



Minutes of the meeting of the  
Estate Committee of Broseley Town Council  
held at 7.00pm on Tuesday, 15<sup>th</sup> November 2016  
at the Birchmeadow Centre

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

**56. PRESENT**

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

**57. IN ATTENDANCE**

Members of the BCMC: C Bagnall (Chair), B Webb (Treasurer), S Milan, Clerk

**58. APOLOGIES**

Councillor Jones – other meeting.

**59. DECLARATIONS OF INTEREST**

Councillor	Agenda item	Subject	Type of interest	Reason	Minute no.
Childs	5 – 10	Birchmeadow Centre	Pecuniary	Employee	62 - 67
Smith	6	Birchmeadow Centre Management Agreement	Bias	Secretary and Trustee of BCMC	63
Taylor	15	Christmas Lights	Bias	Chair of Christmas Lights Committee	73

**60. MINUTES OF THE MEETING OF THE ESTATE COMMITTEE HELD ON 20<sup>TH</sup> SEPTEMBER 2016**

**RESOLVED** to approve the minutes of the meeting held on 20<sup>th</sup> September 2016 as a true record.

**61. MATTERS ARISING FROM THE MINUTES OF THE ESTATE COMMITTEE MEETING HELD ON 20<sup>TH</sup> SEPTEMBER 2016**

None.

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

**62. REPORT FROM THE BMC MANAGEMENT COMMITTEE**

- a. Councillors noted a report from the BCMC. Due to the overrun of the building work, some bookings had been lost. However, the contractor had been very helpful during the works.  
It was noted that there had been a loss of power the previous week, both at the Centre and the neighbouring Mobile Home Park. Western Power Distribution (WPD) workers had dug a hole in the flower bed on the rear car park which had yet to be filled in. The Clerk was asked to contact WPD to ensure the hole was filled promptly. The power supply was now back to normal.
- b. Councillors noted the BCMC accounts. The Treasurer continued to communicate with the Charity Commission regarding the errors on their website but these were still unresolved.

**63. MANAGEMENT AGREEMENT**

- a. Comments received from the Council's solicitor were noted.
- b. The Clerk was asked to check whether the lease could be surrendered and replaced with a management agreement alone, revised from the current version if necessary.

**64. BIRCHMEADOW CENTRE MAINTENANCE**

- a. It was noted that a raised area had developed in the flooring of the Pritchard Room. The flooring contractor had visited site and a date was awaited for remedial work to be carried out.
- b. The BMC Fire Safety Instructions were noted.
- c. It was noted that a Health & Safety manual was being produced for BMC staff and committee members.
- d. The boiler continued to lose a small amount of pressure but this was not causing any problems.

**65. BIRCHMEADOW CENTRE GABLE END WORK**

It was noted that the work to the gable end had overrun due to problems encountered with the project. The re-designed beam was now in place and a new stage roof, with sound insulation, had been fitted.

When the scaffolding had been erected for the external work to the gable end it had become clear that the condition of much of the pointing was poor. Council had agreed to fund additional pointing work and this was now in hand.

**66. REFURBISHMENT OF UPSTAIRS TOILETS**

Quotations received from contractors were still above the allocated budget for the work. The specification would be reviewed to see whether a reduced specification would be sufficient.

**67. BIRCHMEADOW CENTRE – SOLAR PANELS**

It was noted that members of the BCMC were looking into the possibility of applying for a Postcode Lottery grant to install solar panels on the roof of the BMC. This was still at an early stage and the viability of the project would need to be assessed prior to moving forward. An update would be provided at the next meeting.

Councillor Childs returned to the meeting.  
Members of the BCMC left the meeting.

**68. WAR MEMORIAL**

- a. Councillors noted that notification had been received from Historic England that the Broseley War Memorial had been listed at Grade II for the following reasons:
  - \* Historic interest: as an eloquent witness to the tragic impact of world events on this community, and the sacrifices it has made in the conflicts of the C20.
  - \* Architectural interest: an ornate and striking Latin cross in Cornish granite.
- b. A photograph of the war memorial would be requested for the Listed Buildings photographic portfolio.

**69. CEMETERY MEMORIALS**

- a. Councillors noted the results of memorial testing in the Cemetery.
- b. High risk memorials would be addressed first and would be marked with hazard tape and cordoned off as necessary. The Clerk would attempt to contact the owners of memorials requiring attention and would display notices requesting information about ownership. It was noted that the grave owner was responsible for necessary repairs to the memorial on their grave. However, if the owner could not be traced, the Council would need to make the memorial safe and might wish to undertake repairs.

**70. LIBRARY**

- a. Councillors noted that the new sign had been cast and was being painted.
- b. It was noted that the Rhyme Time and Time to Listen sessions for children and adults would no longer be provided by the SC library service after December and that volunteers were being sought to continue the sessions. Councillors expressed concern at the reduction in support from SC.
- c. Councillors noted that the library had been booked for play reading and meditation sessions so far.

**71. SUSPENSION OF STANDING ORDERS**

**RESOLVED to suspend standing orders to allow the meeting to continue past 9.00pm.**

**72. STREET LIGHTING**

- a. Councillors noted information provided by SC's street lighting department with regard to the lantern replacement project. The Clerk was asked to seek clarification regarding the fitting of LED lanterns on concrete columns.
- b. Councillors noted that efforts were continuing to obtain details of the driver who had damaged the lighting column near The Woodbridge in Coalport Road.

**73. CHRISTMAS LIGHTS**

- a. Councillors noted that anchor point testing had been completed.
- b. Councillors noted that the installation of the lights was under way.
- c. There were no other matters relating to Christmas lights.

Chairman