

ELLESMERE TOWN COUNCIL

Minutes of the Town Council Meeting held in Ellesmere Town Hall on Monday 5th June, 2017 at 7.15pm.

<u>PRESENT:</u>	Town Mayor (Chair):	Cllr R Hartley
	Deputy Mayor:	Cllr Mrs J Williams
	Councillors:	Cllrs Mrs J Clayton, Mrs E Peers, G Elner, J Frost, I Ward.
	Clerk and RFO:	Mandy Evans
	Temporary Assistant Clerk:	Phil Smith
	Unitary Councillor:	1
	Members of the Public:	3
	Press:	1
	Police:	0
	Guests:	0

Public Question Time No questions were put to the Council.

40/17

To receive apologies and reason for absence.

RESOLVED - that the apologies received from Cllr P Goulbourne - holiday - be approved.

41/17

Disclosure of Personal and Prejudicial Interests in Items on the Agenda

None.

42/17

Grant Dispensations

None received.

43/17

Response to Public Questions

No questions had been received.

44/17

Police Matters.

A report from PC P Crump was read by the Clerk for the month of May.

A total of 10 crimes recorded as follows:

- 1 x Threat to kill.
- 3 Assaults.
- 4 Criminal Damage.
- 1 Harrassment.
- 1 Disorder in the street.



The Police team had undertaken speed enforcement checks on 7 occasions during the month covering Grange Road, Elson Road and Oswestry Road and would continue to monitor as much as their time would allow.

The report was noted.

45/17

Shropshire Council Report

Shropshire Cllr Mrs A Hartley reported that the newly appointed Leader of Shropshire Council, Cllr Peter Nutting, was keen to liaise with Town/Parish Councils to listen to their views and had already met with the Clerks of Shrewsbury and Oswestry Town Councils. Mrs A Hartley will look to organise a meeting with Cllr Nutting and Ellesmere Town Council.

The pelican crossing on Willow Street was due to be upgraded to a puffin crossing.

Ellesmere Community Centre had been transformed with the new restoration to house the library within the building, and the public opening was on the 9th September, 2017.

The report was noted.

46/17

Minutes

It was moved by Cllr I Ward seconded by Cllr Mrs J Williams and

RESOLVED - that the minutes of the Annual Town Council meeting on the 10th May, 2017 be approved and signed by the Town Mayor as a true record.

47/17

Clerks Report

The Clerk's report on matters arising from previous meetings, correspondence circulated since the last meeting, planning matters and future meetings/events had been circulated with the Agenda.

The report was noted.

48/17

Notice of Uncontested Election – Co-option 4 Vacancies.

Following advertisement of the four vacancies, four letters of interest had been received and voting by a show of hands in the following order was completed:

- Ben Adams
- Ben Reincke
- Margaret Lagoyianni
- Anne Wignall

RESOLVED (unanimously) – that Mr B Adams, Mrs M Lagoyianni, Mr B Reincke and Mrs A Wignall be co-opted as Town Councillors.

Mrs M Lagoyianni, Mr B Reincke and Mrs A Wignall were present, and the Mayor invited them to complete their Declaration of Acceptance of Office and join the



meeting. Mr B Adams was unable to attend the meeting, but would be signing his Declaration later in the week.

49/17

Meetings Attended During the Month

Community Centre Stakeholder Meeting – 17th May, 2017, Ellesmere Library (10.00am).

The Temporary Assistant Clerk reported that the new centre was being fitted out this week and contract documents were being finalised by Shropshire Council with a view to Bethphage taking on the running of the new facility from the 1st July, 2017.

The formal opening was on the 27th June, 2017 by Virginia McKenna by invite only. Initially, not all the planned services would be fully functioning, and the Library would not fully transfer to The Meres for a few more weeks.

There had been a public consultation to rename the new Centre, and a Stakeholder Group, which would include Town Council representation, would oversee the operation of the Centre.

S106 Public Realm – Monday, 22nd May, 2017, Wardens Cottage, Mereside.

The Temporary Assistant Clerk reported that the Town and Market Hall applications had been confirmed as eligible for this funding and there may be some money left over for any further applications.

It was discussed and agreed that the Town Council submit an application for funding towards the repair and maintenance of the benches/seats within the town centre.

