

**BRIDGNORTH TOWN COUNCIL**

**Minutes of the Meeting of Bridgnorth Town Council held in the Mayor's Parlour,  
College House on Tuesday 8<sup>th</sup> October 2019 at 7.15pm**

Present:

Councillors:

R Whittle OBE (in the Chair)  
C Baines MBE  
S Barlow  
J Buckley  
D Cooper  
G Davies  
C Dyson  
R Fox  
H Howell  
K Hurst-Knight  
E Lynch  
E Marshall  
K Sawbridge  
C Walden

In Attendance:

L Jakeman, Town Clerk

0235/1920 **APOLOGIES FOR ABSENCE**

Members noted the apologies as listed below:

Councillor S Stevens – personal commitment  
Councillor C Whittle - unwell

0236/1920 **DECLARATIONS OF INTEREST**

Cllr Sawbridge declared an interest in item 15 on the agenda (Sale of Land at Bandon Lane) as she is the Chairman of the Bridgnorth Rugby Club (potential buyer of the land).

0237/1920 **CASUAL VACANCY**

Members noted that Cllr Karen Sawbridge was elected as a Morfe Ward Councillor on Thursday 26<sup>th</sup> September 2019.

0238/1920 **PUBLIC QUESTION TIME**

Bridgnorth Club For Young People - Mrs Dixon of St Johns Street had noted the minutes of the Annual Town Meeting in relation to the Club for Young People and the Town Clerk's response that 'concerned residents should contact the Charity Commission directly...'; she asked why then the Council had taken the matter on?

The Mayor advised that the matter (to raise concerns) had subsequently been proposed by a councillor at a subsequent meeting of the Town Council.

Sale of Land at Bandon Lane – Mr Richards of St Leonards Close questioned the necessity for the matter to be in confidential session and asked a number of questions regarding the procedure of selling council owned land (seeking assurances that the matter was being handled in accordance with appropriate legislation).

The Mayor advised that it was appropriate for the matter to be in confidential session (contract negotiation). The item is merely an update to councillors on a previously agreed resolution of the Council – no decisions were to be made – furthermore any sale of the land would require the publication of a formal notice and allow comment (and public scrutiny).

0239/1920 **MINUTES**

- i) Members noted receipt of the draft minutes of the Meeting of Bridgnorth Town Council held on Tuesday 17<sup>th</sup> September 2019.

**RESOLVED: that the minutes of the Meeting of Bridgnorth Town Council held on Tuesday 17<sup>th</sup> September 2019 be signed by the Chairman as a true record.**

0240/1920 **MEMBERS QUESTION TIME**

Nil

0241/1920 **OUTDOORS AND PROPERTIES MANAGER'S REPORT**

Members noted receipt of a report that provided a general overview of recent and planned activity regarding grounds and property maintenance and a recommendation regarding replacement grounds equipment.

Members noted a request that the equipment budget for FY 20/21 is increased to cover anticipated increases in costs ( including *Hedge Cutter, Leaf Blower and Strimmer*) and a further £3,000.00 a year to contribute to the cost of replacement mowers and other mechanical grounds equipment in future years. The matter will be considered as part of the budgetary process.

0242/1920 **SHIFNAL & BRIDGNORTH AREA COMMITTEE MEETING OF SALC**

Members received the draft minutes of a meeting held on 16<sup>th</sup> September 2019. Members congratulated Cllr Cooper on being elected Vice-Chair of the Committee. Councillors Cooper and Marshall (the Town Council representatives to the committee) provided members with a verbal summary of a number of the conversations that took place / expanded on the content of the minutes.

0243/1920 **POLICE & CRIME COMMISSIONER**

Members noted that the P&CC visited a number of councillors of Bridgnorth Town Council on Wednesday 25<sup>th</sup> September and acknowledged receipt of a report summarising the visit.

There are no specific outcomes from the meeting. Those present were able to be informed around policing priorities, ambitions and challenges and at the same time raise some individual issues that provided some food for thought.

0244/1920 **VIREMENTS**

Members **RESOLVED: to authorise the following virements (Financial Regulation 4.2 refers):**

- i) **Virement of £107.50**
  - **from Civic & Democratic – Mayors Allowance (110/4500)**
  - **to Castle Hall – Lettings (299/1000)****Hire of Castle Hall for the wake of the late Mayor, Mrs Jean Onions**
  
- ii) **Virement of £30.00**
  - **from Civic & Democratic – Civic & Ceremonial (110/4535)**
  - **to Castle Hall – Lettings (299/1000)****Hire of Castle Hall for a Town Plan meeting on 30 May 2019**
  
- iii) **Virement of £80.00**
  - **from Civic & Democratic – Civic & Ceremonial (110/4535)**
  - **to Town Hall – Lettings (210/100) £45.00**
  - **to Annexe – Lettings (206/1000) £24.00**
  - **to Town Hall – Market Fees (210/1400) £11.00****Various hires/activities for the Twinning Association**

0245/1920 **ADVERTISING ON TOWN COUNCIL PROPERTY**

**RESOLVED:**

- i) Adopt the draft guidelines/application form/ terms and conditions for use of Council buildings by non-Town Council bodies and events.

AND

- ii) Agree the proposed set of fees:

Town Hall:

- £40 booking fee (to put up and take down) plus £15 per week fee – up to a maximum of 3 weeks.

Severn Park:

- £10 booking fee if they put it up themselves and £5 per week rental up to 3 weeks.
- £25 booking fee if Council staff asked to affix advertisement and £5 per week rental.

0246/1920 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

**RESOLVED** in terms of Schedule 12A, Local Government Act 1972, the following items will be likely to disclose exempt information relating to establishment and contractual matters and it is, therefore, **RESOLVED** that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded.

*(Note: elements of the discussion and any contractual details are confidential, however the nature of any decisions made are for public record.)*

0247/1920 **BRIDGNORTH CLUB FOR YOUNG PEOPLE**

Members were made aware of correspondence sent to the Charity Commission regarding the inactivity of the subject charity. Members also noted that the Charity Commission had acknowledged and have decided to keep the information provided on the charity's records.

0248/1920 **CCTV**

**RESOLVED to:**

**Renew the CCTV maintenance contract with the current contractor on the basis of the Bronze level service agreement for a period of 12 months.**

**And**

**That a new earmarked reserve be created titled CCTV**

**And**

**That 50% of the in-year budget saving of nominal ledger 4175 (Cost Centre 301) be transferred to the CCTV earmarked reserve.**

0249/1920 **SALE OF LAND AT BANDON LANE**

*(Clerk's Note: Cllr Sawbridge left the meeting having declared a pecuniary interest in the agenda item)*

Members received an update (from the Clerk) regarding the sale of land at Bandon Lane. The Clerk advised that the Rugby Club are likely to enter into a formal option agreement to acquire all or much of the Town Council owned land adjacent to Bandon Lane. Once that has been drafted the document will be presented to Town Council for confirmation. There will also need to be a formal piece of notification to the electorate before any sale can be finalised.