

## **ELLESMERE TOWN COUNCIL**

Minutes of the Town Council Meeting held virtually on Monday 2<sup>nd</sup> November 2020 at 7.15pm.

<b><u>PRESENT:</u></b>	Town Mayor (Chair):	Cllr P Goulbourne
	Councillors:	Cllrs N Cull, R Hartley, G Hutchinson, D Lunn, G Elnor, J Frost, J Mowl, M Hancock, T Hunter 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:	0

**Public Question Time** No public were present.

80/20 **To Receive Apologies and Reasons for Absence.**

**RESOLVED** – that the apology received from Cllr A Devismes be approved.

81/20 **Disclosure of Personal and Prejudicial Interests**

None requested

82/20 **Grant Dispensations**

None received.

83/20 **Police Matters.**

Prior to the meeting Councillors had submitted questions to PC Crump that they wanted answers to in addition to his monthly report. The answers to the questions and the report were read to members. Cllrs did not feel that the that report, or answers provided were any more informative than previous reports and asked the Clerk to write to Inspector C Greenway to request more detailed reporting in the future.

84/20 **Shropshire Council Report.**

Shropshire Cllr A Hartley had sent her apologies and asked the Clerk to report to council that Shropshire Council are meeting to discuss which tier Shropshire should be placed in following lockdown, Shropshire Council will be recommending that they remain in tier 1. The Clerk also reported on Cllr

Hartley's behalf that Shropshire Council will be providing free school meals to all eligible children over the Christmas break.

85/20

**Public Participation Session**

None received

86/20

**Minutes**

**(a) Town Council Meeting – 5<sup>th</sup> October 2020**

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

**RESOLVED - that the minutes of the Town Council meeting on 5<sup>th</sup> October 2020 be approved and signed by the Town Mayor as a true record.**

**(b) Finance Asset & Resources Committee held on Thursday 15<sup>th</sup> October 2020**

The draft minutes of the meeting held on 15<sup>th</sup> October 2020 were noted and recommendations to Council were considered.

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

**RESOLVED –**

**(i) A new current account be opened with Unity Bank, and all funds from the TSB current account be transferred.**

**(ii) A Public Sector Deposit Fund Account with the CCLA will be opened and a 3<sup>rd</sup> of the reserve amounts be transferred over to spread the risk to the council and ensure that all monies are covered by the Financial Services Compensation Scheme.**

**(c) Planning and Infrastructure Committee meeting held on Thursday 10<sup>th</sup> September 2020**

The draft minutes for Planning and Infrastructure Committee held on 10<sup>th</sup> October 2020 were noted.

87/20

**Planning**

**(a) Planning Applications for consideration:**

**20/04019/FUL** – Proposed Residential Development Land to The South Of, Bridgewater Street, Ellesmere, Shropshire

Proposal: Erection of mixed residential development of 23No dwellings, formation of vehicular and pedestrian access, amenity space and associated works

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

**RESOLVED – that the application be supported.**

**20/04281/FUL** - 7 Grosvenor Cottages, Ellesmere, SY12. Proposal: Erection of two storey side extension.

Cllr Elner requested that a site visit be conducted as he felt the extension was too large and may result in a reduction of light to the neighbouring property. It was agreed for Cllrs Elner, Hunter, Hartley & Hancock to visit the site at 11am on Tuesday 3<sup>rd</sup> November and that the Chair of Planning, Cllr Elner form a response for submission to the Planning department, which will be circulated to all members of the council.

**20/04270/FUL** - 31 Cross Street, Ellesmere, SY12 OAW Proposal: Change of use and conversion of rear outbuildings to four holiday let properties.

Discussion took place over lack of parking on the application and the presence of bats at the premises, which is covered in ecology report.

It was moved by Cllr N Cull, seconded by Cllr P Goulbourne and

**RESOLVED – that the application be supported, providing that Shropshire Council Highways are happy that there is no parking included in the application, and are satisfied that there is adequate public parking.**

**The Town Council supported the comments from the Ecologist.**

(b) **Planning Decisions**

None received.

88/20

**Finance/Contracts**

(a) **Payments for September 2020.**

The payments made during September 2020 had been circulated with the Agenda. It was moved by Cllr G Hutchinson, seconded by Cllr A Wignall and

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

(b) **Detailed Income & Expenditure for 2nd Quarter**

Prior to the meeting the Clerk had circulated the detailed income and expenditure as at the end of September 2020 to all members. Noted.

(c) **Youth Engagement Proposal from The New Saints.**

Councillors considered a Youth Engagement proposal from The New Saints, which had been circulated to all councillors with the agenda. The Clerk read out an email from Gill Jones informing members that due to the current lockdown the proposed start date on the proposal will be delayed until December. The Clerk also informed members that in her absence Cllr A Devismes the councils Youth representative wanted to make her support for this proposal known and that if it is agreed she would very much like to work with TNS to deliver the project to the community. A discussion took place about the proposal. The Clerk told members that to work

along with TNS until the end of the financial year would cost £1,408.60, that there is currently £1,232 left in this years budget and that the Mayor has offered to make up any shortfall, should the proposal be accepted.

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

**RESOLVED – The Youth Engagement proposal be accepted.**

Cllr N Cull abstained from the vote.

**(d) Play Area Annual Inspections** – The Clerk reported that the inspections had now been completed and quotations are currently being sought to carry out the recommended works. These will be taken to the Finance Asset and Resources Committee once received. She informed members that following the report consideration to budgeting for a hoop top fence for Kingfisher Walk play area should be looked at when preparing the 2021/22 budget. Noted.

89/20

**Cemetery Working Group**

**(a) Payments for September 2020.**

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

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

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

**(b) Detailed Income & Expenditure for 2nd Quarter**

Prior to the meeting the Clerk had circulated the detailed income and expenditure as at the end of September 2020 to all members. Noted.

90/20

**Review of Governance Structures**

Following the meeting of the Finance, Asset & Resources Committee held on Thursday 15<sup>th</sup> October, and as per minute number FAR 22/20, Cllrs Goulbourne, Elnor and Cull met with the Clerk to review the committee structures in further detail. Full details together with a proposal together and a draft schedule of meetings were circulated to all councillors with the agenda. The proposal is:

- Agree programme of meetings aligned to the annual budget and policy/priority setting process.
- Give more delegated powers to Committees and having a regular meeting programme for those Committees.
- Reduce the number of Full Council meetings to every other month streamlining the number of task & finish/working groups and allocating their work to specific Committees

A number of questions asked and answered on the proposal.

**Q. Will the Shropshire Council report still be received by council every month?**

**A.** Our Unitary Council representative could be asked to provide a written report for each month.

**Q. The paper states that comments on large controversial applications, could be considered by all council, surely this should say should?**

**A.** All planning applications are and will continue to be circulated to all full council for comments, even if members are not on the Planning Committee, this is so that everyone gets the opportunity to have their comments considered.

**Q. What would we do if an item comes up after a meeting and needs agreement of full council.**

**A.** A special meeting of the Town Council could be called.

**Q. The proposal paper states that the Finance, Asset & Services Committee will be given remit to consider contracts and tenders within the agreed framework and up to spending limits, how will that work. Should it not go to council depending on significance not limit.**

**A.** This is how it works currently and is defined by the Financial regulations and Standing Orders. The proposal has a broad description and finer details will be looked at when updating the terms in reference. It is difficult to define the significance of a project and maybe this it should be up to the Chair of each committee to recommend when a contract under the defined limit should go to council. The terms of reference are yet to be created and will then go to full Town Council for discussion before adoption.

**Q. Why is the Staffing committee so small, why does it not include the Chairman and who will carry out the Clerks appraisal?**

**A.** The Clerk attended training where it was recommended that a staffing committee should be kept small due to the confidential nature of some discussions. Issues between Clerks and the Chair of the council are prevalent throughout the country so it was recommended that the committee should not include the chair of the council. The Town Council scheme of delegation states that the Mayor and Deputy carry out the Clerks appraisal and this will still be the case. The Clerk will continue to conduct the Town Hall & Cemetery staff appraisals.

**Q. What is the difference between, and Task & Finish Group and Working Group Communications is a task & Finish group?**

**A.** They are one in the same, but should have a finite life, although they are good as they can meet as an when to gather evidence to report back to the committee that created them before going to full council.

Moved by Cllr G Hutchinson, seconded by Cllr Wignall and

**RESOLVED: to accept the proposal and for the Finance, Asset & Resources Committee together with the Clerk to look at the terms of reference for committees.**

Cllrs Lunn, Hartley & Frost abstained from the vote.

91/20

**Standing Orders.**

The Clerk reported that following the changes to the 2020 EU procurement threshold figures the corresponding figures have been updated in the NALC Model standing orders. The Town Council Standing orders (18f) have been amended to reflect this change

It was moved by Cllr A Wignall, Seconded by Cllr T Hunter and

**RESOLVED – that the revised Town Council Standing Orders be adopted.**

92/20

**Community & Rural Strategy Consultation**

Before starting the survey comments were made that council would rather these consultations not be included on full Town Council agendas. Councillors then worked through the consultation to form a response to be submitted.

93/20

**Cultural Strategy Consultation**

Council worked through the consultation to form a response to be submitted.

94/20

**Shropshire Bus Project Summary Report**

The Shropshire bus project was a 12-month project with the simple objective of exploring the ways in which bus services in Shropshire could be improved. The Town Council consulted with the community in February this year and submitted a response in March. The summary report from the survey has now been received and a suggestion for Connecting Ellesmere is included in recommendations to be made to Shropshire Council. It states that there is bus from Wrexham to Whitchurch but nothing from nearby Ellesmere to connect with these towns or to the existing bus service, the proposal to run a bus from Overton to make connections with route 146, to go to Ellesmere then onto Whitchurch in a V shape is included.

Councillors wanted to know more information about the proposal such as frequency of service, travel costs and whether the border between England and Wales would restrict the use of bus passes in either direction. The Clerk said she would find out more information and circulate this to Councillors.

95/20

**Progress Report.** A progress report had been circulated with the Agenda. To note.

96/20

**Ellesmere TSB Branch Closure**

Cllr P Goulbourne reported to council that following notification of the Ellesmere TSB branch closure due in February that following actions have been taken;

A letter had been emailed to the Debbie Crosbie TSB CEO, asking to reconsider the closure.

A letter has been written to our local MP Owen Paterson asking for his support, he has also written to the TSB CEO and is awaiting a response.

TSB has pointed out that the Post Office will take on day to day banking once the branch has closed.

Information has been received about an action group from another town that managed to get Barclays to delay closure of their last bank by 2 years.

It was also reported Cllr Goulbourne had spoken to a representative acting on behalf of TSB to try and find a small space to lease so that customer service staff could still provide face to face support for customers, she has spoken to a number of local businesses that may have space available.

Welshampton & Lyneal Parish Council have expressed that they would like to be involved in any meetings that are arranged to discuss the banks closure.

Cllr Goulbourne has written to Co-op to ask if the cashpoint they have in their Ellesmere shop could be altered and made available for 2(?) hours a day, he reported that they are considering his request.

It was suggested that the next steps should be:

Write again to Debbie Crosbie and request a postponement of the branch closure by 2 years and retention of the only 24-hour ATM in the town.

It was moved by Cllr G Elner, seconded by Cllr T Hunter and

**RESOLVED – To write a letter to TSB asking for postponement of the branch closure and requesting retention of the ATM.**

97/20

**Councillor's Reports**

Cllr N Cull reported that he had attended the Shropshire Helicopter Liaison Group on the 13th October 2020 and that there were no local complaints however there has been an increase in complaints since April, which is thought to be as a result of so many more people working at home in the daytime.

Cllr P Goulbourne reported on the SALC Working Group meeting that he attended via Zoom 14th October 2020, the notes from this meeting were circulated with the agenda. Noted.

98/20

**Future Meetings**

Town Council - Monday 7<sup>th</sup> December 2020. - Noted.

The meeting closed at 9.05pm

Mayor: .....

Date: .....