

# Church Stretton Town Council

## MINUTES OF THE MEETING OF THE AMENITIES, FINANCE & GENERAL PURPOSES COMMITTEE HELD VIA ZOOM REMOTE MEETING PLATFORM ON TUESDAY 2nd MARCH 2021 at 8.15 p.m.

**Those present:** *Councillors:* Cllr M Walker, Cllr B Welch, Cllr H Claytonsmith, Cllr M Morris, Cllr Baker, Cllr C Carson  
*Officers:* Mr. C Maclean (Locum Town Clerk), Miss B Clarke (Responsible Finance Officer), Miss R Gwilliam (Amenities Officer),  
*Other:* 1

AF&GP 483 **APOLOGIES FOR ABSENCE**  
Cllr Braid, Mrs H Merrett (Admin)

AF&GP 484 **MINUTES OF THE PREVIOUS MEETING**  
Proposed by Cllr Clayton Smith seconded by Cllr Morris and

**RESOLVED (unanimously) that the minutes of the Meeting of the Amenities, Finance & General Purposes Committee held on Tuesday 5<sup>th</sup> January 2021 shall be taken as read and signed as a true record by the Chairman.**

AF&GP 485 **DISCLOSABLE PECUNIARY INTERESTS**  
None indicated. Cllr Morris mentioned that his sons are leaders of the Cubs.

AF&GP 486 **DISPENSATIONS**  
In pursuance of the Localism Act 2011, s31(4), (and in accordance with Council Policy 1.5 (13.54b)), in order for Members to participate and vote during consideration of the 2021/2022 precept, the following dispensations were requested. Not required.

AF&GP 487 **PROPERTIES AND AMENITIES**  
487.1 **Rectory Wood and Coppice Leasowes**  
Councillors noted the Amenities Officer's report. Councillors noted the costs involved in securing the closure of the railway line from Network Rail to allow the three willow trees to be felled. The Amenities Officer advised Councillors of the importance of having the work undertaken due to the risks associated with the closeness of the trees to the railway line.  
Proposed by Cllr Walker, seconded by Cllr Welch and

**RESOLVED (unanimously) that (i) the Council proceeds with obtaining possession of the line from Network Rail on confirmation that the resources to undertake the work can link with the line closure date given and (ii) the Council makes payment to Network Rail of £4,961.35 + VAT to secure the line closure and (iii) the resolution be submitted to Council on 16<sup>th</sup> March 2021 for ratification.**

487.2 **Tree Survey**  
The Amenities Officer advised Councillors that a tree survey would be completed as quickly as possible to enable the opportunity for any other required work on trees close to the railway line to be undertaken.  
Proposed by Cllr Carson, seconded by Cllr Baker and

**RESOLVED (unanimously) that payment to Caradoc Tree Care for a negative reporting tree survey (£2,025.00 + zero VAT) be approved but submitted to next Council on 16<sup>th</sup> March 2021 for ratification.**

The Responsible Finance Officer (RFO) advised the Amenities Officer that consideration could be given to placing Caradoc Tree Care on the Council's list of connected contractors and be provided with a three or five-year contract to undertake work on behalf of the Council. The Amenities Officer agreed to obtain the additional two surveys to enable this to be undertaken.

487.3 **SHI Cottage**

Councillors noted that work progresses to secure quotes to replace kitchen doors and handles, repair the leaking tap and undertake repaint work. In terms of the overall costs to undertake all repair work, these had still to be identified. Delays are caused by obtaining contractor quotes and linking with the tenant. Efforts continue to close these out.

487.4 **SHI Drains**

Councillors noted the repairs to be undertaken and that a contractor has been lined up to complete the work.

487.5 **SHI Flat Roof Repairs**

Councillors noted that the repairs are scheduled for week commencing 15<sup>th</sup> March and should be completed within 3 days.

487.6 **Play Equipment**

Councillors noted that replacement chains and seats for the Town Park swings are due to be delivered and will be installed on receipt.

AF&GP 488 **CHARITIES UPDATE**

488.1 **SHI**

Councillors noted that one event has been carried over from early 2020 to October 2021. Further decisions to be made on events post September 2021.

488.2 **Brooksbyury**

Councillors noted that no income or expenditure had occurred. The notice in relation to the merger of the Trust and Charity would be undertaken post the election.

488.3 **Sandford Avenue Park**

Cllr Walker advised Councillors of discussions at the Park Task Group in relation to the proposal to progress investigations into the creation of a car park. The Group had resolved to progress this to extent that an 'in principle' decision be sought from Highways England and Shropshire Council on allowing a car park and entrance to be installed. Cllr Walker advised Councillors his views that responses from the survey to date merit these investigations proceeding.

Cllr Walker advised Councillors that discussions with a consultant had identified costs to seek a decision "in principle" from Highways England and Shropshire Council estimated at £5,200 + VAT, although an initial cost of £425 in relation to design had already been met.

The Locum Town Clerk questioned whether any further work in this area would benefit from understanding the scale of the works required across the whole park and that such a level of expenditure should be presented to full Council.

Councillors agreed to defer the discussion until after the election.

488.4 **Annual General Meetings**

The RFO stated that the Charities Commission has granted an indefinite extension to the submission of the returns. Arrangements to conduct the annual general meetings and accounts will be completed as soon as practical.

**AF&GP 489      FEES AND CHARGES**

**489.1      Park Fees and Charges**

The RFO noted that income has reduced by 60% over the last ten years. The Amenities Officer stated that the Council charges have remained unchanged since 2012 and now appear in line with other Councils. Councillors considered the merits of amending the fee structure or keeping them unchanged until the conclusion of the survey review.

Proposed by Cllr Welch, seconded by Cllr Walker and

**RESOLVED (unanimously) that the charges for facilities use in the Park remain unchanged for the time being and that the fee structure would be revisited on conclusion of the review of the survey results and the new Council and Committee structures are in place.**

**489.2      Cemeteries fees and charges**

Councillors reviewed the current fee structure and agreed to leave this unchanged for a further period.

**AF&GP 490      BUDGET LEAFLET**

Councillors noted that the version currently in use required a re-write. Cllr Welch offered to undertake the appropriate review.

**AF&GP 491      S137 GRANT APPLICATIONS**

**491.1      Present position and allocations**

Councillors reviewed the five applications which had been received. Councillors agreed to increase the sum to be provided to Hope House to £500.

Councillors agreed to the five applications as discussed and that in view of the total amount to be paid, this would be submitted to the Council meeting on 16<sup>th</sup> March for ratification. Payments would only be made if the events actually take place in view of Covid restrictions.

Proposed by Cllr Walker, seconded by Cllr Baker and

**RESOLVED (unanimously) that the Council provide grants totalling £6,871.20 and that it be submitted to the Council meeting on 16<sup>th</sup> March 2021 for ratification.**

**AF&GP 492      STREETLIGHTING REVIEW**

The Locum Town Clerk advised Councillors that whilst the full change had yet to be agreed, progress was being made in that individual columns identified as being at risk are replaced and installed with LED light fittings.

Additional potential requirements had been raised such as installation of electric charging points within the columns.

The formal tender process would be undertaken as soon as practical.

**AF&GP 493      THE CROWE COLLECTION**

In the absence of papers to explain this item Councillors agreed to defer discussion to a future meeting.

**AF&GP 494      FUTURE EVENTS**

Councillors agreed to defer discussion to a future meeting.

The Chairman declared the public session of the meeting closed at 9.37pm

**AF&GP 495      CONFIDENTIAL MATTERS**

Cllr Baker enquired on the timing of the review of the remuneration of the members of the team following conclusion of the discussions on the Town Clerk. Cllr Welch advised that these would be progressed and a proposal would be presented to a future Council meeting.

**AF&GP. 496      DATE OF NEXT MEETING**

Tuesday 6<sup>th</sup> April 2021 at 7pm via Zoom

End 9.40pm

..... Chairman