



Minutes of the Full Council Meeting of Broseley Town Council
held at 7.00 pm on Tuesday, 13th June 2017
at the Birchmeadow Centre, Broseley

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

50. PRESENT

Councillors Burton, Childs, L Garbett, M Garbett, Goodall, Harris, Maltby, Pearce, Taylor, West.

51. IN ATTENDANCE

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

52. PUBLIC PARTICIPATION

- a. Shropshire Councillor Turner reported that he had requested that the planning application for 29 Sycamore Road be referred to SC South Planning Committee.
- b. Mr Bould complained about the length of time taken to respond to his letters, specifically mentioning a letter sent to the Council in November 2016. He expressed general dissatisfaction with the performance of Councillors and the Clerk. Mr Bould made reference to the sale of the Birchmeadow Playing Fields to Bridgnorth District Council in 1973.

53. APOLOGIES FOR ABSENCE

None – all Councillors were present.

54. DECLARATIONS OF INTEREST

Councillor	Agenda item	Subject	Type of interest	Reason	Minute no.
Childs	18a	Grant application from BCMC	Pecuniary	Employee	69a
	18c	Grant application from Broseley AFC	Pecuniary	Employee of Birchmeadow Park Management Committee	69c
	19	Appointment to the BCMC	Pecuniary	Employee	70
L Garbett	18c	Grant application from Broseley AFC	Bias	Son is Chair of Broseley AFC	69c
M Garbett	18c	Grant application from Broseley AFC	Bias	Son is Chair of Broseley AFC	69c

55. CO-OPTION OF COUNCILLOR

It was noted that Councillors had had the opportunity to meet and talk with the three applicants for the vacancy earlier in the day. Councillors cast their votes for the candidates: T Singh-Mohr received five votes and M Garbett five votes. On the casting vote of the Mayor, it was **RESOLVED to co-opt M Garbett.**

Councillor Pearce left the meeting.

Prior to completion of the necessary paperwork, the Clerk expressed her belief that Mr Garbett was not eligible to become a Councillor as she understood that he was not on the electoral register and did not meet any of the other qualifying criteria. The matter was left pending.

56. MAYOR’S ANNOUNCEMENTS

The Mayor reminded Councillors that the Broseley Festival would be taking place over the coming weekend and asked everyone to be vigilant.

57. MINUTES OF THE MEETING HELD ON 16TH MAY 2017

RESOLVED to approve the minutes of the meeting held on 16th May 2017 as a true record of the proceedings.

- 58. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 16TH MAY 2017**
Minute 11: Councillors noted the procedure for amending the minutes of the meeting held on 11th April – the original minutes would be left to the stand as written with the amendment agreed in the minutes of the 16th May.
- 59. MINUTES OF THE EXTRAORDINARY MEETING HELD ON 6TH JUNE 2017**
RESOLVED to approve the minutes of the extraordinary meeting held on 6th June 2017.
- 60. MATTERS ARISING FROM THE MEETING HELD ON 6TH JUNE 2017**
None.
- 61. APPROVAL OF ANNUAL ACCOUNTS 2016/17**
RESOLVED to approve the Annual Accounts for the year ended 31st March 2017, including statement of accounts, balance sheet, adjustments, allocated year end reserves, annual bank reconciliation and annual bank reconciliation for MUGA account.
- 62. INTERNAL AUDIT**
Councillors noted the report from the Internal Auditor which expressed his satisfaction with the Council's practices and made no recommendations for changes.
- 63. APPROVAL OF ANNUAL GOVERNANCE STATEMENT FOR THE YEAR ENDED 31ST MARCH 2017**
RESOLVED to approve the Annual Governance Statement for the year ended 31st March 2017.
- 64. EXERCISE OF ELECTORS RIGHTS**
Councillors considered the notice for the Exercise of Electors Rights for the financial year 2016/17 and **RESOLVED** to instruct the Clerk to post the Exercise of Electors Rights on Council notice boards and the Council website from 16th June, detailing the inspection period between 29th June and 9th August 2017.
- 65. APPROVAL OF ANNUAL ACCOUNTING STATEMENTS TO 31ST MARCH 2017 FOR ANNUAL RETURN**
RESOLVED to approve the Annual Accounting Statements to 31st March 2017 for the Annual Return.
- 66. EXPLANATION OF VARIANCES**
Councillors noted and **RESOLVED** to approve the Explanation of Variances for the year ended 31st March 2017.
- 67. FINANCIAL RISK ASSESSMENT**
Councillors reviewed and **RESOLVED** to approve the Financial Risk Assessment.
- 68. ACCOUNTS FOR PAYMENT**
RESOLVED to approve for payment the schedule of accounts.

