



Minutes of the meeting of the  
Estate Committee of Broseley Town Council  
held at 7.00pm on Tuesday, 17<sup>th</sup> May 2016  
at Broseley Library

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

**1. PRESENT**

Councillors Childs, L Garbett, M Garbett, Harris and Taylor

**2. IN ATTENDANCE**

Clerk

**3. ELECTION OF CHAIR**

**RESOLVED to elect Councillor M Garbett as Chair of the Committee.**

**4. ELECTION OF VICE CHAIR**

**RESOLVED to elect Councillor A Taylor as Vice Chair of the Committee.**

**5. APOLOGIES**

Councillors Jones and Smith, Mr S Milan and Ms C Bagnall – BCMC AGM.

**6. DECLARATIONS OF INTEREST**

Councillor	Agenda item	Subject	Type of interest	Reason	Minute no.
Childs	7, 8, 9	Birchmeadow Centre	Pecuniary	Employee	13,14,15
Taylor	13	Christmas Lights	Bias	Chairman of Christmas Lights Committee	10

Agenda items 10 to 13 were taken next.

**7. CEMETERY**

**Memorial testing:** Councillors noted that the Clerk had discussed the Council’s requirement for memorial testing with one contractor and a quotation was awaited. The Clerk had been unable to make contact with a second potential contractor. The matter would be considered at the next meeting.

**8. LIBRARY**

- a. Councillors noted that an Energy Performance Certificate had been provided for the Library and considered the recommendations in the associated report. **RESOLVED to take no action at present.**
- b. Councillors noted that the Clerk had arranged for a cast iron sign for the exterior of the library to be made at Blists Hill Museum. Production would take some weeks. **RESOLVED to order a “Broseley Town Council” sign for the office door and to obtain prices for a “Welcome” sign for the library counter area.**

**9. STREET LIGHTING**

- a. Councillors noted that two contractors had been asked to provide quotations for LED lighting in Collins Close. The Clerk was asked to obtain quotations from additional companies.
- b. Councillors noted the quotation for a replacement column near The Woodbridge public house. The Clerk was asked to try to recover the cost from the person responsible for the damage before placing an order.

**10. CHRISTMAS LIGHTING**

- a. Councillors noted that the order had been placed for the repair/replacement of the lights in the large conifer tree in the Memorial Garden.
- b. Councillors noted that a quotation had been requested from the contractor for this year's Christmas lights installation.

Councillor Childs left the meeting.

**11. MINUTES OF THE MEETING OF THE ESTATE COMMITTEE HELD ON 18<sup>TH</sup> APRIL 2016  
RESOLVED to approve the minutes of the meeting held on 18<sup>th</sup> April 2016 as a true record.**

**12. MATTERS ARISING FROM THE MINUTES OF THE ESTATE COMMITTEE MEETING HELD ON 18<sup>TH</sup> APRIL 2016**

None.

**13. REPORT FROM BCMC**

Councillors noted that the BMC Management Committee was holding its AGM at the same time as the Estate Committee meeting and that a report would therefore be presented to the next Estate Committee meeting.

**14. BIRCHMEADOW CENTRE MAINTENANCE**

- a. **Sewage pump:** Councillors noted that a replacement sewage pump had been fitted. This had taken a long time to resolve, despite the fact that the pump had been under warranty. The Clerk would seek some recompense.
- b. **Health & Safety Matters:** Councillors noted that the door closers had been fitted on the doors at the bottom of the stairs. A quotation for fitting the smoke seals was awaited.
- c. **Water heaters:** Councillors noted that orders had been placed for the installation of water heaters for the disabled and ladies toilets and disconnection of the immersion heater supply in the gents' toilet and that the work would be carried out in July.
- d. **Annual emergency light testing and six monthly fire alarm testing:** Councillors noted that an order had been placed for emergency light testing and fire alarm testing and that this would be scheduled annually in future.

**15. BIRCHMEADOW CENTRE GABLE END WORK**

Councillors noted a report from the working group. Three quotations had been received and considered and a preferred contractor had been selected. A meeting was to be arranged with the contractor to discuss the quotation and deal with queries.

Chairman