

**BRIDGNORTH TOWN COUNCIL**

**Minutes of the Meeting of Bridgnorth Town Council held in the Mayor's Parlour,  
College House on Tuesday 9<sup>th</sup> July 2019 at 7.15pm**

Present:

Councillors:

R Whittle OBE (Deputy Mayor)  
S Barlow  
J Buckley  
C Dyson  
R Fox  
K Hurst-Knight  
E Marshall  
S Stevens  
C Walden  
C Whittle

In Attendance:

L Jakeman, Town Clerk

0111/1920 **APOLOGIES FOR ABSENCE**

Members noted the apologies as listed below:

Councillor D Cooper – personal commitment  
Councillor G Davies – alternative meeting  
Councillor H Howell – personal commitment  
Councillor J Onions – unwell  
Councillor C Baines – personal commitment

0112/1920 **DECLARATIONS OF INTEREST**

Nil

0113/1920 **PUBLIC QUESTION TIME**

**Regarding the Agenda Item Bridgnorth Club for Young People**

Summary of questions and responses:

Mr Richards of St Leonards Close – Asked Councillors to support the motion and make enquiries about the assets held by the charity, which he believed to be significant.

Mr Gill of Elizabeth Avenue - Asked Councillors to support the motion. He too had been concerned about the lack of activity of the Charity and felt that the Council might wish to impose a time limit on how quickly the trustees should respond before contacting the charity commission.

The Deputy Mayor responded. He thanked those for their questions and advised that the comments will be taken into consideration when the matter is discussed later on in the agenda.

**Regarding the Outdoor & Properties Manager Report**

Summary of questions and responses:

Mr Gill of Elizabeth Avenue – Commented positively on a number of flower beds maintained by Bridgnorth Town Council and criticised the maintenance of a number of beds believed to be maintained by Shropshire Council and asked whether the Town Council was satisfied with the differing standards.

The Deputy Mayor responded – The Council would be disappointed if public areas were not maintained to an acceptable standard and would look to raise those concerns with Shropshire Council.

0114/1920 **MINUTES**

- i) Members noted receipt of the draft minutes of the Meeting of Bridgnorth Town Council held on Tuesday 18<sup>th</sup> June 2019.

Members pointed out a couple of typographical errors where the Mayor was referred to when in fact it should have been the Deputy Mayor subject to those minor alterations:

**RESOLVED: that the minutes of the Meeting of Bridgnorth Town Council held on Tuesday 18<sup>th</sup> June 2019 be signed by the Chairman as a true record.**

0115/1920 **MEMBERS QUESTION TIME**

There were no Members' questions.

*(Clerk's Note; Cllr Buckley arrives)*

- i) Events & Christmas Committee – minutes of the meeting held on 4<sup>th</sup> July 2019

**RESOLVED: that**

- i) **The minutes of the Events & Christmas Committee meeting held on 4<sup>th</sup> July 2019 be received and adopted.**

**And approve the following recommendations regarding the Carnival:**

- i) **That a scaled down version of the event, specifically to include the main Carnival procession ending in the High Street be held on Sunday 22<sup>nd</sup> September. A prize presentation and light entertainment will take place in the Castle Grounds.**
- ii) **That Bridgnorth Town Carnival 2020 be held on the weekend of 20<sup>th</sup>-21<sup>st</sup> June 2020**

**And approve the following recommendations regarding the CHRISTMAS LIGHTING UP NIGHT:**

- i) Theme  
**To continue the theme of a traditional, family event with a reduced funfair, as last year, from 4pm – 8pm on Friday 22<sup>nd</sup> November 2019.**
- ii) Indicative Budget  
**To delegate to the Town Clerk to seek best value for the event expenditure based on the indicative costings (see below).**

EXPENDITURE		INCOME	
First Aid provision	£260	Stalls x 25 @ £27.50 plus VAT	£687.50 plus VAT
Stage	£1,200	Catering Stalls (deposit) x 8 @ £50	£400
Security/Marshals	£650 plus VAT	Catering Stalls Commission (20%)	£850.00
Reindeer	£500 plus VAT	Attractions i.e. funfair, facepainting	£600
Staff Costs – 15 staff x4 hours @£13p/hr	£780	Budget Line-Nominal Ledger 4646	£3,700
Road Closure	FREE	Sponsorship	£150
Entertainment	£300		
<b>Total</b>	<b>£3,690</b>	<b>Total</b>	<b>£6,387.50</b>

