent out. Licensing issues will be resolved for the forthcoming event.

The Chair thanked Cllr Killen for her leadership of the Christmas Lights Advisory Committee and the success of 2019 Christmas Lights Event last November. ALL IN FAVOUR

iii) Plans

Despite assurances made by Peter Nutting, Shropshire Council Leader, via the Local Press regarding the proposed J3 M54 development, members were advised that the formal decision will be discussed at the Shropshire Council Cabinet meeting on 12th February 2020.

iv) Swimming Pool

Councillors RECEIVED a report from the meeting of the Advisory Committee held on 9th January 2020 and were informed that Shropshire Council have formally written to Landowners of the Haughton Road site requesting that the Community Land be transferred to Shifnal Town Council. Confirmation was sought by Councillor Tarran that the terms of the funding are in accordance with the Swimming Pool Advisory Committee's project plans. ACTION

v) Shifnal Shuttle

Councillors RECEIVED a report from the meeting of the Advisory Committee held on 8th January 2020. A Service Level Agreement between Shifnal Town Council, Shropshire Council and The Friendly Bus has been agreed for the next three years. Councillor Killen suggested that the forthcoming Spring Fling Event at Wheatfield Park could provide an excellent opportunity to publicise the Shifnal Shuttle Service. Cllr Trickett asked that consideration be given to electric vehicles should the opportunity arise within the scheme.

187/19 Health and Safety Concerns

- i) The poor state of the highways and pavements continue to be a concern for Councillors;
- ii) The block paving on Cheapside is sinking in parts and a member of the public has already been injured by tripping; ACTION
- iii) The wall damaged outside the War Memorial Club, Fiveways Island is still awaiting settlement by the vehicle's insurance company.

188/19 Town Council Estate

- i) To CONSIDER proposals regarding St. Andrew's Churchyard improvements.

Councillors AGREED to transfer £150 from the St. Andrew's Church budget to assist with the ongoing Churchyard improvements. Councillors were informed that a team of volunteers from St. Andrew's Church had recently been awarded a nationwide Bronze Award for St. Andrew's Churchyard being litter-free and tidy.

Cllr Turley suggested possible collaboration with Shropshire Wildlife Trust in respect of St. Andrew's Churchyard improvements and asked the Town Clerk to make contact with the Trust. ACTION

- ii) To receive an update on the purchase of the Old Police Station Building and to AGREE the proposed transfer costs.

The Town Clerk informed Councillors that a completion date and exchange of contracts was proposed for 17th April 2020. The sum of £135,000 being the proposed transfer cost. These proposals were AGREED and the Town Clerk instructed to continue with the process.

189/19 To NOTE Correspondence received in the Town Council Offices up to 16th January 2020

- i) Invitation for Mayor and Consort to attend St. Mary's Church in Bridgnorth – Invitation forwarded to Mayor for reply.
- ii) A letter regarding Burlington – Letter sent to Sheriffhales Parish Council to respond as out of our area.
- iii) Notification received notifying Councillors that the amount of money raised at the Salvation Army/Churches Together Christmas Eve Carol Service outside Patons was the substantial sum of £811.62.
- iv) A letter from a resident regarding collection of litter etc from Thomas Beddoes Estate/Park Street – Town Clerk to reply directly to resident.

190/19 Future Agenda Items

- i) Village Hall Advisory Committee – Formal resignation of Cllr Robert Harrop required due to non-attendance;
- ii) The possible increase in benches at Wheatfield Park;
- iii) The Shifnal Integrated Transport Scheme (SITS);
- iv) Code of Conduct Training for all Councillors.

The Mayor (Chair) and Councillors AGREED to suspend Standing Orders to continue with the business of the meeting.

191/19 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”.

RESOLVED

192/19 a) Planning Enforcement Cases:-

Councillors NOTED three Planning Enforcement Cases from Shropshire Council Planning.

192/19 b) Staff Matters

An update was provided from the Town Clerk. Members were advised that a meeting of the Employment Committee was arranged for 21st January 2020 and an update would follow as soon as possible on ongoing staffing matters

Meeting closed at 21.26 hours.