

ELLESMERE TOWN COUNCIL

Minutes of the Town Council Meeting held virtually on Monday 5th October 2020 at 7.15pm.

<u>PRESENT:</u>	Town Mayor (Chair):	Cllr P Goulbourne
	Councillors:	Cllrs N Cull, R Hartley, G Hutchinson, D Lunn, G Elner, J Frost, J Mowl, M Hancock, T Hunter, Mrs A Devismes and Mrs A Wignall
	Town Clerk and RFO:	Jo Butterworth
	Deputy Town Clerk and Deputy RFO:	Jean Hynes
	Unitary Councillor:	0
	Members of the Public:	0
	Press:	1
	Police:	0
	Guests:	1

Public Question Time No members of the public were present.

62/20 **To Receive Apologies and Reasons for Absence.**

All Councillors were present.

63/20 **Disclosure of Personal and Prejudicial Interests**


None requested

64/20 **Grant Dispersations**

None received.

64/20 **Youth Provision**

Gill Jones of the New Saints Foundation gave a presentation outlining the type of activities they offer, Youth engagement being at the centre of their work. They have worked in different areas to consult with children and young people on their priorities (e.g. Oswestry and Whittington) - their approach is to provide a mix of outreach consultation, one-off activities, and focus groups (in the community and schools) to work with young people to identify particular issues/needs; local priorities; etc. In Whittington, this led to the establishment of a regular youth club. In Oswestry their consultation led to the establishment of a social inclusion football league for young people in the town (with their team providing supported structure for the activities each week).


4/11/2020

Coaching provision - the team are qualified in a range of sports provision - everything from dodgeball to cricket; football to tennis; dance to basketball, and many more in between! They pride themselves on offering inclusive, all ability activities - and have staff trained e.g. in managing challenging behaviours; youth work; working with disabilities; as well of course as the regular first aid and safeguarding requirements. They have a good range of equipment readily available.

TNS run a number of youth clubs/youth cafes Whittington, Gobowen, Weston Rhyn and (collaboratively with Shropshire Youth Association) in Oswestry. Covid-19 restrictions currently limit the number of young people who can be in a youth club at any one time (15) - however, hopefully this will ease over the coming months. Each youth club varies in its provision depending on the facilities available, ages and profiles of young people attending, etc.

All the team are employed, and so they do have to charge for their provision. The minimum charge rate for staff is £20 per hour per member of staff. For many activities, the cost of facility hire can also add quite significantly to the costs of provision. They are very happy to work with volunteers if there are local people available - of course they require DBS checks and reassurance that they meet the requirements of the role, but this can help to reduce the costs of provision - a possible situation could for example be where they just provide one 'supervising/lead' individual who can be supported by local volunteers at sessions. Following Gill's presentation, the following questions were raised.

Q. With Whittington and Oswestry being different how did they engage?

A. Gill Jones replied that in Whittington members of the team would drive through so many hours per week finding core groups of young people, talking and meeting with them and finding out what they wanted for the future, in addition they had to build bridges with residents. In Oswestry they targeted different places at different times, finding where the young gathered.

Q. Has this impacted on antisocial behaviour?

A. In Whittington, yes though they had some problems, but the Police dealt with them and Parish Council are very happy.

Q. What the skill basis and experience of the people working with the children.

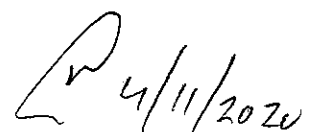
A. Youth workers are required to have a minimum level 2 or 3 youth work. Plus, a sport or performing arts qualification.

Q. If the council are going to look to collaboratively work with TNS, what are the steps and what costs are involved?

A. If the council agree, Gill will come up with a proposal to start working on after Christmas, keeping costs as low as possible quoting £20-25 hourly rate with the consideration of approved voluntary help.

A discussion took place informing Gill of various youth organisations and hotspots for youth congregation.

It was proposed by Cllr G Elner, seconded by Cllr G Hutchinson and

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RESOLVED: to ask Gill Jones to prepare a proposal to be trailed until the end of the financial year.

65/20

Police Matters.

(a) PC Crump submitted a report prior to the meeting which was read out. He confirmed that West Mercia Police had recorded crimes for Ellesmere Urban during September, there had been seven recorded crimes, broken down as follows:

- 3 x Theft (2 Shoplifting)
- 2 x Assault (Minor Injuries)
- 1 x Sexual Offence
- 1 x Criminal Damage

Of these, there are ongoing enquiries in 5 cases.

Officers are still dealing with COVID enquires, where the Public are phoning in potential breaches.

And reminded if approached, please advise that masks are to be worn, and that fines have increased in cost.

(b) Representatives of Ellesmere Town Council met with Police & Crime Commissioner, John Campion, Sgt Scott Barnes and Inspector Claire Greenaway on the 1st October 2020 to discuss issues raised by the Council and local residents. The following matters were discussed.

Petty vandalism & Police presence

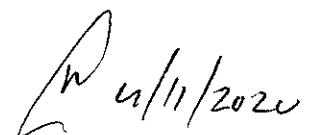
- **Outcome** – Recruiting 300 new officers, which will in time create greater visibility on the streets. Sgt Barnes had checked the police system prior to his visit and talked through issues and the actions taken during investigations. If criminals can be identified by CCTV or stills taken from CCTV then the police will act to arrest.

Licensed premises

- **Outcome** – We asked the police for support in the Ellesmere Town Council being consulted on new and changed alcohol licenses and advised they would support the Town Council if we asked to be a valued partner during premises licence applications. We were informed that on licensing premises Worcestershire Council share and that there is no reason why Shropshire Council can't share the information on licensed premises.

CCTV

- **Outcome** – The need for further cameras was identified and recognised, of which there is Police and Crime Commissioner Funding available. It was also agreed that the police will provide better communication to the community when the town's CCTV has aided and investigation. A joint working party between to Town Council and West Mercia Police will be considered.



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County line & other drug related activity

- **Outcome** - West Mercia police were able to confirm that there is no identifiable county line in this town, and that due to current operations they were unable to discuss the drug related activity within the town at this time.

Ease of reporting alleged offences

- **Outcome** – West Mercia police have identified that the 101 service levels are poor and the quickest way to report a non – emergency would be to use the west Mercia Police Website - <https://www.westmercia.police.uk/contact/af/contact-us/>

Communications from police to residents

Outcome – West Mercia use Twitter amongst other mechanisms to engage with the community. Twitter link - [@WMerciaPolice](https://twitter.com/WMerciaPolice)

Covid – 19

- **Outcome** – Low levels of enforcement tickets have been issued and a link has been provided for Covid -19 reporting - <https://www.westmercia.police.uk/tua/tell-us-about/c19/tell-us-about-possible-breach-coronavirus-measures/>

Dog – napping

- **Outcome** - It was reported that there have only been 3 incidents of dog napping in the whole West Mercia policing area. The cases were opposite ends of the area, and no specific trend has been identified in this area.

66/20

Shropshire Council Report.

Shropshire Cllr A Hartley sent apologies.

67/20

Public Participation Questions

None received

68/20

Minutes

(a) Town Council Meeting – 7th September 2020

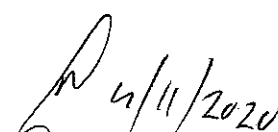
It was moved by Cllr A Wignall, seconded by Cllr J Mowl and

RESOLVED: that the minutes of the Town Council meeting on 7th September 2020 be approved and signed by the Town Mayor as a true record.

(b) Planning and Infrastructure Committee meeting held on Thursday 10th September 2020 and consider their recommendations

It was moved by Cllr G Elner and seconded by Cllr J Frost and

RESOLVED: To submit the following amendments to the 2019/2020 Place Plan.



