



of the meeting of the
Estate Committee of Broseley Town Council
held at 7.00pm on Tuesday, 18th September 2018
at the Birchmeadow Centre

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

PRESENT: Councillors M Burton, Michael Garbett, Goodall, Harris and West.

ALSO PRESENT:

Members of the BCMC: C Bagnall (Chair), S Milan
MUGA Group: G Price
Paul Russell – Locum Clerk, two members of the public
Mr John Francis, Business development Manager, Jones Lighting

1. PUBLIC PARTICIPATION

Two members of the public were present. No matters were raised.

2. APOLOGIES FOR ABSENCE

Cllrs L Garbett and Taylor. Mr B Webb (BCMC)

It was agreed to bring the street lighting presentation forward.

3. STREET LIGHTING

The meeting welcomed Mr John Francis, Business development Manager, Jones Lighting and received a presentation on LED street lighting.

Committee was informed that upgrading existing street lighting to LED lights could save up to 80% in energy costs. Other advantages included a reduction in the carbon footprint, a reduction in maintenance, reduced glare/light pollution and less attractive to nocturnal insects. Disadvantages included a harsher white light, directional lighting and a fear of the unknown.

Jones Lighting had undertaken a number of upgrading projects on behalf of town and parish councils. In each case they undertook a best value assessment which included the whole life cost of the upgrade, an assessment of the condition of existing stock and the mitigation of the disadvantages. The best value study assessed the various options and make a recommendation. Funding was available through SALIX, a government sponsored initiative that offered interest free funding which was paid back through the energy savings achieved.

Broseley had 180 street lights. Jones Lighting was requested to submit a quotation to carry out an assessment of the current street lighting assets which would include an assessment of current energy costs. Mr Francis was thanked for his attendance.

Committee noted that the light to the rear of the library building had now been fixed and was operational again.

4. DECLARATIONS OF INTEREST

No declarations of interest were made.

5. MINUTES OF THE MEETING OF THE ESTATE COMMITTEE HELD ON 17th JULY 2018

RESOLVED to approve the minutes of the meeting held on 17th July 2018 as a true record.

6. MATTERS ARISING

The following matter was raised:

- Bus Shelter – It was agreed to discuss this item under the relevant agenda item.

7. REPORT FROM THE BIRCHMEADOW CENTRE MANAGEMENT COMMITTEE

- (a) **BCMC Report** – Councillors noted a report from the BCMC. July and August were normally the quietest time of the year but bookings had now picked up.

One booking had been lost due to a clash with noise coming from another booking. A proposal would be put forward to try to address the situation [Minute 8(a)]

- (b) **BCMC Accounts** – Committee noted that the accounts reflected the quieter period. Balances held were £9,803.21

8. BIRCHMEADOW CENTRE MAINTENANCE

- (a) **Maintenance** – The following maintenance matters were noted:

- The south facing gutter had been repaired;
- The escape doors had suffered some weather penetration and would be monitored. They may require replacement in the future. The issue had no effect on the operation of the doors;
- The builder had been contacted to repair the window and an answer was awaited.

- (b) **Solar Panel Readings** – Committee noted that the previous payment had been received. The next payment was expected in November.

- (c) **Additional Item** – A request was made to Committee to replace the connecting doors between the meeting room and the main hall with acoustic proof doors. Alternatively, it was suggested that the doors be blocked up as they were rarely used and not integral to the operation of the building.

Following discussion, it was agreed to obtain a quotation to for the blocking up of the doorway.

Committee noted that a comprehensive health and safety audit had been undertaken. A new health and safety manual was being completed to help future proof the centre, and risk assessments had also been undertaken. Copies would be forwarded to the Office so that they could be kept on record and they would also be uploaded on to the website

Members of the BCMC left the meeting.

9. MULTI-USE GAMES AREA (MUGA)

There was no report submitted for consideration.

10. LIBRARY AND CAR PARK

- (a) **Customer Services Consultation** – Committee noted that the consultation on the future of this service had now ended. Nothing further had been received.

- (b) **Purchase of Heaters** – Committee agreed to the purchase of two electric heaters for the Office.

- (c) **Street Lighting, Library Car Park** – Committee noted that Bronze Tasking had agreed to switch the light back on at the rear of the library.

