



SHIFNAL
SHROPSHIRE

SHIFNAL TOWN COUNCIL

Minutes of the Full Council Meeting of Shifnal Town Council
Held via remote Zoom Platform
On Thursday 18th February 2021, commencing at 7.00pm.

Present: Councillors: R. Harrop, E. Bird, R. Cox, T. Day, M. Shelton, T. Tarran,
G. Tonkinson, M. Treviss, Z. Turner, P. Williamson.

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

219/20 Public Session
No comments received.

220/20 Shropshire Councillors' Question Time

Cllr Bird had responded to a question from Cllr Day and it was agreed that Cllr Bird's response could be circulated to all Councillors. ACTION

Cllr Bird notified Councillors that he had been in touch with Shropshire Council regarding the vacant property at 22 Market Place and the Owner has assured Shropshire Council that he will be improving the property.

Cllr Bird's attention had also been drawn to The Thomas Beddoes housing estate as well as the walkways around Shifnal.

221/20 Commencement of Business

222/20 Apologies received from Councillors
Apologies were received from - Councillor J. Horne – personal.
Councillor K. Turley - personal
NOTED

No response had been received from Councillor Hipkiss who had failed to notify the Clerk of his absence to three meetings.

223/20 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.

There were none.

224/20 To CONSIDER co-option of two councillors for the Manor Ward vacancies. To note a vacancy for the Manor Ward occurring on 1st March 2021.

Mrs Ellen Moore spoke to Councillors regarding the position of Councillor for Manor Ward. Councillors were impressed by her presentation and duly agreed to Mrs Moore's appointment onto Shifnal Town Council.

The second vacancy on Manor Ward was filled by Miss Fern Potter who also presented to Councillors and was unanimously voted onto Shifnal Town Council.

The Chair, Councillor Robert Harrop, informed Councillors that the Deputy Mayor, Councillor Mick Treviss, would be relocating out of the area in March 2021 and therefore, tendered his resignation. Councillor Harrop thanked Councillor Treviss on behalf of the Council for all of his endeavours on behalf of Shifnal and the Friendly Bus Service and wished him and his Family well for the future. There would, therefore, be a vacancy on Manor Ward with effect from 1st March 2021.

225/20 To Confirm the Minutes of the Full Council Meeting of the Town Council held on Thursday 17th December 2020 and Thursday 21st January 2021.

The Minutes of the Full Council meeting of the Town Council held on Thursday 19th December 2020 which Cllr Tarran had previously queried, were AGREED with one absence from Cllr Tonkinson who was not present at that meeting and the Minutes of the Full Council meeting of the Town Council held on Thursday 21st January 2021 were also AGREED

226/20 Accounts

- i) The Monthly Payment Schedule for the month of February 2021 in the sum of £34,282.47 – Net; £2,952.55– VAT; and £37,235.02 – Gross, was APPROVED.
- ii) To NOTE the quarterly budget review to 31st December 2020;
The quarterly budget review to 31st December 2020 - RESOLVE TO NOTE
- iii) To NOTE the bank reconciliation to 31st December 2021;
The bank reconciliation to 31st December 2021 - RESOLVE TO NOTE.
Cllr Day said that it would be beneficial if the Audit Advisory Committee were involved with the bank reconciliation process prior to presentation to Council and this was AGREED
- iv) To CONSIDER the grant application for Shifnal St. Andrew's Youth Club.
The Town Clerk confirmed that the necessary paperwork had been submitted to Council and Councillors AGREED to the sum of £4,062 being granted to Shifnal St. Andrew's Youth Club. ACTION

227/20 Town Clerk Report

- i) To NOTE the Town Clerk's Report for February;
The proposals, in the Town Clerk's Report were NOTED.

- ii) To CONSIDER support for the Census 2021 submissions as per report proposals;

Support for online completion of the Census 2021 submissions by the Library Manager and Council administration staff to members of the public, was AGREED.

- iii) To CONSIDER a representative for the Council to work with the Town Plan group on walkways in Shifnal signage.

Cllr Tarran was appointed Council representative with delegated authority, in working with the Town Plan group on walkways of Shifnal signage, with an agreed budget from the Town Plan of £800.

Members of the Estates Advisory Committee was PROPOSED as follows:- Cllr. Tarran, Cllr. Harrop, Cllr. Cox, Cllr. Shelton and Cllr Day and this was ACCEPTED.

228/20 To CONSIDER a Report on Leisure Services in Shifnal.

Councillors CONSIDERED a Report on Leisure Services in Shifnal and AGREED to request a twelve month extension to the S106 agreement on the community land at Houghton Road due to the impact of the Covid pandemic.

Councillors AGREED that it would not be possible at this time to agree to a draft a holistic leisure services consultation document for consideration by members, nor for Members to email subjects or issues for consideration in the leisure services consultation due to the information previously requested in February 2018 not been received by Council.

