

Minutes of the Meeting of Ellesmere Town Council held on Monday 3rd February, 2014 at 7.20pm at Ellesmere Town Hall.

PRESENT: The Town Mayor, Cllr A Clarke, The Deputy Mayor, Cllr J Frost, Cllrs Mrs S McMullan, Mrs L Davies, Cllrs R Harrington, G Elner, B Knight, B Phillips, and R Hartley.

In attendance: Mandy Evans, Town Clerk
Jo Butterworth, Assistant Clerk

Questions from the Public. RESOLVED: none received.

259/13 To receive apologies and reason for absence. Cllr Mrs J Williams and Cllr I Ward – holiday. RESOLVED: to note.

260/13 Disclosable Pecuniary 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. RESOLVED: to note none received.

261/13 Grant Dispensations. RESOLVED: to note none received.

262/13 Public Participation Session. RESOLVED: to note none received.

263/13 Police Matters. Community Support Officer (CSO) Tracey Walker was welcomed to the table who reported that the crime rate was low for the last month with only 1 crime reported. CSO Tracey Walker thanked members of the Council for the use of the town hall as a Community Policing Post which will start on: Monday, 10th February, 2014. Documents have been signed by both parties and a press release has been completed. Members asked if it would be possible to look at the CCTV camera from last Thursday evening as Cross Street toilets were broken into. Cllr G Elner asked if the phone line in the Police Station is to be disconnected. RESOLVED: CSO Tracey Walker will look at the CCTV camera. FURTHER RESOLVED: CSO Tracey Walker will check what will be happening with the phone line.

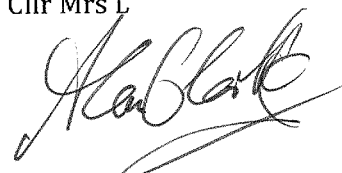
264/13 Shropshire Council Report. Shropshire Cllr Mrs A Hartley was welcomed to the table and reported to members that there was nothing to report this month. The Deputy Mayor, Cllr J Frost asked what was happening to the Clubhouse, Shirehall. Shropshire Cllr Mrs A Hartley informed the Deputy Mayor that this has been sold. RESOLVED: to note.

265/13 Minutes. To read and confirm the minutes of the Town Council meeting held on Wednesday, 8th January, 2014. (Minutes attached). RESOLVED: that the minutes were approved, confirmed and signed as a true copy.

266/13 Policy and Resources/Civic Amenities Committees. To approve and confirm the minutes of the meeting held on: Wednesday, 29th January, 2014. (To be tabled). RESOLVED: that the minutes were approved, confirmed and signed as a true copy.

Minutes of the Meeting of Policy and Resources Committee/Civic Amenities Committee, Ellesmere Town Council held on Wednesday, 29th January, 2014 at 9.30am at Ellesmere Town Hall.

PRESENT: Policy & Resources Committee: Cllrs A Clarke, I Ward, R Hartley and Cllr Mrs L Davies.



Civic Amenities Committee: Cllrs A Clarke, I Ward, R Harrington, Cllrs Mrs S McMullan and Cllr Miss E Edwards.

In attendance: Mandy Evans, Town Clerk
Jo Butterworth, Assistant Clerk

BUSINESS OF THE MEETING

To receive apologies and reason for absence. Cllr Mrs J Williams – holiday. RESOLVED: to note.

Disclosable Pecuniary 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. RESOLVED: to note none received.

Grant Dispersations. RESOLVED: to note none received.

Election of Chairman – Policy & Resources Committee. To elect a Chairman for 2013/2014. (Only members of Policy and Resources Committee may vote). RESOLVED: that Cllr A Clarke be nominated for Chairman for 2013/14.

Election of Vice Chairman – Policy and Resources Committee. To elect a Vice Chairman for 2013/2014. (Only members of Policy and Resources Committee may vote). RESOLVED: that Cllr I Ward be nominated as Vice Chairman for 2013/14.

Guest Speakers – Ellesmere Town Council Meetings. Members discussed this matter and it was: RESOLVED: to invite guests to sit at the table during the duration of their item and then be asked to leave once the presentation has been completed.

Big Tree Plant Project. This project was set up to celebrate the Queen’s Diamond Jubilee and closed on the 30th September, 2013. Shropshire Council’s Annual Community Tree Scheme has closed. RESOLVED: to note.

Christmas Lighting Project. To discuss the trees above the shops which are currently stored at the town hall to see if there can be reduced cost for purchase. It was agreed after many suggestions to defer this item until spring, 2014 when the purchase cost will be re-addressed. RESOLVED: to so do.

2014/2015 Budget/Precept.

- (a) To consider and recommend the Budget for 2014/2015. (Can members please bring account/budget reports tabled at the meeting on: Wednesday, 3rd January, 2014).

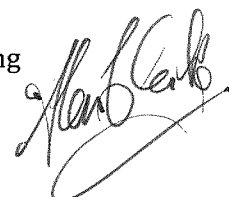
Estimated income and expenditure accounts were tabled.

Members agreed that the Council Tax Base will remain the same as 2013/14 at £141.89 per household.

Estimated income/expenditure accounts were tabled and the Clerk informed members of estimated expenditure/income for the Town Hall is: Expenditure £25,458.00 – Income £11,358.00 and extra £2462.00 has been placed on the budget for 2014/15 due to maintenance required on the building.

Cross Street toilets estimated Expenditure £11,199.52, Income £2,978.00 an extra £1,778.48 is a contingency fund.

Members agreed to look at a settlement figure to pay off some of the outstanding loans when looking at roof costs, an extra £3912.94 has been included in the loan figure due to not knowing the total cost for the town hall roof.



Cllr I Ward said to be aware of more income on the amount of new properties being built in the area during the next year which could potentially lower the £141.89 council tax base plus empty properties are now being charged council tax which should benefit income.

- RESOLVED: members agreed to recommend the estimated expenditure and income for 2014/15. (Appendix A tabled).
- FURTHER RESOLVED: that members agreed a 0% increase in Band D council tax base. (Report attached). Council tax base 2014/15 = £1224.88 x precept requirement £173798.00 = £141.89
- FURTHER RESOLVED: members agreed to earmarked reserves:
 - New town Hall Roof
 - Costs relating to land rear of Berwyn View
 - Christmas Lighting Project
 - Main Hall Floor requires re-varnishing
 - Main entrance doors/fire doors signs of depreciation and not heat effective
- FURTHER RESOLVED: that members are aware that the Council Tax Support Grant, Shropshire Council may not be available in future years.
- FURTHER RESOLVED: that members will look at settlement figure to pay some loans off when looking at roof costs.

To consider and recommend the Precept for 2014/2015.

- RESOLVED: members agreed to recommend to full council on Monday, 3rd February, 2014 in order to meet the estimated expenditure for 2014/15 to set the precept for: £173,798.00

Town/Neighbourhood Plans. Members agreed to defer this item to allow time to look at possible grants, money to employ people to complete the plans. It was agreed to: RESOLVED: invite Cllr Martin Bennett, Oswestry Town Council to a future meeting who was responsible for completing Oswestry Town Council Neighbourhood Plan.

10 Year Strategy Business Plan. It was agreed that this item be incorporated with the Town/Neighbourhood Plans. RESOLVED: to note.

267/13 Meetings/Training Courses. (Any reports from attended meetings during the last month). The Town Mayor, Cllr A Clarke reported that the Local Joint Committee met on Wednesday, 29th January, 2014 and awarded £1,780.00 towards roof feasibility fees for a new roof on Ellesmere Town Hall. RESOLVED: to note.

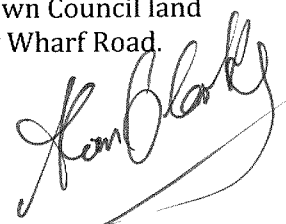
268/13 Matters Arising from the Minutes.

- a) Progress Report – for consideration. RESOLVED: to note no report.

269/13 Correspondence – items for consideration (information items will be circulated at the meeting).

Condover Parish Council. Planning Ref: 13/02776/OUT. Parish Council opposing this proposed development in their parish. RESOLVED: to note.

Town and Police Clauses Act 1847 for Processions, Rejoicings and Illuminations – St. George's Day Parade 27th April, 2014. New Wharf Road, Scotland Street, The Square, Cross Street, Talbot Street, Swan Hill, Cremorne Gardens, Ellesmere. Premises Licence Forms have been forwarded for completion for the square, Ellesmere Town Council land by Tesco's. RESOLVED: to check if it should be Wharf Road and not New Wharf Road.



Traffic Sensitive & Strategically Significant Street. Shropshire Council under Section 64 of the Street Works Act 1991 intend to reclassify and re-designate 86 of its street as traffic sensitive or strategically significant. Shropshire Council will amend the Associated Street Data to reflect these changes no later than: 1st March, 2014 available to view: www.oneroadnetwork.org. RESOLVED: to note.

The Parish Church of St. Mary, Ellesmere. Letter dated 19th January, 2014 asking if the Town Council have any concerns about replacing the wooden flag pole with a 6m glass fibre pole of similar size and appearance due to the pulley being broken on the existing pole. RESOLVED: to respond that members had no objection to the replacement pole.

St. Marys Churchyard – 2 Redwood Trees 13/03131/TCA – Tree Survey. Confirmation has been received from the Churchwardens and the Vicar that no further Ecclesiastical permission is required to undertake work on 2 Redwood Trees in the Churchyard. Work on the trees will start on the 10th February, 2014 for 1 week. These works will not include the black poplar (hybrid) Birch Road until further clarification has been received about the recommended work from the survey on this tree. RESOLVED: to note.

Letter from Ellesmere resident dated: 20th January, 2014. Parking concerns on Church Hill. RESOLVED: to forward a copy of the letter onto Highways, Shropshire Council.

Annual Town and Parish Emergency Planning Briefing 2014. Thursday 13th March, 2014. Council Chamber, Shirehall, Shrewsbury. (6.20pm). Documents forwarded to Cllr J Frost and Cllr Mrs S McMullan. Cllr Mrs S McMullan cannot attend this meeting due to family commitments. RESOLVED: to complete the registration form for the Deputy Mayor, Cllr J Frost.

Correspondence Circulated during the month:

Invitation to Holocaust Memorial Day event, Monday, 27th January, 2014 at Telford Town Park at 10.30am. RESOLVED: to note.

Shropshire Council's Outdoor Recreation Service Annual User Survey.

<http://www.shropshire.gov.uk/outdoor-recreation/annual-public-survey/> RESOLVED: to note.

Community Infrastructure Levy-Project Management Training. Central Area – Tuesday, 25th February, 2014 (6pm-9pm). Council Chamber, Shirehall, Shrewsbury. North Area – Monday 3rd March, 2014 (2pm-5pm) Wem Council Chamber, Edinburgh House, Wem. RESOLVED: that the Clerk, Assistant Clerk, Town Mayor, Cllr A Clarke, Cllrs G Elner, R Harrington and B Phillips will be put forward to attend this course on the 25.2.2014.

Determining Planning Applications and the presumption in favour of Sustainable Development. One off important event – Speaker Hugh Richards, Barrister. 3rd and 12th February, 2014, Wilfred Owen Room, Shirehall. (6.30-8.30pm). The Town Mayor, Cllr A Clarke and Cllr G Elner confirmed their attendance on the 12th February, 2014.

RESOLVED: that the Town Mayor, Cllr A Clarke and G Elner have been booked on this event. FURTHER RESOLVED: that the venue has been changed to the Lord Hill Hotel across from Shirehall, parking spaces available at the hotel or Shirehall.

NALC E-Bulletin – 17th January, 2014. RESOLVED: to note.

New Images Shropshire Borderlands. RESOLVED: to note.

