

Minutes of an Ordinary Meeting of Wem Town Council held on Thursday 19<sup>th</sup> December 2024  
at 7pm in the Town Council Meeting Room, Wem Library, High Street, Wem

**Present:** - Cllrs D Parry (Mayor), R Barker, P Broomhall, R Dodd, R Drummond, R Gascoigne, C Granger, D Hill, M Hoffmann, P Johnson, M Meakin, G Soul, E Towers.

Mrs P O'Hagan (Town Clerk).  
0 members of the public present.

**815/24 To note apologies for absence received**

Apologies were received from Cllr Glover.

**816/24 Disclosure of Pecuniary Interests.**

a) To receive any disclosure of pecuniary interest - Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate.

The following interests were declared

<b>Councillor</b>	<b>Item</b>	<b>Dispensation</b>
Cllrs Towers and Broomhall	Twin-hatted members declared a personal interest in any matters relating to the Town Council's relationship with Shropshire Council	Dispensation to allow participation and voting on all matters relating to Shropshire Council
Cllr Broomhall	Item 824/24 Director Wem Swimming and Lifestyle Centre	Dispensation to allow participation and voting on all matters relating to Wem Swimming and Lifestyle Centre
Cllr Towers	Item 824/24 Director Wem Swimming and Lifestyle Centre	Dispensation to allow participation but not voting on all matters relating to Wem Swimming and Lifestyle Centre
Cllr Soul	Item 822/24 Wem Town Hall Trust Trustee	Dispensation to allow participation but not voting on all matters relating to Wem Town Hall Trust

b) To consider any applications for Dispensations under s33 of the Localism Act 2011. None received.

**817/24 Public Participation** - a period of 15 minutes will be set aside for residents of Wem Town to speak. None present.

**818/24 Council Minutes** - to approve as a correct record the minutes of the meeting of the Town Council held on 28.11.24.  
Following the removal of the word council from Cllrs Towers and Broomhall's Wem Swimming and Lifestyle Centre Dispensations under item 798/24 on page 1 it was,

**RESOLVED**:- to approve as a correct record the minutes of the ordinary meeting of the Town Council held on 28.11.24 and they were duly signed by The Mayor as a correct record.

- 819/24 Progress report** - To consider the Clerks progress report on decisions made at previous meetings.  
The view was expressed that there is a need to revisit the one-way system as congestion in the town has increased following the closure of the Edinburgh House car park.

**RESOLVED**:- to note the report.

- 820/24 Planning Applications**  
a) to note the recent planning decisions.

**RESOLVED**:- to note the report.

- b) To consider the following planning applications  
**24/04341/FUL**- 19 Hazlitt Place, Wem, SY4 5JP.  
Proposal: Erection of extension to side creating Ground Floor Utility, Garage and W.C, and two additional bedrooms at first floor.

**RESOLVED**:- to support the application as the development is appropriate for the location.

- 24/02154/VAR** - S73 application to vary outline conditions 4 (Approved Plans) and 12 (GCN Licence) attached to appeal decision APP/L3245/W/20/3263642 dated 8 January 2022: - Proposed Residential Development Land West Of, Lowe Hill Road, Wem, Shropshire.

**RESOLVED**:- to comment that the Town Council support the variations to the application.

- 24/04470/REM** - Reserved Matters - Approval of access, layout, scale, appearance, and landscaping for 100 residential units pursuant to planning to appeal decision APP/L3245/W/20/3263642 dated 28 January 2022.  
Concerns were raised about the access.

**RESOLVED**:- to submit the following comments

- The Town Council continues to have serious concerns about the proposed single access into and out of the site due to its proximity to the entrance to Thomas Adams School and the junction with Pyms Road. The increased number of vehicles entering and leaving the development will cause significant traffic issues in the town. The Town Council would request an urgent meeting with Council Officers to discuss these concerns over access in more detail.
- It is the Council's aspiration to extend the route of the current Town Bus to include new housing developments in the town which would reduce residents' reliance on vehicles for shorter journeys within the town itself. Therefore the proposed road layout within the development should be designed in such a way as to provide for a potential bus route, along with sufficient space for associated public transport infrastructure to facilitate any future expansion of the bus network in the town.

•The Town Council is very concerned about the design of the proposed play area on the development. No other public open spaces in Wem have wooden play equipment and The Council has serious concerns over the longevity of wooden equipment in this location. In addition to this, the equipment to be provided is uninspiring for such a large development and not designed for the 2-18 age group as stated in the application. The Town Council would wish to see equipment provided that is of high quality, inclusive and installed on a surface that accessible for all.