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

- 69. GRANT APPLICATIONS**
- a. **RESOLVED** to award the Birchmeadow Centre Management Committee a service support grant of £2,000.

Councillor Childs returned to the meeting.

- b. **RESOLVED** to award Willey and District Village Hall a project grant of £250 to replace the front steps of the Village Hall and provide a handrail for disabled access.

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

- c. **RESOLVED** to award Broseley AFC a project grant of £1,000 towards the cost of installing three new toilets in the Birchmeadow Park changing rooms.

- 70. APPOINTMENT TO THE BIRCHMEADOW CENTRE MANAGEMENT COMMITTEE (BCMC)**
- a. Councillors noted that the BCMC had amended its constitution and that the new constitution required only one representative from the Town Council.
 - b. **RESOLVED that Councillor West should represent the Town Council on the BCMC with Councillor Goodall as deputy.**

Councillor Childs returned to the meeting.

- 71. ANNUAL REPORT**
- a. **RESOLVED to approve the full Annual Report for 2016/17.**
 - b. **RESOLVED to approve the summary annual Report for 2016/17.** It was noted that this would be distributed with Town Talk.
- 72. SUMMER PLAY SCHEME**
- a. Councillors noted that Little Owls were unable to run the summer play scheme this year.
 - b. **RESOLVED to contract the Little Sports Club to provide the play scheme for four weeks from 31st July until 25th August, subject to receipt of the necessary insurance and safeguarding information.**
- 73. PLANNING COMMITTEE**
- a. Councillors noted the draft minutes of the Planning Committee meeting held on 25th May 2017.
 - b. Councillors noted a report from the Planning Committee.
- 74. DARK LANE HOUSING DEVELOPMENT**
- Councillors noted that the attenuation pool had been tidied up but there was still water in it.
- 75. ESTATE COMMITTEE**
- a. Councillors noted the draft minutes of the Estate Committee meeting held on 6th June 2017.
 - b. Councillors noted a report from the Estate Committee. Refurbishment of the upstairs toilets was due to start on 19th June and was expected to take three to four weeks to complete. Parts of the wall surrounding the Memorial Garden had been repointed.
- 76. HIGHWAYS**
- Councillors noted that investigations were being carried out into Avenue Road prior to resurfacing.
- During the course of work on the reservoir under Dark Lane the contractor had drilled in the wrong place and concrete had entered the water course. A clean-up operation had been undertaken. It was noted that Dark Lane would be open for the Broseley Festival and then closed again until work on the road had been completed.
- 77. TOWN TALK**
- Councillors reviewed the draft copy of Town Talk and **RESOLVED to approve the newsletter for printing and distribution.**
- 78. CORRESPONDENCE**
- There was no correspondence to note.
- 79. 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:

80. PERSONNEL MATTERS

- a. Councillors noted an update on the staffing review. The report had been completed by Shropshire HR and distributed to members of the Staffing Committee.
- b. **RESOLVED to approve office staff overtime payments for May.**
- c. **RESOLVED to take on a temporary member of staff to provide an average of eight hours cover per week for the RFO until a permanent appointment could be made.**
The Staffing Committee would finalise arrangements.

Chairman