Visitor Survey 2013 North Shropshire & Oswestry Summary. RESOLVED: to note.

Information Bulletin – 23rd January, 2014. RESOLVED: to note.

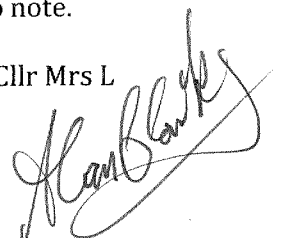
Events at the Boathouse, Ellesmere 2014. RESOLVED: to note.

Other Correspondence received after the Agenda being sent out.

Invitation to The Mayor's Masquerade Ball Friday 21st February, 2014 (7.00pm for 7.30pm) in The Paddock Suite, The Wynnstay Hotel, Oswestry. RESOLVED: to note.

Task and Finish Group – Centenary WW1.

Cllr Mrs L Davies has expressed a wish to join this group. RESOLVED: to add Cllr Mrs L Davies on this Task and Finish Group.



North Shropshire Community Learning Trust, Walford & North Shropshire College. The college is working on actions to establish a Community Learning Trust and would like the opportunity to meet with representatives from the Town Council. RESOLVED: that the Town Mayor, Cllr A Clarke will attend the initial meeting.

Invitation – Music for Youth Concert, Ford Hall, Lilleshall Sports Centre. Friday, 7th March, 2014 (7.00-21.30pm). RESOLVED: to note.

Wem Baptist Church. New project to hold a small Church fellowship on Sunday mornings in March in the cellar under the old Town Hall. RESOLVED: to respond and acknowledge the letter.

Re-tendering of Local Bus Service Contracts, Shropshire Council. Route number 449 Ellesmere – Oswestry. Route number 558 Montgomery – Shrewsbury which are due to expire at the end of August and December, 2014. Consultation period starts from 1st September, 2014 and 1st January, 2015. Comments to be received by: Friday, 28th February, 2014. Members agreed to forward the following comments: RESOLVED: that members of Ellesmere Town Council would like no reduction in the service and to include a midday service in the new contract.

Connecting Shropshire – Broadband Update – January, 2014. Circulated to members.

2013 Actuarial Valuation – Shropshire County Pension Fund. Letter dated: 30th January, 2014 detailing the actuarial valuation which is completed every 3 years conducted by the Independent Actuary. The valuation determines contribution rates for the next 3 years starting in 2014/15. A copy of the draft Funding Strategy Statement is enclosed and any responses are to be made by: Friday, 21st February, 2014. Revised employer contribution and lump sum deficit payment until 2016/17 has previously been agreed and forwarded from Ellesmere Town Council. RESOLVED: to note.

270/13 Planning.

(a) Planning Application Decisions (for information only)

13/04740/TCA – Ellesmere Bowling Club, St. John's Hill, Ellesmere SY12 0HB. To remove deadwood and damaged limbs and minor weight reduction of limbs that show signs of stress throughout the crown lift low limbs over road up to approx. 4m 1 x Lime tree within Ellesmere Conservation Area.

Decision: No Objection.

RESOLVED: to note.

(b) Planning Applications for consideration:

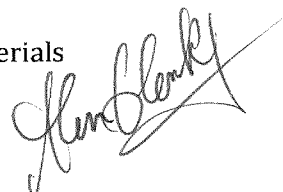
13/05137/REM – Proposed Residential Development, Wharf Road, Ellesmere.

Reserved matters application pursuant to outline planning application ref: 11/04589/EIA for the erection of 6 no. residential units (access, appearance, layout and scale) (amendment to 12/04816/REM). Response time extended to the 4th February, 2014. RESOLVED: members agreed to support this planning application.

(c) To consider any other planning applications received after the issue of the Agenda. (To be notified at Meeting).

13/04306/FUL – Smardale, Grange Road, Ellesmere SY12 9DJ. Erection of two storey and single storey extension to rear; Erection of detached garage and installation of dormer windows to rear and side elevations. Amendments.

Email received from Planning Enforcement Officer, Shropshire Council regarding this application: the Local Member has decided that it does not need to be presented to the North Planning Committee and can be determined by officers under delegated powers. As such it has been recommended for approval subject to conditions. They appreciate the Town Council's concerns regarding the application but the proposal does meet with adopted National and Local Policy which states that new innovative design should not be discouraged even though it may be different than other architecture in the area. A condition has been placed that on requesting materials



they must be submitted to us prior to work commencing so further checks can be made. After much debate members agreed to send a letter with the following comments: RESOLVED: members expressed their disappointment that their reasons for objecting this application were ignored by Shropshire Council and under the Localism Act their comments would have been taken into account when decisions are made regarding the appearance of properties within their locality. The email states that the proposal meets with National and Local Policy stating that new innovative design should not be discouraged even though it may be difference than other architecture in the area, however, in material/relevant guides to planning processes states that design and appearance may be opposed. Members felt that the 2 guidelines contradicted themselves and would appreciate further clarity on the guidelines.

271/13 Scotland Street. Representatives from Ellesmere Town Council, Mr R. Bennett met with Mr S. Oakley and Mr M. Wootton, Highways, Shropshire Council on: 23rd January, 2014 to discuss the amount of traffic mounting the kerb and concerned about the safety of the pedestrians/drivers near The Hollies development. Awaiting a report following this meeting from Highways, Shropshire Council. RESOLVED: to note.

272/13 Town Hall Roof. The proposal as requested by members has been completed and received but due to the amount required to budget for and with the money funded from the Local Joint Committee (£1,780.00) for these fees it was: RESOLVED: to seek another 2 proposal for comparison.

273/13 To consider Budget Recommendations from Policy and Resources Committee/Civic Amenities Committee. That members of the Policy and Resources/Civic Amenities Committee recommend to full council to accept the estimated income/expenditure 2014/15. (Appendix A tabled). RESOLVED: that full council accept the estimated income/expenditure for 2014/15.

274/13 To set the precept for 2014/15. That members of the Policy and Resources/Civic Amenities Committee recommend to full council to request a precept for 2014/2015 at: £173,798.00. RESOLVED: that full council agreed to forward the net precept to Shropshire Council for 2014/15 at: £173,798.00.

275/13 Payments for December, 2013 to be approved and confirmed. (Reports will be tabled). RESOLVED: that the payments for December, 2013 were approved, confirmed and signed as a true copy.

276/13 3rd Quarter Accounts to be approved and confirmed. (Reports will be tabled). RESOLVED: that the 3rd quarter accounts were approved, confirmed and signed as a true copy.

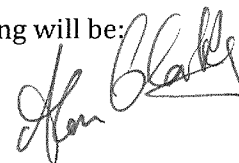
277/13 Cleaner/Caretakers Assistant. A total of 6 applicants have been received and interviews will take place on: Wednesday, 5th March, 2014 starting at 9.30am. It was: RESOLVED: that the interview panel will be: The Clerk, Assistant Clerk, Town Mayor, Cllr G Elner representing the Staffing and Governance Committee and Caretaker Mr D Harvey.

278/13 Market Policy. To agree to adopt the policy which has been drawn up with the help from Graham Wilson OBE, Chief Executive, National Association of British Markets Association. RESOLVED: that members agreed to adopt this policy. FURTHER RESOLVED: that a health check report has been put to members of All Together Ellesmere (ATE) to be completed on the Market Hall as this service is part of the membership.

279/13 Annual Joint Dinner – Friday, 28th February, 2014 at the Boathouse, Ellesmere (7.00pm for 7.30pm). Invitations and menu have been circulated to members and guests Mrs P McLaughlin and Mr R Pallett. RESOLVED: to note.

280/13 Risk Assessment Policy. RESOLVED: to note.

281/13 Date of next meeting – Monday, 3rd April, 2014. To note next meeting will be: Monday, 3rd March, 2014. RESOLVED: to note.

A handwritten signature in black ink, appearing to read "John Blake", is written over the text of the third item. The signature is cursive and somewhat stylized.