

**BRIDGNORTH TOWN COUNCIL**

**Minutes of the Meeting of Bridgnorth Town Council  
held in the Mayor's Parlour, College House on Tuesday 18<sup>th</sup> December 2018 at 7.15pm**

Present: The Town Mayor, Councillor R Whittle OBE in the Chair,  
Councillors Mrs C Baines MBE, Dr J Buckley,  
Mr D Cooper, Dr C Dyson, Mr R Fox, Mr E Marshall,  
Mr G Davies, Mr A Hinton, Mrs H Howell,  
Mrs K Hurst-Knight, Mrs J Onions, Mrs C Whittle

In Attendance: Town Clerk, Mr L Jakeman

**0433/1819 APOLOGIES FOR ABSENCE**

Members noted the apologies as listed below:

Councillor Ms S Barlow	Work Commitment
Councillor Mrs S Stevens	Personal Commitment
Councillor Mrs C Walden	Personal Commitment

**0434/1819 DECLARATIONS OF INTEREST**

Nil

**0435/1819 PUBLIC QUESTION TIME**

Nil

**0436/1819 PLANNING APPLICATIONS**

Following a presentation from Mr John Steven (Consultant to FCFM Group), a representative of the developer for 135 holiday let lodges at the Astbury Estate prior to the meeting, Members considered the following planning application:

18/05078/FUL (et al)

- Re-development of Astbury Hall Estate to include the installation of 135 holiday let lodges with raised decked areas; car parking areas; footpaths/cyclepaths and roadways; installation of foul water treatment plants and refuse points (Valley Lodge Phase)

**RESOLVED:**

**That Bridgnorth Town Council supports the application submitted and provides the following comment:**

The development proposal appears to be of a high quality and fits with the locale.

An increase in visitor accommodation to the area is seen as a positive.

There is the potential for some significant economic benefits to Bridgnorth through increased tourism and linked visits to the retail offering and attractions in and around Bridgnorth.

We note that the developer has taken the effort to meet with those parish councils (including Bridgnorth) that are either directly or indirectly affected in an attempt to understand difficulties (that are likely to arise with any development) as well as local interest groups (Severn Valley railway and the Chamber of Commerce).

Any development will require some mitigation or thoughtful consideration of the neighbourhood and its residents. A number of matters would benefit from thoughtful consideration:

- Enhancements to (or contributions towards) the footpath between the site and Bridgnorth to provide a sustainable transport link.
- The opportunity for the developer to provide site based shuttle transport to and from the site to desirable local destinations (e.g. Bridgnorth/ Severn Valley Railway).
- Improved cycle access to/ from and in close proximity to the site (the site is within easy reach of National Cycle Route 45).
- The highways adjoining and leading to the site will need to be improved to cope with the increased volume of traffic expected.
- The opportunity for the increased viability of public transport routes from rural communities.
- Site access causing disruption to local residents during the construction phase.

Bridgnorth Town Council has noted the comments of those parishes that are likely to be more directly impacted by the proposed development and is of the opinion that they each contain some reasonable comments that will need addressing by the local planning authority.

0437/1819 **MINUTES**

To approve the minutes of the Meeting of Bridgnorth Town Council Meeting held on Tuesday 4<sup>th</sup> December 2018.

**RESOLVED:**

**The minutes of the Bridgnorth Town Council Meeting held on Tuesday 4<sup>th</sup> December 2018 be signed by the Chairman as a true record.**

0438/1819 **TOWN MAYOR'S AND DEPUTY MAYOR'S DIARY**

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

Mayor and Mayoress

- 23/11 Christmas Lighting Up Event
- 29/11 SALC meeting in Shrewsbury
- 2/12 Shrewsbury Mayors Christmas Charity Lunch
- 7/12 Freeman's Ceremony at Town Hall
- 10/12 Alveley Patient Group 100 annual draw
- 10/12 Bridgnorth Civic Society at Bridgnorth Library
- 18/12 Stourport Mayor's Charity Carol Concert

Deputy Mayor's Diary

- 2/11 Mayor's Charity Night
- 11/11 Remembrance Services
- 7/12 Freeman Ceremony
- 8/12 St Mary's Chamber Choir Christmas Concert

0439/1819 **MEMBERS QUESTION TIME**

There were no Members questions.

0440/1819 **FINANCE**

- i) Accounts Paid – Between meetings

**RESOLVED: that the accounts amounting to £51,287.42 be retrospectively approved for payment.**

- ii) Balance Sheet

Members noted the balance sheet as at 30<sup>th</sup> November 2018.

- iii) Town Council Bank Reconciliation Statement

Members noted the bank reconciliation statement.

iv) Receipts and Payments Summary

Members noted the in-year receipts and payments summary as at 31<sup>st</sup> October 2018.

v) Accounts for Payment

**RESOLVED: that the accounts amounting to £28,309.63 be approved for payment.**

0441/1819 **LOW TOWN COMMUNITY HALL**

i) Accounts for Payment

**RESOLVED: that the accounts amounting to £2,107.00 be approved for payment.**

0442/1819 **PAYMENTS FOR CONTRACT**

**RESOLVED: that payments for the Healthmatic contract for the maintenance of the public toilets are made on a quarterly basis, in advance, (to reduce both admin and bank charges).**

0443/1819 **LISTLEY STREET**

Members considered a proposal from Cllr Hinton that “Listley Street be made totally one way, and that BTC send a letter to Shropshire Council requesting that this should happen”.

Following discussion and consideration of amendments to the proposal members **RESOLVED: that The Town Clerk send a letter on behalf of Bridgnorth Town Council to Shropshire Council on the subject centred around the following comments:**

- The appreciation that there were difficulties currently incurred by some users regarding the part one-way system in Listley Street (i.e. congestion/ road safety issues).
- That Shropshire Council be asked to consider the problems (mentioned by members at the meeting) regarding Listley Street, perhaps through a wider traffic management survey/ analysis.
- That the request be acknowledged and a reasonable time frame be provided for a review and its results to be provided to the Town Council.

0444/1819 **CEMETERY FEES**

Members noted a report from the Clerk regarding changes to the residency fees for the cemetery (the Town Council had adjusted its projected income in the budget process on the assumption that the existing rules would be changed – a tightening of the qualifying period) and a recommendation that **‘with regard to cemetery fees, residents fees apply where the person to be interred was a resident of the parish of Bridgnorth at time of death.’**

**Following discussion and**

**RESOLVED: that with regard to cemetery fees, residents fees apply where the person to be interred was a resident of the parish of Bridgnorth at time of death or had been within the previous 12 months.**

(Clerk’s Note: In light of the decision, the projected income for the next financial year should be reduced by circa £1,500 if it is to remain realistic)

0445/1819 **CASTLE HALL EMERGENCY HEATING WORKS**

Members noted a report from the Clerk regarding the disruption to the heating and hot water supply to Castle Hall.

Members noted that in addition to the authorised emergency works (heating), further provision for the installation of heating for the water in the toilets and a separate immersion heater in the Kitchen would be required (£3,130).

**RESOLVED:**

**To retrospectively approve the expenditure of £2,984.52 on emergency works to repair the heating at Castle Hall (NL 4170/299)**

**And**

**To delegate to the Clerk to commit up to £3,130 to address promptly the provision of hot water to the kitchen and toilets (by striving to obtain 3 quotes).**

0446/1819 **COMMUNITY GOVERNANCE REVIEW**

At the end of August 2018, Bridgnorth Town Council submitted a formal request to Shropshire Council that a Community Governance Review (for Bridgnorth) be undertaken. The matter was considered at their Full Council meeting on Thursday 13<sup>th</sup> December 2018 - Members noted correspondence from Shropshire Council advising:

*“That, whilst it is recognised that a Community Governance Review is desirable, the Council considers that the current request is premature and that a review is not appropriate at this time. Further consideration will be given to conducting a review following the elections in 2021”.*

Bridgnorth Town Council Cllrs Cooper and Dyson had attended the Shropshire Council meeting (Cllr Dyson had posed a question) and updated the meeting about events that occurred leading up to the refusal by Shropshire Council to hold a Community Governance Review of Bridgnorth at this time.

Following discussion, members:

- Noted that Bridgnorth Town Council had previously resolved to submit a petition should Shropshire Council not support the polite request for a Community Governance Review.
- Agreed between themselves to work towards obtaining (by the end of January) the number of signatures required to invoke a Community Governance Review.
- Noted that Tasley Parish Council had written to Shropshire Council opposing the request [from Bridgnorth Town Council] – members expressed concerns about the tone and content of some of that correspondence.
- Were, in general, of the opinion that some formal dialogue on the subject be undertaken with Tasley [and others] Parish Council
- Noted that the 4 Shropshire Councillors [representing Bridgnorth] had declined an opportunity to meet with members of the CGR working group or engage in any meaningful dialogue with Bridgnorth Town Council, prior to the matter being considered by Shropshire Council.

Members **RESOLVED**

**That the Town Clerk write on behalf of Bridgnorth Town Council to Tasley Parish Council on the content of their submission to Shropshire Council [regarding CGR].**

Clerk's Note: A record of votes cast was requested:

In favour: Cllrs: R Whittle, C Dyson, J Onions, G Davies, C Baines, D Cooper, C Whittle, A Hinton and E Marshall.  
Against: Cllrs R Fox, J Buckley, H Howell and K Hurst-Knight.

**That the Town Clerk write on behalf of Bridgnorth Town Council to Shropshire Cllrs Winwood, Lea, Parr and Lynch to express its disquiet at the perceived lack of engagement on the topic [CGR] with Bridgnorth Town Council and further invite them to meet with Bridgnorth Town Council [and/or its representatives] to listen to its views on the matter.**

Clerk's Note: A record of votes cast was requested:

In favour: Cllrs: R Whittle, C Dyson, J Onions, G Davies, C Baines, D Cooper, C Whittle, A Hinton, R Fox, J Buckley, H Howell, K Hurst-Knight and E Marshall (all those present).  
Against: Nil

0447/1819 **COLLEGE HOUSE REVISED OFFICE HOURS**

Members considered a report that sought to address the opening hours of the Town Council, primarily to ensure that the Council staff be available to the public over the lunch period (currently the Council offices close between 1pm and 2pm daily – Mon to Fri).

**RESOLVED: to amend the opening hours of the Council’s administrative offices to be Monday thru’ Friday (excluding public holidays and seasonal closedowns) 10am to 2pm with effect from Monday 28<sup>th</sup> January 2019.**

0448/1819 **LOCAL PLAN AND COMMUNITY GOVERNANCE REVIEW WORKING GROUP**

Members noted a request from the subject Working Group (WG) that membership of the WG be widened / reconfirmed.

**RESOLVED: to confirm the revised membership of the Local Plan and Community Governance Review Working Group: Cllrs C Dyson, R Whittle, D Cooper, E Marshall, S Stevens, J Buckley, J Onions and C Whittle.**

(Clerk’s Note: Cllr Dyson is the current Chairman of the Working Group.)

0449/1819 **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.**

Clerk’s Note: A record of votes cast was requested:

In favour: Cllrs: R Whittle, C Dyson, J Onions, G Davies, C Baines, D Cooper, C Whittle, A Hinton, H Howell, K Hurst-Knight and E Marshall. (all those present).

Against: Nil

Abstentions: Cllrs J Buckley and R Fox.

0450/1819 **TOWN COUNCIL DEBTORS**

Members considered a report from the RFO and **RESOLVED:**

**To note a debtors report and approve the actions being undertaken to address unpaid invoices due to the Town Council.**