

## Progress Report from Actions/Matters Arising at Previous Meetings as at 1st December 2020

Item	Minute No	Update
Highways Issues	236/19	<b>Traffic speeds Grange Road</b> - investigate options for the provision and funding of a VAS for use in Grange Road and possible other sites in town. <b>Not yet investigated. The Clerk is looking at the possibility of purchasing a VAS sign using the Neighbourhood Fund monies.</b>
Town Hall	254/19	<p><b>Maintenance</b> - progress 'next steps' in the Town Hall Maintenance Group's report:  Main Hall, Small Hall and Committee Room -get costings for the re-decoration of each room separately.  - get costings to repair the wooden upright structure on the lobby/porch.  - get costings to remove the Expel air fans in the Main Hall and the holes to be blocked up.  - check with Shropshire Council if changes to the original plan for an enclosed lobby – with a simpler automatic sliding door instead – would still meet the criteria for Section 106 funding</p> <p><b>Contractors have been to the hall and I am just awaiting quotations, before being able to speak the VAT specialist to get advice on the VAT implications of the works needed. Still awaiting contractors' quotations.</b></p>
	9/20	<p><b>Disposal of Art Screens</b> – Cllr Wignall enquired if Ellesmere College could re-home the screens, but unfortunately this was not possible. We are going to speak to the local art groups that have previously hired them to see if they would like them.  <b>Ongoing. Cllr J Mowl is going to see of Fizz Gigs would be interested in housing the art screens.</b></p>
Contracts/ Finance	86/20a	<b>Bank Account</b> - A new Town Council Current account is to be opened with Unity Trust Bank and all funds from the Town Council's TSB account are to be transferred. <b>The application form has been completed, but resolution of the banks terms and conditions needs to be made at the next Council meeting to be held on 7<sup>th</sup> December.</b>
	86/20b	<b>Savings Account</b> - A new CCLA savings account to be opened to transfer reserve amounts. <b>CCLA account will be opened once the Unity Account has been opened so that funds can then be transferred between the two accounts.</b>
Town Council Governance	90/20	<b>Review of Governance Structure</b> – It was agreed to explore the proposed changes to the Committees structure and for the Finance Asset & Resources Committee together with the Clerk look at Terms of reference. <b>The Clerk will arrange a meeting to</b>

	91/20	<p>look at this, 2021/22 budget has been drafted.</p> <p><b>Standing Orders – The amended Standing Orders have been published on the Town Council website.</b></p>
Recreation/Play Areas	<p>255/19</p> <p>234/19</p> <p>235/19</p>	<p><b>Land to rear of Berwyn View</b> – information on proposed tree planting and whether Lakelands School interested in the land to be considered at future meeting. <b>Conveyance documents have now been received from the Solicitors. The Finance Asset and Resources Committee passed this to be looked at by the Land Rear of Berwyn View T &amp; F Group, which will be done once Cllr Elner has created a timeline of ownership details (thanks Cllr Elner).</b></p> <p><b>Birch Road – Ellesmere Local Nature Reserve</b> - formal document re: declaration of Ellesmere LNR signed 21/5/20, and public notice published/displayed. Press release issued 26/5/20. Factsheet and other info sent to Natural England 10/6/20.</p> <p><b>Community open day to be arranged in 2021. Shropshire Council contacted regarding Nature Reserve Signage. Costings for Nature Reserve signage is currently being obtained</b></p> <p><b>Kingfisher Way &amp; Beech Grove Play Areas</b> – identified works to be carried out. <b>We are just awaiting a new report which will be carried out in July and then all identified works will be completed. Awaiting Annual Inspection report.</b></p> <p><b>Inspection received and will be reported on at November's meeting.</b></p> <p><b>Awaiting quotations for works.</b></p>
Crime/Community Safety	204/19	<p><b>CCTV</b> - Earmarked Reserve for CCTV improvements to be created for 2020/21 budget - £5k allocated 27/1/20. Investigate possible match funding from WMPCC for 3 new cameras and contact Oswestry CCTV about a visit to look at benefits of linking to their system. <b>Due to Covid -19 it has not been possible to visit Oswestry police station. Funding information has now been collated and will be reported to the Finance Asset &amp; Resources Committee on 15<sup>th</sup> October 2020.</b></p> <p>A potential issue with the electric supply to 2 CCTV cameras has been identified and the Clerk will look into this further before calling a meeting of the CCTV T &amp; F together with the Police and Technical Services our CCTV maintenance contractors.</p> <p>The Clerk has now spoken to the Asset management team for TSB and they are not currently sure if the electricity supply will stay on whilst the building is vacant, they will investigate and report back. <b>Phone call with the company director is booked</b></p>

		<b>in for week beginning 7<sup>th</sup> December.</b>
Planning & Transport	87/20	<b>20/04281/FUL – 7 Grosvenor Cottages. A site visit too place on 3<sup>rd</sup> November, and it was agreed to support the planning application.</b>
	94/20	<b>Shropshire Bus Project Summary Report</b> – More information about the proposal has been requested. <b>Awaiting a response.</b>
Licensing	52/20	<b>Shropshire Council Licensing - Letter to be written to the SC following a meeting with the police on 5<sup>th</sup> October</b> , at which they will be asked to support the Town Council's request to be included as statutory consultees. <b>The letter has been written and sent to Shropshire Council. We have been advised to log on for notifications from Shropshire Council as to when licensing applications are published, they have verbally told me that they can not consult with us. Written response still not received.</b>
Environment	209/19	<p><b>Open Watercourse, Old Dairy Site</b> – works to clear the overgrown Tetchill Brook finally carried out by the landowner as of end of May 2020. Subsequent substantial drops in water level at Birch Road Rec Area, Dairy Grove and Blackwater Meadow.</p> <p>Investigations into the condition of the Mere culvert to be co-ordinated by Shropshire Council and we will see if we could use some of the neighbourhood fund reserves to pay for a possible survey of the section across ETC land.</p> <p>Shropshire Council are currently in talks with Avison Young, the creditors for Pochin Developments to arrange an inspection of the culvert on their property.</p> <p>Awaiting further contact with SC and I have made enquiries about using the Neighbourhood fund monies for the CCTV inspection. The Costs give to the Clerk were incorrect, so further information is still being waited for before this can be looked at further.</p> <p>As a result of planning application 20/04597/FUL 60 care homes &amp; 9 bungalows adjacent to the former warehouse in New Wharf Road the Clerk has Shropshire Council's Flood management team who have been in talks with Evison Young regarding the culvert running across the land of the proposed build and they will investigate further the impact of the application on the culvert and report back to me. <b>This will be reported to the Town Council's Planning &amp; Infrastructure Committee at their meeting on Monday 7<sup>th</sup> December.</b></p>
Community Engagement	57/20	<b>Information &amp; Communication Task and Finish Group</b> - A clone website has been created so that Pete Jones can work develop a new design for the website as requested to by the council. A

	57/20 (b)	<p>theme has been selected for use. <b>Ongoing. Report to be received at the Town Council meeting on 7<sup>th</sup> December.</b></p> <p><b>Community Vision Plan –</b></p> <p><b>Residents Questionnaire</b> - has been completed, Vanessa has printed 1900 leaflets, labelled and enveloped them and they are awaiting distribution by the Community Vision Plan Task &amp; Finish Group. <b>Ongoing.</b></p> <p><b>All questionnaires were delivered, and replies received for the Vision T &amp; F to collate, before bringing results to full council. Report to be received at the Town Council meeting on 7<sup>th</sup> December.</b></p> <p><b>Welcome to Ellesmere Leaflet – Ongoing.</b></p>
	96/20	<p><b>Ellesmere TSB Branch Closure.</b> It was agreed to contact TSB to request a postponement to the branch closure and retention of the ATM. <b>A meeting was held with TSB representatives, who confirmed that the closure date was a firm date and non negotiable and that the ATM will be removed when the closure takes place. TSB are exploring venues to provide face to face customer service from when they close. Alternative provision of a 24-hour ATM for the town is being explored.</b></p>
Community Events	213/19	<p><b>Invite Pick n Mix Events</b> - along with Chamber of Trade, Fizzgigs, Carnival Committee, Shaun Burkey etc, to arrange a meeting to see what they could offer Ellesmere - on <b>hold due to Covid-19</b></p>
	255/19	<p><b>Keep Britain Tidy</b> - Register to host a “Big Spring Clean” on 4 April and contact local community groups/Fire Service about participating – <b>event cancelled due to Covid 19, to be re-scheduled for 2021. The Kept Britain Tidy Campaign hold to big cleans a year, 1 in spring and on in September.</b></p>
Youth Provision	54/20	<p><b>Gill Jones of The New Saints FC has been invited to address full council at their next meeting on 5<sup>th</sup> October 2020 to discuss collaboratively working with the Town Council to provide future youth provision.</b></p>
	64/20	<p>Gill Jones of The New Saints. To prepare a proposal on Youth engagement until the end of the financial year. <b>Formal proposal to be considered by council on Monday 2<sup>nd</sup> November 2020.</b></p>
	88/20 c	<p><b>Youth Engagement –</b> The Town Council agreed to support the proposal from TNS using the remaining youth budget and the Town Mayor will pay any shortfall costs for the project. <b>Gill Jones has been informed that the Town Council would like to</b></p>

		<b>work with them on the Youth Engagement project and once lockdown has been lifted will look to start the project.</b>
Consultations	92/20	<b>Community &amp; Rural Strategy Consultation – Responses have been submitted.</b>
	93/20	<b>Cultural Strategy Consultation – Responses have been submitted.</b>

### **Correspondence circulated in September for Information only.**

11 <sup>th</sup> November	Connecting Shropshire Newsletter
13 <sup>th</sup> November	Climate Change Workshop
16 <sup>th</sup> November	PCC Newsletter
17 <sup>th</sup> November	Shropshire Council – report from Ellesmere Place Plan on Shropshire Council Highways.
19 <sup>th</sup> November	NALC – Chief Executive’s Bulletin
25 <sup>th</sup> November	Keep Shropshire Warm Information
30 <sup>th</sup> November	PCC - Newsletter
30 <sup>th</sup> November	SALC – Minutes of NSAC Minutes held on 16 <sup>th</sup> November
1 <sup>st</sup> December	Weekly News in Brief
1 <sup>st</sup> December	Shropshire Council – Community Reassurance Update

### **Town Mayor’s Engagements**

8 <sup>th</sup> November	Remembrance Sunday
11 <sup>th</sup> November	Armistice Day
16 <sup>th</sup> November	SALC North Locality meeting
17 <sup>th</sup> November	TSB Zoom meeting
20 <sup>th</sup> November	SALC AGM
23 <sup>rd</sup> November	Exploitation & Vulnerability in Shropshire Webinar
25 <sup>th</sup> November	Shropshire Affordable Warmth Forum
30 <sup>th</sup> November	SALC Executive meeting

### **Deputy Mayor’s Engagements**

13 <sup>th</sup> November	Climate Change Workshop
20 <sup>th</sup> November	SALC AGM