

**BRIDGNORTH TOWN COUNCIL****Minutes of the Meeting of Bridgnorth Town Council  
held in the Mayor's Parlour, College House on Tuesday 16<sup>th</sup> April 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, Dr C Dyson,  
Mrs H Howell, , Mr E Marshall,  
Mrs J Onions, Mrs C Walden and Mrs C Whittle.

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

**DRAFT UNTIL SIGNED AT A SUBSEQUENT MEETING**

**0604/1819 APOLOGIES FOR ABSENCE**

Members noted the apologies as listed below:

Councillor Mr R Fox	Personal commitment
Councillor Mrs S Stevens	Personal commitment
Councillor Mr A Hinton	Work commitment
Councillor Mrs K Hurst-Knight	Unwell

**0605/1819 DECLARATIONS OF INTEREST**

Nil

**0606/1819 PUBLIC QUESTION TIME**

Nil

**0607/1819 MINUTES**

Members noted receipt of the draft minutes of the Meeting of Bridgnorth Town Council Meeting held on Tuesday 2<sup>nd</sup> April 2019.

**RESOLVED:**

**The minutes of the Bridgnorth Town Council Meeting held on Tuesday 2<sup>nd</sup> April 2019 be signed by the Chairman as a true record.**

0608/1819 **TOWN MAYOR'S DIARY**

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

Mayor and Mayoress' Diary

- 21/3. Ludlow Mayor's Quiz Night
- 22/3. Stourport Mayor's Charity Ball
- 27/3. Rotary Charter Dinner at Old Vicarage
- 30/3. Lions Charter Dinner at Punch Bowl
- 1/4. Len Foxall (Freeman) Funeral
- 9/4. Bewdley Mayor's Quiz Night
- 13/4. Bridgnorth RFC Past Players Lunch

0609/1819 **MEMBERS QUESTION TIME**

Nil

0610/1819 **COMMITTEE MINUTES**

- i) Planning Committee – minutes of the meeting held on 1<sup>st</sup> April 2019

**RESOLVED: to receive the minutes of the Planning Committee meeting held on 1<sup>st</sup> April 2019 and note the resolutions contained therein.**

- ii) Planning Application 18/02281/FUL

Members were asked to consider the following resolution:

*RESOLVED: that this item be referred to the next meeting of the Town Council to determine whether they wished to add an additional comment giving the reason for their recommendation of refusal to application 18/02281/FUL.*

**RESOLVED: to submit the following response to Planning Application 18/02281/FUL Land at Innage Lane:**

Object with the following comment: "The Town Council would be minded to support the development of the site if the application addressed the matter of overdevelopment (e.g. so not being 3 storeys high). Furthermore, would prefer that the non-designated heritage assets on the site to be retained as part of the development. In addition the Council would wish that an appropriate affordable housing contribution is obtained from any development of homes on the site."

i) Accounts Paid – March 2019

Members noted receipt of a list of retrospective payments for approval.

**RESOLVED: that the accounts amounting to £47,811.28 be retrospectively approved for payment.**

Members noted that the reports presented below are not the Year End figures for 2018/2019 as the end of year closedown, to include any possible virements and accruals, is taking place on Friday 12 April 2019.

ii) Budget Report

Members noted the Budget Summary report.

iii) Balance Sheet

Members noted the balance sheet as at 31<sup>st</sup> March 2019.

(Clerk's Note: The RFO advised members that the balances issued with the agenda would be amended as a result of the standard end of year accounting procedures [e.g. calculating for the likes of accruals, pre-payments and payments in advance] however, the general reserve figure would be close to £248,000 an increase of some £100,000 in the financial year.)

iv) Town Council Bank Reconciliation Statement

Members noted the bank reconciliation statement as at 31<sup>st</sup> March 2019.

(Clerk's Note: Cllr Buckley left the room)

v) Receipts and Payments Summary

Members noted the in-year receipts and payments summary as at 31<sup>st</sup> March 2019.

v) Accounts for Payment

Members noted receipt of a list of payments for approval.

**RESOLVED: that the accounts amounting to £33,121.13 be approved for payment.**

- vi) Schedule for Signing Payroll and Payment of Accounts

**RESOLVED: to confirm the schedule for signing payroll and payment of accounts.**

0612/1819 **LOW TOWN COMMUNITY HALL**

- i) Accounts for Payment

Members noted a list of accounts for Payment.

**RESOLVED: that the accounts amounting to £9,770.05. be approved for payment.**

- ii) Low Town Community Hall Recharges

**RESOLVED: that Bridgnorth Town Council agrees to cancel charges to Bridgnorth Community Hall for FY 2018/19 (£9170)**

**And**

**That the Bridgnorth Community Hall Management Committee be asked to swiftly investigate all their options [in the report] in some detail to ensure the future viability of the Bridgnorth Community Hall that minimises the direct financial impact on the Town Council in future years and in turn present those proposals to the Town Council for consideration.**

(Clerk's Note: Cllr Buckley returned to the room during this agenda item)

0613/1819 **COMMUNITY GOVERNANCE REVIEW & LOCAL PLAN REVIEW**

**RESOLVED:**

- i) **To receive the notes of a meeting of the Local Plan and Community Governance Review Working Party held on Tuesday 12<sup>th</sup> March 2019,**

(Clerk's Note: Cllr Barlow left the room for the remainder of the meeting)

**And**

- ii) **To discuss the matter of the Town Plan after the next agenda item relating to the working party reconfiguration.**

And

- iii) **To separate the 2 elements of the Working Party and form 2 distinct Working Parties and approve the terms of circulated with the agenda reference for each Working Party.**

And

- iv) **To confirm membership of the (now 2) Working Parties:**

**Community Governance Review:**

**Cllr Marshall  
Cllr Dyson  
Cllr Cooper**

**Local Plan Review:**

**Cllr Dyson  
Cllr Barlow  
Cllr Cooper  
Cllr Buckley  
Cllr R Whittle**

0614/1819 **SHROPSHIRE COUNCIL PUBLIC TRANSPORT CONSULTATION**

Members noted the correspondence regarding Shropshire Council's Public Transport Consultation and considered a draft response prepared by Councillors D Cooper and R Whittle.

Councillor Buckley proposed an amendment to the last sentence of paragraph J (the motion was carried)

**RESOLVED**

**To submit the following response to the Shropshire Council Consultation regarding Reduction of Local Bus Service Subsidies – Financial Year 2019/20:**

- a) Unreliability of bus services is one of the most important issues that lead to dissatisfaction and loss of passengers.
- b) Providing provision is consistent a one hour town service is probably an acceptable level of service rather than half-hourly that led to previous complaints of poor timekeeping.
- c) The suggestion that many of our local services might be ceased on Saturdays is surprising as Saturdays are often the peak for use by none work or education users.
- d) The reason behind (c) above may well be the uneconomic allowances made by most councils for use of senior/disabled passes.

- e) It is difficult to see how the reductions in service being outlined in the document will provide the savings being sought. Therefore there must be a risk that actual reductions could well be greater than might be assumed from the document.
- f) There comes a point where reductions in bus services become self-defeating as the level of service is so minimal that they become of little use to regular users. It may well be that these amendments pass that threshold in many instances.
- g) Reductions in bus services are an easy target. It may well be that there are other Council costs that could be reduced in order to provide similar savings to those proposed without having such an effect on the general public and in particular the less well off in society. Tongue in cheek as an example - reduce the number of County Councillors by 50%!! This example would provide a saving, on allowances alone, to match the proposed cuts in bus support.
- h) As an aside Government (of all political persuasions) and local Councils policies have combined over many years to reduce bus services in rural areas to a point where they become almost an irrelevance. A reduction in service levels in cities and large towns from a 6 minute headway to an 8 minute headway represents a 30% reduction but would hardly be noticed by the public. On the other hand a 30% reduction in rural services can be the difference between a service that is useful to workers, schoolchildren and shoppers to one that fails all of these.
- i) **101 Bridgnorth Town Service** - The route does not include the Town's major employment area at Stanmore Industrial Estate or employment areas on Stourbridge Road (though the latter are within walking distance of the route). It may thus make a limited contribution to facilitating employment. It does, however, support accessibility and social inclusion in an area with a relatively high age structure and some areas of deprivation. To the extent that the service substitutes for car usage, it provides a contribution to mitigating air quality issues within the Bridgnorth AQMA and other areas of Bridgnorth which show levels of Nitrogen Oxide pollution slightly below objective levels. As such, we would not wish the service to operate at a lower frequency than hourly.
- j) **115 – Bridgnorth – Weston Heath via Norton and Shifnal, 116 Bridgnorth – Weston Heath via Worfield and Shifnal** - These services are unlikely to be supporting access to employment, and do not service the hub at Telford bus station. They may, however, support access to the Town facilities in Bridgnorth. But Bridgnorth welcomes the visitors that the Saturday service brings to the Town and assists with the vitality of the Town Centre.

- k) **436 Shrewsbury - Much Wenlock – Bridgnorth** - It is proposed to reduce the service frequency to 2 hourly, and that “Peak journey in the morning will operate to Shrewsbury not Bridgnorth” (it is not clear what this means). This service is the only viable public transport route between Bridgnorth and Shrewsbury and is important in accessing public services in Shrewsbury (e.g. Shrewsbury hospital); it also enables the rail network to be accessed at Shrewsbury. As currently timetabled it can support access to employment and education in Shrewsbury from Bridgnorth and Much Wenlock. We would not wish to see this service altered.
- l) 297 Bridgnorth – Kidderminster via Alveley - Bridgnorth can be strongly congested on a Saturday and Bridgnorth Town Council is anxious to retain public transport facilities to and from the Town on a Saturday.

0615/1819 **APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES**

**RESOLVED: To note the Town Clerk’s recommendations for retaining membership on the following outside bodies:**

- St Leonard’s, Weaver and Bluecoat Trust**
- Bridgnorth & Shifnal Area Committee of Local Councils**
- Sir Robert Lee’s Charity**
- Bridgnorth Parish Charity**

(Clerk’s Note: Formal confirmation to take place at the Annual Town Council meeting)

0616/1819 **BRIDGNORTH ROWING CLUB REGATTA – USE OF SEVERN PARK**

**RESOLVED: to allow the use of much of the area requested by the Rowing Club to set up for its Regatta on Saturday 8<sup>th</sup> June on the understanding that they confirm with concession holders suitable siting of concessions. The Council would still expect vehicles that use the parking area to pay the appropriate parking charges.**

0617/1819 **RISK MANAGEMENT SCHEDULE**

**RESOLVED: to approve the Town Council’s Risk Management Schedule.**

0618/1819 **TOWN CLERK’S MANAGEMENT REPORT**

Members noted receipt of a report from the Town Clerk discussing a number of matters that are worthy of note or need tending to in the fullness of time.

0619/1819 **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.

0620/1819 **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.**

0621/1819 **STAFFING MATTERS**

The Town Clerk left the meeting at this point.

**RESOLVED: to suspend Standing Orders for the meeting to continue**

- i) **RESOLVED: to confirm the appointment of Mr Lee Jakeman as the Bridgnorth Town Clerk.**

The Town Clerk re-joined the meeting at this point.

- ii) **Town Clerks Confidential Management Report** - Members noted receipt of a report from the Town Clerk discussing a number of matters that are worthy of note and/or need tending to in the fullness of time.
- iii) Members noted a report from the Town Clerk providing an update on the recruitment process for the vacant DLF post and associated issues.

**RESOLVED: To approve expenditure of up to £7,000 for seasonal staff to supplement the grounds work force from May through to the end of September 2019.**