•The Town Council consider that as part of any planning permission a 106 agreement should be agreed that can be put towards infrastructure improvements in the town that may be impacted by a development of this nature.

**24/04580/FUL** - 14 Barleyfields, Wem, SY4 5LU.

Proposal: Proposed rear extension and conversion of existing garage

**RESOLVED**:- to support the application as the development is appropriate for the location.

**821/24 Finance and Accounts for Payment** (copies to follow).

a) Budget report – to consider.

The report was not presented as the budget report had not been finalised in time for the meeting, however a full budget report for the 3<sup>rd</sup> quarter would be considered at the January Finance Committee meeting.

**RESOLVED**:- to note the report.

b) Internal Control checks – to note.

It was reported that the Mayoral internal controls were up to date.

**RESOLVED**:- to note that the checks are complete.

c) Accounts for payment - to approve accounts for payment.

**RESOLVED**:- to approve the following payments for authorisation.

**Direct Debits and payments made prior to meeting.**

Supplier	Service	Net	Vat	Gross	BACS no
Shropshire Council	Salaries	9366.31	0.00	9366.31	BACSP AYROL L
Shropshire Council	HMRC	4021.09	0.00	4021.09	BACSH MRC
Shropshire Council	Pensions	2931.91	0.00	2931.91	BACSL GPS
Lloyds Bank	Credit Card Balance	55.80	0.00	55.80	DD 67.24
EE	Mobile Phones	28.04	5.61	33.65	DD 68.24
WaterPlus	Rec Toilets 14.9.24 – 14.12.24	53.96	5.86	59.82	DD 69.24
WaterPlus	Allotment Water 12.11.24 – 12.12.24	38.22	7.64	45.86	DD 70.24

WaterPlus	Car Park Toilet Water 8.11.24 – 8.12.24	45.80	0.00	45.80	DD 71.24
Unity Trust Bank	Transaction charges 1.11.24 – 30.11.24	17.25	0.00	17.25	DD 72.24
Unity Trust Bank	BACS charges	17.54	0.00	17.54	DD 73.24
B2B	Telephone / Broadband	108.47	21.69	130.16	DD 74.24
E Williams	Christmas Festival Deposit	20.00	0.00	20.00	300135
Wem Brownies	Christmas Festival Deposit	20.00	0.00	20.00	185.24
M Glanville	Christmas Festival Deposit	20.00	0.00	20.00	186.24
Wem Baptist Church	Christmas Festival Deposit	20.00	0.00	20.00	187.24
S Salisbury	Christmas Festival Deposit	20.00	0.00	20.00	188.24
T Davies	Christmas Festival Deposit	20.00	0.00	20.00	189.24
<b>Credit card payments for information only</b>					
Lloyds Bank	Monthly Charge	3.00	0.00	3.00	CC 19.24

## Payments

Supplier	Service	Net	Vat	Gross	Chq / BACS No
Highline	Call out (Christmas)	198.00	39.60	237.60	190.24
Affine	Stage Hire	1092.54	218.51	1311.05	191.24
M Fitton	Bus shelter cleaning	75.00	0.00	75.00	192.24
MW Medics	Christmas First Aid	220.00	44.00	264.00	193.24
Bidvest Noonan	Christmas Security	462.00	92.40	554.40	194.24
Taylor's	Gents Toilet repair	387.32	77.46	464.78	195.24
PG Skips	Litter Bins – Cemetery	42.00	8.40	50.40	196.24
PG Skips	Cardboard Bin	27.32	5.48	32.80	197.24
PG Skips	Litter Bins – Rec	82.20	16.45	98.65	198.24
Sarah's	Corporate Clothing	120.90	24.17	145.07	199.24
ISM IT	IT Support	124.59	24.92	149.51	200.24
Healthmatic	Car Park Toilets 17.11.24 – 16.12.24	783.25	156.65	939.90	202.24
JEF Scaffolding	Barriers	235.00	47.00	282.00	203.24
Ricoh	Copier Charges	198.36	39.67	238.03	204.24
Via Della Emlia	Emergency Tree Works	435.00	87.00	522.00	205.24
Rarity Emporium	Wem Map Project	295.00	0.00	295.00	206.24

DW Evans	Gravedigging November	1320.00	0.00	1320.00	207.24
Faithful Solutions	Fismes Way Fence Repair	366.40	0.00	366.40	208.24
Securitywise	CCTV Inspection	350.00	70.00	420.00	209.24

**822/24 Wem Town Hall Liaison Group Meeting 3.12.24**

a) To receive notes from the meeting and to consider any recommendations arising from the meeting.

Cllr Soul left the room and took no part in discussions.

**RESOLVED:- to receive the notes from the Wem Town Hall Liaison Group meeting held on 3.12.24.**

b) To consider the report concerning future funding agreements.

**RESOLVED:-**

**To Commit to a future funding agreement with Wem Town Hall Trust.**

**To establish a working party comprised of the Councillors who sit on the Town Hall Liaison Group, except for Cllr Soul, with the following remit:**

- **To consider the length of the funding agreement.**
- **To consider whether to set any objectives as part of the agreement.**
- **To consider the financial allocation under the funding agreement to Wem Town Hall Trust.**

**The working party to report back to the Budget meeting Committee on 23.1.25 with its recommendations.**

Cllr Soul returned to the meeting.

**823/24 Finance Committee Meeting 6.12.24 - to receive draft minutes from this meeting and consider any recommendations contained within.**

An error was pointed out in on page 1 of the draft meeting minutes under minute point 4 as £13,000 was agreed to be allocated from the Neighbourhood Fund not £15,000 as stated in the minutes.

**RESOLVED:- to receive the draft minutes from the Finance Committee held on 6.12.24 and approve any recommendations contained within except for the recommendations made under minute point 4 which will be considered at the annual budget meeting.**

**824/24 Wem Swimming and Lifestyle Centre Liaison Group meeting 11.12.24 –**

a) to receive notes from the meeting and to consider any recommendations arising from the meeting.

**RESOLVED:- to receive the notes from the Wem Swimming and Lifestyle Centre Liaison Group meeting held on 11.12.24.**

b) to receive a report from the December Directors Board meeting concerning the Town Clerk's offer to help improve communication between Staff, Trustees and the Town Council.

It was reported that a new secretary has been found and that a meeting will be held with her and the Town Clerk in the New Year to discuss ways to improve communication between Staff, Trustees and the Town Council.

**RESOLVED:- to note the report.**

**825/24 Public Toilet Cleaning Tender 2025-28** – to consider tenders received and award the toilet cleaning contract for 2025-28.  
The Clerk reported that five tender responses were submitted by the deadline and had been evaluated according to the tender application. Councillors considered the evaluation report and it was

**RESOLVED:-** to award the tender for the Public Toilet Cleaning in Wem from 1.5.25- 30.4.28 to Danfo.

**826/24 Planting and maintenance contract for 2025 floral planters** – to consider quotes received and the contract.  
It was reported that only 1 quote had been submitted.

**RESOLVED:-**

- To suspend financial regulations to permit only 1 quote to be considered.
- To award the planting and maintenance contract for the 2025 floral planters to Harlequin Services.

**827/24 Wem Area Climate Change Action Plan** – to receive a verbal report following the meeting held with a representative from Wem Area Climate Action.  
It was reported that a very informative meeting had been held and as a result an updated plan had been produced which had been circulated prior to the meeting.

**RESOLVED:-** to approve the updated plan and to task the Town Clerk to provide regular updates on progress against the actions detailed in the plan as part of the monthly progress report and to review the entire plan on an annual basis.

**828/24 Shropshire Green Spaces and Active Travel Fund** - to consider submission of an application to the fund.  
The Clerk explained that she had met with the Clerk from Grinshill Parish Council and was working up a grant application under the theme of Wem Welcomes Cyclists. As the grant is for capital items the application would be for the provision of items and information for cyclists in Wem in the proximity of Wem Station and similar items in suggested locations of Whixall and Grinshill. It was noted that the grant application would require 30% crowd funding which may be challenging in a short timescale.

**RESOLVED:-** to agree in principle to support the submission of an application.

**829/24 Correspondence**  
**a) Shropshire Council Budget Consultation**

**RESOLVED:-** that Councillors would respond to the consultation as individual Councillors.

**830/24 Reports**  
a) to receive written reports from the Council's representatives to other bodies.  
A report was submitted by Cllr Broomhall on Wem Swimming and Lifestyle Centre  
b) to receive a written report from Shropshire Councillors Broomhall and Towers.  
The written report submitted by Cllrs Towers and Broomhall was considered.

**RESOLVED**:- to note the reports.

**831/24** **Dates of future meetings** – to note the date and time of January meeting.

**RESOLVED**:- to set the date of the January meeting as 30.1.25.

Meeting ended 20.15

Mayor.....