



SHIFNAL TOWN COUNCIL

Minutes of the Full Council Meeting of Shifnal Town Council
Held at The Shifnal Village Hall, Shifnal
On Tuesday 20th July 2021 commencing at 19.00pm

Agenda dated 14th July 2021

Present: Councillors: P. Williamson (Chair)
R. Cox, J. Horne, L. Jenks, D. Marriott, E. Moore, J. Moore, F. Potter,
L. Prendergast (arrived 19:10), T. Tarran, G. Tonkinson

In attendance: D. Reynolds (Town Clerk)
D. Gough (Community Projects Officer) - via Zoom
C. Williams (Secretary)
K. Turley (Shropshire County Council)
3 x members of the public.

073/21 Fire Safety Announcement

This was given by the Chair, Mayor Paul Williamson.

074/21 Public Session

Member of the public raised the following concerns -

Questions raised about the alterations to the Old Police Station. It is felt that the West Mercia Police should pay rent for using the space. Councillor Cox responded that we are awaiting a response from West Mercia Police. The Chairman stated that it is an item on the agenda for later discussion.

Questions about the rejection of the swimming pool and where the funds raised/donated have gone. Councillor Horne will raise questions with Shropshire Council. This is also an item on the agenda for further discussion.

Questions were raised about the lack of communication from the Town Council to residents and businesses. Twitter is being updated but not Facebook and the website is not updated enough. Councillor Potter responded by saying that there is a taskforce in place to address these issues. The Chairman stated that he will ensure that the communications are put right as soon as is practically possible.

075/21 Shropshire Councillors' Question Time - Councillor Turley

Councillor Turley stated that he has made no representations on behalf of the Town Council reference the Local Plan. This is because he has declared a pecuniary interest. Councillor Tonkinson queried whether he could claim an exemption on this. It was suggested that the Town Council approach the Shropshire Council directly on this matter.

Signed by Mayor Councillor Paul Williamson
On behalf of Shifnal Town Council

Councillor Turley stated that the decision for Highways to close the local depots was going ahead. This has been challenged but was quashed by administration as it is due to effectiveness rather than cost.

It was raised that some anti-social behaviour may have been exacerbated by Shropshire Council's decision to turn off some of the street lighting. Councillor Prendergast queried whether this was due to cost. It was discussed that this was more likely to be because of reducing the carbon footprint as they are not LED lights.

Councillor Tarran queried Councillor Turley about the responsibilities of the developers of the new estates in regard to Works 106 requirements. A question was asked as to whether the Town Council should be chasing Shropshire Council in regard to this matter. Councillor Cox stated that he thought this had been bolted on to the SITS scheme and it should be queried with Steve Brown.

Councillor Turley left at 19:35hrs.

076/21 Commencement of Business

Councillor Williamson expressed thanks for councillors attending the meeting.

077/21 Apologies received from Councillors

Apologies were received from R. Haddon, E. Bird, K. Booker, Z. Turner - NOTED

It was questioned by Councillor Tonkinson that reasons should be given for non-attendance. It was stated by the Town Clerk that reasons had been given (one due to ill health and 3 due to annual leave).

078/21 Declaration of Members' Interest

Members are 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

Councillor Horne – 081/21 i) A member of the Village Hall committee,
084/21 f) A member of the charitable swimming pool committee.

079/21 To CONFIRM the Minutes of the Annual Full Council Meeting of the Town Council held on Thursday 20th May 2021.

Following considerations of the adjustments to the draft minutes these were APPROVED.

080/21 To CONFIRM the Minutes of the Annual Full Council Meeting of the Town Council held on Tuesday 29th June 2021.

Following queries raised these were DEFERRED until amendments could be made.

081/21 Accounts

- (i) The Payment Schedule to 13th July 2021 was APPROVED (Councillor Horne abstained due to his declared interest).
- (ii) To approve the adoption of the reviewed and updated draft policy documents as follows
 - (a) Social Media Policy - APPROVED
 - (b) Communications Policy - APPROVED
 - (c) Equality and Diversity Policy - APPROVED
 - (d) Code of Conduct Policy - NOT APPROVED
Queries were raised as it would be beneficial to agree a document in line with Shropshire Council. As they have not approved an updated version, it was agreed to consider a version in line with the newly adopted Telford and Wrekin Council document. A vote decided that we should continue to utilise the 2011 version until an update can be brought forward.
 - (e) Terms of Reference SITS Working Group - APPROVED WITH AMENDMENTS
It was decided that normally all communications would be through the Town Council office in line with the Social Media Policy but in an extraordinary circumstance the group and Chair can authorise communications on the understanding that the office was informed at the earliest opportunity. Communications could be in person, on social media or through utilisation of the notice boards.
- (iii) The updated fixed asset list was NOTED.
Councillor Moore queried why the value of the Library on the list was £1.00. The Town Clerk responded that this is because the Library is on a long-term lease and not owned by the council. The value of £1.00 is as per auditor's advice to note as an asset but not owned.

