

ELLESMERE TOWN COUNCIL

Minutes of the Town Council Meeting held in Ellesmere Town Hall on Monday 4th September, 2017 at 7.15pm.

<u>PRESENT:</u>	Town Mayor (Chair):	Cllr R Hartley
	Councillors:	Cllrs B Reincke, Mrs J Clayton, G Elner, J Frost, P Goulbourne, Mrs M Lagoyianni, Mrs E Peers and Mrs J Williams
	Assistant Clerks:	Jo Butterworth and Phil Smith
	Unitary Councillor:	0
	Members of the Public:	2
	Press:	1
	Police:	1
	Guests:	0

Public Question Time The following questions/issues were put to the Council:

- (i) Concern over the consultation by Shropshire Council on car parking proposals that could have a negative impact on residents and businesses in Ellesmere. Nobody had been consulted, and there was nowhere to view the proposals being put forward. Would the extra money raised from Ellesmere car parks and on-street parking be spent on projects elsewhere in the county?
- (ii) Concern at the condition of some of the Yorkstone paving in the town centre – it was dangerous and causing people to trip/fall. What can be done to improve the pavements?

89/17 **To Receive Apologies and Reason for Absence.**

RESOLVED - that the apologies received from Cllrs B. Adams – work commitment, I Ward – illness, and Mrs A Wignall – illness - be approved.

Apologies had been given by the Town Clerk, who was away for her daughter's wedding.

90/17 **Disclosure of Personal and Prejudicial Interests in Items on the Agenda**

None.

91/17 **Grant Dispensations**

None received.

92/17 **Response to Public Questions**

- (i) The Mayor reported that the consultation on Shropshire Council's Car Parking Strategy would be discussed later in the meeting at agenda item 11(b), and that the views of the member of the public, and others received, would be taken into account in formulating a final Council

response – probably at the next meeting. The member of the public was referred to the Shropshire Council website where people could view the proposals and submit their comments/views. In relation to the use of money raised from car parking charges, there were rules that meant it could not be used for non-highways purposes.

- (ii) The Mayor reported that the problems with the paving in the town centre were largely caused by the unsatisfactory way they were re-laid after being dug up by utilities etc, and in some cases by damage caused by tree roots. It would continue to be raised as a health and safety issue with Shropshire Council Highways, and would be discussed at Agenda item 18 for inclusion in the Road Safety Policy.

93/17

Police Matters.

PC P Crump presented a report for the months of July and August 2017.

A total of 19 crimes recorded as follows:

- 11 Assaults
- 4 Thefts
- 2 Criminal Damage.
- 1 Concern for Safety
- 1 Dangerous Dog

August had been quite a busy month in terms of events in the town. He had been disappointed with the lack of stewarding and organisation of the Carnival, which had resulted in a lot of traffic congestion. He thanked the four special constables who had helped out on the Carnival day. The Ellesmere 10k run was very well organised, and there had been no major issues.

In response to a question about whether there had been any complaints about traffic queues arising from the 10k run, PC Crump stated that he had received one complaint. However, from a health and safety perspective, the road had to be closed for the start of the race – although traffic was filtered through after that. If the event was held again next year, and was equally popular, there might be a need for a proper closure and diversion route.

The report was noted, and Members thanked PC Crump and his colleagues for their work in enabling the Carnival and 10k run to take place safely.

94/17

Shropshire Council Report

Apologies had been received from Shropshire Cllr Mrs A Hartley.

The Mayor reported that it was hoped that the Leader or Deputy Leader of Shropshire Council would be meeting with the Town Council in the near future.

95/17

Minutes

It was moved by Cllr P Goulbourne, seconded by Cllr J Frost and

RESOLVED - that the minutes of the Town Council meeting on the 3 July, 2017 be approved and signed by the Town Mayor as a true record.

96/17

Planning & Infrastructure Committee – 25 July 2017

The draft minutes of the meeting of the Planning & Infrastructure Committee held on 25 July 2017 were received for noting.

97/17

Clerk's Report

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

The report was noted.

98/17

Committee and Outside Body Vacancies

Finance, Asset & Resources Committee

RESOLVED – that Cllr Mrs A Wignall be appointed to the Finance, Asset & Resources Committee for the remainder of the 2017/18 municipal year.

Planning & Infrastructure Committee

It was agreed not to fill the vacancy on this Committee at the present time.

Ellesmere Joint Parishes Burial Committee

RESOLVED – that Cllr Mrs A Wignall be appointed to the Ellesmere Joint Parishes Burial Committee for the remainder of the 2017/18 municipal year.

Ellesmere In Bloom

The Town Council had hitherto appointed two representatives to the In Bloom Committee, but it was reported that only one was now required. Cllr J Frost had already been appointed at the Annual Meeting, and so it was agreed that no further action was needed.

Ellesmere Festival Committee

There was a vacancy for a Town Council representative on the Festival Committee. However, it was reported that there was a suggestion that Town Council representatives were no longer required on this group. It was therefore agreed to defer the filling of the vacancy pending clarification from the Festival Committee.

All Together Ellesmere

RESOLVED – that Cllr Mrs M Lagoyianni be appointed as the Council's representative on All Together Ellesmere for the remainder of the 2017/18 municipal year.

Flood Forum

It was agreed to defer the filling of the vacancy pending clarification as to whether another representative was required on the Forum.

99/17

Consultations

West Mercia Fire Service

The West Mercia Police & Crime Commissioner had put forward proposals to become Joint Commissioner for Police and Fire, which would involve him taking over responsibility for Shropshire Fire & Rescue Service from the Fire Authority. The Commissioner's rationale was that changing governance arrangements for local fire services in West Mercia would lead to more effective, efficient services and deliver £4m in savings for the local taxpayer. The proposals were subject to a public consultation exercise, with a closing date of 11 September 2017.

It was agreed that Members should submit any comments/views on the proposals to the Assistant Town Clerk by 6 September. A draft response would be collated and circulated to Members prior to submission by the consultation deadline.

Shropshire Council Car Parking Strategy

Shropshire Council was consulting on proposals for changes to its car parking strategy, including its charging policy, evening parking, 'pop and shop' parking and residents' permit schemes. The deadline for responses was 17 October 2017.

The Assistant Clerk reported that some Members had already suggested comments on the key proposals affecting Ellesmere. A letter from a local resident regarding the proposals was read out, and representations had also been made at the start of the meeting from a member of the public. It was suggested that a meeting of the Planning & Infrastructure Committee be convened to consider all the comments/views from Members and local residents with a view to formulating a Town Council response for final approval at the 2 October Council meeting.

RESOLVED – that the Planning & Infrastructure Committee be tasked with formulating a response to the key Car Parking Strategy proposals for consideration/approval at the next full Council meeting on 2 October 2017.

Shropshire Libraries Services Strategy 2018-2023

Shropshire Council was consulting on their new strategy for Library Services over the next five years, and information had been circulated to Members. The deadline for comments was 6 October 2017.

It was agreed that Members should submit any comments/views on the Strategy to the Assistant Town Clerk by the end of September. A draft response would be

collated and presented to Members for approval at the next Town Council meeting on 2 October 2017.

100/17

Land at Berwyn View Task & Finish Group

The Mayor reported on the meeting of the Task & Finish Group held earlier that evening. The Group had discussed options for the future use of the Council's landholding at the rear of Berwyn View – currently used for informal recreation. It had been agreed to find out the size and value of the land, and to start to explore possible options for development and access to the land.

The report was noted.

101/17

Section 106 Public Realm Projects

Details of the eight projects that had been submitted for Section 106 funding, including the Town Hall entrance and Refurbishment of benches/seats in the town centre, had recently been on display at the Town Hall – and were also displayed at the meeting.

RESOLVED – that Shropshire Council be notified that all the projects submitted for funding are endorsed by the Council.

102/17

Peninsula Health & Safety Service Visit

The Assistant Clerk reported that Peninsula had carried out their annual health and safety visit on 26 July 2017. Legionella management at the Town Hall was discussed, and it had been suggested that the monthly water temperature checks in the building could be carried out in-house. Currently, these checks were carried out by a contractor. A letter from the contractor was read out regarding technical guidance for water temperature monitoring, and that anyone carrying out the checks in-house would have to be fully trained.

The current contract for water checks and chlorination was not due to expire until March 2018.

Following a discussion about the matter, it was moved by Cllr P Goulbourne, seconded by Cllr G Elner and

RESOLVED – that the current arrangements for water checks and sampling continue for the time being, but that further investigations be carried out into whether the caretakers would be willing to undertake the water temperature checks and what the costs of training would be.

It was also reported that Town Council staff had completed basic health & safety refresher training.

103/17

General Data Protection Regulation

It was reported that an EU regulation known as the General Data Protection Regulation would come into force in May 2018. There were a number of things that the Council would need to do to prepare for compliance, and the Town Clerk would be attending a SALC training event on 8 November 2017.

The report was noted.

104/17 **Ellesmere Town Council Action Plan**

The updated Plan with actions and reviews had been circulated to Members.

RESOLVED - that the updated Action Plan be approved.

105/17 **RoSPA Inspections 2017**

The Assistant Town Clerk reported that the only issue arising from the Annual Inspection of play areas was for some works at Kingfisher Walk Play Area to clean rust off the play equipment, removal of moss from ground surfaces and to replace some fence panels. The works had been completed at a cost of £772.04.

The report was noted.

106/17 **Road Safety Policy**

Members were invited to raise any road safety concerns in the town for notifying to Shropshire Council as part of the regular reporting process.

It was agreed that the following matters be reported:

(i) the condition of the Yorkstone pavements in the Town Centre (particularly Cross Street) as raised by a member of the public at the start of the meeting.

(ii) the extension of double yellow lines along Cambria Avenue away from the junction with Elson Road. It was acknowledged that this had been raised before, but there were continuing problems with vehicles being parked there by parents dropping off or collecting their children from the primary school.

It was suggested that it would be useful for the Council to hold another Town Walk, and the Mayor agreed to look into arranging one.

107/17 **Community Speedwatch/Safer Roads Partnership**

The notes of a meeting of Planning & Infrastructure Committee members with representatives from West Mercia Police and the Safer Roads Partnership on 9 August 2017 had been circulated for information.

The situation regarding monitoring and enforcement of speed limits in Elson Road, Grange Road and Oswestry Road was noted.

108/17 **Correspondence**

(i) Items for consideration

Remembrance Day Parade

The Cellar Church, who regularly used the Town Hall on Sunday mornings, had offered to serve the refreshments for after the Remembrance Day parade on 12 November 2017.

Members thanked the Cellar Church for their offer, but it was felt that it should be the Town Council providing the hospitality given that it was a Council-hosted event.

Street Name – Trimpley

E-mail received from a local resident requesting that Trimpley Street should be renamed 'Trimpley', as this was its traditional name. The Assistant Clerk reported that the e-mail had been forwarded to Shropshire Council Highways, who had replied to say they would be looking into it. Noted.

Request for Financial Support - Crane Quality Counselling

A letter from Crane Quality Counselling was read out, asking for the Council to provide financial assistance towards their work in Shropshire. It was agreed that the request be considered, along with all other applications for grants/donations, at the next meeting on 2 October.

Lamp Post Poppies Campaign.

A request had been received for the Town Council to take part in this campaign. However, Ellesmere Branch of the Royal British Legion had already placed and received an order for the lamp post poppies – so no further action was required. Noted.

Grants for Angling Improvements

A local resident had sent details of grants that were available for making improvements to fishing waters. The letter had been forwarded to the Ellesmere Angling Society. Noted.

Environmental Permit Application – Fabdec Ltd

Fabdec had applied for a variation to their current Environmental Permit, which had been advertised at the site. A local resident had notified the Town Clerk of the application, and enquiries had been made with Shropshire Council. A response from the Council's had been received, and which had been circulated to Members. This made clear that it was a very minor variation, and that the additional emissions were at a very low level. Noted.

Shropshire Local Plan Review (2016 – 2036)

Members had been made aware of the Local Plan Consultation Responses that had recently been published by Shropshire Council, along with the Local Plan Review Timetable.

Bandstand, Cremorne Gardens

A local resident had written to ask whether the Bandstand in Cremorne Gardens could be restored in time for a concert to mark Remembrance Sunday in 2018. Members were in support of the principle of restoring the Bandstand, although not specifically linked to Remembrance Day. It was agreed to forward the correspondence and the Council's view to Shropshire Council's Countryside

Manager at the Mere, as the Bandstand was located within their management area, and to ask for the request to be considered by the Mere Advisory Group.

Ellesmere Cricket Club

A letter from Ellesmere Cricket Club was read out, highlighting the continued problems with drainage which, along with the growth of the club had raised question marks regarding the long term suitability of the Birch Road ground as its main base. Feasibility studies into correcting the drainage had not been positive and the Club was currently in discussions with Ellesmere College regarding a possible move to a piece of their land to then build a new cricketing facility. The intention would be to have County standard playing and training facilities for the people of Ellesmere and a new club house that could also be used by local affinity groups.

It was stressed that this was only a proposal at this stage, and should it come to fruition it would be up to 5 years into the future before any move would be actually made. In the meantime, the Club would continue to be tenants at Birch Road and might even look to maintain the ground as an additional playing or training facility beyond that.

The situation was noted.

Installation of Junior Goal Posts, Beech Grove

At the June meeting, the Council had agreed to fund the installation of new goal posts on the small pitch at Beech Grove subject to confirmation of purchase of suitable goal posts by the Football Club. The Club had been in touch to say that they had identified a supplier for the posts, which met all the necessary safety standards, and would be purchasing them in the near future ready for the new season.

Three quotes had been received for the work to install the posts, one of which was from a contractor suggested by the Football Club. The quoted prices were £180 (+VAT), £388 (+VAT) and £250.

RESOLVED – that the quote for £180 (+VAT) submitted by Aceplay for the installation of the goal posts be approved.

