

**BRIDGNORTH TOWN COUNCIL**

**Minutes of the Meeting of Bridgnorth Town Council held in the Annexe, College House  
on Tuesday 17<sup>th</sup> December 2019 at 7.15pm**

Present:

Councillors:

R Whittle OBE (in the Chair)  
C Baines MBE  
J Buckley  
G Davies  
C Dyson  
R Fox  
H Howell  
K Hurst-Knight  
E Marshall  
K Sawbridge  
C Whittle

In Attendance:

L Jakeman, Town Clerk  
R Williams, Responsible Financial Officer

Absent:

Councillor C Walden

0336/1920 **APOLOGIES FOR ABSENCE**

Members noted the apologies as listed below:

Councillors:

S Barlow – personal commitment  
D Cooper – personal commitment  
E Lynch – personal commitment  
S Stevens – personal commitment

0337/1920 **DECLARATIONS OF INTEREST**

Nil

0338/1920 **PUBLIC QUESTION TIME**

Mr Richards of St Leonards Close - Agenda Item 14 Town Council Debtors:  
What is the debt being discussed and why is it in confidential?

Town Mayor response: The agenda item is a standard item each month and updates the Town Council on outstanding payments and relates to contractual arrangements. The list varies from month to month.

0339/1920 **MINUTES**

- i) Members noted receipt of the draft minutes of the Meeting of Bridgnorth Town Council held on Tuesday 3<sup>rd</sup> December 2019.

**RESOLVED: that the minutes of the Meeting of Bridgnorth Town Council held on Tuesday 3<sup>rd</sup> December 2019 be signed by the Chairman as a true record.**

0340/1920 **MAYOR'S DIARY**

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

Mayor's Diary

- 20/11. Bridgnorth Netball Association Awards Presentation  
22/11. Christmas Lighting Up Night  
30/11. Hospital League of Friends Coffee Shop Opening  
Book Launch and Library Event  
Gifts and Flowers Christmas Launch Event  
8/12. Christmas High St Market  
15/12. Wellington Civic Carol Service

0341/1920 **MEMBERS QUESTION TIME**

Nil

0342/1920 **COMMITTEE MINUTES**

- i) Planning Committee – minutes of the meeting held on 2<sup>nd</sup> December 2019

**RESOLVED: to receive the minutes of the Planning Committee meeting held on 2<sup>nd</sup> December 2019 and noted the resolutions contained therein.**

0343/1920 **FINANCE**

i) Accounts Paid – November 2019

Members received notification of items which had been paid in accordance with Financial Regulation 5.5.

**RESOLVED: that the accounts amounting to £56,073.63 be retrospectively approved for payment.**

ii) Budget Report

Members noted the Budget Summary report, including Earmarked Reserves.

iii) Balance Sheet

Members noted the balance sheet as at 30<sup>th</sup> November 2019 (£762,025.00)

iv) Town Council Bank Reconciliation Statements

Members noted the bank reconciliation statements as at 30<sup>th</sup> November 2019.

v) Receipts and Payments Summary

Members noted the in-year receipts and payments summary as at 30<sup>th</sup> November 2019.

vi) Accounts for Payment

Members noted receipt of a list of payments for approval.

**RESOLVED: that the accounts amounting to £38,561.01 be approved for payment.**

0344/1920 **BRIDGNORTH (LOW TOWN) COMMUNITY HALL**

i) Accounts for Payment

Members noted a list of accounts for Payment.

**RESOLVED: that the accounts amounting to £2,591.92 be approved for payment.**

0345/1920 **COMMUNITY GOVERNANCE REVIEW**

Members considered a report from the Town Clerk and noted Bridgnorth Town Council's submission for the Community Governance Review and approved of the recommendations:

*The Draft Proposals document not be considered by Shropshire Council for a decision unless it is rewritten to include a more balanced view before reaching its recommendations i.e. include the salient points provided in the Bridgnorth Town Council submission.*

*The members of the Shropshire Council Working Group that oversaw the Draft proposals document conduct a site visit of the area to be sure that they might more fully appreciate some of the submissions.*

*Representatives of Bridgnorth, Worfield & Rudge and Tasley parish councils be invited to meet with those at Shropshire Council making the recommendations to ensure that all reasonable arguments can be presented and appreciated.*

0346/1920 **IT OPERATING SYSTEM UPGRADE**

Members received a revised / supplementary i.e report summarised below:

- A report dated 5<sup>th</sup> December (sent with the agenda for the meeting) originally recommended that delegated powers be acknowledged/ approved (to the Town Clerk) to ensure that the Council's IT operating system is upgraded.
- It now transpires there might be some medium term savings made by upgrading the IT hardware as well as the software; the costs of which are likely to exceed standard financial regulation thresholds.
- The previous recommendation to delegate to the Town Clerk to upgrade the OS is no longer suitable.
- The matter would benefit from further investigation.
- The Town Clerk will research the matter in more depth and bring the matter back to Council in due course.

0347/1920 **LOCAL PLAN REVIEW**

- i) Members received the notes of the Local Plan Working Group held on 9<sup>th</sup> December 2019.

- ii) A copy of a revised/additional submission to the Local Plan Review [prepared by the Town Council Working Group] was tabled and discussed at some length.
- iii) It was proposed that the draft (tabled) be approved by the Council for submission to Shropshire Council (the LPA).

An amendment to the proposal was made:

That the Town Council should stand by its original submission (and not forward the draft submission tabled).

The amendment was carried and was proposed as the substantive motion.

**RESOLVED: That the Town Council should stand by its original submission (and not forward the draft submission tabled)**

0348/1920 **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.

0349/1920 **TOWN COUNCIL DEBTORS**

Members considered a report from the Responsible Finance Officer.

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