

**BRIDGNORTH TOWN COUNCIL****Minutes of the Meeting of Bridgnorth Town Council held in the Mayor's Parlour,  
College House on Monday 11 December 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, Mrs H Howell, Mrs K Hurst-Knight, E Marshall, Mrs J Onions, Mrs S Stevens, and Mrs C Whittle

In Attendance: Locum Town Clerk, Susan Wilthew

**0505/1718 FIRE SAFETY ANNOUNCEMENT**

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

**0506/1718 APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs. A. Hinton; Ms S Barlow and Mrs C Walden

**0507/1718 DECLARATIONS OF INTEREST**

No declarations of interest were received.

**0508/1718 PUBLIC QUESTION TIME****Written questions had been received:**

In view of the assurances given that the Arts Trail Project would entail no costs to the Council:

1. Can the Council assure the public that the miscellaneous costs of £465.58 and the insurance cost of £60.48 attributed to the Project, mentioned in Appendix K of the Agenda of the Town Council Meeting of 21 November 2017, will be recovered from the Project, and if so how will this recovery be effected?

Response from Cllr. Dr J Buckley: Project management and administration costs were part of the sponsorship deal. Council staff were not putting in any more time; invoices etc. were being generated by members of the group.

2. Will the Council accordingly charge the Project for room hire and labour costs incurred, and if not why not?

Response from Cllr. Dr J Buckley: The Arts Trail Working Party were being granted the same free use of BTC meeting rooms as the Events Committee.

3. Will the Council give an assurance that the costs of the maintenance and insurance of the statues after installation will be borne by the Project, and indicate if so how this will be achieved?

Response from Cllr. Dr J Buckley: Insurance will be covered by income from sponsorship. The statues will be very strong and will be very difficult to damage reflected in the low cost of the insurance policy. Only the artwork will be susceptible and will need varnishing frequently. A local manufacturer is being approached to supply the varnish.

4. Has the Council received from the Police Commissioner any or all of the £27,000 requested for the running of the CCTV system in the town?

Response from the Mayor: No funding has been received for running costs. The Police Commissioner is only making funding available for repairs or renewals.

0509/1718 **REPORT FROM SHROPSHIRE COUNCIL**

Cllr. Elliott Lynch, Shropshire Council sent his apologies as he was unable to attend due to the heavy snow. A written report would follow.

0510/1718 **MINUTES**

- i) The minutes of the Meeting of Bridgnorth Town Council held on Tuesday 21st November 2017 were tabled as circulated.

Councillor D Cooper asked for an amendment to minute 0485/1718 with insertion of:

... which he has rejected INSERT <due to costs and not being within the parameters covered by FOI>

**RESOLVED:** that the minutes of the Meeting of Bridgnorth Town Council held on Tuesday 21st November 2017 as amended be signed by the Chairman as a true record.

0511/1718 **MATTERS ARISING**

There were no matters arising.

0512/1718 **TOWN MAYOR'S AND DEPUTY MAYOR'S DIARY**

Members received and noted the Town Mayor & Mayoress' Diary since the last Town Council meeting.

0513/1718 **MEMBERS QUESTION TIME**

Questions from Cllr D. Cooper

- (i) What were the Town Council's reserves at the end of each financial year from 2012/13 to 2016/17?

Total figures including General Reserve, Earmarked Reserves, EMR Contingency and Useable Capital Receipts:

2012/13	£704,339
2013/14	£683,094
2014/15	£699,314
2015/16	£533,809
2016/17	£585,499

- (ii) Where is information available to members of the public about the Town Council's historical financial performance?

The public can find information by contacting the Town Council Office

- (iii) Has the Town Council actually considered purchasing car parks in the Town?"

No

0514/1718 **PLANNING COMMITTEE MINUTES**

Members were asked to receive the minutes and note the resolutions contained therein for the following meetings:

The minutes of the Planning Committee meetings held on Monday 20th November 2017 and Monday 4th December 2017 which were tabled as circulated.

**RESOLVED:** that the minutes of the Planning Committee meetings held on Monday 20th November 2017 and Monday 4th December 2017 be received and adopted.

0515/1718 **MATTERS ARISING FROM COMMITTEE MINUTES**

There were no matters arising.

0516/1718 **NOTES OF OTHER MEETINGS**

- i) Notes of the Local Plan Review Working Party meeting held on Wednesday 22nd November 2017 were received and noted
- ii) Notes of the Local Plan Review Working Party meeting held on Monday 4th December 2017 were received and noted

0517/1718 **SEALING OF DOCUMENTS**

No action was required.

0518/1718 **LOCAL PLAN REVIEW**

It was agreed that it was unrealistic to reach a decision at the meeting. Members were asked to send any comments on the draft as tabled within the next two days and a final draft would be tabled for approval at the meeting on 19<sup>th</sup> December. The Locum Town Clerk was asked to clarify with Shropshire Council what was being asked of the Council for both the Place Plan and Local Plan Review and whether there was any flexibility on the final submission dates.

0519/1718 **OUTDOORS AND PROPERTIES MANAGER'S REPORT**

The O&PM report was received.

The Locum Town Clerk was asked to check if there is a PAT testing register and that it is up to date.

0520/1718 **TRANSFER OF OPEN SPACES**

BTC has agreed in principle to take on the land, but is still waiting for answers to questions including:

Is machinery going to be provided?

Is S.106 payment available and what are the end dates of any agreements and the time limit on possible spend?

Is remedial tree work to be covered by Shropshire Council?

Where land is partly in another parish will the S. 106 funding be appropriately distributed?

Members queried what happens to land that is not taken by BTC. Is it offered to any other organisation or does it remain the responsibility of Shropshire Council?

Locum Town Clerk asked to pursue Shropshire Council for answers.

0521/1718 **NORTHGATE – ADDITIONAL STRUCTURAL ENGINEER'S REPORT**

The report was received.

It was noted that the most expensive part of the original estimate for repairs is not now considered necessary.

Estimates for the repairs specified are now being sought.

0522/1718 **CCTV**

i) CCTV Co-ordinator's Report

Members noted that more volunteers generally were needed. All volunteers needed to be provided with and give the right information and go through an appropriate selection process. As part of a recruitment drive older teenagers should be pursued through Secondary Schools.

**It was agreed** that Cllr. Mrs C. Whittle and the CCTV Co-ordinator would go into the schools.

Locum Town Clerk asked to contact the Police to find out whether they are using WhatsApp for direct communication. If so and if the Police agree it is appropriate the CCTV room is to be provided with a basic mobile phone to message police directly via the WhatsApp system.

Members were asked to direct any comments on the Christmas Lights Switch On event directly to the Events Committee.

ii) Crown Meadow – Application for CCTV

This item was deferred to the confidential part of the meeting.

0523/1718 **FREEDOM OF INFORMATION REQUESTS RECEIVED**

Members noted that no FOI request had been received by the date of issuing the agenda, but that one had been received on the day of the meeting.

0524/1718 **CONFERENCE/MEETING UPDATES**

The following reports from Councillors were noted:

- i) Report from the Telford Samaritans AGM held on 21st August 2017 from Councillor D Cooper
- iii) Report from the SALC Briefing on General Data Protection Regulations from Councillor Mrs C Whittle
- iv) Report from the Bridgnorth Leisure Centre User Group Meeting held on 27th November 2017

From external bodies

- i) Minutes of the Bridgnorth & District Twinning Association held on Tuesday 28th November 2017

**It was agreed** that the Twinning Association should be invited to present to BTC on what they do especially in light of next year's anniversary.

0525/1718 **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.

0526/1718 **CONFIDENTIAL MINUTES**

i.a. Confidential minutes of Tuesday 21 November 2017

A recorded vote was requested by Cllr D Cooper on a proposal to amend the confidential minutes of the Meeting of Bridgnorth Town Council held on Tuesday 21st November 2017.

FOR (5): D Cooper, Dr J Buckley, Mrs C Baines MBE, R Fox, Mrs H Howell  
AGAINST (5): G Davies, E Marshall, Mrs J Onions, Mrs C Whittle, R. Whittle  
ABSTAIN (2): Mrs K Hurst-Knight, Mrs S Stevens

Casting vote by The Mayor: Against

**The proposal was not carried:**

A recorded vote was requested by Cllr D Cooper on a proposal to approve the confidential minutes of the Meeting of Bridgnorth Town Council held on Tuesday 21st November 2017 as tabled

FOR (7): G Davies, Mrs K Hurst-Knight, E Marshall, Mrs J Onions, Mrs S Stevens, Mrs C Whittle, R. Whittle  
AGAINST (4): D Cooper, Dr J Buckley, Mrs C Baines MBE, R Fox, Mrs H Howell  
ABSTAIN (0):

**RESOLVED:** that the confidential minutes of the meeting of Bridgnorth Town Council held on Tuesday 21st November 2017 be signed by the Chairman as a true record.

i.a.1) Matters arising from Confidential Minutes

Members received an update on changes to personnel at AFC Bridgnorth.

ii.a) Planning Committee confidential meeting

The minutes of Planning Committee confidential meeting held on Monday 4th December 2017 were tabled.

**RESOLVED:** that the confidential minutes of the Planning Committee confidential meeting held on Monday 4th December 2017 were received.

ii.a.1) Matters arising

There were no matters arising from confidential session of the Planning Committee

0527/1718 **CROWN MEADOW – APPLICATION FOR CCTV**

It was **RESOLVED** to agree that Shropshire Council can site deployable CCTV at Crown Meadow.

0528/1718 **CEMETERY EXTENSION**

An update was given on the progress of negotiations to acquire land. No feedback had been received to date.

This item was being discussed in confidential session as it related to the preparation of cases in legal proceedings, including land transactions.

0529/1718 **PERSONNEL MATTERS**

This item was held in confidential session as it related to individual Town Council employees and their terms of employment/service.

The meeting closed at 9.05pm