



SHIFNAL TOWN COUNCIL

A G E N D A

31st October 2023

TO ALL ESTATES 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 6th November 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

- ES338/23 Fire Safety Announcement**
- ES339/23 Public Session**
- ES340/23 Apologies received from Councillors.**
- ES341/23 Declaration of Members' Interest**
To receive declarations and requests for dispensations 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.
- ES342/23 To CONFIRM and sign the Minutes of the Estates Committee Meeting of the Town Council held on Monday 4th September 2023**
- ES343/23 Greenspace Maintenance & Works**
- i) To CONSIDER a report on a proposed refurbishment programme for the play areas at the Curriers Lane, Jubilee and Wheatfield parks from the CPO.
 - ii) To CONSIDER a report on the potential refurbishment of the land at Innage Road from the CPO.
 - iii) To CONSIDER a report on the potential refurbishment project at Park Lane from the CPO.
 - iv) To NOTE an update to the annual tree report survey from the CPO.
 - v) To NOTE that the tree rectification works are due to start on the 4th December and last for 7 to 10 working days (weather dependant).
 - vi) To CONSIDER a report on mole issues from the CPO.
 - vii) To CONSIDER a report on the headstones at the war memorial from the CPO.
- ES344/23 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 RAAC survey on council buildings
 - iii) To NOTE a report on the cleaning contract for STC buildings.
 - iv) To CONSIDER a report on STC Fire Safety Compliance from the CPO.
 - v) To CONSIDER a report on Decarbonisation Advice and Review from the Marches Energy Grant Body.
- ES345/23 Shropshire Council Street Scene Meeting**
To NOTE a report on the meeting with Shropshire Council Street Scene Officer from the CPO.

- ES346/23 Town Centre Noticeboard**
To CONSIDER a location for the replacement noticeboard for the town centre.
- ES347/23 Priorslee Road Allotments and Cemetery**
To CONSIDER a report on the spoil heap at Priorslee Road allotments from the CPO.
- ES348/23 Street Lighting**
To NOTE that the CPO has been due to have further discussions on the snagging of the final three lamp posts on the current replacement programme and an up to date inventory list with EON in order to gain an accurate joint energy agreement with Shropshire Council or alternative supplier but has not received a response from EON.
- ES349/23 Asset Disposal**
To NOTE that the CPO and Town Clerk are currently preparing an Asset Disposal list with values for the January Estates Committee Meeting.
- ES350/23 2024/2025 Precept**
To CONSIDER any additional budget lines for the 2024/2025 precept.
- ES351/23 Future Estates Projects**
To DISCUSS future estates projects – short / medium / long term.
- ES352/23 Meeting Schedule**
To DISCUSS the frequency of Committee meetings and extraordinary meetings.
- ES353/23 Future Maintenance of the Town Centre**
To DISCUSS the future maintenance of the town centre.
- ES354/23 To Review Actions from Previous Committee Meetings**
- ES355/23 Next Estates Committee Meeting**
Monday 9th January 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), J. Ellis (EO).

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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