

ELLESMERE TOWN COUNCIL

Minutes of the Town Council Meeting held in Ellesmere Town Hall on Monday 6th February, 2017
at 7.15pm.

PRESENT:

Town Mayor (Chair):	Cllr I Ward
Deputy Mayor:	Cllr S Thornton
Councillors:	Cllrs Mrs M Lagoyianni, P Goulbourne, G Elner, R Hartley and J Frost.
Clerk and RFO:	Mandy Evans
Temporary Assistant Clerk:	Phil Smith
Unitary Councillor:	1
Members of the Public:	0
Press:	2
Police:	0
Guests:	0

Public Question Time. No members of the public present.

- 213/16 To receive apologies and reason for absence. Cllrs Mrs J Williams, L Davies and J Clayton – away. RESOLVED: that the apologies and reasons of absence were approved.
- 214/16 Disclosure of Personal and Prejudicial Interest. To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. Can Members please declare any Interest on any agenda item at this point of the meeting. None received.
- 215/16 Grant Dispensations. In pursuance of the Localism Act 2011, s31 (4) to report on any dispensations requested/granted. None received.
- 216/16 Public Participation Session. None received.
- 217/16 Police Matters. No report.
- 218/16 Shropshire Council Report. Shropshire Cllr Mrs A Hartley informed Members that the work has now been completed on the Wardens Bungalow in Cremorne Gardens and that Countryside Services have now moved in. The Bungalow is available to rent for any interest organisations/groups. With regards to the imminent work on Scotland Street this is positive news as it will reinstate the roundabout on Scotland and Victoria Street. Noted.
- 219/16 Minutes. To adopt and confirm the minutes of the Town Council Meeting held on Tuesday, 3rd January, 2017. (Attached). Proposed by Cllr P Goulbourne, seconded by Cllr J Frost and agreed by all Members that: RESOLVED: the minutes were approved, confirmed and signed by the Town Mayor as a true record

Minutes. To adopt and confirm the minutes of the Highways Sub Committee meeting held on Wednesday, 11th January, 2017. (Attached). It was noted that subsequent to the meeting an updated briefing note had been circulated to Members. Proposed by Cllr J Frost, seconded by Cllr I Ward and agreed by all Members that: RESOLVED: (i) the minutes were approved, confirmed and signed by the Town Mayor as a true record. (ii) to write to a letter of thanks to Mouchel's upon completion of the road works as the liaison between themselves and the Town Council has been excellent.

Minutes of the meeting of the Highways Sub Committee held on Wednesday, 11th January, 2017 at 10.30am, Ellesmere Town Hall.

PRESENT:

Vice Chair:	Cllr J Frost (in the Chair)
Councillors:	Cllr I Ward
Temporary Assistant Clerk:	Phil Smith

1. To receive apologies and reason for absence. Chair Cllr R Hartley – prior commitment – and Cllr G Elner – family commitment. RESOLVED: that the apologies and reasons for absence be approved.
2. Disclosure of Personal and Prejudicial Interest. To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. None received.
3. Grant Dispensations. In pursuance of the Localism Act 2011, s31 (4) to report on any dispensations requested/granted. None received.
4. Carriageway Re-surfacing, Scotland St, Ellesmere

Ben Corfield (Technical Lead) from Mouchel Projects was welcomed to the meeting.

Members were referred to the minutes of the last meeting of the Sub-Committee on 30 November 2016 – copies of which were circulated. At that meeting, Members had been appraised of proposals for the resurfacing of Scotland Street between the junction with Canal Way and the junction with High St/Market St/Cross St; associated works at the Scotland St/Canal Way junction; and the proposed diversion routes during the road closure period.

Ben Corfield provided an update on progress of the scheme since the last meeting. The dates for the works were still the same, with road closures on Scotland St starting on Monday 13 February 2017 for around a week. The work would be done in three phases – it was hoped by Wed 15 February that the section from Canal Way to the mini-roundabout would be completed and re-opened. It was confirmed that the mini-roundabout would be re-instated. The remainder of Scotland St to the junction with Cross St/High St/Market St should be finished by Friday 17 February. Resurfacing of the pavements/footways

would also take place, but the extent would depend on progress on the main carriageway resurfacing. The priority was to re-surface the footway near the mini-roundabout. If there was not time to resurface all the pavements in the scheme, it was hoped that they would be done at a later date. Where the footways were particularly narrow, it was proposed to have a few marshalls available to help pedestrians if necessary.

The preparation work for the traffic signals upgrade and kerbing work around the Scotland St/Canal Way junction would be carried out from Wednesday 8 to Friday 10 February, and would necessitate temporary 3-way lights. At the end of the re-surfacing work, the traffic lights upgrade would be done, also under temporary 3-way lights, for approximately two weeks.

