



Minutes of the Meeting of Broseley Town Council
held at 7.00 pm on Tuesday 11th September 2018
at the Birchmeadow Centre, Broseley

Standard abbreviations used throughout: Shropshire Council – SC
Birchmeadow Centre – BMC
Birchmeadow Centre Management Committee - BCMC

170 MEMBERS PRESENT: Councillors Burton, Childs, Mark Garbett, Michael Garbett, Goodall, Harris, Maltby, Singh-Mohn, Taylor, West.

171 IN ATTENDANCE: Mr P Russell, Locum Clerk, Mrs A Williams, RFO/Assistant Clerk and 4 members of the public.

172. PUBLIC PARTICIPATION

Four members of the public were present. Mr D Bould asked why his letter was still not on the agenda, it was clarified that only matters on the agenda could be discussed and the matter of interest did not appear on the agenda. It was agreed to look into the matter.

173. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr L Garbett.

174. DECLARATIONS OF INTEREST

Councillor	Agenda item	Subject	Type of interest	Reason	Minute no.
Harris	All	All	Interest	Shropshire Councillor (as noted by David Turner in other meetings)	All

175. MAYOR’S ANNOUNCEMENTS

Councillors noted the Mayor’s announcements. The Mayor informed the meeting that the new girls football team had played their first match of the season. An item would be included in the Town Talk newsletter.

176. MINUTES OF THE MEETING HELD ON 14th AUGUST 2018

RESOLVED to approve the minutes of the meeting held on 14th August 2018 as a true record of the proceedings.

177. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 14th August 2018

There were no matters arising from the minutes.

178. ACCOUNTS FOR PAYMENT

RESOLVED to approve for payment the schedule of accounts presented at the meeting amounting to £15,112.16 inclusive of VAT amounting to £758.20.

179. BANK RECONCILIATION

RESOLVED to approve the bank reconciliation as at 31st August 2018. It was noted that a number of cheques had not been cleared. This had been chased up.

180. STAFFING COMMITTEE

NOTED that the staffing Committee had met on Wednesday 22nd August 2018. It had been agreed to appoint a Locum Clerk through LGRC Associates Ltd. The closing date for the position of Town Clerk was Friday 14th September 2018.

It was noted that the library would be open until 22nd December 2018 and then closed until 3rd January 2019. The Council Office would be closed from Friday 22nd December 2018 until 3rd January 2019.

181. PLANNING COMMITTEE

- (a) Planning Committee Meeting** – Council noted the minutes of the Planning Committee meeting had been held on 30th August 2018 as a correct record of proceedings.
- (b) Planning Committee Report** – Council noted the report from the Planning Committee. It was noted that a request for planning application 18/03001/FUL to be considered by the Shropshire Council Planning Committee had been submitted.

Council was informed that there appeared to be site clearance being undertaken in the Roselea area. It was agreed to investigate the matter.

182. NEIGHBOURHOOD PLAN

Councillors noted the update from the Advisory Group. The next meeting was scheduled to take place on 22nd September 2018 when heritage, conservation and green spaces would be considered. A sum of £300 was approved for facilities, publicity and a pop up banner. It was further noted that Shropshire Council Cabinet were to consider formally approving the Plan area.

183. COMMUNITY INFRASTRUCTURE LEVY (CIL)

Council noted that Shropshire Council needed to formally approve the CIL allocation strategy. This was expected to happen on 19th September 2018.

The application process to the Neighbourhood Fund was currently unclear. Part one of the documentation had been received but part two was currently unavailable. Once the process had been confirmed a sum of £7,500 would be applied for to carry out interim works during the winter.

A draft CIL application form was distributed for information. It was agreed to indicate that other community projects were currently being considered and developed. It was noted that the annual maintenance costs for a verti-drain system was between £1,500 and £2,000 per annum.

RESOLVED to formally approve the CIL Expression of Interest form to seek £76,350 from CIL local for remedial works to be carried out in 2019.

It was noted that the cemetery extension would be put on the Estates Committee agenda. The Council had been requested to obtain a valuation for the land and submit an offer for it prior to permission being granted to carry out survey works.

184. HIGHWAYS

- (a) Highway Update** – Council noted the highway update. A number of repairs had been undertaken.
- (b) Road Closure Criteria** – Council noted the rules and regulations regarding road closures and the responsibility of the highway during a closure. Applications were confidential but approvals were public documents.

185. ESTATES COMMITTEE

No meeting had taken place. The next meeting would be held on Tuesday 18th September 2018.

186. PARK VIEW PLAY AREA

Council noted that the expression of interest to take on this play area had not yet been submitted.

187. MULTI-USE GAMES AREA (MUGA)

Council noted the report from the Broseley MUGA Group.

188. GUEST ROAD PLAY AREA

Council noted that the new goal and net had been received. The goal had been erected but the bracket for the net had not been included in the pack. Once this had been received the net would be put up.

189. PUBLIC CONSULTATION: BROSELEY CUSTOMER SERVICE POINT

Council noted the update. It was being proposed that the Customer Services would remain but the Service Point computer and telephone line were to be removed due to a reduction in footfall and the loss of £3,000 in funding. The Cabinet would be considering this matter on 17th October 2018. Options included the Town Council taking on the cost of the telephone line. It was agreed to organise a meeting with Mr Westwood, SC Libraries, to discuss the matter and discuss options available.

190. FUNDAMENTALS FOR COUNCILLORS TRAINING

Council noted that this training session would take place on 26th September 2018 at Shirehall, Shrewsbury at 5.30pm.

191. SMARTWATER

Council noted the offer from West Mercia Police to reduce the cost of Smartwater packs by 25%. Kits would cost £8.90 + VAT. It was agreed to investigate whether the Town Council was eligible and the offer was still available.

192. BROSELEY CHRISTMAS LIGHTS

RESOLVED to grant permission to the Broseley Christmas Lights Committee to use the Memorial Green as a centre point for the Christmas Lights Switch On, and to close the Library car park to hold a fun fair.

193. ENCIRONMENTAL MAINTENANCE GRANT (EMG)

RESOLVED to add a budget line EMG under Burial Grounds (GEN 8) and to vire £1,500 of funding from the GEN 1 budget.

194. TOWN TALK

Council noted the draft Town Talk newsletter. It was agreed to include an article about registering to vote and to include a picture of the girls' football team. Permission had been obtained to use the photograph.

195. CORRESPONDENCE

Council noted correspondence regarding trees, which SC was dealing with, and the invite to all Members to attend one of two Broseley Film Club film shows.

196. 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:

197. LONDON BRIDGE PROTOCOL

Council noted the update. It was agreed to develop a policy and procedure. This would be included for discussion at the next appropriate Estates Committee meeting.

198. INTERIM CLERK

Council noted that Mr Paul Russell had been appointed as Locum Clerk and would carry out the main duties of the Proper Officer until a new Clerk had been appointed.

199. CLERK VACANCY

Councillors noted the re-advertisement of the position for Town Clerk after the previous candidate declined the offer of employment. The closing date was 14th September 2018. A number of applications had been received and would be reviewed.

There being no other business the Mayor thanked members for their attendance and closed the meeting at 8:44pm.

MAYOR:

DATE: