



Minutes of the Meeting of Broseley Town Council
 held at 7.00 pm on Tuesday, 11th April 2017
 at the Birchmeadow Centre, Broseley

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

311. PRESENT

Councillors Burton, Childs, Cooke, L Garbett, M Garbett, Harris, Pickles, Taylor.

312. IN ATTENDANCE

Mrs T Barrett – Town Clerk
 18 members of the public, Shropshire Councillor D Turner

313. PUBLIC PARTICIPATION

- a. Mrs J Griffiths notified the Council that she had completed the transcription of the records for Broseley Cemetery on to the computer. Council office staff would continue to update the computer record once an electronic copy of the files was available. Mrs Griffiths had identified some errors and asked whether the records were checked. Mrs Griffiths was informed that the information was recorded carefully in the burial books by the officer responsible (currently the Clerk) but was not checked by anyone else. Mrs Griffiths also asked whether a map of the Cemetery was held in the Council office and was answered in the affirmative.
 Following her departure from the meeting, Mrs Griffiths was thanked for her work on the burial records as well as for providing the Council with much information regarding the history of the Birchmeadow Centre. A letter of thanks would be sent.
- b. Mr D Turner gave an overview of his activities as Shropshire Councillor for Much Wenlock division, including Broseley Wood. He had been nominated as Shropshire Councillor for the coming term of office and had been elected unopposed to serve again.
- c. Mr Pountney gave a rights of way report. It was noted that Maypole Jitty was still blocked by an overgrown hedge.
- d. Barry Davies, Chair of the Broseley Festival Committee, asked whether access to the public toilets could be provided free of charge for the duration of the Festival. He also spoke about the Committee’s grant application, acknowledging that the request was for a larger amount than in the previous year due to increased costs, particularly with regard to security services.

314. APOLOGIES FOR ABSENCE

None

315. DECLARATIONS OF INTEREST

Councillor	Agenda item	Subject	Type of interest	Reason	Minute no.
Childs	17,20	Birchmeadow Centre	Pecuniary	Employee of BMC	327, 328
L Garbett	19	Community Infrastructure Levy	Bias	Son involved with Broseley AFC	331
M Garbett	19	Community Infrastructure Levy	Bias	Son involved with Broseley AFC	331

316. RESIGNATION OF COUNCILLORS

Councillors noted that Jean Jones and Peter Smith had resigned from the Town Council and that the positions would remain vacant until the forthcoming local elections in May.

317. MAYOR’S ANNOUNCEMENTS

No announcements.

- 318. MINUTES OF THE MEETING HELD ON 14TH MARCH 2017**
RESOLVED to approve the minutes of the meeting held on 14th March 2017 as a true record of the proceedings.
- 319. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 14TH MARCH**
None.
- 320. MAYOR ELECT**
RESOLVED not to nominate a Mayor Elect due to the forthcoming local elections and change of Councillors.
- 321. DEPUTY MAYOR ELECT**
RESOLVED not to nominate a Deputy Mayor Elect due to the forthcoming local elections and change of Councillors.
- 322. ACCOUNTS FOR PAYMENT**
RESOLVED to approve for payment the schedule of accounts.
- 323. BANK RECONCILIATION**
RESOLVED to approve the bank reconciliation as at 28th February 2017.
- 324. GRANT APPLICATIONS**
- a. **RESOLVED** to award a grant of £4,000 to the Broseley Festival for the provision of security services.
RESOLVED to provide free access to the public toilets in Dark Lane, providing this could be arranged with the contractor. The Festival Committee were asked to ensure adequate supervision of this facility during the Festival. The Committee were also requested to arrange supervision and security for the Memorial Garden.
 - b. **RESOLVED** to award a grant of £590 to the Bridgnorth & District Crime Prevention Panel to support the attendance of Broseley school children at the annual Crucial Crew safety event.
- 325. COMMITTEE TERMS OF REFERENCE – PERSONNEL GROUP**
Councillors considered amendments to the Committee Structure and Terms of Reference to take account of the need to replace the Personnel Group with a Committee. **RESOLVED to approve the changes recommended.**
- 326. POLICY REVIEW**
Councillors reviewed and **RESOLVED to approve the following policies, as amended:**
- a. Policy on Mileage Payments.
 - b. Health & Safety Policy
 - c. Procedure for Recording Meetings.
 - d. Councillors were dissatisfied with the amendments to the Communications Policy and asked that this be revised and re-considered at the next meeting. The Clerk requested that suggested changes be forwarded to her for incorporation.

Agenda item 17 was taken next. Items 15 and 16 were moved to the end of the agenda.

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

- 327. BIRCHMEADOW CENTRE**
On the recommendation of the Estate Committee, **RESOLVED to allow solar panels to be fitted to the roof of the Birchmeadow Centre, subject to appropriate surveys and funds becoming available.**

Agenda item 20 was taken next.

- 328. ESTATE COMMITTEE**
- a. Councillors noted the draft minutes of the meeting held on 21st March.
 - b. Councillors noted a report from the Estate Committee. A pre-contract meeting had been arranged with the contractor who would be refurbishing the BMC toilets.

Councillors Childs returned to the meeting.

329. PLANNING COMMITTEE

- a. Councillors noted the draft minutes of the meeting held on 30th March.
- b. Councillors noted a report from the Planning Committee. It was noted that the SC Highways Officer had agreed to meet during the week commencing 24th April to discuss the traffic calming scheme for Ironbridge Road / Avenue Road.
- c. On the recommendation of the Planning Committee, **RESOLVED to allocate a budget of up to £150 to print an A5 flyer promoting VisitBroseley for distribution with the next edition of Town Talk.** It was noted that a donation of £25 towards this project had been promised by a local business.

330. CEMETERY FEES

On the recommendation of the Estate Committee **RESOLVED to implement a negligible increase in cemetery fees from April 2017 by rounding the figures up to the nearest £5 or £10 as per the draft schedule.**

331. COMMUNITY INFRASTRUCTURE LEVY AND REVIEW OF PLACE PLAN

Councillors considered changes required to the Broseley Place Plan and the paper presented by the Broseley Sports Partnership. It was noted that some items included in the Place Plan had already been addressed and could be removed from the list. Councillors felt that they needed more information on how requirements should be identified and what should be included in the Plan. **RESOLVED to refer the matter back to the Planning Committee and to seek clarification of what should be included.**

332. MULTI-USE GAMES AREA (MUGA)

Councillors noted a report from the MUGA Group setting out how the MUGA was administered and planned developments. It was possible that the Council would play a larger part in running the MUGA in future and Councillors appointed to the MUGA Group from the new Council would need to be well informed and engaged.

333. EVERYBODY ACTIVE PROJECT – FOLK AND GENTRY WALK

- a. Councillors noted that J Jones and P Smith had offered to continue to work on the joint Broseley/Barrow project with Barrow Councillor P Knott on behalf of Broseley Town Council in order to bring the project to completion.
- b. **RESOLVED to agree that J Jones and P Smith should continue to work on the Folk and Gentry Walk on behalf of Broseley Town Council to bring the project to completion.**

334. DARK LANE HOUSING DEVELOPMENT

It was noted that Dark Lane was scheduled to be closed from 18th April to 23rd June for work on the underground reservoir. The contractors had been made aware of the date of the Festival. It was noted that the attenuation pond still contained water and litter.

335. SC ASSET TRANSFER

The asset transfer group had not met.

336. IRONBRIDGE POWER STATION ARTEFACTS

Following further damage to the low wall around the sculpture on the library car park it had been agreed to change the design of the wall.
The churchyard sculpture had now been installed on site.

337. HIGHWAYS

Work on Cape Street had been delayed due to the presence of an electricity cable. Work was expected to commence the following day.
The Clerk had requested an update on progress with the HGV route from the SC Highways Officer and a reply was awaited.

338. SC DRAFT STRATEGY FOR ECONOMIC GROWTH

- a. Councillors noted that SC was consulting on its draft Strategy for Economic Growth until 28th April 2017.
- b. **RESOLVED to submit the Council's view with regard to development on the site of the Ironbridge Power Station: Councillors did not consider the site suitable for a large scale commercial development due to its proximity to sensitive environmental and heritage sites and the poor traffic links in the area.**

339. SC DRAFT INDOOR LEISURE FACILITIES STRATEGY FOR SHROPSHIRE 2017 – 2022

- a. Councillors noted that SC was consulting on its draft Indoor Leisure Facilities Strategy for Shropshire 2017 – 2022 until 8th May 2017.
- b. **RESOLVED not to respond to the consultation.**

340. CORRESPONDENCE

Councillors noted the following correspondence:

- a. Friendly Bus newsletter.

341. SUSPENSION OF STANDING ORDERS

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

342. 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 item of business, on the grounds it involves the likely disclosure of exempt information as defined in the Acts: **Personnel matters**

343. PERSONNEL MATTERS

- a. Councillors noted progress with the staffing review. Shropshire HR had been advised that the report, when ready, should be presented to the Personnel Group for consideration prior to submission to full Council.
- b. **RESOLVED to pay the Clerk and Administrative Assistant for overtime worked in March.**
- c. **RESOLVED to allow the Clerk to carry over from 2016/17 to 2017/18 two weeks of holiday allowance.**

Chairman