All applicants had been asked to produce an A3 visual document for their proposals for display at a public consultation to be held later in June.

The reports were noted.

50/17

Ellesmere Town Council Website.

The Town Clerk reported that the new Council website was now “live”, although there was some work that needed to be done on the content. It was noted that the new domain name was www.ellesmere-tc.gov.uk. A SSL Certificate for the new website was also in place to ensure the website was safe and secure.

51/17

Tree Survey.

Completed every fourth year (election year).

RESOLVED (unanimously) - that Shropshire Council be contacted to complete the Tree Survey.

52/17

Correspondence

(i) Items for consideration

Stakeholders in the Development of the Meres Community Centre.



It was noted that the Town Council representatives on this Stakeholder Group (see minute 49 above) were the Town Mayor or Substitute, Deputy Mayor, and the Town Clerk or Substitute, Assistant Clerk.

Reduction of Speed Limit at Mereside, Ellesmere and Provision of New Pedestrian Crossing.

In response to the Council's request, Highways, Shropshire Council had written to say that they were looking at the introduction of a 20mph zone covering streets in the town centre and a reduction of the existing 40mph speed limit on the A495 adjacent to the Mere to 30mph, with a view to allocating funding for a scheme in next year's Capital Programme. The request for a pedestrian crossing to the Arboretum was a new issue, and would be considered separately in the next financial year.

The situation was noted.

Beech Grove Playing Fields.

Email received from Ellesmere Rangers Football Club informing the Council:

- that they are knocking down the shed on the rented ground which will be replaced with a new one later in the summer.
- ERFC are hoping to purchase some permanent fixed goals posts for the smaller pitch in the summer and confirmation requested from the Council that they will meet the cost for installing them.
- There has been a problem with dog fouling on the pitches and would like to ask the Town Council if it would be possible to put in place some preventative signage.

The Town Clerk reported that quotations had been sought for fencing around the play equipment to prevent dogs in this area. 2 quotes had been received for between £5,500.00 (plus VAT) and £7,000.00 (plus VAT).

RESOLVED -

(a) that the Council agree to look into installation of the goal posts upon confirmation of purchase and receipt by the Football Club.

(b) not to go ahead with the fencing around the play equipment due to the cost and for which there was no provision in this year's budget, but instead to look at costs to install pictorial anti-dog fouling signs for Beech Grove playing fields.

Road Closure - High Street, Ellesmere.

The following road closure was noted: 9th July, 2017 (1day) for Short Comm Pipe Renew, Severn Trent Water.

Public Access Online Register, Shropshire Council.

It was noted that this service would not be available on the 5th and 6th June, 2017 due to a planned upgrade. Noted.

(ii) Other Correspondence received after the Agenda being sent out.

Please fly the Red Ensign for Merchant Navy Day - 3rd September



RESOLVED -that the Council fly the Red Ensign outside the Town Hall to mark Merchant Navy Day.

Cllr I Ward kindly offered the loan of a Red Ensign flag for this purpose.

Neighbourhood Plan Meeting (ETC & ERPC and Representative from Planning, Shropshire Council). Wednesday, 7th June, 2017 2pm – Edinburgh House, Wem.

RESOLVED -that the Clerk request ERPC to re-schedule this meeting due to the short notice given and because no Town Council representatives on the Working Group are able to attend on 7 June.

Ellesmere Rural Parish Council.

A thank you letter for the Annual Joint Dinner was noted.

Cricket Club – Water leak.

The Clerk reported that the Cricket Club had contacted the office to report a water leak directly in front of the pavilion building.

It was noted that an investigation by Severn Trent was due to take place on Wednesday morning (7th June, 2017).

Onibury Level Crossing Upgrade.

It was noted that this upgrade is to take place over 2 weekends 1-2 July and 8th and 9th July, 2017. Trains will not be running over these 2 weekends but Arriva Trains Wales will be operating a rail replacement bus service between the 2 stations.

53/17

Planning

(i) Planning Applications Received After the Issue of the Agenda

15/05415/REM – Approval of Reserved Matters (appearance, landscaping, layout and scale) pursuant to permission 14/00822/OUT for the mixed residential development of 130 dwellings; formation of estate roads; landscaping scheme – Land south of The Hawthorns, Ellesmere

Further amendments to this scheme had been sent to the Council for comments. It was noted that Shropshire Council Highways had now raised a number of concerns about the application.

