



SHIFNAL TOWN COUNCIL

A G E N D A

4th July 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 10th July 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

- ES097/23 Fire Safety Announcement**
- ES098/23 Public Session**
- ES099/23 Apologies received from Councillors.**
- ES100/23 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.
- ES101/23 To CONFIRM and sign the Minutes of the Estates Committee Meeting of the Town Council held on Tuesday 9th May 2023**
- ES102/23 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 fire alarm maintenance contract for Shifnal Community Hub and Old Fire Station.
iii) To CONSIDER a report on the sanitary unit provisions at the Community Hub, Old Fire Station and Library.
iv) To CONSIDER a report on the waste removal for the Shifnal Community Hub. +
v) To CONSIDER the purchase of an additional telephone handset for the STC offices at a cost of £465.00 (+VAT) and additional monthly licence cost tbc.
vi) To NOTE that as of 31st March 2023 Shifnal Community Hub earmarked reserves stands at £15,101.31.
- ES103/23 Greenspace Maintenance**
i) To CONSIDER a refurbishment project for gateway area at Park Lane Shifnal.
ii) To NOTE that the CPO and Estates Officer are due to hold a contract review meeting with Brewood Landscapes in July.
iii) To CONSIDER a refurbishment programme for the play areas at the Curriers Lane, Jubilee and Wheatfield parks.
iv) To NOTE the defective bench in Shifnal Town Centre will be removed for alteration, this is expected in July.
- ES104/23 Storage for Shifnal Flood Group**
i) To NOTE that storage space for the Shifnal Flood Group could be made available in part of the storage area behind the public toilets.
ii) To NOTE Cllr Cox and Cllr Haddon are engaging in discussions with Shropshire Council Emergency Response Team in regard to potential use of the Village Hall or other community facility.
- ES105/23 Aston Street Allotments**
i) To NOTE that a temporary reusable fence has been erected in order to let the allotments whilst awaiting contractor's quotations.

- ES106/23 Assets of Community Value**
To NOTE that applications for Assets of Community Value sent to Shropshire Council in February 2023 was rejected and a new full application process is required for any nominated assets.
- ES107/23 STC Car Parks**
To NOTE that the infrastructure works has been completed for the EV charging points. STC is awaiting confirmation from Shropshire Council on the completion of the project.
- ES108/23 Street Lighting**
To NOTE that phase one of the street lighting is now complete (apart from snagging). The CPO is due to have further discussions in July and August regards the delivery of phase two.
- ES109/23 Future Estates Projects**
Members to DISCUSS future estates projects – short / medium / long term.
- ES110/23 To Review Actions from Previous Committee Meetings**
- ES111/23 Next Estates Committee Meeting**
Monday 4th September 2023 – 5:30pm – Shifnal Community Hub.

Circulation:-

Committee: Cllr R. Cox (Chairman), Cllr E. Bird, Cllr K. Booker, Cllr B. Haddon, Cllr J. Horne, Cllr L. Jenks, Cllr J. Moore, Cllr T. Tarran, Cllr. Z. Turner, Cllr P. Williamson, D. Gough (CPO).

For Information:

Councillors: Cllr T. Clayton, Cllr J. Coulson, 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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