The Sub-Committee reiterated its previous preference that the working hours for the scheme should be from 9.30am to 8.00pm in order to allow for the works to be completed as speedily as possible. Ben Corfield advised that the actual resurfacing work would normally finish at 5pm, but that the extra hours would allow them to do preparatory and other works.

In terms of a diversion route while the A495 was closed, it was confirmed that the route eastbound would be from Whittington via Gobowen, St Martins and the B5068 to rejoin the main road at the Trimpley St junction (and vice versa westbound). However, HGVs would be diverted from St Martins to Overton and then back to Ellesmere (Grange Rd) via the A528. Members were satisfied with these routes, but still had concerns at possible congestion around the “pinch point” at Trimpley St. Ben Corfield advised that the situation at Trimpley St would be monitored and, if necessary, temporary traffic signals could be employed to help manage the traffic at that location.

For local traffic and residents to access Tesco and Wharf Rd during the road closure, Members were in agreement with the temporary lowering of the bollards between New Wharf Road and Wharf Road.

Following concerns raised by Members at the last meeting about local traffic using Cambria Avenue to divert around the road closure, Ben Corfield reported that it was planned to have two sets of timed temporary traffic lights and a 10mph speed limit along Cambria Avenue to calm the traffic. One of the sets of lights would be at the Elson Road junction to help manage and slow traffic flows near to the Primary School. The Sub-Committee felt that these measures were appropriate, and requested that on safety grounds they be in place for the duration of the whole four weeks (including the periods when the traffic light upgrade work was being carried out at the Tesco junction).

A question was asked about access for residents of Cambridge Court and Sycamore Crescent during the closure of Scotland St. Ben Corfield advised that access would be difficult at certain times. To help identify residents in those streets that needed to gain access into the road closure, they might look at having a temporary residents' vehicle badge scheme.

In relation to notifying residents who would be most affected by the works and road closures/diversions, it was suggested to Mouchel that letters should be delivered to properties in Cambria Ave, Beech Grove, Trimpley St, Scotland St, Wharf Rd and Brownlow Rd. Ben Corfield advised that the letters would go out a couple of weeks before the commencement of works, and there would be

information available on the Shropshire Council website and Facebook page. Advanced information signs would be located on main roads affected by the closure/diversions to warn motorists in advance. It was agreed that a set of the plans for the scheme (including diversion routes) would be provided for display at the Town Hall.

Members thanked Ben Corfield for his attendance, and welcomed the consultation on this scheme and the opportunity this had given to provide input on the proposals.

The meeting ended at 11.35am.

- 221/16 Minutes. To adopt and confirm the minutes of the Special Town Council meeting held on Monday, 23rd January, 2017. (Attached). Proposed by Cllr S Thornton, seconded by Cllr P Goulbourne and agreed by all Members that: RESOLVED: the minutes were approved, confirmed and signed by the Town Mayor as a true record
- 222/16 Clerks Report (attached). Progress report from previous meetings and matters arising. Noted.
- 223/16 Meetings during the Month:
(a) S106 - Public Realm meeting 11th January, 2017. Procedure and notes circulated. The meeting was held to discuss the process for spending the S106 funding from the Wharf Development to be spent towards Public Realm improvements in Ellesmere and to identify suitable projects. All projects received would have to be approved with the Developers, Pochin and Ellesmere Town Council and that they meet the criteria. Briefs of proposed projects would be displayed in the Town Hall to inform the public. Noted.
(b) Joint Neighbourhood Plan Working Group meeting 23rd January, 2017. (Notes attached). Following this meeting it was agreed to recommend to both the Town/Rural Councils: (1) that agreement/confirmation is given in principle to apply for and take forward a proposal for a Neighbourhood Plan for Ellesmere Town Council and Rural Parish Council and that the Town Council agree to submit this designated, physical, geographical and electoral area to Shropshire Council which will include Ellesmere Urban and Rural area for a Neighbourhood Plan but a justification for joining both areas will need to be given from both Councils. The Town Mayor, Cllr I Ward said that justification to include both areas is covered adequately in the draft application which will be re-circulated to all Members. (2) that a Steering Group be formed and consist of 3 Councillors from each Council, Clerks, Community Enablement Officer and 3-4 invitees from the local community. The Steering Group would have to establish Terms of Reference to be approved by both Councils. (3) That the cost which could be approximately between £10 - £12K plus for producing the Plan be split 60:40 between both Councils and responsibility of management of the budget be delegated to the Town Clerk. All these recommendations are reliant on Ellesmere Rural Parish Council approving the designation area and a financial commitment. The Clerk circulated an email received from the Principal Policy Officer, Shropshire Council who sought clarification from their Legal Dept. regarding consultation on this issue during the pre-election period which starts on the 13th March, 2017, and recommended to put off any formal consultation until after the Election in May. RESOLVED: (i) the Ellesmere Town Council unanimously agreed to submit an application in conjunction with ERPC to Shropshire Council for a Neighbourhood Plan to include Ellesmere Urban and Ellesmere Rural as the designated, physical, geographical and electoral area

