



Minutes of the Meeting of Broseley Town Council
held at 7.00 pm on Tuesday, 14th March 2017
at the Birchmeadow Centre, Broseley

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

284. PRESENT

Councillors Burton, Childs, L Garbett, Harris, Smith, Taylor.

285. IN ATTENDANCE

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

286. PUBLIC PARTICIPATION

- a. Mr R Smith presented a paper on behalf of the Broseley Sports Partnership Initiative. The group comprised the Tennis Club, Cricket Club and Football Club (AFC Broseley). The three clubs had come together to put forward a joint request for funding from the Community Infrastructure Levy fund to improve their facilities. Councillor Smith thanked the group, commenting that it was a timely presentation as the Council was currently updating the Broseley Place Plan.
- b. Mr R Mugeridge made a statement on behalf of the VisitBroseley volunteers. The group felt that the Council was not providing enough support.
- c. Mr A Kaiser provided an update on progress with preparations for the Broseley Festival and requested use of the Memorial Garden for a second stage.
- d. Mr Pountney gave a rights of way report. It was noted that Maypole Jitty was still blocked by an overgrown hedge.

287. APOLOGIES FOR ABSENCE

Councillor Cooke – holiday, Councillor M Garbett – holiday, Councillor Jones – other engagement
 Councillor Pickles – unwell.

288. DECLARATIONS OF INTEREST

Councillor	Agenda item	Subject	Type of interest	Reason	Minute no.
Childs	16	Birchmeadow Centre	Pecuniary	Employee of BMC	303
L Garbett	10	Grant application for Broseley Life Skills	Bias	Friend of applicant	297b
Smith	16	Birchmeadow Centre	Bias	BCMC Trustee and Secretary	303
	19	Dark Lane Housing Development	Bias	Point of contact between site and jointly owned property	305

289. MAYOR’S ANNOUNCEMENTS

No announcements.

290. PLANNED CLOSURE OF LLOYDS BANK

The Mayor and Mr M Branson had met representatives of Lloyds Bank earlier in the day. The bankers maintained that the falling footfall and changing patterns of bank use necessitated the closure of the branch. It was expected that the building would be sold. It was noted that customers of the bank might be able to access banking services at the post office.

291. BROSELEY FESTIVAL – USE OF MEMORIAL GARDEN

Councillors noted the request from the Broseley Festival committee.

RESOLVED to allow the use of the Memorial Garden for a second stage during the Festival.

The Clerk was asked to advise the Royal British Legion of the decision.

- 292. MINUTES OF THE MEETING HELD ON 14TH FEBRUARY 2017**
RESOLVED to approve the minutes of the meeting held on 14th February 2017 as a true record of the proceedings.
- 293. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 14TH FEBRUARY**
Minute 262: the Mayor would be distributing funds raised during this mayoral year for the youth of Broseley. Groups benefiting were the Youth Club, Broseley Youth Sports, the Church Youth Group, the Cricket Club, Rowton Shoot, Cub Scouts and Broseley Youth Theatre.
- 294. ACCOUNTS FOR PAYMENT**
RESOLVED to approve for payment the schedule of accounts.
- 295. BANK RECONCILIATION**
RESOLVED to approve the bank reconciliation as at 31st January 2017.
- 296. INTERNAL AUDIT**
RESOLVED to appoint Bernard Townson as internal auditor for the 2016/17 financial year.
- 297. GRANT APPLICATIONS**
- a. **RESOLVED** to award a grant of £3,000 to Citizens Advice Shropshire.
 - b. **RESOLVED** to award a grant of £1,000 to Broseley Life Skills.
- 298. AMENDMENT TO STANDING ORDERS**
- a. **RESOLVED** to add a new subsection in Section 1 (Meetings Generally) to follow subsection t. and to renumber the remaining subsections accordingly, the new subsection to read:
In order not to prejudice possible staff disciplinary procedures or deny the right of the accused a fair hearing, the Chair shall permit no person to make complaints against a staff member in a public Council or Council Committee meeting but shall rather direct them to an appropriate means of raising their concerns.
 - b. **RESOLVED** to amend subsection a. in Section 23 (Restrictions on Councillor Activities) adding a further sub-subsection between i. and ii. and renumbering the current ii as iii., the new sub-subsection to read:
ii. undertake observations of staff performance or otherwise intervene in matters appropriate to staff line management, or
- 299. 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 defer a decision until the April meeting, pending clarification of the concerns of Councillor Burton.
- 300. POLICY REVIEW**
Councillors reviewed and **RESOLVED** to approve the following policies:
- a. Bullying and Harassment Policy
 - b. Member Conduct Policy
- 301. 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**
- 302. PERSONNEL MATTERS**
- a. Councillors noted progress with the staffing review.
 - b. **RESOLVED** to award an annual contract for HR support with Shropshire HR.
 - c. **RESOLVED** to pay the Administrative Assistant for overtime worked in February. **RESOLVED** to authorise the Administrative Assistant to work an extra four hours per week until further notice.
 - d. No report from the Personnel Group.

Having declared a pecuniary interest in the following item, Councillors Childs and Smith left the meeting.

303. BIRCHMEADOW CENTRE

- a. Councillors noted that the Council's solicitor had reviewed the draft management agreement between the Council and the BCMC and considered it fit for purpose.
- b. Councillors noted that the Council's solicitor had drafted a Deed of Surrender for the existing lease and Deed of Variation between the Town Council and the BCMC.
- c. **RESOLVED to approve the Management Agreement and the Deed of Surrender and to authorise signature of the documents on behalf of the Council.**

Councillors Childs and Smith returned to the meeting.

304. PLANNING COMMITTEE

- a. Councillors noted the draft minutes of the meeting held on 23rd February.
- b. Councillors noted a report from the Planning Committee. It was disappointing that only half of the agenda of the meeting on 23rd February had been completed as the meeting was inquorate thereafter. It was important that the Council addressed the Place Plan. Government initiatives to encourage development could have an impact on the Town Plan and Development Boundary.

305. DARK LANE HOUSING DEVELOPMENT

- a. Councillors noted plans for dealing with the underground reservoir. The first phase of work would establish whether there were any mine shafts beneath the reservoir. Providing nothing were found, the reservoir would be filled in between April and May.
- b. Concerns about the attenuation pond had been raised with Taylor Wimpey.

306. SC ASSET TRANSFER

- a. There had been no recent meetings with SC.
- b. Councillors noted that the Council's solicitor and the members of the working party were now satisfied with the lease for Maypole Green and the Guest Road open space and that the Mayor and Deputy would therefore sign the lease upon receipt of a bound copy from SC, as agreed at the full Council meeting held on 13th September 2016
- c. Councillors noted that the SLA for the operation of the library and customer services had been revised as required and that the Mayor and Deputy would therefore sign the document as agreed at the full Council meeting held on 13th September 2016.

307. IRONBRIDGE POWER STATION ARTEFACTS

Planting had been carried out around the library sculpture. Approval for the installation of the sculpture in the churchyard was still awaited.

308. HIGHWAYS

The Clerk reported on forthcoming road closures.

309. TOWN TALK

The draft newsletter had not yet been completed. It was agreed that the Clerk would circulate the draft for approval later in the week.

310. CORRESPONDENCE

Councillors noted the following correspondence and agreed to take any action recorded:

- a. Friendly Bus newsletter.

Chairman