



SHIFNAL TOWN COUNCIL

**Minutes of the Full Council Meeting of Shifnal Town Council
Held at The Old Police Station, Tudor Way, Shifnal TF11 8DJ
On Thursday 21st October 2021 commencing at 19.00pm
Agenda dated 15th October 2021**

Present: Councillors: P. Williamson (Chairman)
K. Booker, R. Cox, R. Haddon, D. Marriott, E. Moore,
J. Moore, L. Prendergast (19:30hrs), T. Tarran, G. Tonkinson, Z.
Turner

In attendance: D. Reynolds (Town Clerk)
H. Howse (Secretary)
6 x members of the public

A presentation was given by Councillor Bob Haddon and Colin Dalziel from Shifnal Flood Partnership Group from 18:30 until 19:00 on the Shifnal Community Flood Response Plan. There was subsequently a question-and-answer session.

Councillor Bob Haddon agreed to respond to any further questions via the Town Clerk. ACTION.

159/21 Fire Safety Announcement

This was given by the Chairman, Mayor Paul Williamson.

160/21 Public Session

Members of the public raised the following concerns -

Gerald Nickless raised the issue of the Library windows and replacement of the ageing kitchen within the building. He also raised concerns over the Public Toilets in the town and the need for an improved flushing system. Councillor P. Williamson advised that the Public Toilets was one of the projects due to be reviewed. He stated that the Library refurbishment should be referred to the Estates Committee for further consideration. ACTION.

David Curtis referred to his letter to the Town Council dated 13th September 2021 regarding Shifnal Train Station and limited access to the Shrewsbury line platform for individuals with mobility issues, the elderly and parents with young children. Councillor Paul Williamson advised that Shifnal Town Council had limited influence over Network Rail who own the property. However, Councillor P. Williamson stated that the Council would CONSIDER how the Town Council could support. See 174/21 (iv).

A member of the public wished to raise a matter in relation to a planning application, Councillor T. Tarran advised that such matters were dealt with by the Planning Committee and the date of the next meeting was advised.

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

161/21 Shropshire Councillors' Question Time

Councillor E. Bird sent his apologies for not attending the meeting and to direct any queries to the Town Clerk or Councillor Bird direct for his response.

162/21 Commencement of Business

Councillor Williamson expressed thanks for councillors attending the meeting.

163/21 Apologies received from Councillors

Councillor E. Bird - illness
Councillor J. Horne - Illness
Councillor K. Turley - personal

164/21 To confirm the co-option of one councillor for Idsall Ward following a casual vacancy that resulted from the resignation of Councillor Fern Potter.

Following consideration of two applications for the vacancy, the following Shifnal resident was duly co-opted onto Shifnal Town Council:-

Jan Coulson - Idsall Ward

165/21 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 T. Tarran – 177/21 Holder of Allotment Tenancy Agreement

166/21 To CONFIRM the Minutes of the Full Council Meeting of the Town Council held on Tuesday 20th July 2021 and Thursday 16th September 2021.

Following consideration of the draft minutes of the Full Council meetings the documents were ratified as follows;

Tuesday 20th July 2021 - APPROVED

Thursday 16th September 2021 - APPROVED

167/21 Accounts

- (i) The monthly payment schedule to 15th October 2021 was APPROVED.
- (ii) Grant funding applications received to 8th October 2021 were CONSIDERED.

It was NOTED that the application from Shifnal Football Club is withdrawn.
Parent and Toddlers Group application in the amount of £300.00 was APPROVED
Shifnal Scouts and Guides to be deferred to the next meeting. The Town Clerk to obtain further clarification details. ACTION.

It was APPROVED to accept further applications until the end of the financial year or until the budget line is fully spent.

It was PROPOSED to use social media to encourage applications from local community groups. ACTION

- (iii) The draft Code of Conduct Policy was APPROVED subject to the addition of amendments provided by Councillor T. Tarran.

168/21 Advisory Committee & Working Groups

- (i) Consideration to the scheme of delegated expenditure powers to Committees was DEFERRED to the next meeting. ACTION.

- ii) Membership of Council Advisory Committees and Working Groups

Discussion took place concerning participation in the Working Groups and even spread of Councillors to lessen the burden. Councillor Z. Turner suggested that holding the meetings virtually would enable higher participation by the Councillors rather than face to face meeting. D. Reynolds (Town Clerk) confirmed that current legislation states where working groups or committees hold delegation of powers or expenditure, then meetings must be held face to face and not virtually.

Councillor Z. Turner queried whether the number of working groups could be streamlined and potentially reduced. D. Reynolds (Town Clerk) to provide a list of all working groups, scope and membership. ACTION.

In the meantime, it was agreed to DEFER to the next meeting. ACTION.

169/21 Planning Committee

- (i) The minutes of the Planning Committee held on 14th October 2021 were CONFIRMED.
- (ii) The planning applications report to 14th October 2021 were NOTED.

170/21 Estates Advisory Committee

- (i) The report from the Estates Advisory Committee meeting held on 4th October 2021 was NOTED.
- (ii) The proposal of the removal of the holly bush at St. Andrews Churchyard to prevent any further damage to the existing retaining wall was APPROVED.

171/21 Law and Order Advisory Committee

- (i) The report from the Law and Order Advisory Committee meeting held on 28th September 2021 was NOTED.
- (ii) The recommendations of the report from the Law and Order Advisory Committee held on 28th September 2021 were APPROVED to include:-

Social media and Shifnal Town Council website program to ask residents of Shifnal where they would like new litter bins sited.

Team Shifnal working group to be dissolved with a small working group to deal with specific issues or for them to be allocated to the existing working groups.

172/21 Christmas Lights Advisory Committee

- (i) The report from the Christmas Lights Advisory Committee held on 29th September 2021 were NOTED.
- (ii) Unspent funds to be carried forward to next year financial year was APPROVED.

173/21 SITS Working Group

The report from the SITS Working Group meeting held on 23rd September 2021 was NOTED. The report from the meeting held on 7th October 2021 to be DEFERRED to the next meeting. ACTION.

It was agreed that Councillors D. Marriott and B. Haddon be appointed as Council representatives on the SITS Working Group.

174/21 Town Clerk Report

- (i) The Town Clerks Action Report to the 9th September 2021 and 15th October 2021 were NOTED.
- (ii) 2021/2022 Notable Events were CONSIDERED. It was PROPOSED that a working group be formed to discuss and formulate ideas for the Queen's Platinum Jubilee celebrations next year. APPROVED
Councillor J. Moore volunteered (subject to confirming availability) to lead the working party. Councillor B Haddon and Councillor E. Moore also volunteered to join the working group. APPROVED
Councillor Z. Turner offered to reach out via social media connections and pass on ideas. ACTION.
It was NOTED that the working group should consult with the contractors concerning Town Centre refurbishment completion date. ACTION.
- (iii) The communication from West Mercia Police and Crime Commissioner was NOTED. Councillor P. Williamson expressed deep dissatisfaction with the response and would ask Shropshire Councillor E. Bird to set up a meeting with the Commissioner or his deputy as a matter of urgency. ACTION.
- (iv) The communication received from D. Curtis regarding Shifnal Train Station was CONSIDERED. It was agreed that the Mayor and Town Clerk write to the owners of the train station expressing support for more disabled access at Shifnal Train Station, copying local paper and MP. ACTION.

Members AGREED to suspend standing order 3y to enable the continuation of business.

- (v) The project priorities list presented by Councillor P. Williamson were CONSIDERED. It was AGREED to add two items to the 'Business as Usual' list (Policy Review and Application to Shropshire Council Assets Community Value).

It was AGREED to add Speed Reduction signage location review under Law and Order.

It was NOTED that amber coded projects would go under the next financial year.

Councillor T. Tarran PROPOSED the project priorities list to be reviewed every year immediately after the Annual Town Council meeting.

175/21 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".

Officers and members of the public left the meeting at 21:30 hrs.

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

