

BRIDGNORTH TOWN COUNCIL**Minutes of the Meeting of Bridgnorth Town Council
held in the Mayor's Parlour, College House on Tuesday 22nd January 2019 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, Mr D Cooper, Dr C Dyson, Mr R Fox,
Mr E Marshall, Mr G Davies, Mrs H Howell,
Mrs K Hurst-Knight, Mrs J Onions, Mrs C Walden and
Mrs C Whittle

In Attendance: Town Clerk, Mr L Jakeman
RFO, Mrs R Williams

0460/1819 APOLOGIES FOR ABSENCE

Members noted the apologies as listed below:

Councillor Mrs S Stevens	Unwell
Councillor Mr A Hinton	Personal Commitment

0461/1819 DECLARATIONS OF INTEREST

Nil

0462/1819 PUBLIC QUESTION TIMEQuestions from Mrs A Wilson

1. At the Annual Town Meeting 2018 Graham Downes from Shropshire Council said that the missing railings at Fox Corner would be put back in by the end of June 2018. The accident which demolished the railings took place in May/June 2017. Could the Town Council please confirm when the railings will be repaired? Many local residents are commenting on the length of time this is taking.
2. Shropshire Council Highways, minuted in the Town Council minutes, had agreed to look at options for the junction of Hollybush Road and the Highley Road after concerns were raised by local residents due to the serious issues of road safety at that junction. Following a site meeting the Shropshire Council officer agreed to amend the signage and road markings in the short term but longer term consideration for a roundabout at that junction was spoken about. There are regular near misses and accidents at the junction. Could the Town Council give an update on where these proposals are currently at please?

Response: The matters are noted and while the responsibility to repair the damage lies with Shropshire Council, the Town Council raised the matters with Shropshire Council shortly before Christmas; no date for rectification was offered. We suggest that you forward your comments on to Shropshire Council directly.

0463/1819 **MINUTES**

Members noted receipt of the draft minutes of the Meeting of Bridgnorth Town Council Meeting held on Tuesday 18th December 2018.

RESOLVED:

The minutes of the Bridgnorth Town Council Meeting held on Tuesday 18th December 2018 be signed by the Chairman as a true record.

0464/1819 **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's Diary

19/12 RAF Cosford No 1 Radio School passing out parade - Acting as Graduation Officer
21/12 Visit to Danesford Grange
21/12 Visit to Oldbury Grange
21/12 Partying with Staff and Councillors
25/12 Visit to Innage Grange
25/12 Visit to Bridgnorth Hospital
25/12 Christmas Lunch at Together at Christmas
3/1 Filming Arts Trail video at SVR

Deputy Mayor's Diary

16/12 Sinfonia Concert in St Mary's
21/12 Staff do at Golden Lion

0465/1819 **MEMBERS QUESTION TIME**

Nil

0466/1819 **COMMITTEE MINUTES**

Members noted receipt of the draft minutes of the Planning Committee Meeting held on 17th December 2018 and 9th January 2019.

- i) **RESOLVED: that the minutes of the Planning Committee meeting held on Monday 17th December 2018 be received and adopted.**
- ii) **RESOLVED: that the minutes of the Planning Committee meeting held on Wednesday 9th January 2019 be received and adopted.**

0467/1819 **FINANCE**

- i) Accounts Paid – December 2018

RESOLVED: that the accounts amounting to £81,677.47 be retrospectively approved for payment and approve payment of £176.60 for industrial heaters for Castle Hall (Total £81,854.07)

- ii) Balance Sheet

Members noted the balance sheet as at 31st December 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 31st December 2018.

- iv) Accounts for Payment

Members noted receipt of a list of payments for approval.

RESOLVED: that the accounts amounting to £8,596.36 be approved for payment.

- v) Direct Debit Payments (additions to schedule)

Members considered a report from the RFO recommending that the payment for the postage top up of the franking machine be made by direct debit.

RESOLVED: to delegate to the RFO the task of setting up a direct debit with Pitney Bowes/Purchase Power (in respect of the Council's postage franking machine).

0468/1819 **LOW TOWN COMMUNITY HALL**

Members noted a list of accounts for Payment.

RESOLVED: that the accounts amounting to £2,003.29 be approved for payment.

0469/1819 **PRECEPT/BUDGET SETTING**

Members considered a report from the RFO that provide a number of budgetary and precept options.

Members considered a proposal from Cllr Davies and seconded by Cllr Barlow that the option (Flag 5 on the agenda) of a 2.07% increase (in the Band D equivalent) be adopted.

An amendment was proposed by Cllr Cooper and seconded by Cllr Fox that the option (Flag 4 on the agenda) of a 2.99% increase (in the Band D equivalent) be adopted.

The amendment was carried.

- i) **RESOLVED: to approve the summary budget (Flag 4 on the agenda) for FY 2019/20**
(that results in: Precept of £613,161, General Reserve at £155,050 and Band D equivalent of £134.69, percentage increase of 2.99%)
- ii) **RESOLVED: that a precept be issued, requiring Shropshire Council to pay Bridgnorth Town Council £613,161 (Six Hundred and Thirteen Thousand One Hundred and Sixty-one Pounds) to meeting its expenditure for the financial year 2019/20.**

0470/1819 **APPROVAL OF TOWN COUNCIL FEES**

Members considered a draft list of Town Council Fees (those that were agreed at the Town Council meeting on Tuesday 4th December (minute 0417/1819 (i) refers).

RESOLVED: to approve the revised list of draft fees presented to the meeting.

0471/1819 **ANNUAL TOWN MEETING**

Members noted that the Annual Town Meeting will take place on Tuesday 30th April 2019 at 7pm.

RESOLVED: that the meeting is held in Low Town Community Hall.

Members were invited to submit topics/agenda for the meeting items in writing for consideration by the Town Mayor before the end of March.

(Clerk's note: the Annual Town meeting is wholly different from the Annual Council meeting (which is a meeting of councillors). The Annual Town Meeting is a meeting of the residents of the Town to discuss between themselves whatsoever they might choose. In general terms there is no specific role for the Town Council to play other than that the Mayor is required to call the meeting and Chair it; it is not a Town Council meeting)

0472/1819 BRIDGNORTH ARTS TRAIL

- i) Minutes and Project Plan

Members received the notes of a meeting held on 5th December 2018 and an outline project plan covering Jan 2019 to Apr 2020 for the next steps of the project.

0473/1819 COMMUNITY GOVERNANCE REVIEW

- i) Members received an extract of correspondence (sent by email) from Shropshire Councillor Winwood on behalf of himself, Councillor Lynch, Councillor Lea and Councillor Parr.

"Thank you for your letter regarding a meeting with Bridgnorth Town Council Regarding the above, Following discussions with Bridgnorth members of Shopshire Council We are of the opinion that their is little point in a meeting as we are fully aware of the Town council position which was set out clearly in the report to council, As were the reasons for our apposing the motion."

(Clerk's note: At the previous meeting the Town Clerk was instructed to 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).

- ii) Members noted that a significant number of signatures have been obtained to support a petition that will require Shropshire Council to undertake a Community Governance Review of Bridgnorth.

0474/1819 LISTLEY STREET

Members noted that a meeting is to take place with Hugh Dannatt, Shropshire Council's Traffic Team Manager, at Cantern Brook on Thursday 31st January 2019 at 3pm to discuss traffic management in and around Bridgnorth (minute 0443/1819 refers).

Members were asked to inform the Town Clerk of their availability to attend and advice of any specific topics that they would wish to be discussed. Where Councillors are unable to attend, they were advised to submit their views on the matter in writing to the Town Clerk who can pass them on as appropriate.

0475/1819 **LOCAL PLAN REVIEW “PREFERRED SITES”**

Members considered a report and supporting documentation prepared by the working group for the local plan review.

RESOLVED: to approve the draft submission and proposed questionnaire response (prepared by the LPR Working Group) to Shropshire Council in response to the Local Plan Review “Preferred Sites” Consultation.

0476/1819 **TOWN MAYOR (ELECT) AND DEPUTY TOWN MAYOR (ELECT) 2019/2020**

RESOLVED: that Councillor Jean Onions be appointed Town Mayor Elect for 2019/2020 and Councillor Ron Whittle be nominated as Deputy Town Mayor Elect for 2019/2020.

(Clerk’s Note: The decision here is non-binding as the formal appointment of the 2 posts take place at the annual meeting of the Council)

0477/1819 **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.

0478/1819 **TOWN COUNCIL DEBTORS**

Members considered a report from the RFO.

RESOLVED:

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

0479/1819 **STAFFING MATTERS**

RESOLVED: to approve payments to staff in line with the National Salary Award.