

BRIDGNORTH TOWN COUNCIL

**Minutes of the Meeting of Bridgnorth Town Council
held in the Mayor's Parlour, College House on Tuesday 5th March 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, Mr G Davies, Mr R Fox, Mrs H Howell,
Mrs K Hurst-Knight, Mr E Marshall, Mrs Stevens and
Mrs C Whittle

In Attendance: Town Clerk, Mr L Jakeman

0551/1819 **APOLOGIES FOR ABSENCE**

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

Councillor Dr C Dyson – Personal Commitment
Councillor Mr A Hinton – Alternative commitment
Councillor Mrs J Onions - Unwell
Councillor Mrs C Walden – Personal Commitment

0552/1819 **DECLARATIONS OF INTEREST**

Nil

0553/1819 **PUBLIC QUESTION TIME**

Nil

0554/1819 **MINUTES**

Members noted receipt of the minutes of the Meeting of Bridgnorth Town Council Meeting held on Tuesday 19th February 2019.

RESOLVED:

The minutes of the Bridgnorth Town Council Meeting held on Tuesday 19th February 2019 are signed by the Chairman as a true record.

0555/1819 **MEMBERS QUESTION TIME**

Question from Councillor G Davies

“It is my belief that there are established Town Colours comprising of a deep wine colour and perhaps gold/white lettering(?).

Would it be possible to re-establish these colours, or any new suggested colours, to be actively used, and refreshed throughout the town, where necessary?

Does the Council agree that this approach would greatly improve the look of our town and establish our identity more clearly to our residents and visitors?”

Response:

The questions posed appear to be more appropriately considered as an agenda item in order that any cost implications can be considered.

(Clerk’s Note: While some Town Council furniture is painted ‘Bridgnorth Burgundy’ it is not the case that all furniture is.)

0556/1819 **BRIDGNORTH CEMETERY**

i) Cemetery Fees

RESOLVED: that the standard (non-resident) woodland fee for the interment of the cremated remains of a person whose age at the time of death exceeded twelve years was erroneously typed as £440.00 (which is less than the 2018/2019 fee) whereas it should have read £494.00 (in line with the 10% increase for other cemetery fees).

0557/1819 **OUTDOORS & PROPERTIES MANAGER’S REPORT**

Members noted receipt of a report that provided a general overview of recent and planned activity regarding grounds maintenance, and **RESOLVED to accept a quote from SAMCO for £1,050 plus VAT to lightly scarify the existing stone on the Severn Park car park, re-grade and compact the whole area; acknowledging that as we only have the one quote, Council waive financial regulations in this instance.** (with funding being provided from the Severn Park Maintenance Earmarked Fund).

0558/1819 **REVIEW OF CASTLE HALL BOILER REPLACEMENT CONTRACT**

Members noted that the works delegated to the Clerk to authorise in relation to the Castle Hall and its heating system have been carried out.

RESOLVED: to note the update from the Town Clerk.

0559/1819 **CASTLE HALL AND TOWN HALL WORKING GROUP**

Members received an update from the Castle Hall and Town Hall Working Group and

RESOLVED:

- i) **To note that the Town Hall curator/ tea shop assistant post not be advertised until a firm outline business plan is produced and agreed by Full Council.**
- ii) **To note that the standard cleaning contract should be reviewed (reduced service) and that the RFO be given delegated authority to make any necessary arrangements required to reduce the level of contract.**
- iii) **To note that the Town Hall continues to be closed to the general public for a period of time, with the decision to be reviewed by working group before the end of September 2019. (The Town Hall will still be available for ad-hoc bookings as a meeting room and weddings as well as civic events)**
- iv) **To note further consideration be given at the beginning of the next financial year for part of the budget set aside for the Town Hall to be directed to the Castle Hall to ensure that it operating effectively at the earliest opportunity.**
- v) **To approve £2.5k from Cost Centre 210 (Town Hall) Nominal Ledger 4000 (salaries) be vired to Cost Centre 299 (Castle Hall) Nominal ledger 4170 (repairs). Castle Hall repair budget will be increased to £10,000.**
- vi) **To approve that up to £650 be spent on producing a Virtual tour and maps for the Town Hall to allow some 'public access' while the Town Hall is not open for general public use.**

0560/1819 **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.

(Clerks Note: Councillor Buckley left the meeting)

0561/1819 **PLAYGROUND EQUIPMENT TENDERS – SEVERN PARK**

Members considered a report from the Town Clerk and its recommendations.

RESOLVED:

- i) **To select Contractor A as the preferred contractor for the upgrade and refurbishment of the Severn Park play equipment.**
- ii) **To delegate to the Property & Grounds Manager the task of finalising the precise requirements for the provision and siting of individual equipment (generally in line with the outline scheme submitted) without exceeding the amount identified in the tender.**

0562/1819 **STAFFING MATTERS**

Members considered a report from the Town Clerk and its recommendations.

RESOLVED: that the Committee delegates to the Clerk the authority to appoint an ad-hoc external grave digging service to supplement the DLF to address peaks in demand, staff absences and machinery failure.