11. CEMETERY

- (a) **New Building Specification** – Committee noted that no further progress had been made on the development of the building specification.

- (b) **Trees** – Committee noted that the dead Beech tree had been felled but the Cherry tree had been left as it was showing signs of growth.

- (c) **Vases** – Committee noted that there had been reports made to the groundsmen regarding the theft of small memorial vases from the cemetery. This would be monitored.

(d) **Cemetery Extension** – Committee noted that this matter had been discussed at Full Council. It was agreed to continue to develop specifications and options but that it would not be a priority.

(e) **Purchase of New Register of Graves** – Committee agreed to the purchase of a new Register of Graves book at a cost of £195. Funding would be from the Admin2 budget.

12. MEMORIAL GARDEN

Committee noted that the Silent Soldier had been installed alongside the one provided by the Pet Shop.

13. FIRST WORLD WAR REMEMBRANCE PROJECT

Committee noted that the WI had been contacted to help support the planned memorial project.

14. GUEST ROAD OPEN SPACE

(a) **Equipment** – Committee noted that the new equipment had been advertised in the Town Talk and images would be added to the website within the next week.

(b) **Goal Posts** – Committee noted that the goal posts had been installed. A bracket for the nets was still awaited.

(c) **Relocation of Bin** – Committee noted that this had not yet been undertaken. The matter was being followed up.

(d) **Tree Works** – Committee considered the quotation for tree works to address the issue of the overhead cables. Following consideration, it was agreed to accept the quotation to prune three silver birch trees to ensure no contact with the telephone lines at a cost of £300.

(e) **Additional Play Equipment** – Committee noted the request received from residents for some additional all-inclusive play equipment. At present Council did not have any funding but it was agreed to continue to consider equipment options and to investigate external funding opportunities.

15. CHRISTMAS LIGHTS

(a) **Bulb Purchase** – Committee noted that 50 spare LED bulbs had been purchased at a cost of £255 + VAT.

(b) **Additional Lighting Features** – Committee noted that the Lighting Committee had provided information on the additional lighting features they would like included in the 2018 lighting scheme.

(c) **Cost of Additional Lighting Features** – Committee considered the various options requested. These included:

- 10 x snowfall displays @ £195 each. Total: £1,950 + VAT;
- Installation of additional displays: £860 + VAT;
- Additional infrastructure required: £1,450 + VAT.

It was confirmed that the quotation received from Highline to erect and remove the existing lighting scheme at a cost of £6,965 + VAT had previously been accepted and needed to be confirmed.

It was noted that a budget of £8,500 had been allocated to fund the 2018 Christmas Lights. To date £255 had been spent. It was agreed to obtain the following information:

- Confirmation of the remaining budget for 2018/19;
- Confirmation of the amount of the underspend in 2017/18. It was understood that this underspend amounted to £1,150;
- Obtain an indication from the Lights Committee regarding the amount of funding they had available.

It was agreed to include this matter on the next Full Council agenda for discussion and decision.

16. BUS SHELTER, BRIDGNORTH ROAD

Committee noted that due to the width of the footpath there was not enough room to provide a replacement shelter at this location. It was agreed to approach the landowner to ask whether they would consider selling some of their land to increase the width of the footpath and enable a bus shelter to be installed.

It was suggested that consideration might be given to relocating the bus stop to the High Street, possibly as part of a larger scheme which could include upgrading the drainage system. Funding for such a scheme could be financed through CIL.

There was concern expressed that relocating the bus stop to the High Street could create additional traffic congestion.

17. REPLACEMENT BIN

Committee noted that SC Environmental Maintenance had confirmed that they would be unable to replace the bin at the junction of Duke Street and Birchmeadow Road at this time.

18. TELEPHONE BOX, QUARRY ROAD

Committee noted the correspondence received from a resident regarding the poor state of the telephone box at the top of Quarry Road. Following discussion, it was agreed to investigate the following options:

- Investigate the possibility of relocating the notice board that had been removed from another location and placing it in the telephone box;
- Consider using the telephone box as an information point for residents and visitors;
- Ask Councillors to suggest other options.

There being no other business the Chair thanked everyone for attending and closed the meeting at 9:14pm.

CHAIR:

DATE: