



SHIFNAL TOWN COUNCIL

A G E N D A

28th February 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 March 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

- ES518/22 Fire Safety Announcement**
- ES519/22 Public Session**
- ES520/22 Apologies received from Councillors.**
- ES521/22 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.
- ES522/22 To CONFIRM and sign the Minutes of the Estates Committee Meeting of the Town Council held on Monday 6th February 2023**
- ES523/22 Shifnal Community Hub, Old Fire Station Hub & Library**
i) To CONSIDER a report on the bookings and advertisements for STC community hubs from the Administration Assistant.
ii) To CONSIDER a report on the intruder alarm maintenance contract for Shifnal Community Hub and Old Fire Station.
- ES524/22 Public Toilet Refurbishment**
To NOTE that the refurbishment works at the public toilets are proceeding on schedule with works to be finished in the 10 week programme (20th March 2023).
- ES525/22 Greenspace Maintenance**
i) To CONSIDER a report on the annual greenspace contract for 2023 - 2024 from the Community Projects Officer.
ii) To CONSIDER a quotation for mole control at 4 locations.
- ES526/22 Priorslee Road Allotments**
i) To CONSIDER a report on the removal of a spoil heap and allotment holders communication from the Community Projects Officer.
ii) To NOTE that further quotations for the external taps at the allotments are being sought by the Community Projects Officer.
- ES527/22 Aston Street Allotments**
i) To NOTE that the works to clear the site and remove the spoil took place in week commencing 20th February 2023.
ii) To NOTE that further quotations for the boundary fencing at the allotments are being sought by the Community Projects Officer.
iii) To CONSIDER site drawings of the Aston Street allotments.
- ES528/22 Land to the Front of the Millennium Gardens**
i) To NOTE that residents, The Millennium Gardens and St. Andrew's Church were written to on the 16th February 2023 informing them of the works scheduled for 27th February 2023.
ii) To NOTE that the tree and hedge works will take place week commencing 27th February 2023.

- ES529/22 Millennium Pillar Clock**
To CONSIDER a report on the base of the Millennium Pillar Clock from the Community Projects Officer.
- ES530/22 Assets of Community Value**
To NOTE that applications for Assets of Community Value have been sent to Shropshire Council in February 2023 as per ES464/22..
- ES531/22 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 provisional date for the meeting is 2nd March 2023.
- ES532/22 STC Car Parks**
i) To NOTE that a site meeting with Shropshire Council has been arranged for Wednesday 8th March at 10:30am to discuss electric vehicle charging points in Shifnal. An invitation has been circulated to the committee.
ii) To NOTE that the Town Clerk has written to Shropshire Council seeking clarification on the King's Yard car park maintenance contribution and is awaiting a response.
- ES533/22 STC Website**
To NOTE the images, minutes and gallery have been updated. Officers will be updating policies and councillor profiles during March.
- ES534/22 Future Estates Projects**
Members to DISCUSS future estates projects – short / medium / long term.
- ES535/22 To Review Actions from Previous Committee Meetings**
- ES536/22 Next Estates Committee Meeting**
Monday 3rd April 2023 – 5:30pm – Shifnal Community Hub (To be Confirmed).

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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