



Broseley Town Council

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

Minutes of the Broseley Town Council Meeting held on Tuesday 9th October 2018 commencing at 19:00 hours in the Birchmeadow Centre, Broseley TF12 5LP.

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

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

200 PUBLIC PARTICIPATION

Cllr Turner informed the meeting that the jitty remains closed on safety grounds. Officers met with the builder on 3rd October 2018 and advised the owner to secure site and employ an engineer who would first determine a solution to reinstate the jitty and provide adequate retention, given that the adjacent development site was being excavated to a lower level. There is a lot of made up ground with loose fill within the jitty, which had little structural integrity. Shropshire Council is progressing matters with the builder and will update Cllr Turner when there is a solution, and date for remediation. Residents and the Town Council will be updated accordingly.

Hilary Nelson made a request to Council to fully support the grant request submitted by the Christmas Lights Committee.

201 APOLOGIES

Apologies were received and accepted from Cllr Singh-Mohr

202 DECLARATIONS OF INTEREST

Councillor	Agenda item	Subject	Type of interest	Reason	Minute no.
Harris	8 & 11	Highways and Christmas Lights	Interest	Shropshire Councillor	207 & 211
Michael Garbett	12	Citizen of the Year & Young Citizen of the Year	Bias	Relative	212
Childs	11	Christmas Lights	Bias	Committee member	211

203 MAYOR'S ANNOUNCEMENTS

The Mayor made the following announcements:

- The Mayor attended the Power Station reception on Thursday 4th October 2018;
- Attended a training course in Shrewsbury;
- The Christmas Lights Committee were currently seeking unique vehicles to take part in the parade;
- The girls football team were currently doing very well;
- The World War One sculpture was currently on display in the Church;
- The Zacfest was being held this Sunday. The truck rally would be held the following week and there had been a brilliant response from the people of Broseley helping to raise funds.

Cllr Mark Garbett wished to thank everyone from Broseley and surrounding communities for their support that had been given to his family.

204 MINUTES OF THE MEETING

RESOLVED to approve the minutes of the meeting held on Tuesday 11th September 2018 as a true record of the proceedings.

205 MATTERS ARISING

There were no matters arising.

206 FINANCIAL MATTERS

- (a) **Accounts for Payment – RESOLVED** to approve for payment the schedule of accounts amounting to £16,988.43 + £1,158.59 VAT, totalling £18,147.02.
- (b) **Revised Annual Return Figures –** Council formally noted the revised Annual Return and the completion of audit notice from PKF Littlejohn LLP. The revised figures had now been submitted and had been uploaded on to the website. The information would be reviewed by the Reserves Sub-Committee at its next meeting.
- (c) **Council Insurance –** Following consideration Council **RESOLVED** to accept the quotation to renew insurance cover from Zurich. It was noted that a full tendering process would be carried out in 2019.
- (d) **Budget 2019/20 –** Council noted that the development of the 2019/20 budget would be commencing and Councillors were requested to submit any items for inclusion.
- (e) **Budget Task & Finish Group –** Council **RESOLVED** to appoint Cllrs Harris, L Garbett, West, Mark Garbett and Maltby to the Budget Task and Finish group to commence budget setting with the Clerk and Responsible Financial Officer.
- (f) **Bank Reconciliation –** Council **RESOLVED** to approved the bank reconciliation as at 30th September 2018
- (g) **Quarterly Budget Review –** Council noted that the quarterly budget review up to the end of September 2018 had not yet been completed and would be distributed and deferred to the next meeting.

207 COMMITTEE & ADVISORY GROUP MEETING

Council **NOTED** the following Committee meeting minutes:

- Estates Committee, 18th September 2018. Council noted that the Birchmeadow Centre have reviewed the options available regarding the doors and would like to discuss the provision of soundproof doors. This matter would be considered at the next Estates Committee meeting;
- Planning Committee, 27th September 2018. Council noted the update provided regarding the Red Church and it was noted that Cllr Harris had chased up the Cockshutt lane issue.

