

**BRIDGNORTH TOWN COUNCIL****Minutes of Bridgnorth Town Council held in the Annexe, College House on Tuesday 20th December at 7.15pm.**

Present: Councillors; C Aked, C Baines MBE, J Buckley, A Chetter, R Connolly, D Cooper, N Cooper, R Ireland, R Leraistre, E Marshall, L Rochelle, and I Wellings

In Attendance: Mrs C Turner, Town Clerk
Mrs R Williams, RFO

0277/2223 APOLOGIES FOR ABSENCE

The Deputy Mayor gave apologies to the Council for the lateness in the start of the meeting and explained that the training that took place prior to this meeting for all Councillors had overrun a little. It was noted that the meeting started at 7.25pm.

It was proposed by Councillor Chetter, seconded by Councillor Wellings
Unanimously agreed by all Councillors

RESOLVED: that the Committee accept the apologies and reasons for absence held on file for the following Councillors;

K Sawbridge and S Barlow

0278/2223 DECLARATIONS OF INTEREST

Councillors made the following declarations;

Councillor N Cooper made a declaration for agenda item number 19

Councillor D Cooper made a declaration for agenda item number 19

Councillor C Aked made a declaration for agenda item number 19

Councillor I Wellings made a declaration for agenda item number 19

Councillor R Ireland made a declaration for agenda item number 19

The Town Clerk thanked the Councillors for making their declaration but informed them that the information was already held in the Town Council office.

Councillor D Cooper made a declaration a non-pecuniary interest for agenda item number 11 and informed he was treasurer of Beechwood Civic Society

Noted by the Town Clerk.

0279/2223 PUBLIC QUESTION TIME

Members noted the response given to Mr Daniels public question from the meeting held on Tuesday 15th November 2022.

0280/2223 MINUTES

1. It was proposed by Councillor Buckley, seconded by Councillor N Cooper
Abstained by Councillor Rochelle

RESOLVED: to approve the minutes of the Bridgnorth Town Council meeting held on Tuesday 15th November 2022 as a true record of the business transacted.



2. Members noted the minutes of the extraordinary meeting of the Events Committee held on Friday 18th November 2022.

2.1. Terms of Reference

Members reviewed the revised Terms of Reference for the Events Committee.

It was proposed by Councillor N Cooper, seconded by Councillor Wellings
Abstained by Councillor Baines

RESOLVED that the Council agree the recommendation to adopt the Events Committee – Terms of Reference.

2.2. Funfair

Members noted that an application has been received to hold a Funfair in Severn Park on the 20th-23rd April 2023.

It was proposed by Councillor Buckley, seconded by Councillor N Cooper
Abstained by Councillor Marshall

RESOLVED: that the council delegate power to the Town Clerk to set an appropriate fee for a three day funfair, in keeping with the Severn Park conditions of hire.

2.3. Bridgnorth Lions Walk

Members noted that an application has been received from the Bridgnorth Lions to use inside the Town Hall (from 7am-7pm) as an area for storage and toilets whilst also using underneath the Town Hall (6.30am-6pm) for the Bridgnorth Walk on the 1st May 2023.

It was proposed by Councillor Baines, seconded by Councillor Chetter
Unanimously agreed by all Councillors

RESOLVED: that the council agree the recommendation that no charges should be applied to the hire of the Town Hall by the Bridgnorth Lions. However, the building should be used by event organisers only.

2.4. Paddleboarding Event

Members noted that Z-I-P Pre Pitched would like to hold a paddleboarding event on the River Severn on the 13th May 2023 and use a small section of Severn Park for registration.

It was proposed by Councillor Wellings, seconded by Councillor Chetter
Unanimously agreed by all Councillors

RESOLVED: that the council agree the recommendation to charge the paddleboarding company £150 for the use of the slipway and to not charge for the use of Severn Park on the conditions that the footpath is kept clear, and all attending who are using the car park, pay for parking.



Councillor Buckley wanted to pass on a well done for all the efforts made for these bookings.

3. The Council noted the minutes of the meeting of the Planning Committee held on Monday 12th December 2022.

0281/2223 **MAYOR'S AND DEPUTY MAYOR'S DIARY**

Members noted the Mayor's and Deputy Mayor's Diary for November 2022.

0282/2223 **MEMBERS QUESTION TIME**

There were no question raised by Councillors.

0283/2223 **SHROPSHIRE COUNCILLOR**

Members received a verbal report from Shropshire Councillor Rachel Connolly that included the following points:

- Planning decision for Smithfield had been deferred date to be confirmed
- The date of the hearing for the planning appeal for the Footbridge Farm had been set for Wednesday 11th January 2022.
- Shropshire Council budget consultation had started with a closing date of the 30th January 2023, this included the £50.6 million savings
- Consultation for parking had closed the day before the meeting

Councillors were given the opportunity ask Shropshire Councillors questions.

0284/2223 **OUTSIDE BODIES**

Members received a verbal update from the following outside bodies;

- St Leonard's Weaver and Bluecoat Trust

Councillor N Cooper provided the Council with an update and informed that at the Annual Town Council meeting on 17th May 2022 the Town Council had appointed 2 trustees for a period of 3 years but further investigation into their constitution is only allows Bridgnorth Town Council to nominate one trustee for a period of up to 4 years.

Proposed by Councillor Buckley, seconded by Councillor Ireland
Unanimously agreed by all Councillors

RESOLVED: that the Council acknowledge this administration error and appoint Councillor Barlow as the Town Council appointed trustee from the 17th May 2022.

- Bridgnorth & Shifnal Area Committee of Local Councils

The minutes from the meeting were provided for all Councillors.

- Sir Robert Lee's Charity

The Council received a verbal update which provided information on the distribution of £12k to the Food Bank and were informed that normally grants were normally £4k per year but they had not distributed any funds for the previous two years. £300 had also been donated to Together at Christmas.

- Bridgnorth Parish Charity



The Council received a verbal update from Councillor N Cooper who informed that referrals had been dealt with.

- Bridgnorth & District Twinning Association

The Council received a verbal updated from Councillor Leraistre, who informed on AGM held on the 27th October 2022.

- Bridgnorth Community Hall Management Committee

The Council who provided an update and was informed of the new trustee Councillor Connolly

0285/2223

FINANCE

1. Accounts Paid – November 2022

It was proposed by Councillor Aked, seconded by Councillor Wellings
Abstained by Councillor D Cooper and N Cooper

RESOLVED: that the accounts amounting to £482,860.03 be retrospectively approved for payment.

Councillor Wellings left the meeting.

2. Members noted receipt of Cashbooks 1, 2 & 3.

3. Members noted the budget Summary report including earmarked reserves.

4. Balance Sheet

Members noted the balance sheet as of the 30th November 2022 (£881,495) compromising:

General Fund:	£511,766
Earmarked Reserves:	£197,096
Useable Capital Receipts:	£172,633

5. Town Bank Reconciliation Statements

Members noted the bank reconciliation statements as of the 30th November 2022.
(Reconciled sum of all bank accounts £28,488.07)

6. Accounts for Payment

Members noted receipt of a list of payments for approval.

It was proposed by Councillor N Cooper, seconded by Councillor Connolly
Abstained by Councillor Wellings and D Cooper

6.1. **RESOLVED:** that the accounts amounting to £21,156.64 be approved for payment.

6.2. **RESOLVED:** to authorise Councillors D Cooper and R Ireland to sign the cheques on Friday 23rd December 2022.



7. Accounting and Audit

Members noted that Councillors R Ireland and K Sawbridge on Friday 18th November 2022, verified/signed the bank statements for October 2022 and signed those cheques approved by Council at the meeting held on Tuesday 15th November 2022 and authorised payroll for November 2022.

Councillor Wellings returned to the meeting.

8. Draft Budget 2023/2024

The Council received a report from the RFO regarding the 2023/2024 draft budget and were informed a further update would be provided in the Full Council meeting in January 2023.

Councillors were given the opportunity ask the RFO questions.

0286/2223

GRANT APPLICATIONS

1. Haydn Festival

Members reviewed the additional information from the Haydn Festival. Councillors debated this item and were given an opportunity to ask questions.

It was proposed by Councillor Connolly, seconded by Councillor Aked
Abstained by Councillor Ireland

RESOLVED: that the Council defer this item to a further Town Council meeting once further clarification had been sort and received.

2. Bridgnorth Community Garden

Members considered the report and grant application for the Bridgnorth Community Garden.

Councillors debated the request and asked the Clerk to send a formal Thank You to the community group for all their hard work and dedication in keeping Bridgnorth's community garden well maintained.

It was proposed by Councillor Connolly, seconded by Councillor Aked
Unanimously agreed by all Councillors

RESOLVED: that the Council suspended standing orders to allow the member of the community group to update and answer questions from the Council for this agenda item.

The Council were provided an update and were given the opportunity to ask questions.

It was proposed by Councillor Ireland, seconded by Councillor Wellings
Unanimously agreed by all Councillors

RESOLVED: that the Council resume standing orders.

It was proposed by Councillor Bains, seconded by Councillor Ireland



Unanimously agreed by all Councillors

RESOLVED: that the Council award the Bridgnorth Community Garden Project with a grant of £364.00.

Councillor Rochelle left the meeting.

0287/2223 **ART TRAIL WORKING GROUP**

The Council were provided with background information regarding the art trail. Members considered the proposal from the Arts Trail Working Group to retain three Arts Trail statues.

