

BRIDGNORTH TOWN COUNCIL

**Minutes of the Meeting of Bridgnorth Town Council held in the Castle Hall on
Tuesday 17th August 2021 at 7.15pm**

(Draft until signed at a subsequent meeting)

Present:

Councillors:

Aked
Baines MBE
Barlow (Chair)
Buckley
Buffey
Chetter
Colley
Connolly
D Cooper
N Cooper
Rochelle
Sawbridge
Wellings

In Attendance:

L Jakeman, Town Clerk
R Williams, Deputy Town Clerk

A member of the public arrived part way through the meeting.

0122/2122 **APOLOGIES FOR ABSENCE**

Councillor Neal - personal commitment
Councillor Round – work commitment
Councillor Seabright - personal commitment

0123/2122 **DECLARATIONS OF INTEREST**

Nil

0124/2122 **PUBLIC QUESTION TIME**

Nil

0125/2122 **MINUTES**

- i) **RESOLVED: to approve the minutes of the Meeting of Bridgnorth Town Council held on 20th July 2021.**
- ii) Members noted receipt of the minutes of the Personnel Committee meeting held on 19th July 2021.
- iii) Members noted receipt of the minutes of the Events & Christmas Committee meeting held on 27th July 2021.

0126/2122 **ANNOUNCEMENTS**

- i) Members noted the Mayor and Deputy Mayor's Diary detailing recent events:

Mayor's Diary

16/07 - Awards to Castlefields and Oldbury Wells students for Sustainable Bridgnorth event
11/08- Judging WI event

Deputy Mayor's Diary

28/07 - Welcoming the Rugby Club cyclists back to Bridgnorth en-route to Lands End, from John O'Groats

- ii) Announcements

Welcome Back Fund - Members were advised that the proposal form for works likely to be eligible under the Welcome Back Fund (Shropshire) had been submitted on Friday 13th August to Shropshire Council. The submission had been approved by the Mayor, in consultation with the Deputy Mayor and appropriate Town Council officers, and had been informed by the online spreadsheet that had been created for councillor comments. The proposals will now be considered and costed to see if they are eligible within the grant criteria and if they can be funded. The outcome might lead to a need to prioritise works (if the costs of them all together exceed the level of grant funding available) or consider further items (if some or all of those submitted do not fit the grant criteria). Members were advised that a copy of the submission will be circulated shortly.

0127/2122 **MEMBERS QUESTION TIME**

Nil

0128/2122 **FINANCE**

i) Accounts Paid – July 2021

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

RESOLVED: that the accounts amounting to £74,551.62 be retrospectively approved for payment.

ii) Cashbooks 1, 2 & 3

Members noted receipt of Cashbooks 1, 2 & 3.

iii) Budget Report

Members noted the Budget Summary report, including Earmarked Reserves.

iv) Balance Sheet

Members noted the balance sheet as at 31st July 2021 (£1,020,586*) comprising:

General Fund	£679,177
Ear Marked Reserves	£168,775
Useable Capital Receipts	£172,633
<i>(* Sub totals combined do not necessarily agree with overall total due to roundings)</i>	

v) Town Council Bank Reconciliation Statements

Members noted the bank reconciliation statements as at 30th June 2021.

vi) Receipts and Payments Summary

Members noted the in-year receipts and payments summary as at 31st July 2021.

vii) Accounts for Payment

Members noted receipt of a list of payments for approval.

i) RESOLVED: that the accounts amounting to £24,713.20 be approved for payment.

ii) **RESOLVED: to authorise Councillors Barlow and N Cooper to sign the cheques** (on Friday 20th August 2021)

viii) Accounting and Audit

Members noted that Councillors L Rochelle and A Buffey, on Friday 23 July 2021, verified/signed the bank statements for June 2021 and signed those cheques approved by Council at the meeting held on 20 July 2021. Councillors L Rochelle and A Buffey authorised payroll for July 2021

0129/2122 **WORKING GROUP UPDATES**

Members considered the report from the Media Policy Working Group.

Cllr Wellings suggested some minor amendments to the draft policy circulated with the agenda in-light-of comments received prior to the meeting.

RESOLVED: that subject to the amendments agreed at the meeting the draft policy be adopted.

AND

That now the function is complete, that the Working Group be disbanded.

0130/2122 **LOCAL POLICE CONTRACT**

Members considered a report and **RESOLVED that:**

The 3 current priorities from the Town Council with regard to local policing and a contract are:

- 1- **For an increased police presence.**
- 2- **Elimination/ reduction of illegal drug activity.**
- 3- **Reduce speeding cars in and around the town and town centre.**

And

That the individual comments submitted by town councillors as part of the process be forwarded along with the Contract document.

- It was further **RESOLVED that the** agreed contact, type of contact and frequency) be as follows:
- Councillor Barlow – Meeting – Monthly
- Deputy Town Clerk – Telephone – Bi-monthly
- Full Town Council – Meeting – Four Monthly

0131/2122 **PROPERTY SERVICES**

Members agreed that there is a need to have some accurate and detailed drawings of many of the Town Council's buildings and that the Town Council **RESOLVES: To accept the quote (£3,550) provided by Shropshire Council's Property Services Group with funding being provided through the Ear Marked Reserve for Equipment Repairs.**

0132/2122 **WIFI IN THE COLLEGE HOUSE ANNEXE**

RESOLVED: to accept the quotation from Midland Computers for the sum of £625 plus VAT to improve the Wi-Fi in the Annexe.

0133/2122 **TOWN COUNCIL STRATEGY AND VISION**

Members agreed to hold an initial informal event at the Town Hall on Tuesday 24th August at 7pm.

0134/2122 **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.

(Clerk's note: While the discussions are confidential the decisions made are documented for the public record)

0135/2122 **TOWN COUNCIL DEBTORS**

RESOLVED: to note a debtors' report and approve the actions being taken.

0136/2122 **PERSONNEL COMMITTEE**

- a. Members considered a confidential report summarising the discussions, any delegated decisions made, and any recommendations to Town Council
- b. Members were advised that the Town Clerk is likely to need to appoint temporary staff or engage contractors under delegated powers.

0137/2122 **CONTRACT FOR REPAIRS TO PLAY EQUIPMENT**

RESOLVED: to accept the quote from Kompan (£5,323.70) for repairs to play equipment on Crown Meadow and Lodge Lane.

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