



Broseley Town Council

The Library Building, Bridgnorth Road, Broseley, Shropshire TF12 5EL

To Members of the Estate Committee:
Councillors Childs, L Garbett, M Garbett, G Goodall,
A Taylor, Mayor and Deputy Mayor
cc. Birchmeadow Centre Mgt Cttee: C Bagnall, S Milan
MUGA Group: M Kaiser
To all other Councillors for information

Mrs T M Barrett
Town Clerk

Tel. 01952 882172
e-mail: broseleytc.clerk@btinternet.com

12th September 2017

You are requested to attend a meeting of the Estate Committee of Broseley Town Council to be held at **The Birchmeadow Centre on Tuesday, 19th September 2017 at 7.00pm.**

Yours faithfully,

T M Barrett
Town Clerk

AGENDA

1. **APOLOGIES FOR ABSENCE**
To receive apologies for absence.
2. **DECLARATIONS OF INTEREST**
To receive any Declarations of Interest.
3. **MINUTES OF THE MEETING OF THE ESTATE COMMITTEE HELD ON 18TH JULY 2017**
For decision: to approve the minutes of the meeting held on 18th July 2017.
4. **MATTERS ARISING FROM THE MINUTES OF THE ESTATE COMMITTEE MEETING HELD ON 18TH JULY 2017**
To note any matters arising from the minutes of the meeting held on 18th July not appearing elsewhere on the agenda.
5. **REPORT FROM THE MUGA GROUP**
 - a. To welcome a representative from the MUGA Group.
 - b. **To note** a report from the MUGA Group
 - c. **To consider** the future format of reports from the MUGA Group.
6. **REPORT FROM THE BIRCHMEADOW CENTRE MANAGEMENT COMMITTEE (BCMC)**
 - a. **To note** a report from the BCMC.
 - b. **To note** the BCMC accounts.
7. **BIRCHMEADOW CENTRE MAINTENANCE**
 - a. **To note** progress with resolving the raised area of flooring in the Pritchard Room.
 - b. **To note** that the replacement down lights have been fitted in the hall.
 - c. **For decision:** to consider quotations for the repair of the broken window at the back of the building.
 - d. **To note** that the last complete electrical test of the BMC was carried out in 2013 and **to decide** whether to commission a further test at this stage.
 - e. **To note** that the Centre would benefit from a new front door and **to decide** whether to seek quotations for a replacement.
 - f. **To note** an update on other maintenance issues

8. REFURBISHMENT OF UPSTAIRS TOILETS

- a. **To note** that the refurbishment has been completed satisfactorily.
- b. **To note** that an area of damp has appeared around the boxing in of the waste pipe in the upstairs ladies toilet and **to decide** on any action to be taken to resolve this.

9. BIRCHMEADOW CENTRE – SOLAR PANELS

- a. **To note** that the installation of solar panels on the roof of the BMC has been completed and an application for payment of the feed-in tariff has been submitted.
- b. **To note** that the BCMC has organised an event to publicise the installation on the evening of 21st September.
- c. **To consider** any other matters associated with the solar panels.

10. BIRCHMEADOW CENTRE – PROPOSAL FOR EXTENSION

To consider a proposal to build a small extension on the side of the stage at the rear of the building.

11. CEMETERY

- a. **To note** an update on progress with addressing identified unstable memorials.
- b. **To note** that the toilet facilities provided at the Cemetery consist of a chemical portaloos and **to consider** whether to explore other options for the provision of toilet facilities.

12. TRAILER THEFT

- a. **To note** that the Council's trailer has been stolen and that the Clerk has submitted an insurance claim.
- b. **For decision:** to decide whether to await the outcome of the insurance claim or to purchase a new trailer as soon as possible.
- c. **For decision:** to decide where to store the replacement trailer.

13. MEMORIAL GARDEN

To note correspondence received regarding the condition of the Memorial Garden and **to decide** how to address the concerns raised.

14. BENCH AT CAPE FOLD

To note that it has been possible to repair the bench at Cape Fold and **to decide** whether Councillors still wish to purchase a replacement.

15. MEMORIAL BENCHES AT MAYPOLE GREEN

- a. **To note** that the memorial bench for Derrick Pountney has been installed.
- b. **To note** progress with the installation of the bench in memory of Eric Cox.

16. PLAY EQUIPMENT FOR GUEST ROAD

To note progress with the project to install play equipment at Guest Road.

17. TELEPHONE KIOSK AT QUARRY ROAD

- a. **To note** that the telephone kiosk at the top of Quarry Road has now transferred to the Council's ownership.
- b. **To consider** whether any immediate maintenance or other work is required.
- c. **To consider** whether Councillors wish to explore any use for the kiosk other than as a decorative feature in the Conservation Area.

18. STREET LIGHTING

- a. **For decision:** to consider quotations to hand for a replacement column in Foundry Lane.
- b. **To note** progress with the installation of a replacement column by The Woodbridge.

19. CHRISTMAS LIGHTS

For decision: to consider quotations for the installation of the Christmas Lights and to select a contractor.

20. COMMUNITY TREE SCHEME

- a. **To note** that SC are offering free trees and hedging plants for freely accessible land through their Community Tree Scheme.
- b. **For decision:** to decide whether the Council would like to apply for an allocation of trees.