which will be submitted after the elections in May, 2017. (ii) that a Steering Group with the membership recommended by the working group be established. (iii) that the split cost of 60 (ETC):40 (ERPC) be approved and the financial management will be managed by the Town Clerk. (iiii) all these decisions are dependent on the same agreement from Ellesmere Rural Parish Council. (c) CCTV Task & Finish Group Meeting – Tuesday, 31st January, 2017 (9.00am). Discussion took place firstly on the Town Hall CCTV camera which has broken and fixed in one position and is of no use at all, three quotations have been received to replace with HD 360 degree camera, 2 fixed camera's and repair of existing camera. The recommendation to the Town Council from this T & F Group are: (1) to install HD 360 degree camera. The Group also discussed renewal of a 3 year maintenance/support contract which is due for renewal beginning of April. Three Companies were contacted to quote but only one has been received from the existing contractor, therefore: (2) to recommend to accept the quotation which is £827.00 per year (Bronze package) with a £50.00 reduction per year bringing the total down to £777.00. The Clerk informed Members that money received towards the 2nd and 3rd year maintenance/support contract from the PCC be rolled over towards the 4th and 5th year as the maintenance/support for the 2nd and 3rd year resulted in no charge from the Contractors. The Task and Finish Group agreed that they will look at a programme for improvements over the next 3 years. RESOLVED: that the recommendation of the CCTV Task & Finish Group be approved.

224/16

Correspondence.

(a) Items for consideration (information items will be circulated at the meeting).

Scope. Notification of house-to-house collection dates. 3rd April, 2017 – 23rd April, 2017. 2nd April, 2018 – 22nd April, 2018. Noted.

Ifton Colliery. Request for letter of support from Ifton Colliery Commemorative Project who are seeking to erect a statue on the Memorial Garden in St. Martins to commemorate the 50th Anniversary of the closure of Ifton Colliery in 1968.

RESOLVED: to reply with support from Ellesmere Town Council.

Ellesmere Rotary Regatta. A thank you card received for all the support from the Town Council for last year's event which raised over £4,000.00. Noted.

Resident Letter, St. John's Hill, Ellesmere. (Circulated). Letter to the Town Mayor, Cllr I Ward regarding the construction work off Birch Road and deep concern regarding short/long term structural damage that the piling might be causing to his property and Love Lane retaining wall. A request for one Councillor to attend the site when this work is happening. A request to withdraw the letter from the resident has been received as there has been a resolution in all the issues raised. Noted.

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

Shropshire Council Community Tree Scheme. The application for 2 Alder trees to replace the Hybrid Black Poplar tree on Birch Road Recreation has been approved. The trees are to be collected from Shirehall on Saturday 11th February, 2017 between 11am till 12 noon. RESOLVED: that arrangements to have the trees planted will be organised and Members will be notified.

Locality: Communities ambitious for change. Leaflet (Circulated). Noted.

Beech Grove Play/Leisure Equipment. Installation date has been pencilled in for Monday, 27th February, 2017. Requests have been made to Shropshire Council for release of the money. Noted.

Resignation email received from Mr C Wright. Mr Wright would like his reasons for resigning recorded: 1. He vehemently opposes the canal wharf development and has done since its inception and does not agree in any way with the Council's view on this development, therefore, he cannot sit on a Council which willingly supports this development as he does not share the same viewpoint. 2. Regarding Teal Drive development he has not been questioned regarding his viewpoint yet he read that he strongly objects to this development. . RESOLVED: to write a letter thanking Mr Wright for his time, support and service on Ellesmere Town Council.

Resignation letter received from Mrs K Chenery. Due to health and work circumstances Mrs Chenery feels she is unable to continue to serve on Ellesmere Town Council. RESOLVED: to write a letter thanking Mrs Chenery for her time, support and service on Ellesmere Town Council.

Information Bulletin February 2017 – SALC. (Circulated). Noted.

Security Lighting – Town Hall. Following an incident in the Committee Room where the door handle failed resulting in having to exit via the fire door it was highlighted to the Clerk that the outside light rear of the CR was not on a sensor and switch for the outside light was not clear for hall hirers. A proposal was received for remedial works and it was: RESOLVED: that the Town Council agreed to the proposed recommendations and costs.