Councillor debated this item and were given an opportunity to ask questions.

It was proposed by Councillor Chetter, seconded by Councillor N Cooper

Against by Councillor Marshall and Aked

Abstained by Councillor D Cooper

RESOLVED: the Council to retain three Arts Trail statues within the Town, for the legal responsibility to be handed over to the sponsors of the three statues.

0288/2223 **CHARTWELL BUSINESS PARK**

Members noted a report following a meeting that took place on Monday 12th December 2022 with BECG, a communications company acting on behalf of McDonald's.

Councillors debated this item in depth.

0289/2223 **CODE OF CONDUCT**

Councillors debated this item in depth following the training and update provided prior to the meeting by Shropshire Council and the recommendation to adopt the Local Government Association Code of Conduct.

It was proposed by Councillor Connolly, seconded by Councillor N Cooper

Unanimously agreed by all Councillors

RESOLVED: that the Council will defer this agenda item to a future Town Council meeting.

0290/2223 **WORKFORCE COMMITTEE**

Members considered the recommendation from the Workforce Committee meeting on Thursday 6th October 2022.

It was proposed by Councillor Leraistre, seconded by Councillor Wellings

Unanimously agreed by all Councillors

RESOLVED: that the Council revert the name of the Workforce Committee back to the Personnel Committee.

0291/2223 **COMMUNITY GOVERNANCE REVIEW WORKING GROUP**

Members considered the agenda submission from Councillor E Marshall. Councillors debated this agenda item at length.

It was proposed by Councillor Marshall, seconded by Councillor Connolly

Abstained by Councillor Buckley

RESOLVED: that the Council are;



1. To include an examination of LGBCE's current review of electoral divisions in Shropshire within the work of the Community Governance Review Working Group.
2. To agree the revised terms of reference.
3. To agree membership to the working group. No additional members were put forward.

The Town Clerk was asked to provide background information to Councillors on the process for the boundary reviews.

0292/2223 **APPOINTMENT TO EVENTS COMMITTEE**

It was proposed by Councillor Wellings, seconded by Councillor Aked
Unanimously agreed by all Councillors

RESOLVED: that the Council appoint Councillor R Ireland to join the Events Committee.

0293/2223 **BANK MANDATE**

It was proposed by Councillor Chetter, seconded by Councillor Baines
Unanimously agreed by all Councillors

RESOLVED: that the Council add the new Town Clerk, Clare Turner and new Councillor, Rollon Leraistre to the bank mandate and remove ex Councillor Alexa Buffey.

0294/2223 **STANDING ORDERS**

Members reviewed the amendments to the Standing Orders and were given the opportunity to make further amendments. Further work is required, once completed the revised edition of the Standing Orders will be presented at a Future Town Council meeting.

0295/2223 **SHROPSHIRE COUNCIL PARKING CONSULTATION**

Members considered the agenda submission from Councillor E Marshall.

The Town Clerk informed that a request for a dispensation to speak and vote on Agenda item 19 – Shropshire Council Parking Consultation had been received. The Town Clerk informed that this has been considered as part of 13.h of Standing Orders.

The Town Clerk read out the dispensation request and the decision made.

The Council discussed if this part of the meeting and decision required was quorate, and it was confirmed that it was now not quorate due to the number of Councillors unable to vote.

It was proposed by Councillor Wellings, seconded by Councillor Aked
Against Councillor D Cooper

Abstained by Councillor Buckley

RESOLVED: that the Council defer this agenda item to a future Town Council meeting,

0296/2223 **ITEMS FOR NEXT AGENDA**

Members discussed the following items for inclusion on the next agenda:

- Bridgnorth Connectivity Proposals (£4.5 million funding)

The Town Clerk informed the Council that items for the next agenda could also be sent to the Business Administrator and the Town Clerk.



0297/2223 **PUBLIC BODIES**

It was proposed by Councillor Aked, seconded by Councillor Ireland
Abstained by Councillor Buckley

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.

0298/2223 **CONTRACTS**

It was proposed by Councillor Marshall, seconded by Councillor Wellings
Unanimously agreed by all Councillors

RESOLVED: that the Council agree the recommendation provided in a confidential report regarding the Cemetery Lodge rent.

0299/2223 **PROJECT UPATE**

The Council received a verbal update from the Town Clerk on the tabled confidential report regarding the retaining wall project.

It was proposed by Councillor Aked, seconded by Councillor Wellings
Unanimously agreed by all Councillors

RESOLVED: that the Council agree the recommendation provided in a confidential report regarding the retaining wall project.

Councillor Baines left the meeting.

0300/2223 **STAFFING MATTERS**

The Council received a verbal update from the Town Clerk on the tabled confidential report regarding staffing matters.

The Councillors were given the opportunity to ask the Town Clerk questions and regarding staffing matters.

End : 9:50pm