



Minutes of the meeting of Broseley Town Council
held at 7.00 pm on Tuesday, 14th June 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

81. PRESENT

Councillors D Armstrong, R Childs, A Cooke, Mrs R Howells, R Parker (in the Chair), I Pickles, A Taylor, B Walker

82. IN ATTENDANCE

Town Clerk, CSO Mal Goddard, several members of the public.

83. PUBLIC PARTICIPATION

- a. Mr D Pountney updated Members on rights of way matters. There were issues with the Tynning footpath. Mrs L Garbett informed the meeting that she had applied for a closure of the footpath to carry out work on the fence.
- b. Mrs L Garbett stated that the notice for the Exercise of Electors' Rights had not yet been posted and requested a copy of the Council's accounts for 2009/10 and 2010/11. She handed a letter to the Mayor.

84. GRANT AWARDS

- a. The Mayor presented a grant of £500 to Mrs Marge Potts of Broseley Youth Sports towards the cost of new goals. Mrs Potts expressed her thanks.
- b. Mr A Miles of the Haycop Conservation Group thanked the Council for the grant of £120 to fund the removal of sediment from the pool.
Mr P Jones, Vice Chair of the Broseley Branch of the Royal British Legion, thanked the Council for the grant of £200 to pay for a band at the forthcoming Church Parade.

85. APOLOGIES

Councillor Ms Jones – holiday.

86. DECLARATIONS OF INTEREST

The following Declarations of Interest were announced:

Cllr Armstrong

Agenda item no. 16 Birchmeadow Centre. Personal. Minute no.100.

Cllr Childs

Agenda item no. 16 Birchmeadow Centre. Personal and Prejudicial. Minute no.100.

Agenda item no. 17 Birchmeadow Centre Extension. Personal and Prejudicial. Minute no. 101.

Agenda item no. 21 Christmas Lights Funding. Personal. Minute no. 105.

Cllr Mrs Howells

Agenda item no. 9 Vacancies for Councillors. Personal. Minute no. 93.

Agenda item no. 17 Birchmeadow Centre Extension. Personal and Prejudicial. Minute no. 101.

Agenda item no. 28b. Church Street Traffic Issues. Personal. Minute no. 112.

Cllr Parker

Agenda item no. 17 Birchmeadow Centre Extension. Personal and Prejudicial regarding any financial decisions. Minute no. 101.

Cllr Pickles

Agenda item no. 22 MUGA. Personal. Minute no. 106.

Agenda item no. 23 Local Joint Committee. Personal. Minute no. 107.

Cllr Taylor

Agenda item no. 21 Christmas Lights Funding. Personal. Agenda item no. 105.

Cllr Walker

Agenda item no. 6 Citizen of the Year. Personal. Agenda item no. 88.

Agenda item no. 9 Vacancies for Councillors. Personal. Minute no. 93.

Agenda item no. 21 Christmas Lights Funding. Personal. Agenda item no. 105.

Agenda item no. 23 Local Joint Committee. Personal. Minute no. 107.

Agenda item no. 24 CCTV. Personal. Minute no. 108.

Agenda item no. 28. Church Street Traffic Issues. Personal. Minute no. 112.

Agenda item no. 29 Shropshire Council SavDev. Personal. Minute no. 113.

87. MAYOR'S ANNOUNCEMENTS

- a. The Mayor announced that his charity for the year would be the Royal British Legion Broseley Branch. He would like to raise the profile of the organisation and attract more members and support for the group. He intended to raise funds towards the completion of the Commemorative Record Book and any restoration work needed on the war memorial, as well as equipment for the branch. The Mayor's Ball would be the Mayor's Poppy Party.
- b. There would be a Supper and Promises auction in aid of the Church Building Fund on 12th September.

88. CITIZEN OF THE YEAR

Five nominations had been received. Councillors voted on the nominations.

RESOLVED to award the title of Citizen of the Year 2011 to Derrick Pountney.

The Clerk was asked to invite Derrick to the next Council meeting for the presentation.

89. PUBLIC MINUTES OF THE MEETING HELD ON 10TH MAY 2011

RESOLVED to approve the public minutes of the meeting held on 10th May as a true record of the proceedings.

90. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 10TH MAY

- Item 57g: The Clerk informed Members that the Severn Gorge Countryside Trust had requested that Mrs C Cooper be permitted to complete her term of office, which ended in October, as she was currently Chair and they wished to maintain some continuity in the face of changes at T&W. Councillor Cooke would need to be approved as a trustee prior to taking over the role in November.
- Item 57h: The Clerk had informed the Ironbridge Gorge Steering WHS Steering Group that Councillor Taylor had been appointed as the Council's representative. It would not be possible for Mrs C Cooper to also continue to serve on that group, but contact would be maintained with her.
- Item 58: Mrs C Cooper had confirmed that she was willing to continue as Tree Warden.
- Item 68: Summer Play Scheme: The Clerk had contacted Mrs Sayer and arranged for the scheme to run from 8th August for three weeks.

91. **RESOLVED to take item 11b on the agenda as the next item.**

92. **EXTRAORDINARY FULL COUNCIL MEETING ON 28TH JUNE**

RESOLVED to hold a meeting of full Council on Tuesday, 28th June at 8.00pm to approve the accounts and Annual Return.

93. **VACANCIES FOR COUNCILLORS**

Members noted that four applications had been received for the two vacancies.

RESOLVED to hold an informal meeting at 7.00pm on Tuesday, 28th June to meet the candidates.

Councillors would meet each applicant separately and then offer refreshments to all afterwards. Members would decide who to co-opt at the Council meeting following.

94. **FINANCE**

a. Members of the Finance Committee **RESOLVED to approve the minutes of the meeting held on 24th May 2011.**

b. **RESOLVED to adopt the minutes of the Finance Committee meeting held on 24th May.**

95. **2010/11 ACCOUNTS AND ANNUAL RETURN**

a. Members noted that the accounts and Annual Return were not yet ready for approval and would be presented at the extraordinary meeting on 28th June. The Clerk would check the situation with regard to the notice of the Exercise of Electors' Rights.

96. **ANNUAL REPORT FOR 2010/11**

The Mayor expressed his thanks to Mrs C Cooper, who had written the introduction to the Annual Report, although she had now left the Council. Various minor amendments were made to the draft.

RESOLVED to approve the Annual Report for publication, with the amendments agreed.

The Clerk was asked to arrange printing and distribution.

The Clerk would produce a summary report and circulate this to Members for their comments.

97. **PLANNING**

a. The report from the Planning Committee was noted.

RESOLVED to adopt the minutes of the Planning Committee meeting held on 26th May.

b. Members considered correspondence received from SC regarding the proposed sale of land adjacent to 5 Cape Street. The Mayor had been advised by the SC Estates Surveyor that there would be a 50% clawback clause in any agreement, which would preclude residential development.

RESOLVED to write to SC regarding the following issues:

- any building on the area would affect visibility in the street, which was also a bus route
- was the land going to be on open sale?
- did SC also own the grassed area on the corner of Cape Street/Cape Fold?
- was SC able to provide a plan showing their land holdings in the town?
- expressing concern about the disposal of publicly owned land in the town.

The Clerk would agree the letter with the Chair of the Planning Committee prior to despatch.

98. **CEMETERY MATTERS**

- a. Members noted the report from the Cemetery Committee. It was noted that the SC Conservation Officer had been invited to attend the June meeting of the Committee. **RESOLVED to adopt the minutes of the Cemetery Committee meeting held on 23rd May.**
- b. Members discussed the arrangements for opening the Chapel to the public proposed by the Cemetery Committee. A notice could be displayed to inform any visitors that the groundsmen would open the Chapel for viewing upon request. The monthly opening should be reviewed in due course.
- c. **RESOLVED to hold the official opening of the Chapel on Sunday, 17th July at 3.00pm.**
Councillor Armstrong would cut the ribbon in the absence of the Mayor, who had a prior engagement.

99. NEW COUNCIL OFFICE

- a. The Clerk reported that the decorating was now complete and Harwoods were drafting the lease. It was noted that the Clerk could order furniture, etc. for the office within the budget set.
- b. The local police had expressed an interest in sharing the office. There was concern about how this would work in practice. CSO Mal Goddard was invited to speak on this subject. He reported that PC Kinson and he would be keen to share the Council's office. However, it was unlikely that the police would be able to contribute to costs as they already had a base at Wilkinson Avenue, which was provided free of charge. The current arrangement was not ideal and it would be beneficial to be more central.

RESOLVED to re-consider the issue once the office had been in operation for two or three months.

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

100. BIRCHMEADOW CENTRE

- a. Report from Councillor Armstrong:
 - the drainpipe across the front of the building had been painted white
 - the Management Committee was reviewing hire charges
 - there were still a few snagging issues that N Burrows had not attended to.**RESOLVED to write to N Burrows expressing the Council's disappointment that the items listed in the Clerk's e-mail of 11th April had not been addressed and urgently request that the repairs be carried out.**
The Clerk and Mayor would follow this up.
- b. Members noted the accounts and again requested that wage costs be included.
- c. **RESOLVED not to pay for the second part of the alarm upgrade.**
- d. No action on extending the paving into the car park at present.
- e. Members noted that a sale and rebuild valuation had been obtained for the Birchmeadow Centre.
- f. Members considered the report from Thomas Consulting regarding remedial work to the roof. The surveyor had designed a scheme to strengthen the roof.

RESOLVED to commission Thomas Consulting to obtain three quotations for repairs to the roof.

It was noted that the surveyor's costs to date amounted to £1,164 (incl. VAT). It was expected that the surveyor's costs for obtaining the quotes would be around £500.

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

101. BIRCHMEADOW CENTRE CAFE EXTENSION

- a. Report: the asbestos survey had been carried out and a copy passed to Johnson Design Partnership. The report identified small amounts of asbestos in floor tiles and corrugated roof sheets, which represented a low risk.
- b. Quotations had been obtained for a digital survey of the Centre as this had not previously been undertaken and was needed by Johnson Design Partnership as well as for any future developments. Prices ranged from £795 to £2650.

RESOLVED to commission Wilmac to carry out a digital survey at a cost of £795 + VAT.

It was agreed that this should be funded from the Birchmeadow Centre maintenance budget, rather than the Cafe extension budget.

102. CAR PARK AT THE REAR OF THE BIRCHMEADOW CENTRE

RESOLVED to ask SC to go back to Community Spaces, the grant awarding body, and enquire whether the Town Council could take over the car park if it also took on the conditions of the grant relating to the car park.

103. PARK VIEW PLAY AREA

Members noted that the annual safety inspection of Park View Play Area had been undertaken and that the Clerk would expedite the minor maintenance work recommended.

104. WORK TO TREES ON COUNCIL LAND

Members considered the quotations to hand for work recommended in the tree survey prepared by SC tree officers:

Quote A	£1,850
Quote B	£1,485
Quote C	£1,535

RESOLVED to accept quote C from Lewis Arborcare, and to completely fell, rather than reduce the large conifer in the Cemetery.

This company was selected as they had carried out work previously in the Cemetery and the Council had been pleased with the quality of the work and care taken.

105. CHRISTMAS LIGHTS FUNDING

Members noted that an application was being made for a grant towards the purchase of new LED lights for the Christmas display. A letter of support had been received from The Gorge Parish Council.

106. MUGA

Councillor Pickles reported that the Football Foundation had finally agreed to make a grant award. Shropshire Council had agreed to administer the funds. It was hoped to break the ground in the summer.

107. LOCAL JOINT COMMITTEE

No report.

108. CCTV

RESOLVED that the Council agrees not to proceed with proposals to use the residual CCTV grant to enhance the system currently serving the Library car park and Health Centre but considers other security projects in the town that could benefit from the investment.

109. BUS SHELTER IN BRIDGNORTH ROAD

The Clerk was asked to arrange a meeting with Richard Ealey from SC Highways and a few Councillors to look at the site and discuss options for the siting and design of the bus shelter.

110. PUBLIC CONVENIENCES

Members noted that a petition had been received relating to the retention of the public conveniences and that this would be considered at a future meeting.

111. SPAR CAR PARK

RESOLVED to write to the owners of the Spar regarding the poor condition of the car park and front steps.

112. CHURCH STREET TRAFFIC ISSUES

a. Councillor Ms Jones had met A Dilly of SC who had agreed to commission a directional sign for Much Wenlock to be sited at the junction of Ironbridge Road/Church Street directing heavy vehicles away from Broseley. She also agreed to monitor the parking problem.

CSO Goddard was asked for his views and informed Members

- i. that the sign proposed would be advisory only as there was no restriction on the street
- ii. that vehicles would simply park elsewhere in the street if parking restrictions were imposed
- iii. that the most recent speed data showed that there was a perception of speed rather than actual speed.

b. Councillor Jones had proposed the following: "Members agree to seek the advice of the police with a view to contacting Shropshire Council Traffic Management officers and requesting parking restrictions for a limited stretch around the bend in Church Street, opposite numbers 36-38."

Events had overtaken the proposal which therefore received no seconder.

113. SHROPSHIRE COUNCIL – SITE ALLOCATIONS AND MANAGEMENT OF DEVELOPMENT PLAN

RESOLVED that Members were satisfied with the current document but would like the opportunity to review it in due course.

114. ACCOUNTS FOR PAYMENT

RESOLVED to approve and pay the following accounts:

<u>To</u>	<u>For</u>	<u>Net</u>	<u>VAT</u>	<u>Gross</u>
Oakley Arnold	Waste disposal	143.60	28.72	172.32
E.ON UK	Street light repairs	30.10	6.02	36.12
ALcontrol UK	Asbestos Survey of B'meadow Centre	595.00	119.00	714.00
WMS	Stationery	12.49	2.50	14.99
Staples	Stationery	17.90	3.58	21.48
Nock Deighton	Valuation of B'meadow	350.00	70.00	420.00
WPS	Council insurance	4,089.65	0	4,089.65
TM Barrett	Petty cash for J Foden	100.00	0	100.00

TM Barrett	Return travel to Shrewsbury			
	28 miles @ 65p /mile	18.20	0	18.20
ASLES	Portaloo hire	107.50	21.50	129.00
Veolia	Waste disposal – admin	30.00	6.00	36.00
Madeley Print Shop	Printing of Chapel leaflets	35.00	0	35.00
Midland News Assoc.	RFO advert	222.00	44.40	266.40
Wicksteed Leisure	Park View inspection	45.00	9.00	54.00
HMR&C	PAYE	1,134.09	0	1,134.09
Shrops. County				
Pension Scheme	Superannuation	1,061.75	0	1,061.75
Veolia	Waste disposal	99.92	19.98	119.90

Accounts paid between meetings: Wages and salary

115. CORRESPONDENCE RECEIVED

- a. Notification from SC of closure of a stretch of Sycamore Road and Cobwell Road on 24th June for one day for urgent tree work around overhead power cables. *Noted.*
- b. Invitation to attend a Stakeholder Open Evening at William Brookes School on Tuesday, 12th July at 6.30pm. *Noted. Date of Council meeting so no-one available. However, perhaps the Mayor could visit at another time.*
- c. Notification from SC of consultation on Local Transport Plan. Documents can be viewed on the SC website. Consultation ends 29th July 2011. *Noted.*

116. 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

33. **DAMAGE TO CEMETERY WALL**
To note action taken and consider any response to correspondence.
Minute no. 117.
34. **CONFIDENTIAL MINUTES OF THE MEETING HELD ON 10TH MAY 2011**
To confirm the minutes of the confidential part of the meeting held on 10th May 2011.
Minute no. 118.
35. **MATTERS ARISING FROM THE CONFIDENTIAL MINUTES OF THE MEETING HELD ON 10TH MAY 2011**
To discuss any matters arising from the confidential minutes of the meeting held on 10th May not appearing elsewhere on the agenda.
Minute no. 119.
36. **UPDATE ON PERSONNEL ISSUES**
Minute no. 120

Chairman