

ELLESMERE TOWN COUNCIL

Miss Joanne Butterworth
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Date: 29th September 2020

Dear Councillors,

You are summoned to attend a Virtual Meeting of Ellesmere Town Council to be held on Monday 5th October 2020, at 7.15pm via Zoom, for the transaction of business as set out in the Agenda below.

Yours sincerely,

Joanne Butterworth
Town Clerk and Responsible Finance Officer

**MEMBERS OF THE PUBLIC AND PRESS ARE VERY WELCOME TO ATTEND
(please contact the Clerk to request a Zoom code).**

THE FIRST 10 MINUTES OF THE MEETING WILL BE PUBLIC QUESTION TIME WHICH IS AN OPPORTUNITY FOR THE PUBLIC PRESENT TO SPEAK ON ANY ITEMS ON THE AGENDA OR ANY OTHER CONCERNS THEY WOULD LIKE TO BRING BEFORE THE TOWN COUNCIL.

AGENDA

1. **To receive apologies and reason for absence.**
2. **Disclosure of Personal and Prejudicial Interests.** 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.
3. **Grant Dispensations.** In pursuance of the Localism Act 1972 s31 (4) to report on any dispensations requested/granted.
4. **Youth Provision.** To welcome Gill Jones from The New Saints and receive information as to how her organisation can work collaboratively with the Town Council to deliver future youth provision within the town.
5. **Police Matters.**
 - (a) To receive a report from PC Crump.
 - (b) To receive a verbal report from a meeting held between Town Council representatives and West Mercia Police held on Thursday 1st October.

6. **Shropshire Council Report.** To receive a verbal report from Shropshire Cllr Mrs A Hartley.
7. **Public Participation Session.**
8. **Minutes.**
 - (a). To read and confirm the minutes of the Town Council Meeting held on Monday 7th September 2020. [View minutes](#)
 - (b). To note minutes of the Planning and Infrastructure Committee meeting held on Thursday 10th September 2020 and consider their recommendations. [View minutes](#)
 - (c). To note the minutes of the Staffing & Governance Committee held on 6th July and confirm that recommendations made have all been implemented.
 - (d). To note the minutes of the Cemetery Working Group held on 24th September 2020 (to follow).
9. **Planning.**
 - (a) **Planning Applications for consideration:**

20/03438/FUL – 45 Oak Drive, Ellesmere, SY12 0BN. Proposal: Erection of two storey side extension. [View application](#)
 - (b) **Planning Decisions** (for information only).

20/02190/TPO – Land to the rear of 27 Tetchill Brook Road, Ellesmere, Shropshire, SY12 0FA.
Proposal: Cut overhanging branch back to boundary (14ft) of 1no Oak protected by the Shropshire Council (Land at Former Dairy Crest Site Wharf Road, Ellesmere) TPO 2011 (Ref: SC/00067/11)
DECISION: Grant Permission. [View application](#)

20/02882/TPO - 10 Pine Close, Ellesmere, Shropshire, SY12 9PP
Proposal: To reduce crown spread on NE,E,S sides by up to 4m to appropriate unions, thin crown by up to 20% and remove large branches on the W,N sides up to a height on the trunk no more than 5 metres, 1 Oak tree protected by NSDC Elson Road, Ellesmere TPO 1973 and Ellesmere Park TPO 1987 (Elson Park) Tree Preservation Order.
DECISION: Grant Permission. [View application](#)
 - (c) **Ellesmere Boat Yard** – To receive feedback from the workshops held by the Canal & Rivers Trust in August and report on the new description intended for submission into the Ellesmere & Surrounding Area Place Plan.
 - (d) **Cambria Avenue & Brownlow Road** – Traffic problems. To discuss issues raised by residents since the Planning meeting on 10th September with a view to inclusion in the Place Plan.
 - (e) **Shropshire Local Plan Review** – To assess the draft Local Plan and provide comments to the consultation. (we have been granted an extension to submit comments). [View Draft Local Plan](#)
10. **Finance/Contracts.**
 - (a) **Payments for August 2020.** To be approved and confirmed.
 - (b) **Bank Balances at the end of the 2nd Quarter.** To receive details at the meeting, to note.
11. **Cemetery Working Group.**
 - (a) **Payments for August 2020.** To be approved and confirmed.
 - (b) **Bank Balances at the end of the 2nd Quarter.** To receive details at the meeting to note.

12. **Vacancies to Committees/Task & Finish Groups and Membership to Outside Bodies.** To allow Councillors the opportunity to fill the current vacancies:

(a) **Finance, Asset & Resources Committee** – Cllrs P Goulbourne, A Wignall, G Elner, J Frost, R Hartley, N Cull, G Hutchins + 2 vacancies.

(b) **Cemetery Working Group** – Cllrs G Elner, J Frost, P Goulbourne, A Wignall, G Hutchinson + 1 vacancy.
Review of Policies & Procedures Task & Finish Group – Cllrs P Goulbourne, R Hartley + 1 vacancy.

(c) **Tuesday Market Group Task & Finish Group** – Cllrs G Elner, P Goulbourne, D Lunn + 1 vacancy.

(d) **GDPR Task & Finish Group** – Cllrs P Goulbourne, A Devismes, J Mowl + 1 vacancy.

(e) **Chester and Shrewsbury Rail Users Association** – 1 vacancy.

(f) **Shropshire Helicopter Liaison Group** – 1 vacancy.

13. **Progress Report (circulated)**. Please look back on past action lists and **if you have any questions for the meeting, please can these be emailed to the Clerk by no later than Friday 2nd October.**

14. **Councillor's Reports**

(a) **To receive reports from the Council's representatives to other bodies.**

Cllr P Goulbourne – SALC Executive Meeting held on 14th September 2020.

Cllr P Goulbourne - North Shropshire Area Committee held on 15th September 2020. (draft minutes circulated to council).

15. **Remembrance Sunday.** To receive information.

16. **Future Meetings**

Finance, Asset & Resources Committee – Thursday 15th October 2020 at 11am.
Town Council - Monday 2nd November 2020.

17. **Exclusion of Press and Public.** To resolve “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 items of business on the grounds they may involve the likely disclosure of exempt information as defined in the Acts”. Exempt Minutes will be kept.

18. **Job Retention Scheme.** – To discuss Government changes and implications to Ellesmere Town Council.

19. **Planning Enforcements Cases.** To receive a verbal report.