

**Minutes of the Meeting of Ellesmere Town Council held on Monday, 5<sup>th</sup> January, 2015 at 7.20pm at Ellesmere Town Hall.**

PRESENT: The Town Mayor, Cllr A Clarke, The Deputy Mayor, Cllr J Frost, Cllrs Mrs L Davies, Mrs J Williams, Mrs E Cross, R Hartley, I Ward and G Elner.

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

Public Participation Session. RESOLVED: to note no public questions received.

185/14 The Town Mayor, Cllr A Clarke to announce 2 minutes silence in memory of long standing Councillor Brian Knight who sadly passed away on Sunday, 7<sup>th</sup> December, 2014. RESOLVED: to note.

186/14 To receive apologies and reason for absence. RESOLVED: to note none received.

187/14 Disclosure of Personal and Prejudicial Interest. 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.

188/14 Grant Dispensations. RESOLVED: to note none received.

189/14 Public Participation Session. RESOLVED: to note no public questions received.

190/14 Police Matters. PC Crump reported that there had been a total of 10 crimes recorded in December 6 assaults, 2 thefts, 1 criminal damage and 1 sexual offence. Out of the 10 offences 6 are currently under active investigation. PC Crump also reported that of the 10 offences 6 actually occurred on New Year's Eve, which resulted in officers undertaking extremely long shifts and he would like to thank all his colleagues for their dedication and team work which has help gain valuable evidence. Town Mayor, Cllr A Clarke, thanked PC Crump and asked if he would thank the police team on behalf of the Town Council.

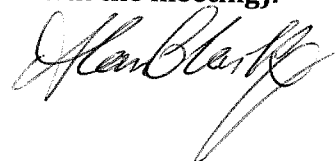
191/14 Shropshire Council Report. Shropshire Cllr Mrs A Hartley reported that Shirehall had been closed for 2 weeks, all staff had been given additional concessionary leave except for Emergency Planning and Social Service referrals. On returning to work today Cllr Hartley said that Shropshire Council has been faced with another set of stringent saving cuts but they are determined to try and balance the books whilst not effecting the services to the communities. Cllr A Clarke stressed how important it is for the Town Council to be aware of the situation with Shropshire Council and we have to be very careful when setting our own budget. RESOLVED: to note.

192/14 Minutes. To read and confirm the minutes of the Town Council Meeting held on: Monday, 1<sup>st</sup> December, 2014. RESOLVED: that Cllr I Ward proposed and Cllr R Hartley seconded, all agreed that the minutes were approved and confirmed as a true copy.

193/14 Meetings/Training Courses. Any reports from attended meetings during the last month. RESOLVED: to note.

**194/14 Correspondence.**

**(a) Items for consideration (information items will be circulated at the meeting).**



Resident request for street lighting column in Fir Tree Close. Members agreed that a site visit is needed to assess whether an additional street lighting column is required. Cllrs G Elnor, J Frost, R Hartley and Mrs E Cross agreed to attend the site visit. RESOLVED: to arrange a date for a site visit.

Repair and Renew Grant – Extension to Eligibility Period. Flood & Water Management Team, Shropshire Council. RESOLVED: to note.

Bus Service Ellesmere – Shrewsbury. Email received from Mr H Battersby with complaints about the indirect bus route from Ellesmere to Shrewsbury, the age and condition and comfort of the buses used and unlit bus shelters in Shrewsbury. RESOLVED: to forward Mr Battersby's email to Bryn Melyn bus service for their attention and response.

Creative Writing in the Landscape, Meres & Mosses. Course will run on 4 Saturdays from February, 2015 to May, 2015. RESOLVED: to note.

Road Closure: Sandy Lane and Birch Road to Sandy Lane, Ellesmere. 23<sup>rd</sup> March, 2015 for 2 days (9.00-16.30). RESOLVED: that members pointed out that Birch Road to Sandy lane is in fact Love Lane. FURTHER RESOLVED: to note.