RESOLVED (unanimously) – that the Town Council objects to the latest amendments to this application dated 1/6/17, as it still has concerns regarding the proximity of trees T1, T2 and T3 to proposed dwellings in the development. It is acknowledged that the applicants have amended the house types for the plots affected, but it is felt that further growth of the trees' root structures and canopies may well still impact on the residential



amenity of the adjacent dwellings based on their current location on the block plan.

54/17

Annual Return for the year ended 31st March, 2017.

- (a) Section 1 Annual Governance Statement 2016/17. To consider questions 1-9.
- (b) Section 2 Accounting Statements 2016/17. To approve.
- (c) To note that the Internal Audit was completed on Monday 15th May, 2017 and note contents of year-end report. Section "Annual Internal Audit Report 2016/17" completed by the Internal Auditor.
- (d) The Mayor and Clerk sign and date the Annual Return and Supporting Statement for submission with the relevant papers to Mazar's (External Auditor).
- (e) Balance sheet and supporting statement as at 31st March, 2017 to be signed by the Town Mayor and Clerk.
- (f) The date for informing the electorate of the 30 working day period during which the electors rights may be exercised commences on the 3rd July, 2017 and ends of the 11th August, 2016.
- (g) To table a copy of a Three Year Forecast for all members.
- (h) To table a copy of the Cost of running local services.
- (i) To confirm the following Earmarked Reserves from the General Reserve Account for the forthcoming year: Town Hall Roof/New Entrance Foyer - £40,000.00. Main Hall Ventilation/sound proofing/heating/water system - £25,000.00. Main Hall Floor Re-vanishing - £3,000.00. Ring fence £1,375.00 income from the Cottage, Mereside towards any maintenance costs. Ring fence £750.00 received from CCTV Bid towards the maintenance costs.

RESOLVED –

(a) that Members read and answered questions 1-9 of S1 of the Annual Governance Statement 2016/17;

(b) that S2 of the Accounting Statements 2016/17 be confirmed and approved;

(c) that the issues received from the year end Internal Audit report and their recommendations to carry out a year-end review of debtors and creditors and to ensure that the year-end VAT control account agrees with the final quarter account be noted;

(d & e) that the Annual Return, Supporting Statement and Balance Sheet for year ended 31st March, 2017 be signed by the Town Mayor and Clerk ready for submission to the External Auditor;

(f) that the Notice of appointment of date for the exercise of electors' rights of inspection of the 2016/17 accounts during the period 3 July to 11 August 2017 be placed on the website and Town Hall noticeboards;

(g & h) that the three year forecast and cost of running local services be noted;



(i) that the Earmarked Reserves from the General Reserve Account be confirmed and approved.

55/17 Environmental Maintenance Grant Programme, Shropshire Council.

It was noted that the Town Council had been awarded £557.41 to go towards grounds and garden maintenance costs.

56/17 Finance:

(a) Payments for April, 2017.

The payments made during April, 2017 had been circulated with the Agenda. It was moved by Cllr J Frost, seconded by Cllr I Ward and

RESOLVED - that the payments for April, 2017 be approved, confirmed and signed as a true copy.

57/17 Armed Forces Day, Saturday, 24th June, 2017 (9.50am) Ellesmere Town Hall.

It was noted that the date was the 24th June, 2017 and not July as indicated on the agenda. Members were informed by the Clerk to assemble at the Town Hall for 9.50am for the flag to be raised at 10.00am which would then be followed with refreshments being served in the Town Hall.

58/17 Date of Next Meeting

Monday, 3rd July, 2017.

The following Members gave their apologies: Cllrs I Ward, B Reincke, Mrs J Williams and possibly Mrs E Peers.

59/17 Exclusion of Press and Public

It was moved by Cllr I Ward, seconded by Cllr Mrs J Williams and

RESOLVED - that in accordance with the Public Bodies (Admission to Meetings) Act 1960 and Section 100 (A) of the Local Government Act 1992, the public and press be excluded for the remainder of the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the Acts.