[Handwritten signature]
2/11/2020

Page 10 – Town Centre Parking: It was felt that if a potential housing venture were to go ahead on the land close to Tesco that the Town Council would like to see a 50/50 split of housing and public carparking.

Page 14 – New Bus Shelter and a pull in layby at Trimpley/Stanham: It was felt that if this project is deliverable it would be beneficial to assist the traffic flow in Trimpley as cars would be able to pass if the buses had a layby rather than blocking the traffic which often results in blocking up the pinch point on Trimpley. To note Cllr R Hartley disagrees with this project as he does not feel it necessary.

Page 14 - Upgrade Street Lighting to LED: to be removed as the Town Council have completed this project.

Page 18 – Reduce Speed Limits: It was felt that the speed limit needs to be reduced from 40mph to 30mph from the convent, past the Mere and into town.

Due to recent requests made to council it was felt that in the future Youth Provision should be included in the plan by way of possibly a bike track, basketball court or even tennis courts. It was also felt that the utilisation of Berwyn View land should be included once advice has been sought from solicitors as to any restrictions for land use.

The Town Clerk confirmed that she has received the deeds and that there was a covenant on it to restrict any building on the land and is waiting on having a conversation with the solicitor later on in the week.

(c) Staffing & Governance Committee held on 6th July

The draft minutes of the meetings held on 6th July were noted. The Clerk informed all members that recommendations made had all been implemented.

(d) Cemetery Working Group held on 24th September 2020

The draft minutes of the meetings held on 24th September 2020 were noted.

69/20

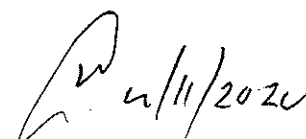
Planning

(a) Planning Application for consideration:

20/03438/FUL – 45 Oak Drive, Ellesmere, SY12 0BN - Proposal: Erection of two storey side extension.

It was moved by Cllr J Mowl, seconded by Cllr G Hutchinson and

RESOLVED – that the application be supported.

Handwritten signature and date: 2/11/2020

(b) Planning Decisions

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. Noted.

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. Noted.

- (c) **Ellesmere Boat Yard** – The Canal & River Trust is developing a plan of action for Ellesmere Yard to extend its use and profile as a heritage/crafts enterprise hub and green tourist destination with a canal bridge crossing. The Yard's unique heritage status as one of the UK's best preserved canal yards dates back to 1806 as the office and workshops of the former Ellesmere Canal Company, set up by Thomas Telford, pioneer architect and engineer of the Llangollen Canal.

As a working Yard, it includes heritage blacksmith with forge, dry dock for boat repairs (as commercial hire) and stores and workshops in use by the Trust's operational team, in addition to the iconic Beech House.

The plans propose a new canal bridge to open up connectivity to the town with a safer off-road route, and for place-making by creating a high profile heritage landmark feature that signposts canal users to amenities and attractions in Ellesmere town and to the World Heritage Sites.

Land attached to the Yard offers the potential of accommodating improved facilities for the Trust, canal users, volunteers and visitors. Recent consultation with arts & design studios, local food producers and social entrepreneurs demonstrates evidence of the demand for space at Ellesmere Yard to support local enterprise and become a popular tourist destination.

The Canal & Rivers Trust intend to submit the updated plans to Shropshire Council to be included in the Ellesmere & Surrounding Area Place Plan, which members agreed to support.

- (d) **Cambria Avenue & Brownlow Road** – Traffic problems raised by residents since the Planning meeting on 10th September were discussed. Parking & speeding concerns were raised, it was highlighted that these issues had been raised in the past during on site meetings with Shropshire Council Highways representatives, without resolution. Due to safety implications to pedestrians and motorists, it was

agreed to write to Shropshire Council again to raise concerns. It was further agreed to include these areas as problems areas in the Place Plan.