### Fees:

**RESOLVED:** to agree the following pitch fees for this year's event:

- **Commercial - Single pitch (3m x 3m) - £33 inc VAT, Double pitch (6m x3m) - £66 inc VAT**
- **Charities and Community Groups – Single pitch - £15.00 donation, Double pitch - £30.00 donation**
- **Catering (food provision) - £50 deposit to secure the pitch plus 20% of takings, taking into account deposit paid.**
- **Bars - £100 deposit to secure the pitch plus 20% of takings, taking into account deposit paid.**
- **Attractions - £50 deposit to secure the pitch, plus 20% of takings, taking into account deposit paid.**

### 0117/1920 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.

Members discussed the reports of anti-social behaviour over recent weeks on and around Severn Park. Members noted that the Clerk had authorised the closure of the gates allowing access to the main parking and grassed overflow car parking areas as a temporary measure to reduce the likelihood of further anti-social behaviour in the coming weeks. A long term solution to manage the competing demands of; allowing full and easy access to the park for the majority of socially responsible residents and limiting the effects of anti-social behaviour on residents who live in close proximity to the park would need some thought.

0118/1920 **BRIDGNORTH COMMUNITY HALL**

Members noted the resignation of Cllr Buckley from the Bridgnorth Community Hall Management Committee.

**RESOLVED: to confirm the membership of the Committee as Cllrs Onions, R Whittle OBE, E Marshall, S Stevens & K Hurst-Knight.**

Members of the Council who had been unable to attend this meeting would be contacted to ask if they would be willing to join the management committee.

Cllr Buckley raised the matter of non-councillors being members of the management Committee. Members were advised that a meeting of the management committee had been held earlier that day and that it would be more appropriate to discuss wider issues once those minutes had been produced; the intention is to present them to Council at its next meeting on 23<sup>rd</sup> July.

0119/1920 **LOCAL PLAN REVIEW WORKING GROUP**

Members noted the minutes of a meeting held on Wednesday 19<sup>th</sup> June and **RESOLVED:**

**To suspend Standing Orders to allow a member of the public to ask a question:**

Summary of Question:

Mr Gill of Elizabeth Avenue – The previous Town Plan was produced following the distribution of a questionnaire to all residents. Is the intention this time to do it a different way:

Deputy Mayor's response: Yes

Then

**RESOLVED: To reinstate Standing Orders.**

**RESOLVED:**

**To support the formation of an external Steering Group to lead the revision of the Town Plan.**

**To nominate Councillor Clive Dyson as Chair of the Town Plan Steering Group and Councillor David Cooper as a member.**

0120/1920 **CLIMATE CHANGE**

**RESOLVED: to adopt the draft terms of reference for the Climate Change Advisory Group.**

And

**Approve the following initial membership of the Climate Change Advisory Group:**

**Paul Frith  
Sarah Massey  
Luke Neal**

0121/1920 **BRIDGNORTH CLUB FOR YOUNG PEOPLE**

**RESOLVED: that Bridgnorth Town Council, on behalf of the Townsfolk, contact the trustees of The Bridgnorth Club for Young People (Charity Commission No. 522479) to raise concerns regarding the lack of activity in relation to its aims**

And

**Should there be no meaningful or prompt (within 28 days) response that the Town Clerk raises the matter directly with the Charity Commission.**

0122/1920 **POLICE AND CRIME COMMISSIONER'S TOWN AND PARISH COUNCIL SURVEY**

Members considered correspondence from the West Mercia Police and Crime Commission regarding completion of his Town and Parish Council survey.

There was a general view that the parish survey was unsatisfactory in being able to articulate the Council's view of the policing service.

*(Clerk's Note; Cllr Fox departs)*

**RESOLVED**

**That the Clerk prepare a proposed response to the on-line questionnaire, having due regard for the comments of members**

And

**That the Clerk prepare (for consideration at the Council's next meeting) draft correspondence that can be sent separately to the Police & Crime Commissioner highlighting the Council's general concerns and a request to speak with Bridgnorth Town Council in the very near future so that the Council can express its concerns face to face.**

0123/1920 **TOWN COUNCILLOR VACANCY - UPDATE**

Members noted that an election would take place for the current vacancy on Thursday 1st August. The statement of persons nominated had been issued and displayed on the Council website and its notice boards

0124/1920 **BANDON LANE**

**RESOLVED: to inform Bridgnorth Rugby Club that we will refund the charges requested but further advise them that we will be issuing invoices for use, of the relevant areas, in 2017/2018 and 2018/2019 and that we will now need to re-negotiate the terms for the season 2019/2020**