



Broseley Town Council

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

Minutes of the Broseley Town Council Meeting held on Tuesday, 14th May 2019 commencing at 19:00 hours in the Birchmeadow Centre, Broseley TF12 5LP.

MEMBERS PRESENT: Councillors Burton (Mayor), West (Deputy Mayor), Childs, Harris, L Garbett, Michael Garbett, Goodall, Maltby, and Taylor.

IN ATTENDANCE: Dr Kate Howe (Town Clerk), Councillor David Turner (left 7.05 pm), Police Community Support Officer and 3 members of the public.

1. ELECTION OF MAYOR

RESOLVED: to elect Councillor Burton as Mayor for 2019/20.

2. ELECTION OF DEPUTY MAYOR

RESOLVED: to elect Councillor West as Deputy Mayor for 2019/20.

3. PUBLIC PARTICIPATION

Mr Ian Pickles thanked Broseley Council for its letter of response to Shropshire Council regarding bus cuts. However, he highlighted another issue which had not been included which is the reduction of the no.19 bus from hourly to 2 hourly. Given that there are now three trains an hour arriving in Telford Central this makes little sense in terms of green transport issues.

The Police Community Support Officer informed Council that although the area still lacked a Police Constable, Chris Thomas was the new Sergeant for Bridgnorth and Surrounding Areas and he would be trying to meet all Councillors in the area. In response to anti-social behaviour in the town, letters had been sent to parents of the children involved which appeared to have had some effect.

4. APOLOGIES.

Councillor Mark Garbett had sent his apologies.

5. DECLARATIONS OF INTEREST

There were none which had not been previously recorded.

6. REQUESTS FOR DISPENSATIONS

There were none.

7. MAYOR'S ANNOUNCEMENTS

The Mayor and the Town Clerk had a productive meeting with the new Sergeant.

The First Responders Quiz was a great success.

Next Neighbourhood Plan meeting on 15th May.

Broseley in Bloom Plant Sales on 21st May.

Ironbridge Power Station Public Consultation event on 22nd May.

8. MINUTES OF THE MEETING HELD ON 9TH APRIL 2019

Council **approved** minutes of the meeting held on 9th April 2019.

9. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 9TH APRIL 2019

Councillor Singh-Mohr reported that the new Visit Broseley website was up and running and had received 15,360 visits. The next Heritage Centre meeting will take place on Thursday 16th May at 7.30 pm. There are a good group of forward thinking people and an architect involved. Councillor Harris had given members the impression that funding would be available for a Curator from Shropshire Council but this did not appear to be the case.

10. CLERK'S REPORT

a) Badges had been circulated to all Councillors and staff with a request that they should be worn at all times when potentially coming in contact with the public, at all meetings and

whenever members are representing the Town Council. **Council noted.**

b) The Clerk reported the Crime Commissioner had requested responses to a survey.

Councillor L Garbett agreed to help the clerk complete it.

c) The flag and pole had been ordered and is due for delivery on 30th June. The cost was £500 as the Clerk had been advised to opt for a fibreglass pole. BTC staff will erect it in Memorial Garden in an agreed location. **Council noted.**

d) Following a meeting with Shropshire Council HR to review HR provision, attended by Councillor Singh-Mohr, the Clerk had requested their help with producing a Staff Handbook combining all policies and contractual matters in one document. **Council noted.**

e) Part time library assistant jobs had been advertised on Indeed, on posters around the town, websites and through Shropshire Council network of libraries. There was no cost associated with advertising. To date 92 expressions of interest had been received and more than 40 applications. Recruitment closes on Sunday 28th May. Shropshire Libraries Managers have offered to take part in short listing and interviewing. Council noted.

f) The Clerk met with Mark Pemberton, the interim CEO of Ironbridge Gorge Museum, to discuss the reduced opening of Broseley Pipeworks Museum. He confirmed the museum would only open on Saturdays from 11- 4 until September due to the need to drastically cut costs across all museums in the group. The offer of volunteers from Broseley to assist in opening the museum was welcomed. He suggested the museum could be opened for additional days, perhaps Sundays, or Easter week if Broseley Town Council were willing to underwrite the cost of staffing at £100 per day. **Council noted and deferred a decision to a future date.**

11. FINANCES

(a) BUDGET REVIEW TO 31ST MARCH 2019

Councillors noted the budget review to 31st March 2019.

(b) ACCOUNTS FOR PAYMENT

RESOLVED: to approve for payment the schedule of accounts.

(c) BANK RECONCILIATION

RESOLVED: to approve the bank reconciliation as at 30th April 2019.

12. COUNCIL AND STAFF SUBSCRIPTIONS

Councillors noted the following annual subscriptions:

Shropshire Association of Local Councils	£1,484.97 (April 2018)
Society of Local Council Clerks	£ 165.00 (June 2018)
Information Commissioner's Office	£ 40.00 (Jan 2019)
Association of Accounting Technicians	£ 92.00 (July 2018)

13. PAYMENT OF SALARIES, WAGES, PAYE AND PENSION CONTRIBUTIONS

(a) **RESOLVED** to pay the salaries and wages due to employees for the financial year ending March 2020.

(b) **RESOLVED** to pay tax, pension contributions and any statutory deductions necessary for employees for the financial year ending March 2020.

(c) **NOTED** implementation of agreed NJC new pay scales for 2019-20 will be in May 2019, backdated to 1st April 2019 which gives an average 2% pay increase to staff.

