

BRIDGNORTH TOWN COUNCIL

**Minutes of the Meeting of Bridgnorth Town Council
held in the Mayor's Parlour, College House on Tuesday 6th November 2018 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
(in part), Mr D Cooper, Mr G Davies, Dr C Dyson,
Mr R Fox, Mr Hinton, Mrs H Howell, Mr E Marshall,
Mrs J Onions and Mrs C Walden

In Attendance: Town Clerk, Mr L Jakeman

0363/1819 **APOLOGIES FOR ABSENCE**

Members **RESOLVED** to note the apologies as listed below:

Councillors S Stevens, C Whittle and K Hurst-Knight

0364/1819 **DECLARATIONS OF INTEREST**

Cllr G Davies declared an interest in Item 11

0365/1819 **PUBLIC QUESTION TIME**

Members noted receipt of written questions from:

Mrs J Smith:

1. Did Bridgnorth Town Council taken part in Police Survey asking for local Town and Parish Councils views on policing? The survey commissioned by PCC John Campion.

Town Council Response – No

Mr A Daniels:

1. Who is the legal owner of the statues on the Arts Trail?
2. If it is the Council, how could any assurance ever have been given to the public that there would be no cost to the Council?
3. If they are privately owned, will the owners be responsible for any cost of their removal over and above the sum set aside for their removal, should any such cost arise?

4. In the application for funds for the commission and erection of a further five statues on the Arts Trail from the Rural Development Programme for Europe, , it is stated that Bridgnorth Town Council owns 20 hectares (above 50 acres) of grass for cropping. Where is this land, and what is its current use?

Town Council Response – The question(s) had not been received in time for the Clerk to provide a considered response and the Council will ask the Clerk to respond in writing when it is more convenient to do so.

Mr R Richards:

1. Is it possible to have sight of the Freedom of Information Act requests received by the Council?

Town Council Response - The question had not been received in time for the Clerk to provide a considered response and the Council will ask the Clerk to respond in writing when it is more convenient to do so.

2. Why does the Council publish the personal details of members of the public who ask public questions?

Response from the Town Clerk - Public Questions are made at public meetings of the Town Council and require the person asking the question to be a resident, documenting some personal detail provides evidence that the person asking the question is qualified to do so.

(Clerk's Note: Where members of the public are concerned that their identify will be known Members of the public or any interested party can contact the Council via a variety of communication methods and they would then receive a personal reply)

0366/1819 **MINUTES**

Members noted receipt of the minutes of the Meeting of Bridgnorth Town Council Meeting held on Tuesday 16th October 2018.

RESOLVED:

The minutes of the Bridgnorth Town Council Meeting held on Tuesday 16th October 2018 are signed by the Chairman as a true record.

0367/1819 **MEMBERS QUESTION TIME**

Question from Councillor Mrs H Howell

Could we please look at the process of Cllrs being appointed to 'outside bodies' before the end of the current municipal year?

The Clerk responded, Yes.

0368/1819 **COMMITTEE MINUTES**

The minutes of the Events & Christmas Committee meeting held on Tuesday 30th October 2018 were submitted as circulated and any recommendations considered.

RESOLVED: that the minutes of the Events & Christmas Committee meeting held on Tuesday 30th October 2018 be received and adopted.

0369/1819 **COMMUNITY GOVERNANCE REVIEW AND LOCAL PLAN REVIEW**

(Clerk's note: Cllr Dr Buckley arrives)

RESOLVED:

- i) To defer the matter to the next meeting of the Council.
- ii) To delegate to Cllr Dyson to lead (with the Support of the Town Clerk and members of the Local Plan Working Group) on the organising and facilitation of 2 to 5 Local Plan Review workshops.

0370/1819 **HEALTH & SAFETY AUDIT**

RESOLVED: to note the receipt of the Health & Safety Audit Report and that Bridgnorth Town Council has been classified as Good.

0371/1819 **OUTDOORS AND PROPERTIES MANAGER'S REPORT**

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

0372/1819 **REPLACEMENT RIDE ON MOWER**

RESOLVED:

- i) To purchase an Ariens Apex 52" Zero Turn Mower and flashing amber light for primary use in the cemetery.
- ii) To increase the Cemetery Equipment budget - Cost Centre 230 Nominal Ledger 4185 –from £300 to £5,200 (*to purchase the new mower*).
- iii) To increase the Ground Maintenance budget - Cost Centre 250 Nominal Ledger 4185 – from £1,000 to £5,144 (*to retrospectively fund the purchase of a trailer in July 2018*).

0373/1819 **UTILITY RENEWALS**

(Cllr Davies left the room for the duration of this item)

Members noted a report which included numerous quotes over numerous timescales for the supply of gas to a number of the Town Council properties.

RESOLVED: to delegate to the RFO (or the Clerk in their absence) the awarding of (renewing) utility contracts on behalf of Bridgnorth Town Council

0374/1819 **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.

0375/1819 **CEMETERY EXTENSION**

Members considered a report from the Town Clerk and **RESOLVED:**

To enter into an Option Agreement with Apley Estate and instruct our Solicitors to proceed with the Client Care paperwork for the purpose of providing additional cemetery land.

0376/1819 **HANGING BASKET TENDER**

Members considered a report from the Town Clerk and noted:

- i) The Council has tendered for the service and received no valid tenders.
- ii) Financial Regulations para 12 (b)(g) states 'if less than 3 tenders are received for contracts valued above £5,000 or if all the tenders are identical, the Council may make such arrangements as it thinks fit for procuring the goods or materials or executing the works.
- iii) A firm called Plantscape submitted a partial tender via e-mail on the closing date, It is not considered a valid tender as it is not complete; it only 'quotes' for part of the work (albeit the bulk of the contract)
- iv) The quote by Plantscape does not appear to be an unreasonable price taking into consideration previous years tender submissions.
- v) The Council will need to give delegated authority to ensure that a contract can be put in place at the earliest opportunity to ensure some form of floral display is provided.

RESOLVED:

That in light of not having received any qualifying tenders for the Hanging Baskets Contract for 2019, it delegates to the officers of the Council to procure the necessary elements of the contract (*using the Plantscape quote as the main element*), within a budget envelope of less than £12,000). Thus, ensuring a display of matching scale and quality to that provided in 2018 in a manner that seeks to provide best value to the Town Council.