Ellesmere Branches of the Masons. Another kind donation of £200.00 towards defibrillator training. RESOLVED: to write a letter of thanks.

A New Vision for the Future of Public Libraries. Central London – Thursday, 18th May, 2017. (Circulated). Noted.

225/16

Planning:

(a) Planning Applications for consideration:

17/00133/LBC – 46 Scotland Street, Ellesmere SY12 0ED. Internal and external alterations in connection with replacing the front doors to coach house with doors similar to the rear ones and replacing entrance gates affecting Grade II Listed Building. RESOLVED: that Members support the planning application with no further comments.

(b) Planning Decisions received after the issue of the Agenda. Decisions received during the month will be placed on the Clerk's report.

(c) To consider any other planning applications received after the issue of the Agenda. (To be notified at Meeting). None received.

(d) Planning Matters.

Partial Review of the Shropshire Local Plan – Issues and Strategic Options Consultation.

(a) Shropshire Local Plan Review – Issues & Strategic Options Response Form (Circulated). RESOLVED: to forward to the Planning, Economic, Development & Land Committee.

(b) Shropshire Local Plan Review – Consultation on Issues & Strategic Options (23.1.17 – 20.3.17). (Circulated). RESOLVED: to forward to the Planning, Economic, Development & Land Committee with response to be approved before the pre-election period 13th March, 2017.

- 226/16 Consultations:
 (a) Shropshire Bus Strategy 2017 – 2021, Shropshire Council, Public Consultation. Email and response received from Bus Users, Shropshire was circulated to Members. It was agreed: RESOLVED: to forward the completed questionnaire from Cllr Mrs M Lagoyianni and for other Members to respond individually.
 (b) Street Trading Policy 2017 – 2022, Shropshire Council. (30th January, 2017 – 27th March, 2017). (Circulated). RESOLVED: to forward to the Planning, Economic, Development & Land Committee.
- 227/16 Road Safety Policy, Shropshire Council. Previous issues/concerns circulated prior to the meeting. No issues/concerns raised.
- 228/16 Wharf Building. At the request from the Town Mayor, Cllr I Ward who would like Shropshire Council Conservation Dept. to take steps to include this Grade II Listed building on the Buildings at Risk Register and that the Developers take steps to maintain this building. Members agreed: RESOLVED: to contact the Developers to ask if they could look at completing some well needed maintenance and repair work on the building before making any request for the building to be included on the “at risk” register.
- 229/16 Social Media Presence. This item was at the request of the Deputy Mayor, Cllr S Thornton who explained that over the last couple of year the Town Council have a Facebook page and informed Members that they must be careful when expressing their own individual views especially when it is political. It was: RESOLVED: change titles of personal names on Facebook to official titles ie. Clerk, Assistant Clerk and Town Mayor.
- 230/16 Lone Worker Policy. To approve and adopt. RESOLVED: that the policy was approved and adopted by all Members.
- 231/16 All Together Ellesmere. Cllr Mrs M Lagoyianni wishes to represent the Town Council on this Community Interest Company. It was agreed unanimously that: RESOLVED: Cllr Mrs M Lagoyianni join ATE.
- 232/16 Annual Joint Dinner. Ellesmere Town Council hosting for 2017 and to consider venue, time and date. It was: RESOLVED: to contact the Boathouse for availability on Friday, 7th April, 2017 and cost for a buffet dinner.
- 233/16 Accounts:
 (a) Payments for December, 2016 to be approved and confirmed. As circulated. Proposed by Cllr R Hartley, seconded by Cllr P Goulbourne and RESOLVED: that the payments were confirmed, approved by all Members and to be signed as a true copy.
 (b) To approve and confirm the 3rd Quarter Accounts. As circulated. Proposed by Cllr R Hartley seconded by Cllr J Frost and RESOLVED: that the payments were confirmed, approved by all Members and to be signed as a true copy.
- 234/16 Date of next meeting – Monday, 6th March, 2017. Noted.
- 235/16 Exclusion of Press and Public. Proposed by Cllr R Hartley, seconded by Cllr P Goulbourne with all Members in favour that it was: RESOLVED: “That by the

Public Bodies (Admission to Meetings) Act 1960 and under Section 100 (A) of the Local Government Act 1992, the public and press be excluded for the remainder of the meeting for the following item 18 of business on the grounds they involve the likely disclosure of exempt information as defined in the Acts". Exempt Minutes will be kept.

236/16 Mere Jointly Owned Property. Report tabled.

Meeting closed at: 8.35pm.

DRAFT