14. DELEGATION OF BUDGETS

In addition to the delegations already contained within the Council's agreed Powers of Delegation, **RESOLVED** to delegate budgets as follows:

To the Staffing Committee: SAL7 Salaries and Wages

To the Estate Committee: PUB5 Public Lighting + earmarked reserve for street lighting
CHR3 Christmas Lighting
BUR7 Burial Grounds
BIR4 Birchmeadow Centre
GEN1 General maintenance and repairs
TOI3 Public Toilets
ASS1 Car Parks
ASS3 Library Premises
ASS4 Library Supplies & Services
ASS5 Green Spaces Maintenance
BMP1 Maintenance contribution to SC for Birchmeadow Park

15. APPOINTMENTS TO COMMITTEES:

RESOLVED to make appointments to the following committees:

- (a) **Planning Committee** – to appoint Councillors Burton, West, Childs, Goodall, Michael Garbett, and Harris to the Planning Committee.
- (b) **Estate Committee** - to appoint Councillors Michael Garbett, Goodall, Taylor, Linda Garbett, Childs and Mark Garbett to the Estate Committee.
- (c) **Staffing Committee** – to defer appointment to the Staffing Committee until the May Full Council meeting.

16. SCHEDULE OF MEETINGS

- a) **Council** approved the schedule of meetings for the year from June 2019 to May 2020.
- b) The Mayor reminded Councillors that acceptance of nomination to committees and working groups required regular attendance and feedback to appropriate meetings in person or by written report and to appropriate Council staff to ensure all members of Council are fully informed on all issues. Councillors are requested to ensure that they are receiving all email and paper correspondence circulated and if they are not to contact the office immediately and rectify direct. **Council noted.**

17. APPOINTMENTS TO OUTSIDE BODIES

RESOLVED to appoint to the following outside bodies:

- (a) Birchmeadow Centre Management Committee: Councillors Goodall and West
- (b) Birchmeadow Park Management Committee: Councillors Childs, Mark Garbett and Michael Garbett
- (c) Victoria Hall Management Committee: Councillor Maltby
- (d) MUGA Group: Councillors Childs, L Garbett and Mark Garbett
- (e) Severn Gorge Countryside Trust: Mr A Cooke retains the 4 year appointment
- (f) Bridgnorth and Shifnal Area Committee of SALC: Councillors West and L Garbett
- (g) Ironbridge Gorge World Heritage Site Steering Group Councillor Taylor
- (h) JL Edwards Memorial Trust Councillor Goodall
- (i) Barrow Parish Council: Councillor Maltby

18. APPOINTMENTS TO WORKING GROUPS

RESOLVED: to appoint to the following committees:

- (a) **Asset Transfer Working Group:** Councillors West, Mark Garbett, Harris, Burton and Singh-Mohr
- (b) **Taylor Wimpey Liaison:** Councillors West and Burton
- (c) **Place Plan & Reserves Group:** Councillors Harris, West, Mark Garbett, Michael Garbett, Childs and Burton
- (d) **CCTV:** Councillors Burton, Singh-Mohr, L Garbett and Mark Garbett.

19. PLACE PLAN & RESERVES GROUP

- (a) Councillors noted the PP&R Group Minutes of Meeting held on 2nd May 2019.
- (b) Councillors **RESOLVED** to accept the Draft Place Plan version 2.
- (c) Councillors **RESOLVED** to accept the Terms of Reference of the PP&R Group.

20. GRANT APPLICATIONS (Recommended by PP&R GROUP)

- (a) **RESOLVED:** to agree a grant to the Broseley Festival for the amount of £2,000 towards the costs of staging the Music Festival in June 2019. It was noted that the grant to Broseley Festival had been a one-off grant the first time, which was minuted. However, request for funding had been responded to each year for the last three years. Councillors on the Place Plan & Reserves Group expressed concern that the costs of the festival had escalated substantially this year and bearing in mind the cuts to grant budgets BTC need to look at reducing support rather than increasing it. Broseley Festival had also failed to comply with grant conditions by recognising BTC as a donor, which was not looked on favourably. RFO to remind them of this in their grant letter.
- (b) **RESOLVED:** to agree a grant to the Ironbridge Gorge Brass Band Festival of £100.

21. PLANNING COMMITTEE

Councillors **NOTED** the draft minutes of the Planning Committee meeting held on 25th April 2019.

22. ESTATES COMMITTEE

The purchase and installation of 2 new street lamps on Wilkinson Avenue was **DEFERRED** to the next Estates meeting when further information was available.

23. NEIGHBOURHOOD PLAN

- (a) Councillors **noted** the report from the Advisory Group.
- (b) **Councillors APPROVED** the appointment of Michael Barker as Planning Consultant to produce the Neighbourhood Plan
- (c) Consultation included a public meeting at the Social Club on 16th May and a town wide hand delivered questionnaire.
- (d) Options for housing and employment land on the Willey Estate were under discussion.

24. SHROPSHIRE WIDE 20 MILE AN HOUR CAMPAIGN

Councillors **RESOLVED** to support the campaign for a 20 mph speed limit in all Shropshire towns as described in the letter by Professor Whitelegg and Andrew Williams. Councillor Harris abstained from voting.

25. MEET THE COUNCILLORS

Councillors **RESOLVED** to hold a **Meet the Councillors session in the Library on Saturday 8th June from 10.30-12.**

26. ANNUAL REPORT

Councillors noted that contributions are required from Committee and Working Group Chairs for the Council's Annual Report for 2018/19 to enable the Clerk to draft the report and publish before the end of June.

27. CORRESPONDENCE

There was no correspondence received.

28. DATE OF NEXT MEETING

To note that the next Town Council Meeting will be held on Tuesday 11th June 2019 commencing at 7:00pm at the in the Birchmeadow Centre, Broseley TF12 5LP.

29. CONFIDENTIAL ITEMS

Certain items are expected to include the consideration of exempt information and Full Council is, therefore, recommended to resolve "That, in accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to in the items listed below, on the grounds that they involve the likely disclosure of exempt information, as defined in the respective paragraph of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information".

MAYOR:

DATE: