

## BRIDGNORTH TOWN COUNCIL

**Minutes of the Meeting of Bridgnorth Town Council held in the Mayor's Parlour,  
College House on Monday 14th November 2017 at 7.15pm**

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

In Attendance: Locum Clerk, Susan Wilthew  
Properties and Grounds Manager Mr B Ince  
2 members of the public  
Minutes Secretary, Mrs A Kendrick  
Minutes Secretary and transcribed by Mrs P M Russell

0427/1718 **FIRE SAFETY ANNOUNCEMENT**

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

0428/1718 **APOLOGIES FOR ABSENCE**

**RESOLVED:** to receive the apologies as listed below:

Councillor Mrs S Barlow (alternative commitment)

Councillor Mr J Gittins (alternative commitment)

0429/1718 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

0430/1718 **PUBLIC QUESTION TIME**

No public questions had been received.

0431/1718 **MINUTES**

Cllr. D. Cooper asked for the minutes to be deferred to the next meeting as he had not received the notes for the meeting and the draft minutes that he had made a subject access request for and were in contravention of Standing Orders and Data Protection Act.

Following discussion Cllr. D. Cooper called for a recorded vote on whether the minutes of the Meeting of Bridgnorth Town Council held on Monday 16th October 2017 be signed by the Chairman as a true record.

**RESOLVED:** that the minutes of the Meeting of Bridgnorth Town Council held on Monday 16th October 2017 be signed by the Chairman as a true record.

**For:** (8) Councillors R Whittle OBE, Mrs K Hurst-Knight, E Marshall, Mrs J Onions, Mrs C Walden, Mrs C Whittle, A Hinton, G Davies

**Abstentions:** (4) Councillors Dr J Buckley, R Fox, Mrs C Baines MBE, Mrs S Stevens.

**Against:** (1) Councillor D Cooper.

Cllr. D. Cooper called for a recorded vote on whether the minutes of the Meeting of Bridgnorth Town Council Meeting held on Wednesday 1st November 2017 be signed by the Chairman as a true record

**RESOLVED:** that the minutes of the Extraordinary Meeting of Bridgnorth Town Council held on Wednesday 1st November 2017 be signed by the Chairman as a true record.

**For:** (8) Councillors R Whittle OBE, Mrs K Hurst-Knight, E Marshall, Mrs J Onions, Mrs C Walden, Mrs C Whittle, A Hinton, G Davies.

**Against:** (0)

**Abstentions:** (5) Councillors Dr J Buckley, R Fox, Mrs C Baines MBE, Mrs S Stevens, Councillor D Cooper.

0432/1718 **MATTERS ARISING** (for information only)

- i) Updates from the Meeting of Bridgnorth Town Council held on Monday 16th October 2017 that are not included elsewhere on the agenda.
- ii) Updates from the Extraordinary Meeting of Bridgnorth Town Council held on Wednesday 1st November 2017 that are not included elsewhere on the agenda.

There were no matters arising.

0433/1718 **MEMBERS QUESTION TIME**

There were no Members Questions.

0434/1718 **COMMITTEE MINUTES**

Members are asked to receive the minutes and note the resolutions contained therein:

The minutes of the Christmas Committee meeting held on Monday 16th October 2017 were submitted as circulated.

**RESOLVED:** that the minutes of the Christmas Committee meeting held on Monday 16th October 2017 be signed by the Chairman as a true record.

The minutes of the Planning Committee meeting held on Tuesday 17th October 2017 were submitted as circulated.

**RESOLVED:** that the minutes of the Planning Committee meeting held on Tuesday 17th October 2017 be signed by the Chairman as a true record.

The minutes of the Planning Committee meeting held on Monday 6th November 2017 were submitted as circulated.

**RESOLVED:** that the minutes of the Planning Committee meeting held on Monday 6th November 2017 be signed by the Chairman as a true record.

0435/1718 **MATTERS ARISING FROM COMMITTEE MINUTES**

There were no matters arising.

**At this point Councillor Mrs H Howell joined the meeting.**

0436/1718 **NOTES OF OTHER MEETINGS**

- i) Notes of the Severn Park Working Party meeting held on 17th October 2017.  
Members noted report.
- ii) Notes of the Events Working Party meeting held on Wednesday 18th October 2017.  
Members noted report.
- iii) Notes of the Local Plan Review Working Party meeting held on Monday 6th November 2017.  
Members noted report.

0437/1718 **SEALING OF DOCUMENTS**

Members were updated at the meeting of documents that needed sealing.

**RESOLVED:** that the Common Seal be affixed to the following documents:

Section E 576B, 576C, 576D and 579A  
Oak Grove Crem Plot 46

0438/1718 **HERITAGE/EXISTING STREET LIGHTING**

Members were asked to receive a report from the Locum Town Clerk and consider any actions required.

The Locum Town Clerk gave a verbal update regarding the replacement of lights in Bridgnorth this was to make members aware of up and coming cost so that the Town Council Committee can factor this into the budget.

It was suggested that a condition survey of the columns be carried out and we combine with Shropshire and other towns in the county to see if savings can be made.

**RESOLVED:** that the Town Council investigate the possibility of Solar Powered Lights.

0439/1718 **OUTDOORS AND PROPERTIES MANAGER'S REPORT**

**THEFT AND DAMAGE TO THE ROTARY CLUB WISHING WELL**

The Wishing well is still taped off for Security while the damaged parts are with the Blacksmith for repair.

**BAND STAND CASTLE GROUNDS**

The Council electrician has identified a suitable security light to cover the bottom gate, band stand and wishing well as previously agreed by Council. The total cost for supply and installation is £132.00 plus VAT.

**RIVERSIDE CLEARING**

The riverside clearance and coppicing of Willows has taken a bit of a setback over the last few weeks due to temporary manning issues and work will recommence in the next few weeks.

**TREE COPPICING AND PRUNING ON WELL MEADOW**

Thinning of selected trees on Well Meadow will take place this autumn/winter in line with the Well Meadow Management Plan.

**FESTIVE LIGHTS SWITCH ON**

The town lights switch on will take place at 6pm in the High Street on Friday 17th November and will include the lights on Low Town Bridge, Mill Street and St John's Street as normal. All other Low Town Lights will be switched on at 6pm on Saturday 18th November and will include the Quayside and Tree of Reflection, Lavington Gardens, Bandon Island, Cann Hall Bypass and Fox Corner.

**VEHICLES AND PLANT EQUIPMENT**

The majority of the Town Councils tractors, plant and trailers are now over 10 years old and many considerably older with some now showing substantial signs of wear and tear. This autumn/winter the DLF will concentrate on bringing these vehicles and associated items back up to a satisfactory condition and where necessary, seek quotes to put before Council for replacement items where the condition is considered beyond economical repair.

0440/1718 **FEES AND HIRE CHARGES**

Members were asked to receive a report from the Locum Town Clerk regarding allotment fees, Fees and Hire charges for 2018/2019 for Castle Hall, Cemetery, and other Hire and fee charges and consider any actions required.

Members **RESOLVED**: that this item be deferred to a future budget meeting to allow more information to be obtained.

0441/1718 **ELECTRICAL TENDER**

Members were asked to consider the quotations received for the Electrical Tender and consider what actions are required.

Members **RESOLVED**: that the Quotation for the Electrical Tender be awarded to Tender number 3: Lightwire.

0442/1718 **LOCAL PLAN REVIEW**

- i) Members were asked to agree the co-option of Councillor James Gittins to the Local Plan Review Working Party

This was deferred and would be reviewed after the meeting of the Local Plan on Wednesday 22nd November 2017.

- ii) Agreement is requested for the Local Plan Review Working Party to formulate a response to take back to the Town Council meeting on 10th December 2017 to enable comments to be submitted to the "Preferred Scale and Distribution of Development" stage of the Local Plan Review consultation, which runs from Friday 27th October 2017 to Friday 22nd December 2017.

Councillor E Marshall informed the meeting that he had attended a presentation at Shirehall by Nicky Fisher and felt that this review was very serious and should not be left to a working group but this is a matter for the whole Town Council.

Councillor D Cooper gave a verbal update on the Local Plan and how what goes into this will have a very big impact on Bridgnorth and surrounding Parishes after a lengthy discussion it was **RESOLVED**: that Councillors attend the meeting with Adrian Cooper, the Planning Policy Manager for Shropshire Council on Wednesday 22<sup>nd</sup> November 2017 at Bridgnorth venue to be confirmed at 4.00pm.

It was also **RESOLVED**: that after the meeting of the Local Plan on Wednesday 22nd November 2017 if the Working Party still wanted to expand the group that they have the permission of Bridgnorth Town Council to do so and consideration will be given for an Extraordinary Town Council meeting to discuss the matter further.

0443/1718 **TEMPORARY FLOOD LIGHTS OVER THE RUGBY PITCHES ON THE SEVERN PARK IN BRIDGNORTH**

Members were asked to note that the above request for temporary lighting, whilst waiting planning permission for permanent flood lights to light up Pitch 1 and to improve the lighting around Pitch 2.

Members **RESOLVED:** that they had no objection to the erection of temporary LED directional flood lights along both sides of Pitch 1 and Pitch 2 that runs adjacent to the River Severn as there is no cost to the Town Council.

0444/1718 **SEVERN PARK CAR PARK - CASH MACHINES**

Members were requested to consider the quotes for new cash machines on Severn Park and consider what actions are required.

After a short discussion Members **RESOLVED:** that the preferred Quote from Parkeon should be accepted at £9,147.00 less the reduction for cashless machines.

Members also **RESOLVED:** that the Town Council should move with the times and agreed to the Cashless machine option.

0445/1718 **NORTHGATE REPAIRS**

Members were asked to consider the report containing Architects quotations for the proposed repairs to Northgate and consider what actions are required.

After a discussion regarding the repairs required at Northgate members **RESOLVED:** that Arrol and Snell – be awarded the Tender of 10.5% for the total project plus a one off £820.00 to produce the Specification and Schedule of work for the four phases of work.

0446/1718 **FLORAL PROVISION TENDERS**

Members were asked to consider the only quote received from Ubico Nursery, the same company that provided last year's floral displays. The quote is for the sum of £6,127.89. Members **RESOLVED:** that the Quote from Ubico Nursery of £6127.89 be accepted.

0447/1718 **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.

0448/1718 **CONFIDENTIAL MINUTES OF THE MEETING OF BRIDGNORTH TOWN COUNCIL HELD ON MONDAY 16TH OCTOBER 2017**

**RESOLVED:** that the confidential minutes of the Meeting of Bridgnorth Town Council held on Monday 16th October 2017 be signed by the Chairman as a true record.

0449/1718 **MATTERS ARISING FROM CONFIDENTIAL MINUTES OF THE MEETING OF BRIDGNORTH TOWN COUNCIL HELD ON MONDAY 16TH OCTOBER 2017**

There were no matters arising from the confidential minutes.

0450/1718 **CONFIDENTIAL MINUTES OF THE EXTRAORDINARY MEETING OF BRIDGNORTH TOWN COUNCIL HELD ON WEDNESDAY 1<sup>ST</sup> NOVEMBER 2017**

**RESOLVED:** that the confidential minutes of the extraordinary meeting of Bridgnorth Town Council held on Wednesday 01st November 2017 be signed by the Chairman as a true record.

0451/1718 **MATTERS ARISING FROM CONFIDENTIAL MINUTES OF THE EXTRAORDINARY MEETING OF BRIDGNORTH**

There were no matters arising from the confidential minutes.

0452/1718 **CONFIDENTIAL MINUTES OF THE PLANNING COMMITTEE CONFIDENTIAL MEETING HELD ON TUESDAY 17TH OCTOBER 2017**

**RESOLVED:** that the confidential minutes of the Planning Committee confidential meeting held on Tuesday 17th October 2017 be received and note resolutions made noted.

0453/1718 **MATTERS ARISING FROM CONFIDENTIAL MINUTES OF THE PLANNING COMMITTEE CONFIDENTIAL MEETING HELD ON TUESDAY 17TH OCTOBER 2017**

There were no matters arising from the confidential minutes.

0454/1718 **MEMBERS QUESTION TIME**

The Mayor provided a verbal response to questions raised by a Member.

0455/1718 **CEMETERY EXTENSION**

Members received an update on the proposals to extend Bridgnorth Cemetery.

0456/1718 **PERSONNEL MATTERS**

Members discussed items relating to, terms of employment, resignations and pay of employees. **The meeting closed at 9:45pm**