

Minutes of an Ordinary Meeting of Wem Town Council held on Thursday 25th July 2024
at 7pm in the Town Council Meeting Room, Wem Library, High Street, Wem

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

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

731/24 To note apologies for absence received and consider correspondence received on this item.

Cllrs P Broomhall, R Drummond, P Glover, M Hoffmann, E Towers.

RESOLVED:- that Councillor Glover's illness be approved as a reason for absence for as long as the illness lasts.

732/24 Disclosure of Pecuniary Interests.

a) To receive any disclosures 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.

Councillor	Item	Dispensation
Cllr Hill	736/24/b/i 24/02314/OUT Bias interest as can view the development from his property	
Cllr Barker	736/24 Trustee of WSSA	To discuss but not vote on any matters relating to Wem Sports & Social Association
Cllr Meakin	736/24 Trustee of WSSA	
Cllr Soul	740/24 Wem Town Hall Trust	To discuss but not vote on any matters relating to Wem Town Hall

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

733/24 Public Participation - a period of 15 minutes will be set aside for residents of Wem Town to speak – none present.

734/24 Council Minutes - to approve as a correct record the minutes of the meeting of the Town Council held on 27th June 2024.

RESOLVED:- to approve as a correct record the minutes of the meeting of the Town Council held on 27th June 2024 and they were duly signed by The Mayor as a correct record.

735/24 Progress report - To consider the Clerks progress report on decisions made at previous meetings. Cllr Johnson entered the meeting 19.03

RESOLVED:- to note the report.

736/24 Planning Applications

a) to note the recent planning decisions.

The Clerk updated on planning decisions made since the publication of the agenda.

RESOLVED:- to note the report.

b) to consider the following planning applications

i) **24/02314/OUT** - Outline application for the erection of up to 21No. affordable dwellings to include access - Proposed Residential Development Land To The West Of, Swain Close, Wem, Shropshire.

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

A discussion took place on this item and Councillors considered the plans

RESOLVED:- to comment that

- although it is acknowledged that this application falls outside of the development boundary the Town Council support the application as the proposals will bring much needed development to the town and is an appropriate extension of the existing housing area.
- if Shropshire Council is minded to approve the application then a condition must be placed on any permission that all future tenants of the properties must meet Shropshire Council's local connection criteria.

Cllr Hill returned to the room.

ii) **24/02363/FUL** 24 Roden Grove, Wem, Shrewsbury, Shropshire, SY4 5HJ.

Proposal: Erection of single storey extension.

RESOLVED:- to support the application as it will fit with the existing street scene.

iii) **24/01804/FUL** - Unit 2, Central Car Park, High Street, Wem, Shropshire.

Proposal: Erection of 4No Three and Two Bedroom Bungalows (Affordable) with Associated External Works.

RESOLVED:- to submit the following comment

- the Town Council supports this application as there is a need to redevelop this site. However, if Shropshire Council is minded to approve the application then a condition must be placed on any permission that all future tenants of the properties must meet Shropshire Council's local connection criteria.

iv) **24/02530/TPO:** 1 Oakley Meadow, Wem, SY4 5SF

Proposal: Work to 1no. Lime (T1) and 1no. Oak (T2) (see schedule) protected by the Shropshire Council (Fismes Way and Oakley Meadow, Wem) TPO 2015 (SC/00227/15).

RESOLVED:- to support the application as the works are appropriate.

737/24 Finance and Accounts for Payment

a) Budget report – to consider.

RESOLVED:- to note the budget report.

b) Internal Control checks – to note.

It was reported that the Mayoral checks for April and May had been completed.

RESOLVED:- to note the report.

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

RESOLVED:- to approve the following payments.

Direct Debits and payments made prior to meeting.

Supplier	Service	Net	Vat	Gross	BACS no
Shropshire Council	Salaries July HMRC Pensions	7019.11 2503.24 2139.71		7019.11 2503.24 2139.71	BACSPAYRLL BACSHMRC BACSLGPS
West Mercia Energy	Car park toilets energy 1.5.24 - 31.5.24	64.54	3.23	67.77	DD 20.24
ICO	Data Protection Fee	35.00	0.00	35.00	DD 21.24
Lloyds Bank	Credit Card repayment	14.52	0.00	14.52	DD 23.24
Business2Business	Telephone/Broadband	108.47	21.69	130.16	DD 24.24
EE	Mobile Phones	28.67	5.73	34.40	DD 25.24
WaterPlus	Car Park Toilet Water 8.6.24 - 8.7.24	42.59	0.00	42.59	DD 26.24
WaterPlus	Allotment Water 12.6.24 – 12.7.24			2.66*	DD 27.24
Unity Trust Bank	BACS charges	17.54	0.00	17.54	DD 28.24
West Mercia Energy	Car park toilets energy 1.6.24 – 30.6.24	57.81	2.89	60.70	DD 29.24
Credit card payments for information only					
Lloyds Bank	Monthly Charge	3.00	0.00	3.00	CC 8.24
Amazon	Office supplies	9.60	1.92	11.52	CC 9.24
Thomson Reuters	JCT Contract	98.00	19.60	117.60	CC10.24

*Due to credit balance carried forward, only £2.66 to be taken by Direct Debit

Payments

Supplier	Service	Net	Vat	Gross	Chq / BACS No
Highline	Drawwell Walk Lights	1847.50	369.50	2217.00	71.24

Highline	Cherry Tree Close	4493.77	898.75	5392.52	72.24
Fruitful Deli	Cakes: Armed Forces Day	26.00	0.00	26.00	73.24
Web Orchard	Web hosting and support	205.20	41.04	246.24	74.24
Highline Electrical	Street Light Upgrades	37642.00	7528.40	45170.40	75.24
Shropshire Council	Office Rent July – September	3835.50	0.00	3835.50	76.24
PG Skips	Litterbin emptying	135.08	27.04	162.12	77.24
ISM IT	IT Support	99.99	20.00	119.99	78.24
D Evans	Gravedigging June	640.00	0.00	640.00	79.24
ICCM	Cemetery Management Training	145.00	29.00	174.00	80.24
SYA	Heads Up – Summer '24	3500.00	700.00	4200.00	81.24
Arrow Supplies	Bin liners	183.52	36.70	220.22	82.24
Security Wise	New CCTV recorder box	634.72	126.94	761.66	83.24
Wilson Memorials	Works arising from memorials inspection	660.00	132.00	792.00	84.24
Rialtas	Finance Training	95.00	19.00	114.00	85.24
Shropshire Council	Payroll SLA	1200.00	240.00	1440.00	86.24
M Fitton	Bus shelter cleaning	75.00	0.00	75.00	87.24
Affine Ltd	Stage Deposit	375.86	75.17	451.03	88.23

d) To approve procedure for payment of accounts over summer recess.

RESOLVED:- to delegate authority to the Mayor, Deputy Mayor and Town Clerk to approve the following payments during the Summer recess

- Regular monthly payments.
- Payments that orders have been issued for.
- Any emergency payments.
- Any instalment payments relating to the Wem Swimming and Lifestyle Centre Solar Grant.

738/24 Events Liaison Group 18.7.24 - to receive a report from the open meeting held on 18.7.24 and to consider recommendations arising from the meeting.
A discussion took place on this item and the Clerk reported that a stage had been ordered.

RESOLVED:- to receive the notes from the meeting held on 18.7.24.

739/24 Finance and Corporate Governance Committee 18.7.24 - to consider notes from the meeting held 18.7.24 and any recommendations arising from the meeting.

RESOLVED:- to receive the notes from the meeting held on 18.7.24 and approve the recommendation relating to the adoption of the financial regulations contained within.

740/24 Town Hall Liaison Group Meeting 24.7.24 - to consider a verbal report from the meeting held 24.7.24.

RESOLVED:- to receive the report from the meeting held on 24.7.24.

741/24 Christmas Lights – to consider quote to supply overhead lighting along Wem High Street using the bunting fixing bolts along with a quote for installation, removal and storage costs. The Clerk was asked to find out whether it would be possible to leave the lights up year-round to avoid the annual removal and installation costs.

RESOLVED:-

- to approve the purchase of 220m of Maxi Led Lights to provide additional Christmas lighting along Wem High Street.
- to approve the additional expenditure from Christmas Lighting ear marked reserves and town centre improvement budget codes to enable the installation of the appropriate infrastructure for the Maxi LED lights.
- if it is not possible to leave the lights up year-round without a detrimental impact to the lights, to add to future budgets the cost of installation, removal and storage.

742/24 Flag Flying Policy – to discuss amended draft policy.

RESOLVED:- to approve the amended policy.

743/24 Honorary Townsman Award date and format – to consider.

RESOLVED:- to approve the recommendations in the report and set the date for the Honorary Townsman Award as Thursday 24th October 2024.

744/24 2024 Risk Assessment Review - To review assets, equipment and office risk assessments.

RESOLVED:- to

- approve the review of the assets, equipment and office risk assessments.
- approve the Groundsman undertaking locally certified refresher competency training on equipment and machinery.

745/24 Consultations

a) Police and Crime commissioner, PCC annual survey – to consider response to.

RESOLVED:- to delegate authority to the Town Clerk to respond to the survey on behalf of the Town Council.

b) Parking consultation – to consider response to.

RESOLVED:- to strongly object to the proposals as it will have a significant impact on attendees of the 4 churches in the town all of whom use the main car park. As a compromise Town Council would suggest that the timing for charging on a Sunday does not start until midday.

- 746/24 Football Goal posts** – to consider request from WSSA regarding purchase of replacement goal posts on Wem Recreation Ground.
Cllr Meakin left the meeting and took no part in discussions.

RESOLVED:- to authorise the use of Neighbourhood Fund for the purchase of two goal posts on Wem Recreation Ground for installation if possible by the Groundsman and to purchase 2 x 16' X 7' FORZA Steel76 Socketed Football Goals at a cost of £699.

Cllr Meakin returned to the room. Cllr Barker left the meeting at 20.15.

- 747/24 Correspondence**
a) RAF Shawbury Helicopter Liaison Group – to note.

RESOLVED:- to note.

b) Soultton Castle Public Access Project – to consider the proposal to support the creation of a pocket park.

RESOLVED:- to support the proposal.

- 748/24 Reports**
a) to receive written reports from the Council's representatives to other bodies.

RESOLVED:- to receive the written report from Cllr Gascoigne on the June Wem and Prees patient participation group meeting.

b) to receive a written report from Shropshire Councillors Broomhall and Towers.
None received.

- 749/24 Dates of future meetings** – to note the date and time of September meeting.

RESOLVED:- to note that the next ordinary meeting will be held on 26.9.24 and an extraordinary meeting will be held on 22.8.24.

- 750/24 Exclusion of Public and Press**
To resolve that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, the public and press be excluded from the meeting in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960.

RESOLVED:- to exclude the press and public.

Staffing – for update

It was reported that Chris Martin had resigned from his role as the Town Council's casual worker leaving no one to cover the weekend litter picking duties over the Summer. Chris Martin was thanked for all his work over the past 7 years.

RESOLVED:- To appoint Huw Edwards on a casual basis to undertake weekend litter picking on Wem Recreation Ground and other minor outdoor duties.