(e) Shropshire Local Plan Review

The pre-submission draft of the Shropshire Local Plan was being consulted on, and was discussed. It was proposed by Cllr G Elner to submit the comment 'that the Draft Local Plan and Development Strategy for Ellesmere are satisfactory and that no change is required'. This was seconded by Cllr A Wignall, However, Councillor T Hunter commented that under the development guide in schedule S8.1(i) and explanation 5.114, both on page 194 of the plan, there was mention of a circular walk and suggested that a circular cycle route should also be created. He proposed an amendment to the motion, seconded by Cllr G Elner, by deleting the words "and that no change is required" and adding the words "subject to requesting the creation of a circular cycle route as well as a circular walk".

Upon being put to the vote, the motion as amended was passed, and it was

RESOLVED: that Shropshire Council be informed that the Draft Local Plan and Development Strategy for Ellesmere are satisfactory, subject to requesting the creation of a circular cycle route as well as a circular walk (Schedule 8.1 (i)).

70/20

Finance/Contracts

(a) Payments for August 2020.

The payments made during August 2020 had been circulated with the Agenda.

It was moved by Cllr P Goulbourne, seconded by Cllr G Elner and

RESOLVED – that the payments for August 2020 be approved, confirmed and signed.

(b) Bank Balances at the end of the 2nd Quarter.

Town Clerk informed Council of bank balances as at the end of September 2020. To note.

71/20

Cemetery Working Group

(a) Payments for August 2020.

The payments made during August 2020 had been circulated with the Agenda.

It was moved by Cllr P Goulbourne, seconded by Cllr G Elner and

RESOLVED – that the payments for September 2020 be approved, confirmed, and signed.

(b) Bank Balances at the end of the 2nd Quarter.

Town Clerk informed Council of bank balances as at the end of September 2020. To

note.

72/20

Vacancies to Committees/Task & Finish Groups and Membership to Outside Bodies.

Councillors were appointed to fill outstanding vacancies on the following Committees.

- (a) Finance, Asset & Resources Committee – 2 vacancies. No appointment made.
- (b) Cemetery Working Group – Councillor T Hunter appointed.
- Review of Policies & Procedures Task & Finish Group – Cllr A Wignall appointed.
- (c) Tuesday Market Group Task & Finish Group – Cllr J Mowl appointed.
- (d) GDPR Task & Finish Group – 1 vacancy. No appointment made.
- (e) Chester and Shrewsbury Rail Users Association – Cllr A Wignall appointed.
- (f) Shropshire Helicopter Liaison Group – Cllr N Cull appointed.

73/20

Progress Report. To note.

74/20

Councillor's Reports

Cllr P Goulbourne gave a report on the recent SALC Executive Meeting which he attended on 14th September 2020.

Cllr P Goulbourne also gave a report on the North Shropshire Area Committee meeting that he had attended 15th September 2020.

75/20

Remembrance Sunday.

The Royal British Legion had contacted Council to confirm that there will be no parade and with a maximum of 30 for wreath laying at St Mary's Church.

To note.

76/20

Future Meetings

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

To note.

77/20

Exclusion of Press and Public

It was moved by Cllr G Elner, seconded by Cllr G Hutchinson 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 may involve the likely disclosure of exempt information



as defined in the Acts.

78/20

Job Retention Scheme

The Town Clerk explained the financial losses of the Town Hall after the 2nd quarter which have been incurred due to Covid, she made recommendations to members for a reduction of Town Hall staff hours to offset further losses, details of which will be kept as a confidential report.

It was moved by Cllr G Elner, seconded by Cllr G Hutchinson and

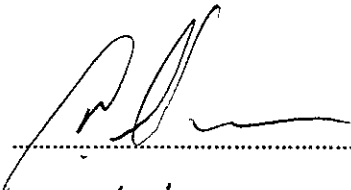
RESOLVED – It was resolved to agree to the Clerk’s recommendations to retain as many positions as possible.