NALC 150 Points of Light/SALC Project Case Studies

There were no comments on this document, which had been circulated by SALC for feedback.

Joining People with Places – A Practical Vision for Travel in Shropshire.

This consultation document produced by Sustainable Transport, Shropshire had been circulated to Members. It was agreed that any comments that individual Members had be forwarded to the Assistant Clerk, who would collate any responses for submission.

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

Talbot St Car Park Recycling Area

A letter had been received from a local resident regarding recent instances of fly tipping at the recycling area. Such problems had been raised at a meeting of the former Civic Amenities Committee with Veolia in October 2016, when it was felt there was a strong case for the closure of the recycling site. Since then, the siting of CCTV to cover the recycling area had not proved possible, and, with the continued misuse of the site, it was therefore agreed to write to Veolia to urge the removal of the remaining recycling containers from the car park.

Gala Lights

It had been confirmed by Gala Lights that the cost for servicing the tree Xmas trees at the Town Hall would be £270 per year. Noted.

Broadband - SALC

Notification had been received via SALC of a Government consultation on the design of Broadband Universal Service Obligation. NALC would be responding on behalf of local councils, and Councillors could let NALC know their views if they so wished. Noted.

Raffle Donation

A request had been received for the donation of a prize to a raffle in aid of Ovarian Cancer Action at an event in Ellesmere on 17 September. The Assistant Clerk advised that the Council could not directly make such a donation, but Councillors could make a personal donation if they so wished.

Scottish Power Networks Hotline

Scottish Power Energy Networks were looking at ways of promoting their hotline number so local people knew how to report power cuts. It was agreed that the hotline number be publicised on the Council website under the 'Useful Numbers' tab, and on the noticeboards at the Town Hall.

Community Tree Scheme

It was agreed to defer consideration of making an application to the Community Tree Scheme to the next meeting on 2 October.

109/17

Planning

Planning Applications For Consideration

(i) 17/03776/VAR – Variation of Condition No.2 attached to Planning permission SC/CC2007/0017 dated 6th August 2007 to allow for the retention of the demountable accommodation for a further temporary period of ten years.

The date by which the building is to be removed and the land reinstated to read as 31st July 2027 – Children’s Centre, Ellesmere Primary School, Elson Road, Ellesmere.

It was moved by Cllr Mrs E Peers, seconded by Cllr G Elner and

RESOLVED – that the application be supported with no further comments.

(ii) 17/03476/FUL – Removal of existing ATM; infill the existing ATM aperture to match existing and replace the stone work to match existing – Natwest, Scotland Street, Ellesmere.

It was moved by Cllr Mrs J Williams, seconded by Cllr P Goulbourne and

RESOLVED – that the application be supported with no further comments.

(iii) 17/04163/TC – Works to 1no. multi-stemmed Black Mulberry tree including crown thinning, lifting and reduction within Ellesmere Conservation Area – The Mount, St John’s Hill, Ellesmere.

It was moved by Cllr Mrs J Williams, seconded by Cllr Mrs J Clayton and

RESOLVED – that the application be supported with no further comments.

110/17

Finance

(i) Payments for June and July 2017.

The payments made during June and July, 2017 had been circulated with the Agenda. It was moved by Cllr P Goulbourne, seconded by Cllr M Lagoyianni and

RESOLVED – that the payments for June and July, 2017 be approved, confirmed and signed as a true copy.

(ii) 1st Quarter Accounts

The payments and receipts for the period April to June 2017 had been circulated with the Agenda. It was moved by Cllr P Goulbourne, seconded by Cllr M Lagoyianni and

RESOLVED – that the 1st Quarter Accounts for April to June 2017 be approved, confirmed and signed as a true copy.

111/17

External Audit Annual Report 2016/17

The Assistant Clerk reported that the Council’s external auditors, Mazars, had completed their audit of the 2016/17 accounts. There were no issues to bring to the attention of Members, and the accounts had been signed off. A Notice of Conclusion of the Audit had been completed, and would be published on the Council’s website and placed on the Town Hall noticeboard.

The report was noted, and Members thanked the Town Clerk and Assistant Clerks for their stewardship of the Council’s finances.

112/17 **Staff Appraisals**

In the absence of the Town Clerk, it was agreed to defer this item.

113/17 **Date of Next Meeting**

Monday, 2nd October, 2017.

114/17 **Exclusion of Press and Public**

It was moved by Cllr P Goulbourne, seconded by Cllr Mrs J Clayton 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 item of business on the grounds that it involves the likely disclosure of exempt information as defined in the Acts.

115/17 **Exempt Minute – Planning & Infrastructure Committee**

The exempt minute of the meeting held on 25th July 2017 was circulated for information.

The meeting closed at 9.07pm

Mayor:

Date: