

# Church Stretton Town Council

## MINUTES OF THE TOWN COUNCIL MEETING HELD IN THE CHRISTINE HARVEY ROOM, SILVESTER HORNE INSTITUTE ON TUESDAY 18<sup>th</sup> FEBRUARY 2020 at 7.00 p.m.

**Those present:** *Councillors:* Cllr L Antill, Cllr M Braid, Cllr C Carson, Cllr N Carter, Cllr L Chapman, Cllr H Claytonsmith, Cllr H Luff, Cllr R Hickman, Cllr M Morris, Cllr M Walker, Cllr B Welch and Cllr D Wilks.  
*Officers:* Mr. C. Maclean (Locum Town Clerk), Mr. M. Turner (Outdoor and Services Officer), T. Morris (PA)  
*Unitary Councillors:*  
*Members of the Public:* 0

### 19.103 TO RECEIVE APOLOGIES

Apologies were received and accepted from Cllr Baker and Mr. D. Chetwood (Town Clerk)

### 19.104 DISCLOSABLE PECUNIARY INTERESTS

To declare any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests (in accordance with the new code of Conduct adopted by Church Stretton Town Council on 26<sup>th</sup> June 2012). **NONE**

### 19.105 QUESTIONS FROM MEMBERS OF THE PUBLIC

None

### 19.106 TO CONFIRM THE MINUTES taken at the Town Council Meeting held on 14<sup>th</sup> January 2020

The Minutes of the Town Council Meeting held on 14<sup>th</sup> January 2020 had been circulated. Proposed by Cllr Walker, seconded by Cllr Luff and

**RESOLVED (unanimously) to confirm and adopt the Minutes of the Town Council meeting held on 14<sup>th</sup> January 2020 as correct, and these were duly signed by the Chairman as a true record.**

### 19.107 FINANCIAL MATTERS

#### a) *Banking and Debit Cards Limit*

The Locum Clerk confirmed that revised proposals would be submitted to the next Council meeting.

#### b) *Budget Planning and Precept Request Approval Process*

The RFO had circulated a proposed budget timetable which the LTC explained. Proposed by Cllr Hickman, seconded by Cllr Antill and

**RESOLVED (unanimously) to accept the RFO's report and schedule, bringing the December Town Council meeting forward to November to accommodate the timetable.**

### 19.108 MANAGEMENT OF RICHARD ROBINSON FIELD, RUSSELL'S MEADOW AND THE COMMUNITY SPORTS PAVILION

The ASO had presented to AF&GP a proposal for a working group to include a couple of Councillors to work with him on a general review of cleaning and key-holding for all our built assets. Cllrs Braid and Carter put their names forward. It was proposed by Cllr Welch, seconded by Cllr Morris and

**RESOLVED (unanimously) that Cllr Braid and Cllr Carter work with the Amenities and Services Officer to review the management of the pavilion and submit a proposal to the AF&GP at the earliest opportunity.**

### 19.109 SHI LICENSING UPDATE AND REPAIRS

#### a) *Licensing Update*

A report had been circulated on the use of the SHI's License which the ASO summarised. Following considerable discussion on the merits of the arrangements Cllr Chapman offered to take on the job of Designated Premises Supervisor for the SHI.

It was proposed by Cllr Morris, seconded by Cllr Walker and

**RESOLVED (unanimously) that Cllr Chapman would be Designated Premises Supervisor for the SHI in place of the AF&GP Committee.**

b) ***Interim Roof Repairs***

An invoice was presented for temporary repairs to the SHI flat roof. This came to £9,020.65 where previously £4,000 had been agreed for the work. The difference resulted through extended hire of the humidifiers following the recent wet weather. It was proposed by Cllr Chapman, seconded by Cllr Luff and

**RESOLVED (unanimously) to authorise payment of the invoice for £9,020.65.**

c) ***Permanent Roof Repairs***

Cllr Walker asked about the cost of permanent repair and Cllr Chapman requested that the ASO/LTC ask for an estimate with cost breakdowns and contingencies.

d) ***Notices of Quiet Departure***

The ASO confirmed that notices requesting quiet departures from the SHI following events would be put up in strategic positions within the building.

19.110 **COMMUNITY ADVICE SURGERY – 4<sup>th</sup> FEBRUARY 2020**

Cllr Hickman had attended and a report had been circulated.

It was confirmed that the National Trust has a key to the School Car Parking site.

Defibrillator – the Co-Op own the defibrillator and have been made aware that the battery needs replacement.

Cllr Morris enquired whether the Police would publicise statistics in relation to recent events within the Town.

9.111 **UNITARY AND PARISH WARD ISSUES**

a) ***Report from Unitary Councillors***

Cllr Chapman reported that he had met with the All Stretton Village Society

He had met Connexus Housing re Beaumont Road parking problems. Connexus are going to instigate a permit scheme. Double yellow lines which were no longer visible had been reported.

Cllr Chapman then reported on his Shropshire Council duties which were mainly linked to his Corporate Transformation and Digital role.

b) ***Parish Ward Issues***

All Stretton Village Society have enquired whether CSTC would consider registering interest in adopting 40m of Dirty Lane. This is being investigated by the Amenities and Services Officer.

Lions Meadow Car Park – lack of line markings has resulted in occasions where drivers have been unable to exit the smaller car parks due to poor parking.

c) ***Road Closures/Works***

There is a road closure on Farm Lane from 27<sup>th</sup> April – 1<sup>st</sup> May for BT Openreach works.

There is a road closure on High Street from 2<sup>nd</sup> March for gas pipe works.

19.112 **REPORTS FROM COMMITTEES/WORKING GROUPS/COUNCILLORS**

a) ***Planning Conservation and Heritage Committee***

i) ***To Receive the Minutes of Meeting Dated 21<sup>st</sup> January 2020***

The minutes of the Planning Conservation and Heritage Committee Meeting held on 21<sup>st</sup> January 2020 had been circulated. Proposed by Cllr Claytonsmith, seconded by Cllr Hickman and

**RESOLVED (unanimously) to receive the Minutes of the Planning, Conservation and Heritage Committee meeting held on 21<sup>st</sup> January 2020 and to confirm and adopt the resolutions and recommendations contained therein.**

b) **Economic Development Committee**i) To Receive the Minutes of Meeting Dated 21<sup>st</sup> January 2020

The minutes of the Economic Development Committee Meeting held on 21<sup>st</sup> January 2020 had been circulated. Proposed by Cllr Welch, seconded by Cllr Walker and

**RESOLVED (unanimously) to receive the Minutes of the Economic Development Committee meeting held on 21<sup>st</sup> January 2020 and to confirm and adopt the resolutions and recommendations contained therein.**

c) **Amenities, Finance and General Purposes Committee**i) To Receive the Minutes of Meetings Dated 7<sup>th</sup> January and 4<sup>th</sup> February 2020

The minutes of the Amenities, Finance and General Purposes Committee Meetings held on 7<sup>th</sup> January 2020 and 4<sup>th</sup> February had been circulated. Proposed by Cllr Walker, seconded by Cllr Morris and

**RESOLVED (unanimously) to receive the Minutes of the Amenities, Finance and General Purposes Committee Meetings held on 7<sup>th</sup> January 2020 and 4<sup>th</sup> February and to confirm and adopt the resolutions and recommendations contained therein.**

d) **Updates from Representatives on Other Bodies**i) SALC Area Committee – 30<sup>th</sup> January 2020

Cllr Welch and the Locum Town Clerk had attended the SALC Area Committee Meeting on 30<sup>th</sup> January and Cllr Welch had circulated a report of this meeting.

ii) **Rail Users Association Meeting – 4<sup>th</sup> February 2020**

Cllr Claytonsmith had attended the Rail Users Association Meeting on 4<sup>th</sup> February and had circulated a report of this meeting. Car parking on the east side of station – Cllr Welch had put in a freedom of information request to ascertain the revenue from the car parking charges which are only payable by mobile phone.

e) **Community Led Plan**

Cllr Claytonsmith gave an update on the work of the CLP Group. Questionnaires completed and awaiting results.

f) **Meeting with John Campion**

Cllr Walker had attended the visit of John Campion to Church Stretton on 5<sup>th</sup> February and had circulated a report of this meeting.

19.113 **Vacancies for Reps on Other Bodies**i) Amenities, Finance and General Purposes Committee

Proposed by Cllr Claytonsmith, seconded by Cllr Luff and

**RESOLVED (unanimously) that Cllr Carson be appointed rep on Amenities, Finance and General Purposes Committee.**

ii) Economic Development Committee

Agreed to defer to next meeting

iii) Disciplinary and Grievance Panel

Proposed by Cllr Claytonsmith, seconded by Cllr Luff and

**RESOLVED (unanimously) that Cllr Carson be appointed rep on Disciplinary and Grievance Panel**

iv) Devolved Services Group

Agreed to defer to next meeting

v) Scrappies

Agreed to defer to next meeting

vi) PACT

Agreed to defer to next meeting

#### 19.114 **RURAL/MARKET TOURISM GROUP**

The LTC had circulated a report giving details about the Rural Services Network seeking to establish a Rural/Market Towns Grouping to sit within its network. Proposed by Cllr Clayton Smith, seconded by Cllr Antill and

**RESOLVED (unanimously) that Church Stretton declare their interest in joining the group.**

#### 19.115 **CHRISTMAS LIGHTS REVIEW**

A Christmas Lights Switch-On Debrief meeting had been held on 6<sup>th</sup> February and a report had been circulated. The costs relating to all related activities were reviewed.

A quiz night in May and a disco in September are being organised to raise funds for Christmas Lights 2020. Volunteers are wanted for these events and for clearing up in the SHI after the grotto.

#### 19.116 **YOUTH SERVICES/YOUTH CLUB UPDATE**

A report had been circulated updating on meetings which had been held, at which it was agreed to submit a bid for £6,500 to a national Youth Funding Grant to supplement the Town Council funding. Cllr Welch clarified that his statement that the Club would be for youngsters in Church Stretton included those from Little Stretton and All Stretton, but would not be able to cater for the two-thirds of Church Stretton School students, resident outside Church Stretton, until transport could be funded.

#### 19.117 **PROJECTS**

The LTC gave some background. It is the intention for Councillors to review all projects in scope for delivery and to agree priorities in terms of their delivery. A list of the projects with details of their scope is scheduled for presentation to the next Town Council meeting.

#### 19.118 **SHROPSHIRE GREEN INFRASTRUCTURE LEVY**

A report had been circulated and it was agreed that Cllr Antill would prepare responses to the survey and circulate a draft to Councillors for their input. The survey can be circulated to Community Messaging.

#### 19.119 **STREETLIGHTS RISK ASSESSMENT**

The LTC and Cllrs Walker and Antill had attended a meeting with Jason Hughes from Shropshire Council who advised about the processes followed by SC and their involved partners. There is scope to join up with SC and other Councils in order to benefit from reduced costs.

#### 19.120 **CORRESPONDENCE**

A letter had been received regarding the TSB and banking arrangements in Church Stretton. It was noted that TSB had submitted a planning application to install an access for those with mobility issues. Cllr Welch will respond.

#### 19.121 **FORTHCOMING EVENTS**

##### **a) *Dates of next meetings:***

*i) Economic Development Committee: 10<sup>th</sup> March at 7pm*

*ii) Planning Committee: 17<sup>th</sup> March at 6pm*

*iii) Council Meeting: 17<sup>th</sup> March at 7pm*

#### 19.122 **CONFIDENTIAL ITEMS**

Proposed by Cllr Morris, seconded by Cllr Antill and

**Under the Public Bodies (Admission to Meetings) Act 1960 S1(2), it is RESOLVED (unanimously) that in view of the confidential nature of the business about to be transacted, it is in the public interest that the public and press are excluded from this item.**

##### a) Staff Retention and Contracts

Proposed by Cllr Welch, seconded by Cllr Hickman and

**RESOLVED (unanimously)** that investigations be undertaken into moving the Council's two agency-filled posts within the Outdoor Team to posts on the Council's payroll. A fully costed proposal to be presented to the March Town Council meeting.

Proposed by Cllr Claytonsmith, seconded by Cllr Walker and

**RESOLVED (unanimously)** to suspend standing orders to allow the meeting to continue after 9pm.

b) The Outdoor Team and its Work During an Extended Time of Review

Proposed by Cllr Welch, seconded by Cllr Luff and

**RESOLVED (11 in favour, 1 abstain)** that the Council instructs the Amenities and Services Officer to source a fine turf mower, a mower to replace the triple and a new truck, working within a combined budget of £15,000 plus any trade-in/sale amounts achieved in the process.

c) Cllr Welch gave an update on the Town Clerk.

d) The LTC gave an update on bank account and financial controls.

..... 9.12 pm

DRAFT