



Minutes of the meeting of Broseley Town Council
held at 7.00 pm on Tuesday, 12th April 2011
at the Birchmeadow Centre, Broseley

Standard abbreviations to be used throughout:

Shropshire Council:	SC
Association of Local Councils:	ALC
Local Joint Committee	LJC
Telford & Wrekin Council	T&W

1. PRESENT

Councillors D Armstrong, R Childs, A Cooke, Mrs C Cooper (in the chair), Mrs R Howells, Ms J Jones, R Parker, I Pickles, P Robinson, B Walker.

2. IN ATTENDANCE

Town Clerk, Mr D Pountney, PC S Kinson, several members of the public

3. PUBLIC PARTICIPATION

- a. Mr Derrick Pountney updated Members on public footpath matters. He reported that the jitties were all in good order and that there were some new steps at the bottom of Botswell Lane.

Several members of the public raised issues connected with the Dark Lane planning application:

- b. Mr M Pope drew attention to the public concern over the Dark Lane planning application. He reported that SC had received over 200 submissions so far. Councillor Ms Jones had made her submission and he hoped that the Council would support her.
- c. A member of the public raised the issue of ownership of the piece of land between the field and the road, which was thought to belong to SC and not the developer.
- d. Mr D Lane was concerned about the instability of the land and did not consider that enough ground investigation had been carried out. He mentioned tanks and chambers under the field. He was also concerned about the drainage from the site which could adversely affect other parts of the town.

4. GRANT AWARDS

Members of the following organisations acknowledged the grants recently awarded by the Town Council and gave an overview of the activities of their organisations and how the money would be spent:

Mr Paul Roberts-Bennett on behalf of Broseley Tennis Club
Mr Francis McFarlane on behalf of 1st Broseley Scouts
Mr Ben Walker on behalf of The Mount Nursery

5. CAR PARK AT THE REAR OF THE BIRCHMEADOW CENTRE

Carolyn Healy, Parks and Countryside Sites Manager at SC, was unable to attend as she had been informed that she was likely to be made redundant and had taken some time off work.

RESOLVED to write a letter to SC expressing the Council's support for Carolyn and great concern at this news.

6. APOLOGIES

Councillor Taylor – family commitment

7. DECLARATIONS OF INTEREST

The following Declarations of Interest were announced:

Cllr Armstrong

Agenda item no. 9 Matters arising 367b: Broseley in Bloom. Personal and Prejudicial.
Minute no. 14.

Agenda item no. 18 Birchmeadow Centre. Personal. Minute no. 22

Agenda item no. 25 Walkers are Welcome. Personal. Minute no. 29.

Cllr Childs

Agenda item no. 9 Matters arising 367b: Broseley in Bloom. Personal and Prejudicial.
Minute no. 14.

Agenda item no. 18 Birchmeadow Centre. Personal and Prejudicial. Minute no. 22.

Agenda item no. 19 Birchmeadow Centre Extension. Personal and Prejudicial. Minute no. 23.

Agenda item no. 21 Christmas Lights. Personal. Minute no. 25.

Agenda item no. 32 Birchmeadow Centre. Personal and Prejudicial. Minute no. 36.

Cllr Cooke

Agenda item no. 18 Birchmeadow Centre. Personal. Minute no. 22.

Cllr Mrs Cooper

Agenda item no. 21 Christmas Lights. Personal. Minute no. 25.

Cllr Mrs Howells

Agenda item no. 19 Birchmeadow Centre Extension. Personal and Prejudicial. Minute no. 23.

Agenda item no. 20 MUGA. Personal. Minute no. 24.

Cllr Ms Jones

Agenda item no. 3 Car Park at rear of Birchmeadow Centre. Personal. Minute no. 5.

Agenda item no. 9 Matters arising 367b: Broseley in Bloom. Personal and Prejudicial.
Minute no. 14.

Agenda item no. 18 Birchmeadow Centre. Personal. Minute no. 22.

Agenda item no. 19 Birchmeadow Centre Extension. Personal. Minute no. 23.

Agenda item no. 20 MUGA. Personal. Minute no. 24.

Agenda item no. 21 Christmas Lights. Personal. Minute no. 25.

Cllr Walker

Agenda item no. 2 Grant Awards – The Mount Nursery. Personal and Prejudicial.
Minute no. 4.

Agenda item no. 3 Car Park at rear of Birchmeadow Centre. Personal. Minute no. 5.

Agenda item no. 11 Planning. Personal. Minute no. 9.

Agenda item no. 26 Community Infrastructure Levy / Broseley Place Plan. Personal.
Minute no. 30.

8. RESOLVED to take item 11 Planning as the next item on the agenda.

9. PLANNING - APPLICATION 11/00955/FUL FOR DARK LANE

Taking into account public concerns, it was agreed to add the following comments to the Council's response to the above planning application:

- a. The Council is concerned that insufficient ground investigation has been carried out and has concerns about drainage from the site.
- b. The Council understands that the historic survey has missed features known to be present on site.
- c. The Council would like to request that this application be considered by an officer who has local knowledge of Broseley and the expertise to study the application and technical reports in depth.

The SC officer dealing with this application had been invited to attend a public meeting but did not consider this would be appropriate.

RESOLVED to invite the developer to attend a public meeting to discuss the application.
If the developer were to agree, the SC planners should also be requested to attend.

Richard Fortune, Planning Officer at SC, would be attending the next LJC meeting to discuss general planning matters.

Councillor Robinson reported that he had received a letter of support for the development as housing was needed in the town.

10. MAYOR'S ANNOUNCEMENTS

- a. The Mayor expressed her thanks for the gifts she had received.
- b. The Mayor reported that she had been selected to attend the Buckingham Palace Garden Party but had been unable to accept as she would no longer be a Councillor.

11. RESIGNATION OF COUNCILLORS

Members noted with regret the resignation of Councillors Cooper and Robinson with effect from the end of the meeting.

The Clerk would post the notices advertising the vacancies on 13th April. The period in which an election could be called would then end on 9th May so that the Council could be informed how to proceed at the meeting on 10th May.

The outcome could affect the Council's ability to become a Quality Council as to qualify for this at least two thirds of the Members must have been elected.

12. PUBLIC MINUTES OF THE MEETING HELD ON 8TH MARCH 2011

RESOLVED to approve the public minutes of the meeting held on 8th March as a true record of the proceedings.

13. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 8TH MARCH

Minute 368b The Police CCTV funds had not been allocated for a specific project so could be used for something else in the town. A possibility might be upgrading the library car park CCTV system. The Clerk was asked to write to the Health Centre regarding the £2,000 available and ask whether the Centre would like to upgrade the existing system.

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:

Minute 367b - Broseley in Bloom. See confidential minute 14.

Return to public session.

Minute 358 Mayor Elect. Councillor Parker agreed to consider his nomination for Mayor.
RESOLVED to appoint Councillor Armstrong acting Mayor until the May meeting.

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

15. MINUTES OF THE EXTRAORDINARY MEETING HELD ON 29TH MARCH 2011

RESOLVED to approve the minutes of the extraordinary meeting held on 29th March as a

true record of the proceedings.

Councillor Childs returned to the meeting.

16. FINANCE

The Clerk reported that the current interest rate on the business e-saver account with Saffron Building Society was 1.50%, whereas the current rate on the Co-op investment account was 1.59%. Also that any of the signatories on the business e-saver account would be able individually to access the account.

RESOLVED to re-invest the reserve of £75,000 in a Co-op Bank investment account.

17. CEMETERY / CHAPEL MATTERS

- a. Members noted the report from the Cemetery Committee.
The Mayor reported that the Chapel renovation had been entered for an Action for Market Towns Award, with Councillor Walker putting together the submission at very short notice.
- b. Mr E Cox had raised the issue of having the Chapel listed. Councillor Armstrong was asked to look into the pros and cons of applying for listing.

18. SCHEDULE OF MEETINGS

RESOLVED to approve the schedule presented by the Clerk

It was noted that Councillor Ms Jones would be away for full Council and Personnel Committee in June and Councillor Walker gave apologies for the May full Council meeting.

19. ANNUAL REPORT

The Council's annual report for this year needs to be published by the end of June. The Clerk was asked to notify all Members of required contributions.

20. TREE SURVEY

The survey of trees on the Council's land had been completed and the report prepared by Craig Watkins, arboricultural officer for SC, had been received. The report highlighted several trees needing remedial work.

RESOLVED that the Clerk should obtain prices for the works recommended.

21. ISSUES ARISING FROM THE POLICY AND DEVELOPMENT EVENT

Given the current vacancies for Councillors, the Clerk was asked to add discussion of a "Meet the Councillors" event to the agenda of the July meeting.

Having declared a prejudicial interest in the next item, Councillor Childs left the meeting.

22. BIRCHMEADOW CENTRE

- a. **Report:** A letter had been received from the Management Committee raising several issues. The Clerk was asked to clarify some of the points raised and obtain proposals from the Management Committee as to how to proceed.
- b. **Accounts:** Councillors were concerned to see that wages were still not included in the accounts. The Clerk was asked to request that these figures be included.
- c. **RESOLVED to commission Alcontrol to undertake an asbestos survey of the Birchmeadow Centre at a cost of £595.**
- d. **Water monitoring:** discussion of water monitoring was deferred and the Clerk was asked to add this to the agenda of the next meeting.
- e. **Roof repairs:** the roof repairs were due to be completed the next day.

- f. **Survey of roof above hall:** Members noted that Thomas Consulting had inspected the roof space above the hall and confirmed the hall was safe to use. Closer inspection of the roof beams had been arranged.

23. BIRCHMEADOW CENTRE CAFE EXTENSION

- a. Members noted that Johnson Design Partnership had been appointed as architects and contract managers for the project.
- b. Councillor Parker gave a report on the recent meeting of the project committee. The architect's brief had been revised and the project budget had been increased to £86,000, in expectation of a successful application for Market Towns Initiative funding. Councillor Walker had agreed to begin working on the business case and application. It had been agreed that the Clerk should be the liaison officer for the Council and that a timescale for responses to the architect had been set out.

RESOLVED that the Council delegate authority to the project committee to carry the project through, including liaison with and payments to the architect and any contractors.

The committee would report back to full Council every month.

- c. **RESOLVED to appoint Councillor Pickles to the project Committee.**

Councillor Childs returned to the meeting.

24. MUGA

Confirmation had now been received that the SC funding would remain allocated for the MUGA project. There had still been no decision from the Football Foundation.

25. CHRISTMAS LIGHTS

- a. Councillors Childs, Ms Jones and Taylor had met Mr D Craven of JCE. The contractor had been very apologetic and would like the opportunity to install the lights again. He had offered to reimburse the Council for the cost of the faulty white light bulbs.

Progress was being made with drawing up a contract.

- b. **RESOLVED to approve payment of the final Christmas lights bill, less the cost of the white light bulbs.**
The Clerk was asked to make the necessary arrangements.

26. BUS SHELTER IN BRIDGNORTH ROAD

The selection of a contractor and application for the grant funding had yet to be completed.

RESOLVED that Councillor Armstrong and the Clerk should agree a supplier and submit the application.

RESOLVED to leave the shelter in its current location.

27. STREET LIGHTING

The requested quotation from Prysmian had not been received.

RESOLVED to delegate authority to Councillor Armstrong and the Clerk to decide which company should be contracted for street lighting maintenance.

28. TOWN TALK

The Clerk presented a draft copy of Town Talk. SC Planner, Richard Fortune's, attendance at the next LJC meeting was added. With this amendment,

RESOLVED to approve Town Talk for publication and distribution.

The Clerk had been approached by the Birchmeadow Centre Management Committee regarding delivery of a leaflet with the Town Talk. Members agreed that the Council would make no charge for this, but that the Committee might consider a contribution to the delivery man.

29. "WALKERS ARE WELCOME"

Councillor Ms Jones reported on an initiative to make Broseley a Walkers are Welcome town. This could result in more signage and positive publicity. Mrs S Keenan had offered to take this initiative forward.

RESOLVED to endorse a move to make Broseley a "Walkers are Welcome" town, subject to a voluntary group taking this forward.

30. COMMUNITY INFRASTRUCTURE LEVY / BROSELEY PLACE PLAN

- a. No further comment on the final draft charging schedule.
- b. Members noted that the population figures in the Broseley Place Plan had now been revised to 5,400.
- c. No comment on the draft Code of Practice on Developer Contributions and Infrastructure Provision.

31. ACCOUNTS FOR PAYMENT

RESOLVED to approve and pay the following accounts:

To	For	Net	VAT	Gross
Oakley Arnold	Waste disposal	159.50	31.90	191.40
E.ON UK	Street light repairs	110.64	22.13	132.77
E.ON UK	Street light repairs	78.05	15.61	93.66
ABC Fire Protection	Fire extinguishers	216.00	43.20	259.20
Thomas Fattorini Ltd	Mayor's chain new links	542.47	108.50	650.97
ALC	Annual subscription	1,233.75	0	1,233.75
Shropshire Council	Park View lease	0.50	0	0.50
TFM	Gravel for soakaway	41.91	8.38	50.29
ASLES	Portaloo	86.00	17.20	103.20
ALC	Training Clerk and Cllr D Armstrong	60.00	0	60.00
Shropshire Council	Balance on tree survey	0	70.00	70.00
HMR&C	PAYE March	1073.64	0	1073.64
SC	Superannuation	953.57	0	953.57
E.ON UK	Street light repairs	136.08	27.22	163.30
E Davis & Son	Hardware	27.22	5.44	32.66
Npower	Cemetery electricity	29.87	1.49	31.36
Veolia	Waste disposal	107.70	21.54	129.24
SM Colley	Shelves for Chapel cupboard	60.00	12.00	72.00
JG Construction	Fitting tiles for Chapel roof	120.00	0	120.00
TM Barrett	Petty cash	50.00	0	50.00
TM Barrett	Petty cash for JM Foden	100.00	0	100.00

Accounts paid between meetings: Wages and salary

32. CORRESPONDENCE RECEIVED

- a. The Good Councillor's Guide (copy for each Councillor). *Noted.*
- b. Guide to organising a street party from SC. *Noted.*
- c. Invitation to a meeting of the ALC Larger Councils Committee at 7.00pm on Tuesday, 19th April at the Guildhall, Shrewsbury. *Noted.*
- d. Notification of forthcoming road closures in Park View and Hockley Road during April and May for the undergrounding of existing LV cables. *Noted.*
- e. Correspondence from Philip Dunne, MP, regarding clauses in the Localism Bill relating to the requirement for a referendum if councils wish to raise Council Tax by more than a specific percentage in years to come. *Noted – copies requested by Councillors Armstrong, Ms Jones and Parker.*
- f. Letter from SC to confirm that the current arrangements for IT support will now continue until a new Charter for Town and Parish Councils is in place, by this summer. *Noted.*
- g. Notification that the High Street to the Victoria Hall will be closed on 10th July, 1.30 – 3.30pm for the Royal British Legion County Church Parade. *Noted.*
- h. ALC Parish Pump spring newsletter. *Noted.*
- i. Notification that the precept will be paid into the Council's bank account on 20th April. *Noted.*
- j. New contact details for LJC Community Action Officers. *Noted.*

33. 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:

Agenda items

30. **CONFIDENTIAL MINUTES OF THE MEETING HELD ON 8TH MARCH 2011 - Minute 34.**
31. **MATTERS ARISING FROM THE CONFIDENTIAL MINUTES OF THE MEETING HELD ON 8TH MARCH - Minute 35.**
32. **CONFIDENTIAL MINUTES OF THE MEETING HELD ON 8TH FEBRUARY 2011: BIRCHMEADOW CENTRE – Minute 36.**
33. **CONFIDENTIAL MINUTES OF THE MEETING HELD ON 8TH FEBRUARY 2011: PERSONNEL MATTERS – Minute 37.**
34. **MATTERS ARISING FROM THE CONFIDENTIAL MINUTES OF THE MEETING HELD ON 8TH FEBRUARY: PERSONNEL MATTERS – Minute 38.**
35. **MINUTES OF THE PERSONNEL COMMITTEE MEETING HELD ON 21ST MARCH 2011 – Minute 39.**
36. **MATTERS ARISING FROM THE MINUTES OF THE PERSONNEL COMMITTEE MEETING HELD ON 21ST MARCH 2011 – Minute 40.**
37. **REPORT FROM THE MEETING HELD ON 22ND MARCH WITH THE CLERK – Minute 41.**
38. **USE OF AN OFFICE – Minute 42.**