

BRIDGNORTH TOWN COUNCIL

**Minutes of the Meeting of Bridgnorth Town Council held in the Mayor's Parlour,
College House on Tuesday 18th July 2017 at 7.15pm**

Present: The Town Mayor, Councillor R Whittle OBE in the Chair,
Councillors Mrs C Baines MBE, Ms S Barlow,
Dr J Buckley, D Cooper, G Davies, J Gittins, A Hinton,
Mrs H Howell, Mrs K Hurst-Knight, E Marshall,
Mrs J Onions, Mrs S Stevens, Mrs C Walden and
Mrs C Whittle

In Attendance: Town Clerk, Mrs A Wilson
Two members of the press
Three members of the public
Minutes' Secretary and transcribed by Mrs R Williams

Prior to the meeting, a presentation was made to Mr Tim Lewis, the Direct Labour Force Supervisor, who is retiring from the Town Council after 16 years' service.

The Mayor read out a letter of thanks that had been received from the Mayor of Schrobenhausen following the recent visit of delegates from Bridgnorth.

0168/1718 **FIRE SAFETY ANNOUNCEMENT**

The meeting commenced with a fire safety announcement by the Mayor.

0169/1718 **APOLOGIES FOR ABSENCE**

RESOLVED: to receive the apology as listed below:

Councillor R Fox (personal commitment)

0170/1718 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

0171/1718 **PUBLIC QUESTION TIME**

Question from Mr D Wall

1. Is the Bridgnorth Events Committee a council run committee or community committee?

The Community Events Working Party is a community committee managed, funded, facilitated and administered by the Town Council. This enables the

Town Council's insurance, risk management procedures, procurement, administration and other expertise to be used. These meetings are open to any members of the public all of whom have a right to participate in discussions.

2. How does the committee share the dates of the meetings, agendas or minutes with the public in order to allow others to attend and contribute?

The dates of the meetings are shared on the Town Council website, notices in town noticeboards and through Facebook both on the Town Events Facebook page and this is shared by various pages such as What's happening in Bridgnorth?

Agenda and minutes are available on the Town Council website and are e-mailed to all those who attend the meetings regularly and others upon request.

The Chairman further commented that more community involvement would be very much appreciated.

0172/1718 **MINUTES**

- i) The minutes of the Extraordinary Meeting of Bridgnorth Town Council held on Monday 15th March 2017 at 6.00pm were submitted as circulated.

The Town Clerk explained to Members the delay in the Council receiving these minutes – they were written externally and only fairly recently received. They will be presented to the first September meeting.

- ii) The minutes of the Meeting of Bridgnorth Town Council held on Tuesday 11th July 2017 at 7.15pm were submitted as circulated.

RESOLVED: that the minutes of the Meeting of Bridgnorth Town Council held on Tuesday 11th July 2017 be signed by the Chairman as a true record.

0173/1718 **MATTERS ARISING**

There were no matters arising.

0174/1718 **TOWN MAYOR'S AND DEPUTY MAYOR'S DIARY**

Members noted that the Town Mayor and Deputy Mayor had attended the following since the last Town Council meeting:

Mayor & Mayoress

21 June	Crucial Crew
23-26 June	Schrobenhausen Twinning
30 June	Grainger & Worrall Marches Centre
2 July	Much Wenlock Civic Service
5 July	East Ward Councillors meeting with Friar St/Riverside residents
6 July	Bridgnorth Walk Prize Giving
7 July	Cliff Railway anniversary, Baptist Church
9 July	Baptist Church Choral Concert
12 July	Presentation to Year 6 Castlefields students following Best Costume Entry into this year's Carnival
15 July	Alveley Country Music Festival opening
16 July	Oswestry Civic Service
17 July	Mayor's Charity Curry Night
18 July	In Bloom Judging

Deputy Mayor

24th June	Town Carnival
25th June	St Mary's St. Open Gardens Event

0175/1718 **MEMBERS QUESTION TIME**

There were no Members Questions.

0176/1718 **COMMITTEE MINUTES**

- i) The minutes of the Planning Committee meeting held on Monday 10th July 2017 were submitted as circulated.

RESOLVED: that the minutes of the Planning Committee meeting held on Monday 10th July 2017 be received and adopted.

0177/1718 **MATTERS ARISING FROM COMMITTEE MINUTES**

There were no matter arising.

0178/1718 **FINANCE**

- i) Accounts for Payment

Members were asked to authorise the signing of invoices for payment.

RESOLVED: that the accounts amounting to £11,434.98 be approved for payment.

ii) Income and Expenditure Report

i) Income and Expenditure Report

RESOLVED: that Members noted the income and expenditure report.

Account Code Report

i) Budget Report

RESOLVED: that Members noted the account code budget report.

ii) Earmarked Reserves Report

RESOLVED: that Members noted the account code earmarked reserves report.

iii) Report from the Town Clerk

RESOLVED: that Members noted the report from the Town Clerk.

iv) Level of Reserves

The Town Clerk informed Members that of the £2,287 held in the Shopwatch/Radiowatch account, £750 of the funds was money from a grant from Bronze Level Tasking, not subscribed by businesses and they had agreed that this money should be forwarded to the new Facewatch Group in town once they had their constitution set up.

RESOLVED: that Members noted the level of the Town Council's reserves of £990,688.

v) Town Council Bank Reconciliation Statement

RESOLVED: that Members noted the Town Council Bank Reconciliation Statement.

0179/1718 **LOW TOWN COMMUNITY HALL**

i) Accounts for Payment

RESOLVED: that the accounts amounting to £245.96 be approved for payment.

ii) Verbal Update regarding Low Town Community Hall

The Town Clerk stated that there was currently nothing to report.

0180/1718 **YOUTH COUNCIL**

Following the public question raised at the last Town Council meeting, Members were asked to consider the way forward with regard to setting up a Youth Council.

Concerns were raised over the additional workload that would be attributed to the Town Council staff if the Town Council were to facilitate the venture. Members felt that the Youth Council should be run entirely by the youngsters themselves.

Several Councillors put their names forward to assist in the setting up of the Youth Council; Councillors Dr J Buckley, Ms S Barlow, R Fox, Mrs S Stevens and Mrs C Whittle. The Town Clerk is to organise a meeting to include the Councillors and interested young residents.

0181/1718 **CONFIDENTIAL SESSION PROTOCOL**

At the last Town Council meeting following her Members Question, Councillor Dr J Buckley made a proposal to adopt the same protocol as Shropshire Council regarding the confidential session of a meeting. It was stated that Shropshire Council give a public explanation as to why each item is being discussed within confidential session and not in open session.

RESOLVED: that the Town Council adopt the same protocol as Shropshire Council regarding the confidential session of a meeting and give a public explanation, on the agenda, as to why each item is being discussed within confidential session and not in open session.

0182/1718 **WEST MERCIA FIRE GOVERNANCE CONSULTATION**

Members were asked to consider the above consultation.

The Police and Crime Commissioner believes that by changing governance arrangements for local fire services in Worcestershire, Herefordshire, Shropshire and Telford & Wrekin more effective, efficient services to communities can be delivered.

He is proposing to take on the roles of two local Fire Authorities, in order to significantly improve local police and fire services and save the taxpayer £4m a year without impacting frontline services.

The Town Clerk is to circulate paperwork to Members to be reviewed over the summer recess and a formal response will be discussed at the Town Council meeting scheduled for 5th September 2017.

0183/1718 **BRIDGNORTH TOWN BUS SERVICE**

Members were asked to consider correspondence received by Councillor R Fox which had previously been sent to Shropshire Councillors by a resident regarding the Bridgnorth Town bus service (service 101). The Town Clerk had also received further correspondence, from a different resident, which the Chairman read out at the meeting. The resident recorded concerns over the lack of a bus stop at the Nock Deighton auction site.

Members were informed that the bus service (101) previously ran every 30 minutes and had now been changed to every 60 minutes. This arrangement is due to be reviewed after 28th July 2017.

RESOLVED: that a letter be written to Shropshire Council with regard to the proposed arrangements for the bus services after 28th July 2017. A copy of the correspondence, with regard to the lack a bus stop at Nock Deighton, be forwarded to Tasley Parish Council and concerns raised with Shropshire Council.

0184/1718 **NALC CONFERENCE**

Members were asked if they would like to attend the NALC Annual Conference and Exhibition taking place on 30-31st October at the Double Tree by Hilton Hotel, Milton Keynes.

Member Rate for Day 1 - £50 plus VAT

Member Rate for Day 2 - £70 plus VAT

Member Rate for 2 days - £120 plus VAT

Member Rate for 2 days including dinner - £150 plus VAT

RESOLVED: that Councillor Dr J Buckley attend the NALC Annual Conference and Exhibition on 30-31st October 2017. Subsistence rates for accommodation and food where required will also be applicable.

0185/1718 **CLERKS CONFERENCE**

Members were asked to consider a request from the Town Clerk to attend the SLCC National Conference being held on 18-19 October at the Jurys Inn Hinckley Island Hotel, Leicestershire.

RESOLVED: that the Town Clerk attend the SLCC National Conference being held on 18-19 October at a cost of £330 plus VAT

0186/1718 **HEALTHMATIC – RENEWAL OF TOILETS CONTRACT**

Members were asked to confirm the 2017/2018 cost of £17,000 for the maintenance and management of the toilets for the next financial year.

The Chairman stated that he felt a contract on this size should go out to tender. The Town Clerk is to bring the item back to the Town Council meeting being held on 5th September 2017 after going out to tender.

RESOLVED: that the contract stay in place for the next 3 months.

0187/1718 **ART STATUE TRAIL**

Members were asked if they wished to set up a zero-cost art-statue trail in Bridgnorth for Spring 2018, similar to the one that is currently running in Wolverhampton. Members watch a short video showcasing the decorated wolves that are placed at various points around the city.

Members were enthusiastic and thought that a similar trail, but on a smaller scale, would be beneficial to the economy of the town.

RESOLVED: that a working group be established to look at the possibility of setting up a zero-cost trail; contacting businesses for sponsorship and asking residents for their preference of animal to be used. The working party will consist of Councillors Ms S Barlow, Dr J Buckley, J Gittins, Mrs H Howell, Mrs K Hurst-Knight, Mrs S Stevens and Mrs C Whittle

0188/1718 **FREEDOM OF INFORMATION REQUESTS RECEIVED**

Members noted that the following FOI requests had been received:

- i) Information with regard to the Park & Ride scheme in Bridgnorth

A reply has been sent stating that the scheme is run by the Bridgnorth Chamber of Commerce and that contact details can be found on their website.

0189/1718 **CONFERENCE/MEETING UPDATES**

From the Town Clerk

- i) Notes of the SLCC Leadership in Action Conference held on 7-8th June 2017

Members noted the report.

- ii) Notes of the NABMA/SLCC Local Council Forum held on Friday 30th June 2017

Members noted the report.

0190/1718 **PUBLIC BODIES (ADMISSIONS 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.

0191/1718 **CONFIDENTIAL MINUTES**

- i) The confidential minutes of the Meeting of Bridgnorth Town Council held on Tuesday 11th July 2017 at 7.15pm were submitted as circulated.

RESOLVED: that the confidential minutes of the Meeting of Bridgnorth Town Council held on Tuesday 11th July 2017 be signed by the Chairman as a true record.

0192/1718 **MATTERS ARISING FROM CONFIDENTIAL MINUTES**

There were no matters arising from confidential committee minutes.

0193/1718 **TOWN COUNCIL DEBTORS**

The current situation was outlined at the meeting in some cases the action being taken to follow up on debtors.

0194/1718 **PERSONNEL MATTERS**

Members considered the matters raised and agreed the way forward.

The meeting closed at 10.00pm