Councillors stated that all financial information regarding leisure services in Shifnal, together with a feasibility study and Business Plan must be received prior to any further action by Shifnal Town Council and it is imperative that this is carried out in order that the Developers do not relinquish on the land currently offered. The Town Clerk said that this item would be brought back to Council. ACTION

229/20 Committees, Advisory Committees and Working Groups

i) Planning Committee

- a) To APPROVE the minutes of the Planning Committee meeting held on 11th February 2021;

The minutes of the Planning Committee meeting held on 11th February 2021 were confirmed.

APPROVED

- b) To CONSIDER the recommendations of the Planning Committee meeting;

Councillors AGREED to the updated submission of Bruton Knowles Regulation 19 consultation pre-submission draft Local Plan to Shifnal Matters

- c) To NOTE the Planning applications for the Shifnal area to 11th February 2021.

The planning applications for the Shifnal area to 11th February 2021 were RESOLVED TO NOTE.

- ii) a) To NOTE a report from the Law and Order Advisory Committee meeting held on 25th January 2021 and 11th February 2021.

The reports from the Law and Order Advisory Committee meetings held in January and February were NOTED.

- b) To CONSIDER the recommendations of the Advisory Committee. (Safer Shifnal earmarked reserves. Local Government and Rating Act 1997, s.31 and LGA 1972 s.137).

Recommendations received from Advisory Committee meeting in January 2021:-

- The purchase of two additional solar powered remote CCTV cameras at a cost of £6,560 + VAT APPROVED
- The purchase of a new CCTV signage with updated contact information at a cost of £765.00 + VAT. APPROVED

Recommendations received from Advisory Committee meeting in February 2021:-

- The budget of £10,142.30 + VAT for five VARS, with orders to be placed after surveyed sites are approved by March 2021 Full Council. AGREED
- That the Committee proposes to support the plans to change the speed restriction limits on the Priorslee Road and Bridgnorth Road locations. AGREED

230/20 Town and Council Estate

- a) To CONSIDER an update on the Old Police Station quotations; (Old Police Station earmarked reserves/budget line. LGA 1972. S.133);

Councillors heard that this is ongoing and nothing to report at this meeting. An update will be provided at a future meeting.

- b) To CONSIDER a report on the roofing installation to the rear of the Public Toilets; (Reports & Renewals budget line. Public Health Act 1936. S87);

A report on the roofing installation to the rear of the Public Toilets was CONSIDERED and works to be carried out in the sum of £9,689.00 plus VAT were AGREED.

- c) To CONSIDER the replacement of the ceiling and lighting in the Library building. (Library Maintenance budget line. LGA 1972. S133);

The quotations for the replacement of the ceiling and lighting in the Library building were CONSIDERED and the quotation in the sum of £6,753.75 plus VAT was AGREED.

A contingency amount of up to £1,000 was delegated to the Town Clerk to rectify any potential issues once the source of the latest water damage had been identified. AGREED

- d) To CONSIDER the replacement of 23no. street lighting columns and lanterns as per ongoing maintenance programme. (Street Lighting Renewals budget line. Parish Councils Act 1957 s.3);

The quotation received from Eon to supply, deliver, install and electrically test 23 no. street lighting columns, LED lanterns and associated control gear in the sum of £23,757.31 plus VAT was AGREED.

- e) To CONSIDER the floral displays for the summer season (Floral Displays budget line. Open Spaces Act 1960, s.9).

The quotation for the summer season floral displays in the sum of £6,650 plus VAT was APPROVED.

Plans to provide floral displays during the autumn/winter months would be considered at a future meeting. Together with the possibility of engaging volunteers in the process. ACTION

Confirmation that the production of Risk Assessments and Method Statements for any job carried out on behalf of Shifnal Town Council by contractors was sought by a Councillor and the Town Clerk that these are usually obtained by the Green Spaces Operative due to his extensive knowledge of such documentation. A file would be retained in the Town Council office for future works. ACTION

231/20 Health and Safety Issues

- Bridge over Wesley Brook in Wheatfield Drive
- Light and road signage on A464 by Wadlow Drive
- Bridge over Wesley Brook by Jubilee Park, Dyas Mews
- Drainage and lying water on Park Lane
- Gulleys blocked across Shifnal area
- Flytipping incidents, specifically on Lamledge Lane

NOTED AND ACTION TAKEN

232/20 To NOTE Correspondence from:-

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|----|---|-------|
| a) | Shifnal Scouts and Guides Supporters; | NOTED |
| b) | Mark Barrow, Shropshire Council - Highways Winter Maintenance | NOTED |

The Mayor, Councillor Robert Harrop confirmed that he had received a communication from Teldoc who are working in partnership with Shifnal and Priorslee Medical Practice in respect of the development of a new Practice building at the Haughton Road site. A joint press release will be issued by the Town Clerk regarding this news and a copy of the email circulated to all Councillors. ACTION

233/20 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".

234/20 Staff Matters

235/20 Planning

a) To NOTE planning enforcement matters.

No Enforcement Cases - NOTED

There being no further business, the meeting closed at 20.50 hrs.