Highways Update

Council noted the following update provided by Cllr Harris:

- 1st October was the official start of winter and the Shropshire Council gritters has undertaken their first run;
- The grit bins would be replenished by the end of October;
- Requests for new/additional grit bins should be submitted to Cllr Harris;
- Tree works had been undertaken and the public conveniences, Dark Lane, and the Church;
- The lights in Bridgnorth Road would be completed by the end of the week;
- The Transport Plan meeting would be considering how to progress public transport in the future;
- Recorded road defects had now reduced to 23 in Broseley.

208 NEIGHBOURHOOD PLAN

Council noted that the notes from the previous Neighbourhood Plan Advisory Group meeting would be distributed in the next few days. The Plan area had now been approved by Shropshire Council and the next meeting, which would discuss Community Resources, would take place on 27th October 2018.

The Shropshire Council Housing Allocation report was expected by the end of October 2018. There was still a challenge engaging young people to become involved in the development of the Plan.

209 COMMUNITY INFRASTRUCTURE LEVY (CIL)

- (a) **Expression of Interest** – Council noted that an Expression of Interest had been submitted for the drainage project. It was noted that the Shropshire Council CIL policy was still awaiting approval from Cabinet, so no response regarding the Expression of Interest submitted had yet been received.
- (b) **Place Plan & Reserves** – Council noted that the report of the meeting held on 27th September 2018 had been distributed.
- (c) **Street Lighting Upgrade** – Council considered the proposal to commission a condition survey and “best value” report of its street lighting stock and, following discussion, it was proposed, seconded and **RESOLVED** to accept the quotation received from Jones Lighting to undertake this work at a cost of £1,652.50 + VAT.

210 BROSELEY CHRISTMAS LIGHTS

Council considered the grant application submitted by the Christmas Lights Committee. Following consideration, it was **RESOLVED** to award a grant of £3,250 to the Christmas Lights Committee to fund the additional items identified. It was noted that the main contract to erect the lights has been awarded to Highline.

211 CITIZEN OF THE YEAR & YOUNG CITIZEN OF THE YEAR

Council considered the nominations received for both the 2018 Citizen of the Year Award and the Young Citizen of the Year awards. Following a paper vote it was **RESOLVED**:

- That the Citizen of the Year award for 2018 be awarded jointly to both Margaret Dutton and Henry Dorricot;
- That the Young Citizen of the Year award for 2018 be awarded jointly to both Lottie Russell and Zac Oliver.

The awards would be presented to the recipients prior to the next Council meeting to be held on Tuesday 13th November 2018.

212 COUNCIL OFFICE CLOUD SOLUTIONS & ACCOUNTING SOFTWARE

Council considered the quotations received from Microshade Business Consultants Ltd for a sector specific Cloud solution using a Citrix log in, and from Rialtas Business Solutions and Scribe Ltd for accounting software.

Following discussion, it was **RESOLVED**:

- To accept the quotation from Microshade Business Consultants Ltd;
- To accept the quotation from Rialtas Business Solutions for the Omega accounting software.

213 CORRESPONDENCE

Council noted the following correspondence received:

- The Jitty closure information was noted;
- Permission was granted for the lorry convoy to use the library car park.

214 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:

215 PERSONNEL MATTERS

- (a) **Appointment of a New Clerk** – Council noted the minutes of the Staffing Committee meeting held on 4th October 2018, and **RESOLVED** to accept all the recommendations contained within the minutes.

Council formally **RESOLVED** to delegate authority to the Staffing Committee to progress the recommendations.

- (b) **Insurance** – Council noted that an insurance claim had been received.
- (c) **Van** – Council noted that the van required repair. It was agreed to delegate this item to the Reserves Committee to consider a suitable repair or replacement proposal.

There being no other business the Mayor thanked members for their attendance and closed the meeting at 9:04pm.

MAYOR:

DATE:

DRAFT