



# SHIFNAL TOWN COUNCIL

## A G E N D A

28<sup>th</sup> March 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 3<sup>rd</sup> April 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](mailto:info@shifnaltowncouncil.gov.uk) or telephone 01952 461420**

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Office Hours 10am – 1pm (Monday to Friday)

Tel: 01952 461420  
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**ES567/22 Fire Safety Announcement**

**ES568/22 Public Session**

**ES569/22 Apologies received from Councillors.**

**ES570/22 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.

Members are reminded that subject to provisions of the current Code of Conduct that they are required to;

**not** speak, participate in the discussion or voting on the matter and leave the room in the event of a declaration of pecuniary interest and

**not** speak (unless in the public session if applicable), participate in the discussion or voting on the matter and leave the room in the event of a non-pecuniary interest.

**ES571/22 To CONFIRM and sign the Minutes of the Estates Committee Meeting of the Town Council held on Monday 6<sup>th</sup> March 2023 (attached)**

**ES572/22 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 (attached).

**ES573/22 Public Toilet Refurbishment**

- i) To NOTE a verbal report on the Public Toilet refurbishment. The contract works are completed. The toilets are reopened to the public. Snagging works to be completed.

**ES574/22 Greenspace Maintenance**

- i) To NOTE the annual green spaces contract has been awarded as per Full Council resolution for the next three years.
- ii) To NOTE the contract for mole control has been instigated and works on-going.
- iii) To NOTE the communication received in relation to the installation of waste bins in the Shifnal area (attached).
- iv) To CONSIDER a report on the bank refurbishment at Wesley Brook and additional signage supplied by the Shropshire Wildlife Trust (attached).

- ES575/22 Priorslee Road Allotments**
- i) To NOTE the order has been placed for the signage.
  - ii) To CONSIDER 2 further quotations for the external taps at the allotments (attached).
- ES576/22 St. Andrew's Churchyard**
- i) To NOTE the siting of a skip has been arranged for the removal of green waste from the Millennium Garden site with RAF cadets to assist. Arrangements have been discussed for the on-going waste management.
- ES577/22 STC Car Parks and Highways**
- i) To CONSIDER the placement of EV charging points in Shifnal (attached).
  - ii) To CONSIDER the impact of Traffic Regulation Orders in the town centre areas. Cllr Cox to lead verbal update.
- ES578/22 Building Security Alarm Contract**
- i) To NOTE that it has been confirmed there will be no additional callout charge for faults. Works will be charged accordingly when faults have been assessed.
- ES579/22 Shifnal Train Station**
- i) To NOTE update received from Mick Smith, West Midland Trains (attached).
  - ii) To CONSIDER verbal update from Cllr R. Cox on scheduled meeting with West Midland Trains and 'Access for All' arrangements.
- ES580/22 STC Street Lighting**
- i) To CONSIDER a verbal report by Town Clerk on Street Lighting contractual difficulties.
- ES581/22 King's Coronation Commemorative Plaque**
- i) To CONSIDER the placement of a plaque to commemorate the coronation of King Charles III as donated by the Lord Lieutenant of Shropshire, Anna Turner.
- ES582/22 STC Website**
- To NOTE the website has now been updated as required.
- ES583/22 To Review Actions from Previous Committee Meetings**
- ES584/22 Next Estates Committee Meeting**
- Monday 8<sup>th</sup> May 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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