082/21 Planning Committee

- (i) The minutes of the Planning Committee held on 15th July 2021 were NOTED.
- (ii) Recommendations of the Planning Committee - NONE.
- (iii) The planning applications to 15th July 2021 were NOTED.

083/21 Town Clerk Report

- (i) The report from the Town Clerk was NOTED.

Councillor Tarran noted that the re-registering of sites of community value had not been updated. ACTION

3 - 7

Signed by Mayor Councillor Paul Williamson
On behalf of Shifnal Town Council

Councillor Tarran questioned if the decision of the Council at its April meeting to request Shropshire Council to review the warding of the Town Council has been sent to Shropshire to enable then to include it in their review programme currently being prepared. ACTION

Councillor J. Moore noted that no plan was yet in place for the SITS implementation. Steve Brown has not been forthcoming with any information. It was decided that Councillor Williamson will contact Steve Brown's superior officer to try to obtain details. ACTION

084/21 Town Council Estate

- (i) The report from the Estates Advisory Committee meeting held on 12th July 2021 was NOTED.

Councillor Cox stated that Councillor John Moore's name should not have been included in the list of absences. He questions why the minutes were not correct as they had been recorded. The Town Clerk stated that it was a report from the meeting and not minutes.

- (ii) The following were CONSIDERED -

- (a) To change the design to the proposed police base to be passed to West Mercia SNT team, Inspector and Estates Manager.

This matter was considered and members agreed to the following actions;

- i) The Community Projects Officer to gain new quotations for the amended works;
- ii) To consult with the Police Crime Commissioner (WMPCC) to gather if the amended design would be practical for their needs;
- iii) If the base is required by the WMPCC to confirm if they would they be willing to contribute capital funds to the works;
- iv) If the base is required would the WMPCC be willing to complete a lease agreement.

ALL ACTIONS APPROVED

- (b) To propose the Community Projects Officer writes to the West Mercia Police Crime Commissioner's Estate Manager to state that a decision on the proposed police base including re-design, capital expenditure and minimum lease term is required by 2nd September 2021. APPROVED

- (c) To propose that identified contractor carry out refurbishment works to the archive store (£19,376.08) and window replacement (£2,456.20). Funds to be taken from the Old Police Station earmarked reserves. APPROVED

- (d) To propose that the Rain Garden project be funded from CIL - Neighbourhood Fund and the project should move to formal tender and contract award process. Queries were raised about this project, its budget and who was going to maintain the area after construction. After a vote this project funding and tendering process was APPROVED.

(e) To propose that identified contractor be awarded the MUGA contract at a value of £68,532.00 from CIL - Neighbourhood Funds. APPROVED

(f) To propose that the Swimming Pool Project is not to proceed, a full press statement be issued and that the Council seek a land transfer and contribution of funds to community projects.

Councillor Tonkinson proposed an amendment that this cannot be approved without a public consultation and that there was no urgency for the project to be dispelled. He queried that Whitchurch are going ahead with a swimming pool, but it was explained by Councillor Tarran that this is because it is being backed by Shropshire County Council as there is not adequate provision in North Shropshire (according to the Shropshire County Council there is more than adequate provision in our area). Councillor Tonkinson requested a recorded vote and this was seconded by Councillor Horne.

Vote to amend recorded as follows -

R. Cox	No
J. Horne	Yes
L. Jenks	No
D. Marriott	Yes
E. Moore	No
J. Moore	No
F. Potter	No
L. Prendergast	No
T. Tarran	No
G. Tonkinson	Yes
P. Williamson	No

Proposal to amend was REJECTED.

Proposal for project not to proceed, a full press statement be issued and that the Council seek a land transfer and contribution of funds to community projects was APPROVED.

R. Cox	Yes
J. Horne	No
L. Jenks	Yes
D. Marriott	No
E. Moore	Yes
J. Moore	Yes
F. Potter	Yes
L. Prendergast	No
T. Tarran	Yes
G. Tonkinson	No
P. Williamson	Yes

- (iii) To note the latest update from Shropshire Libraries regarding the re-opening of buildings and consider the opening hours and actions required for staffing cover. The report was NOTED and the amended hours and actions were. APPROVED

085/21 Health and Safety Issues

Councillor Cox brought up the issue that councillors should have formal identification in the form of ID badges with lanyards. This is to be brought back to the next meeting. ACTION

Councillor Horne brought up the issue of the state of the roads and paths. It was agreed that the Town Council need to keep chasing Shropshire Council. ACTION

086/21 Correspondence

Correspondence had been received from Shifnal Primary School about using Wheatfield Drive Park for a Year 6 picnic on 2nd August 2021. NOTED

087/21 Public Bodies (Admission to Meetings) Act 1960

It was APPROVED 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".