



Minutes of the meeting of the  
Estate Committee of Broseley Town Council  
held at 7.00pm on Tuesday, 17<sup>th</sup> July 2018  
at the Birchmeadow Centre

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

**19. PRESENT**

L Garbett, Michael Garbett, S.Harris, Taylor, West.

**20. IN ATTENDANCE**

Councillors Mark Garbett,  
Members of the BCMC: C Bagnall (Chair), B Webb (Treasurer) S Milan  
MUGA Group: M Kaiser (Ex Chair) G Pryce (CHAIR), R Nutt.  
E Cartwright (Administration Officer)

**APOLOGIES FOR ABSENCE**

M Burton  
G. Goodall

**21. DECLARATIONS OF INTEREST**

None

**22. MINUTES OF THE MEETING OF THE ESTATE COMMITTEE HELD ON 15<sup>th</sup> MAY 2018  
RESOLVED** to approve the minutes of the meeting held on 15<sup>th</sup> May 2018 as a true record.

**23. MATTERS ARISING FROM THE MINUTES OF THE ESTATE COMMITTEE MEETING HELD  
ON 15<sup>th</sup> MAY 2018**

None

**24. REPORT FROM THE BIRCHMEADOW CENTRE MANAGEMENT COMMITTEE (BCMC)**

a. Councillors noted a report from the BCMC. Bookings had been quiet during the evenings recently with lower attendance. BCMC had resolved to not book performers without a sound system unless travelling from abroad. They were disappointed about the cancellation of the popular Jar Family gig, however they had managed to find a replacement: Band from County Hell for December. Negotiations are going ahead for further gigs. Generally bookings are healthy. BMC is very well attended by private functions with good bar takings and the Summer Picnic is expected to bring in further revenue.

b. A financial report was provided.

**25. REPORT ON BIRCHMEADOW CENTRE MAINTENANCE**

A report on maintenance issues was provided:

- The south facing gutter had come loose at the front, however this has now been fixed. **Noted.**
- Rain had penetrated the left hand door of the escape doors and it was now cracking inside. It is not affecting security at the moment but it would need to be addressed in due course. **RESOLVED: BTC office should find out if this could be repaired.**
- There are two broken windows that are in need of repair. **Resolved: BTC office should follow this up and organise a repair.**
- The first feed in tariff payment from the solar panels had been received and were as follows: Total since installation: 9.75MWh (Megawatt Hours); total for June 2018 (the last complete month): 757KWh (Kilowatt Hours). **Noted.**
- A review has now been undertaken of the Fire Safety and Health and Safety Risk Assessments completed in 2016. Items that have been identified as outstanding should hopefully be completed next month and the results will be emailed to BTC.

Members of the BCMC left the meeting.

## 26. MULTI-USE GAMES AREA (MUGA)

- a. **Noted** that there had been a requirement for a new Chair. Mike Kaiser reported that the AGM meeting had been held and that Jean Jones had stepped down as Secretary. He thanked her for all of her hard work and support, as though the MUGA has only been fully operational in the last five years the planning and involvement has been over the past 11 years.
- b. Since the AGM and Mike Kaisers' expressed desire to step down, Gary Pryce had come forward and volunteered for the role. He already undertakes a lot of voluntary work for the town and was unanimously voted it. He looked forward to working with the Council going forward.

Lorraine Nutt had also agreed to take on the role of club Secretary in addition to Treasurer.

Members of the MUGA committee left the meeting.

Ian West entered the meeting.

Item 10. Was discussed next

## 27. CEMETERY

- a. **Noted:** Noted due to work pressures no progress had been made regarding the specifications and quotations for the new building.
- b. Councillors considered the proposal to use the area along the rear boundary of the new part of Cemetery, near row of trees for the interment of cremated remains. **Agreed.**
- c. Councillors considered advice to fell a dead Beech tree and dead Cherry Tree along the rear boundary of the cemetery. **RESOLVED: to fell trees and to consider replacement trees at the next meeting.**
- d. Councillors considered the next steps for the cemetery extension, including discussions with the landowner's agent about geotechnical investigation, etc.  
**RESOLVED: The suitability of the land need to be confirmed. Deputy Mayor and Office to contact an organisation for further advice on groundwater surveys.**

**RESOLVED: Further costings should be sought from the architects.**

Cllr West gave an update on CIL following his meeting with Eddie West at Shropshire Council. **RESOLVED: to discuss CIL further at the next full council meeting.**

Cllr West left the meeting.

## 28. LIBRARY AND CAR PARK

- a. Councillors noted that the self-service machine had been installed and had been well received by staff and customers.
- b. Councillors noted that the groundsman are repainting the window frames on the outside of the library building. **RESOLVED: to ask Tony to keep an eye on the windows for any signs of disrepair.**
- c. Councillors noted a report from Cllr Harris on electric vehicle charging points. The Clerk had contacted Jason Hughes, SC. So far the best deals and best hook-ups were with Flowride and trials would be taking place in Ludlow and Wem. Once SC has funding this will be passed on to the local councils seeking to install charging points.
- d. Councillors noted that the light to the rear of the library was part night lighting and had now been fixed. EMC to follow up with Jason Hughes re: changing to full night lighting.

## 29. MEMORIAL GARDEN

- a. Councillors noted that the Silent Soldier had been purchased and delivered and that it would be installed along with the Pet Shops memorial the following day.

**30. 1<sup>st</sup> WORLD WAR REMEMBRANCE PROJECT**

- a. Councillors considered correspondence from the WI re: a project to commemorate the First World War. **AGREED the project.**

**31. GUEST ROAD OPEN SPACE**

- a. Councillors decided it would be good to have some kind of event to open the new play equipment. EMC to liaise with Cllr Burton to decide what and when this might be.
- b. Councillors considered the request from residents for the provision of a new football goal for Guest Road open Space and **RESOLVED to purchase and install a replacement goal.**
- c. Councillors noted that the Environmental Maintenance Officer at Shropshire Council has no objection to the Town Council relocating the existing bin to nearer the benches and that she has agreed to provide an additional dog waste bin at the existing bin location.
- d. Councillors noted the concerns of residents about a silver birch fouling the telegraph wires on the open space and **RESOLVED to get quotes from a tree surgeon for trimming tree back.**

**32. STREET LIGHTING**

Councillors noted a report from the street lighting working group. Cllr West understood from Eddie West, SC that it would be difficult to get CIL Local money towards street lighting and that BTC would have to fund a lot of this long term project.

At the meeting with the Clerk and Cllr West met with Jason Hughes, SC who introduced their new contractor. Various options were discussed that could support the BTC Street lighting project going forward but further investigation would be needed.

Councillors **RESOLVED to invite the street lighting contractor for SC to attend the next Estates Committee meeting as a guest speaker.**

**33. CHRISTMAS LIGHTS**

- a. **AGREED: The purchase of the 50 spare LED light bulbs at the cost of £225 + vat.**
- b. Councillors noted the intention of the Christmas Lights Committee to purchase additional features to extend the display.
- c. Councillors considered the arrangements for the installation this year and **RESOLVED: that the office should request quotes again from lighting engineers as last year.**

**34. BUS SHELTER FOR BRIDGNORTH ROAD**

Councillors considered the situation regarding the provision of a new bus shelter in Bridgnorth Road. Cllr Harris to follow up the rules and regulations of the highway as it was apparent that there were a number of complications.

**35. REPLACEMENT BIN FOR JUNCTION OF DUKE STREET AND BIRCHMEADOW ROAD.**

EMC reported that she had been in touch with the Environmental Officer who had said that that was a special shaped bin for a small space so she would need to look into it further. EMC to follow up.

Chairman