60/17 Exempt Minutes

The exempt minutes of the meeting held on 10th May 2017 were circulated.

It was moved by Cllr I Ward, seconded by Cllr Mrs J Williams and

RESOLVED - that the exempt minutes of the meeting held on 10th May, 2017 be approved and signed by the Town Mayor as a true record.



61/17

Boathouse Contract

The report was noted.

62/17

Assistant Clerk - Return to Flexible Work Request

RESOLVED - that the Town Clerk set out the Council's response and circulate the draft prior to posting.

The meeting closed at 8.57pm

Mayor:

Date:

A handwritten signature in black ink, appearing to read 'M. Kelly', is located in the bottom right corner of the page.

Date: 30/05/2017

Time: 14:19

Ellesmere Town Council 2017/2018

Page No: 1

Cash Book No : 1

User : MAE

Town Council Current A/c

Payments made between 01/04/2017 and 30/04/2017

Date	Payee Name	Cheque	£ Total Amnt	£ Creditors	£ VAT	Nominal Ledger Analysis		£ Amount	Transaction Details
						A/c	Centre		
03/04/2017	B Lewis	7252	900.00			4312	103	900.00	Gardening Contract - April
03/04/2017	Shropshire Council	7253	1,005.20		167.53	4300	103	837.67	Joint Energy Costs 2016/17
03/04/2017	Reliant UK Ltd	7254	133.20		22.20	4103	101	111.00	IT Costs/Repairs
03/04/2017	British Telecom	DDR	115.46		19.24	4105	101	96.22	Phone & Broadband charges
13/04/2017	Severn Trent	7255	1,156.11			4133	201	1,156.11	TH Water
13/04/2017	All Together Ellesmere	7256	80.00			4404	103	80.00	Mkt Hall Cleaning - March 17
13/04/2017	Shropshire Council	7257	8,480.31		9.60	4005	101	-636.67	Payroll Month 12
						4111	101	48.00	Payroll Month 12
						4011	203	208.97	Payroll Month 12
						4010	101	466.67	Payroll Month 12
						4006	203	132.46	Payroll Month 12
						4005	101	360.22	Payroll Month 12
						4001	203	3,252.76	Payroll Month 12
						4000	101	4,638.30	Payroll Month 12
13/04/2017	PG Skips Ltd	7259	80.76		13.46	4404	103	67.30	Skip Hire - MKT H
13/04/2017	British Telecom	7260	84.00		14.00	4105	101	70.00	Broadband Services - TH
13/04/2017	Eastwick Plant Centre	7261	90.00			4314	103	90.00	Bark - TH
13/04/2017	Egerton Tree Care	7262	40.00			4303	103	40.00	Removal of Xmas Tree
13/04/2017	Princes Electrical Contracting	7263	84.00		14.00	4303	103	70.00	Repairs
13/04/2017	Shropshire Council	7264	1,678.51			4333	103	1,678.51	Business Rates - Cross St WC
13/04/2017	PG Skips Ltd	7558	92.76		15.46	4604	202	77.30	Skip Hire - TH Mar
18/04/2017	Shropshire Council	DDR	802.50			4130	201	802.50	Business Rates - T
19/04/2017	Greenfingers Ltd	7265	569.60		94.93	4310	103	474.67	Grounds Maintenance
19/04/2017	Shrops Assoc of Local Councils	7266	1,340.59			4109	101	1,340.59	Affiliation Fees 2017/2018
26/04/2017	Ricoh UK Ltd	7267	183.19		30.53	4100	101	152.66	Clerks Printer Rent
26/04/2017	NABMA	7268	381.60		63.60	4109	101	318.00	Annual Membershi 2017/2018
26/04/2017	Waterclean Services	7269	444.00			4333	103	444.00	Water Chloronator Cross St
26/04/2017	Waterclean Services	7270	964.00			4601	101	964.00	Water Chloronator TH
26/04/2017	Healthmatic	7271	2,451.78		408.63	4333	103	2,043.15	Cross St Cleaning Apr - Jun 17
28/04/2017	TSB Bank	PAYMENT	18.42			4115	101	18.42	Service charges
Total Payments :			21,175.99	0.00	873.18			20,302.81	

