

BRIDGNORTH TOWN COUNCIL

Minutes of the Meeting of Bridgnorth Town Council held in the Annexe, College House on Tuesday 26th April 2022 at 7.15pm

Present:

Councillors:

Aked
Barlow (Chair)
Baines MBE
Buckley
Chetter
Connolly
Ireland
Marshall
Neal
Rochelle
Sawbridge BEM
Seabright
Wellings

In Attendance:

L Jakeman, Town Clerk
R Williams, Deputy Town Clerk
1 member of the press

0366/2122 **APOLOGIES FOR ABSENCE**

The following apologies were noted:

Councillor Alexa Buffey	Holiday
Councillor David Cooper	Personal Commitment
Councillor Nicky Cooper	Personal Commitment

0367/2122 **DECLARATIONS OF INTEREST**

Nil

0368/2122 **PUBLIC QUESTION TIME**

There being no members of the public present the Chair moved to the next item on the agenda.

0369/2122 **MINUTES**

RESOLVED: to approve the minutes of the meeting of Bridgnorth Town Council held on 15th March 2022.

0370/2122 **ANNOUNCEMENTS**

- i) Mayor's Diary

Nil

- ii) Announcements:

Members noted that there will be a formal Mayor Making Ceremony held on Tuesday 17th of May in the Town Hall. They also noted that the Annual Town Council Meeting will be adjourned in order to proceed to the Castle Hall for refreshments and that the adjourned meeting will take place on Thursday 19th of May at College House.

0371/2122 **MEMBERS QUESTION TIME**

Nil

0372/2122 **FINANCE**

- i) Accounts Paid – March 2022

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

RESOLVED: that the accounts amounting to £76,043.02 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 March 2022 (£582,243) comprising:

General Fund £277,012

Ear Marked Reserves £132,598

Useable Capital Receipts £172,633

(* *Sub totals combined do not necessarily agree with overall total due to roundings*)

v) Town Council Bank Reconciliation Statements

Members noted the bank reconciliation statements as at 31st March 2022. (Reconciled sum of all bank accounts £392,654.28)

vi) Accounts for Payment

Members noted receipt of a list of payments for approval.

i) **RESOLVED:** that the accounts amounting to £29,689.17 be approved for payment.

And

ii) **RESOLVED:** to authorise councillors Aked and Barlow to sign the cheques (on Friday 29th April 2022).

vii) Accounting and Audit

Members noted that councillors J Buckley and D Cooper, on Friday 18th March 2022, verified/signed the bank statements for February 2022 and signed those cheques approved by Council at the meeting held on 15th March 2022. Councillors J Buckley and D Cooper had also authorised payroll for March 2022.

0373/2122 **OUTDOORS & PROPERTIES MANAGER REPORT**

Members received a report from the Outdoors and Property Manager.

Councillor Connolly asked about the anticipated date of delivery of the hanging baskets and whether they would be in place before the June Bank Holiday. The Clerk advised that the date of delivery and installation was dependent upon how well developed the hanging baskets were and more importantly that the risk of frost had disappeared.

Councillor Marshall commented that he felt the damage to the door of the Fox corner toilets might mean some more significant repair than the report suggested.

0374/2122 **BRIDGNORTH COMMUNITY HALL**

Members noted the minutes of the Bridgnorth Community Hall Management meeting held on Friday 18th March 2022.

Members further considered correspondence from the Chair of the Management Committee and RESOLVED:

- a) To approve a rebate of £5.1K for management services (based on a reduced level of service in FY 2021/22).

And

- b) To approve a change of the management agreement contract price of £17,010 for the provision of services for 2022/2023 (based on a reduction of anticipated caretaking hours from 25 hours down to 18 hours per week).

0375/2122 **OUTSIDE BODIES**

Members noted the resignation of Councillor Wellings as one of the Town Council's representatives on the Bridgnorth and Shifnal Area Committee of SALC (a replacement would be nominated as part of the annual review of appointments due in May)

0376/2122 **TWINNING**

Members considered correspondence from the chairman of the Twinning Association regarding arrangements for the Twinning Festival in June 2022.

The Town Council representative (Cllr Karen Sawbridge) briefed members on recent history of Twinning and the aspirations for this year's visit by Thiers and Schrobenhausen which will take place to coincide with the extended bank holiday in June.

Members agreed that any request for financial assistance for the activities should be presented in the form of a formal grant application (in line with the recently adopted Town Council Grants Policy)

0377/2122 **GRANT APPLICATIONS**

Members considered a report on grant applications from the Town Clerk.

Members **RESOLVED** to:

- a) To grant Sustainable Bridgnorth £500 (noting that some of the planned expenditure was for the use of Town Council services e.g. Castle Grounds hire and banner fees. As such, the cash value of the grant would be reduced by offsetting any fees that would normally be due to the Town Council).
- b) To grant Crucial Crew £1,290.

0378/2122 **NORTHWEST RELIEF ROAD**

Members considered a motion received from Councillor L Neal.

RESOLVED that:

Bridgnorth Town Council formally objects to the construction of the northwest Relief Road.

(Members agreed the draft letter circulated by Councillor Neal would benefit from some reconsideration of the tone and some referencing of some of the claims made within it. Members agreed that the councillors Neal, Barlow and Sawbridge should produce an agreed form of words for the Town Clerk to send on behalf of the Town Council. The distribution of the letter should be to the leadership of Shropshire Council along with other suitable addressees including Philip Dunne MP, all four Shropshire councillors covering Bridgnorth and the Secretary of State for Transport.)

0379/2122 **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: Whilst the discussions are confidential the decisions made are documented for the public record)

0380/2122 **STREET LIGHT MAINTENANCE CONTRACT**

Members considered a report and **RESOLVED** to appoint contractor (A) in response to the tender for the Maintenance of the Town Councils streetlights, with funding being made available through the budget for Town Services-Street Lighting Maintenance.

0381/2122 **CONTRACTS**

Members received a brief from the Town Clerk regarding contracts.

RESOLVED to concur with the 2 recommendations in the confidential report.

0382/2122 **STAFFING MATTERS**

Members noted correspondence and an update from the Town Clerk regarding staffing matters. The correspondence will be considered by the Personnel Committee at the earliest opportunity.

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