79/20

Planning Enforcements Cases

None reported

The meeting closed at 8.50pm

Mayor: 

Date: 4/11/2020

Town Council Current A/c

List of Payments made between 01/08/2020 and 31/08/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
03/08/2020	Groundforce Ltd	SO	1,275.00		Gardening Contract
03/08/2020	British Telecom	DDR	103.44		Telephone
04/08/2020	Express Pest Control	008136	450.00	008136	One Year Pest Control Contract
04/08/2020	Amazon Payments Europe SCA	008137	15.71	008137	Covid Signs
04/08/2020	CPC	008139	49.50	008139	Covid Tape
04/08/2020	Smith of Derby Ltd	0108140	264.00	008140	Service to TH Clock
04/08/2020	Paperstone Ltd	008141	280.65	008141	Stationery
04/08/2020	TG Builders Merchants	008142	34.73	008142	Sugar Soap & Cable Ties
04/08/2020	Border Janitorial Supplies	0008143	121.32	008143	Clening Supplies
04/08/2020	PG Skips Ltd	008144	104.80	008144	Skip Hire MH
04/08/2020	Parish Online	008138	192.00		Subscription
04/08/2020	Paperstone Ltd	008141A	-15.58		Notice Board Returned
05/08/2020	Paul Ashby Locksmith	008145	90.00	008145	Faulty lock TH
05/08/2020	Initial Washroom Hygiene Ltd	008147	1,004.54	008147	Contract for TH & Cross St
05/08/2020	Peninsula Business Services Lt	DDR	21.60		EAP Services
07/08/2020	Ricoh UK Ltd	DDR	208.26		Clerks Printer
13/08/2020	Opus Energy	DDR	448.62		TH Gas
14/08/2020	Groundforce Ltd	SO	729.00		Grounds Maintenance
17/08/2020	Shropshire Council	DDR	861.00		Rates TH
17/08/2020	British Gas	DDR	1,550.79		Electric TH
20/08/2020	ADMINISTRATION	FASTERPAY	1,356.25		Administration
24/08/2020	Miss Joanne Butterworth	008148	14.97	008148	Exps
24/08/2020	PG Skips Ltd	008149	1.17	008149	Incorrect VAT charged inv195
24/08/2020	Shropshire Council	008150	5,229.27		Various items
25/08/2020	Ricoh UK Ltd	008154	208.26		Printer Costs
25/08/2020	T J Wells Carpentry	008153	40.00		Repair to door frame Cross St
25/08/2020	Total Boilers Ltd	008151	216.00		Annual service
26/08/2020	Shropshire Council	008157	180.00		Premises Licence
26/08/2020	TG Builders Merchants	008156	7.26		Tape measure
26/08/2020	TG Builders Merchants	008155	10.62		Sugar Soap
26/08/2020	EE & T-Mobile	DDR	23.08		Clerk's mobile
27/08/2020	ADMINISTRATION	FASTERPAY	1,248.43		Administration
27/08/2020	ADMINISTRATION	FASTERPAY	5,497.23		Administration
28/08/2020	Paperstone Ltd	008163	22.35	008163	Stationery
Total Payments			21,844.27		

Cemetery Working Group

List of Payments made between 01/08/2020 and 31/08/2020

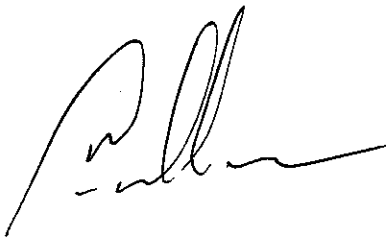
<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
04/08/2020	Bowenson & Watson	FASTERPAY	82.50		Mnagement Fee
14/08/2020	Groundforce Ltd	SO	1,345.00		Cemetery Maintenance Contract
19/08/2020	British Gas	DDR	17.00		Boiler Cover Cemetery Lodge
Total Payments			<u>1,444.50</u>		

Bank Accounts & Reserves as at 30.09.2020

No. 1 Account	165,886.41
No. 2 Account (Neighbourhood Fund)	5,983.50
CWG	57,994.47

Town Council Reserve Accounts

No. 3 Account - Reserves	95,603.00
Santander Account - Reserves	85,232.72
Total	180,835.72

 7/10/2020