



Minutes of the Full Council Meeting of Broseley Town Council  
held at 7.00 pm on Tuesday, 12<sup>th</sup> December 2017  
at the Birchmeadow Centre, Broseley

Standard abbreviations used throughout: Shropshire Council – SC  
Birchmeadow Centre – BMC  
Birchmeadow Centre Management Committee – BCMC  
Shropshire Association of Local Councils - SALC

**234. PRESENT**

Councillors Burton, Childs, L Garbett, Mark Garbett, Michael Garbett, Harris, Maltby, Singh-Mohr, Taylor, West.

**235. IN ATTENDANCE**

Mrs T Barrett – Town Clerk  
Mr D Bould, Ms H Nelson.

**236. PUBLIC PARTICIPATION**

- a. Ms H Nelson, Chair of the Christmas Lights Committee, thanked the Council for their support with the lights and switch-on event. She particularly thanked the office staff, who had been very helpful. It had been a challenging year for the Lights Committee and the change of contractor for the installation had been an additional concern. However, the new contractors had been very professional and all had gone well. Local individuals, organisations and businesses had also been very supportive. The Mayor responded with his thanks to members of the Lights Committee.
- b. Mr D Bould referred again to correspondence informing him that he should not enter the Council office. He distributed a copy of a letter he had sent to the Council which was signed for on 11<sup>th</sup> November. He did not feel that his questions had been answered. Mr Bould referred to information provided by an ex-Councillor on the clause in Standing Orders which stated that complaints against members of staff would not be permitted in a public Council meeting. Mr Bould requested a copy of the Council's Standing Orders. Mr Bould stated that he intended to take an employee to court for the overspend on the Birchmeadow Centre changing room project. The Clerk advised Mr Bould that his comments were inappropriate and that he should desist. Mr Bould continued on the subject of the changing room project and was informed by the Mayor to put his concerns in writing.

Ms Nelson and Mr Bould left the meeting.

**237. APOLOGIES FOR ABSENCE**

Councillors accepted the following apology: Councillor Goodall – work commitment.

**238. DECLARATIONS OF INTEREST**

Councillor	Agenda item	Subject	Type of interest	Reason	Minute no.
Childs	18	Birchmeadow Park	Pecuniary	Employee	252
Harris	14	Neighbourhood Plan	Bias	Shropshire Councillor	248
	16	Highways	"	"	249
	21	Cultural Strategy	"	"	255

**239. MAYOR'S ANNOUNCEMENTS**

The Mayor expressed his pleasure at the success of both the Christmas Lights switch-on event and the Remembrance Day service. Both events had been very well attended. He noted that fund raising for the Broseley Festival had started again.

**240. MINUTES OF THE MEETING HELD ON 14<sup>TH</sup> NOVEMBER 2017**

**RESOLVED** to approve the minutes of the meeting held on 14<sup>th</sup> November 2017 as a true record of the proceedings.

**241. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 14<sup>TH</sup> NOVEMBER**  
None.

**242. CODE OF CONDUCT AND STANDING ORDERS**

It was noted that Councillor West was working on possible revisions to the Code of Conduct and Standing Orders and hoped to be able to report to the next meeting.

**243. ACCOUNTS FOR PAYMENT**

**RESOLVED** to approve for payment the schedule of accounts.

**244. BANK RECONCILIATION**

Councillors reviewed and **RESOLVED** to approve the bank reconciliation as at 31<sup>st</sup> October 2017.

**245. SERVICE SUPPORT GRANT APPLICATION**

**RESOLVED** to award a service support grant to Broseley in Bloom in the amount of £1,550.

**246. BUDGET 2018/19**

Councillors noted the revised draft of the budget. Councillors were asked to pass any comments on the budget to the Clerk or Mayor. A further meeting of the working party would be arranged before the January Council meeting. It was noted that the precept request would need to be submitted to SC by the end of January.

**247. PLANNING COMMITTEE**

- a. Councillors noted the draft minutes of the Planning Committee meeting held on 30<sup>th</sup> November 2017.
- b. Councillors noted a report from the Planning Committee. There were ongoing problems with the development at the site of 29 Sycamore Road. It was noted that applications for 37a High Street and Gestiana would be considered at the next SC Planning Committee meeting.

**248. PLACE PLAN**

- a. Councillors noted that the revisions to the Place Plan had been submitted to Shropshire Council.
- b. With regard to making progress with projects identified in the Place Plan, Councillors noted the following:
  - the play area at Guest Road was in hand.
  - the SC portfolio holder for Highways would be visiting the town the following week.
  - it was important to allocate the CIL money due to the town.
  - a meeting of the street lighting working group should be arranged and Jason Hughes of SC invited to attend. **RESOLVED** to appoint Councillor Ian West as an additional member of the working group.
  - the Mayor and Administrative Officer would be seeking grant funding for the development of tourism.
  - Councillor Mark Garbett was working on the promotion of sport and recreation.

**249. NEIGHBOURHOOD PLAN**

Councillors noted that a steering group had been set up with Mr P Revell as Chair. The group was seeking the involvement of Barrow Parish and working on an application for funding. The project was being publicised in the town. The group was also looking into the possibility of revitalising the local Chamber of Commerce to allow local traders to have united input into the Plan.

**250. HIGHWAYS**

Councillors noted a report on Highways matters:

- The street lights at the bottom of Dark Lane were out and there were still unresolved issues relating to the project outside Broseley CofE Primary School.
- Kier had set up an office within Shirehall and a level of management had been removed. Kier would be using the same computer system as SC and it was hoped that this would improve communication.

- The SC Highways Scrutiny Committee would be considering the “20 is Plenty” initiative in January to see whether this might be viable in market towns. Policing the speed limit would be problematic.
- The recent snow had provided a challenge to the town with many roads impassable due to snow or fallen trees. The Mayor was thanked for his efforts to resolve the problems.
- The SC Highways Officer had contacted Councillor Singh-Mohr with regard to traffic calming near Preens Eddy. Additional line markings might be provided but at present there was no budget available.

#### **251. ESTATE COMMITTEE**

- a. Councillors noted the minutes of the Estate Committee meeting held on 21<sup>st</sup> November 2017.
- b. Councillors discussed the possibility of installing electrical charging points for vehicles on the library car park. It was agreed that this would be a benefit for residents and visitors as well as providing a potential source of income for the Town Council and that quotes for the installation should be obtained. This project might be added to the Place Plan.

#### **252. MUGA**

Councillors noted correspondence from the MUGA Group. Councillors were aware of the dedication members of the MUGA Group had shown in setting up and running the facility. The Clerk was asked to clarify the date of the next meeting. The Council’s representatives would attend the meeting along with other Councillors to engage with the MUGA Group over future arrangements.

Having declared a pecuniary interest in the following item, Councillor Childs left the meeting.

#### **253. BIRCHMEADOW PARK**

- a. Councillors noted the draft service level agreement for the management and maintenance of the Birchmeadow Park by Shropshire Council with a financial contribution from the Town Council.
- b. **RESOLVED to approve the agreement and the financial contribution proposed from the Town Council.**

Councillors Childs returned to the meeting.

#### **254. CCTV**

Councillors considered the desirability of installing CCTV cameras at selected locations around the town. The Mayor announced that a CCTV camera would be installed at the Cemetery following a recent attempted break-in. Concerns were noted about anti-social behaviour on the library car park and Councillors agreed that a camera would be beneficial. Improved lighting might also alleviate the problems and the Clerk was asked to arrange for the installation of a movement sensor light at the rear of the library.

**RESOLVED that the Council was in favour of the installation of CCTV in the town in principle and that the Street Lighting working group should consider this.**

It was noted that a report had previously been prepared by the local police on potential sites for the installation of cameras and this could inform discussions.

#### **255. CHRISTMAS CLOSURE**

Councillors noted and approved the Christmas closure dates for the office and library. The Mayor would be the emergency contact for the Council.

#### **256. SHROPSHIRE COUNCIL CULTURAL STRATEGY**

Councillors noted that both the Cultural Strategy and Library Strategy had been withdrawn from the SC Cabinet meeting in December. On this basis, the Town Council would submit no comments on the Cultural Strategy.

#### **257. TOWN TALK**

Councillors reviewed and **RESOLVED to approve the draft copy of Town Talk for printing and distribution.**

#### **258. CORRESPONDENCE**

None to note.

**259. STAFFING COMMITTEE**

Councillors noted the draft minutes of the meeting held on 13<sup>th</sup> November 2017.

**260. EXCLUSION OF PUBLIC AND PRESS**

**RESOLVED** that by the Public Bodies (Admission to Meetings) Act 1960 and under Section 100(A) of the Local Government Act 1972, the public and press be excluded for the following items of business, on the grounds they involve the likely disclosure of exempt information as defined in the Acts:

26. Appointment of RFO / Assistant Town Clerk
27. Correspondence from Broseley Partnership
28. Vexatious Complainant

**261. APPOINTMENT OF RFO / ASSISTANT TOWN CLERK**

- a. Councillors noted the outcome of the recent interviews and **RESOLVED to approve the appointment of Andrea Williams as the new RFO/Assistant Town Clerk, subject to satisfactory references.**
- b. Councillors noted arrangements for the commencement of the RFO / Assistant Town Clerk's employment in January.

**262. CORRESPONDENCE FROM BROSELEY PARTNERSHIP**

Councillors considered correspondence from the Broseley Partnership and agreed a response.

**263. SUSPENSION OF STANDING ORDERS**

**RESOLVED to suspend standing orders to allow the meeting to continue past 9.00pm**

**264. VEXATIOUS COMPLAINANT**

The Mayor drew attention to the Freedom of Information Act and the Council's Unreasonably Persistent and Vexatious Complainants Procedure. Councillors considered a report from the Clerk as well as recent correspondence. Councillor Mark Garbett expressed his view with regard to a specific comment. The Clerk left the meeting.

**RESOLVED to consider arrangements for the public participation session of meetings in the review of the Council's Standing Orders.**

**RESOLVED to implement recommendation d. in the Clerk's report dated 8<sup>th</sup> December 2017.**

Chairman