Supporting Local Canals. North Wales and Borders Partnership of the Canal and River Trust. RESOLVED: to note.

**(b) Correspondence Circulated during the month:**

Shropshire Rural Hub Newsletter – December, 2014 & January, 2015. RESOLVED: to note.

Choose Well leaflet – NHS Shropshire Clinical Commissioning Group. RESOLVED: to note.

SALC Information Bulletin – December, 2014. RESOLVED: to note.

Third Emergency Planning Newsletter, Shropshire Council. RESOLVED: to note.

West Mercia Police and Crime Commissioner Precept Consultation 2015/16. RESOLVED: to note.

**(c) Other Correspondence received after the Agenda being sent out.**

Police & Crime Commissioner for West Mercia e-newsletter. RESOLVED: to note.

N S Wheelers – Community Bus Project. Members agreed that it would be helpful to find out the routes of this bus service and agreed to keep the request on file to be considered when looking at the budget. RESOLVED: to be considered when looking at the budget.

SALC Information Bulletin – 22<sup>nd</sup> December, 2014 - Council Tax Support Grant (CTSG) – free conference to have an opportunity to have a say on the proposals by Shropshire Council to withhold the CTSG grant on the 9<sup>th</sup> February, 2015 10.00am in the Council Chamber, Shirehall. S137 limit 2015-16. Government has set the section 137 limit at £7.36 per elector. Members were all in agreement that because the precept request date set by Shropshire Council is 31<sup>st</sup> January, 2015 it makes this conference irrelevant. RESOLVED: to note.

Community Health News – December, 2014. Circulated to members. RESOLVED: to note.

Kingfisher Walk Playground – It was reported that following a search in the account archives the Clerks have managed to identify £5,000 which was given to the Town Council in 2003 for repairs on the Kingfisher Walk play area, £3,825.78 has been used leaving a balance £1,174.22.

To replace the 2 worn toddler seats will be a cost of £204.00 + VAT and to remove and replace the damaged wet pour will be a cost of £1,605.00 + VAT. Alternatively the wet pour could be replaced with Artificial Grass at a cost of £3,899.46 + VAT or Astro Turf at a cost of £3,100.46+ VAT. Members agreed to go ahead with the removal and replace with new wet pour, but to check the lifespan of the other options to ensure that we can justify the expense. They also agreed to the additional



repairs. RESOLVED: to check the life span of the Astro turf and Artificial grass.  
FURTHER RESOLVED: to remove and replace the existing wet pour with new wet pour.

Community Infrastructure Levy Money – Ellesmere Urban Area. – Allocation Report circulated to members. Cllr I Ward pointed out that the Town Council were looking to make a Neighbourhood Plan but following advice received from Shropshire Council it was not pursued. As a result of being deterred from pursuing the plan the Town Council has been prevented from going for the higher tier of 25%. As for the report it is not very clear and Cllr I Ward feels that a further explanation should be requested from Shropshire Council as to the pot of money that has been allocated to this town as the Town Council has not sanctioned any spending from this pot.  
RESOLVED: to request a clearer more informative explanation on the CiL money from Shropshire Council.

### **195/14 Planning.**

#### **(a) Planning Application Decisions (for information only)**

14/05245/TCA – On Boundary of Cremorne Gardens and 27 Church Street, Ellesmere SY12 0HD. To fell 1 No. Mature horse chestnut within Ellesmere conservation area.

Decision: Grant Permission.

RESOLVED: to note.

#### **(b) Planning Applications for consideration:**

14/05609/TCA – Trees adjacent to Mereside Cottage, Mereside, Ellesmere SY12 0PA. Reduce the row of conifers to about 1.8m and fell 1 No. Ash tree within Ellesmere Conservation Area. RESOLVED: members agreed to support this application and request that the required works are carried out on 23<sup>rd</sup>/24<sup>th</sup> March when Sandy Lane is already closed to traffic to cause less disruption.

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

14/05276/LBC – 1 St. John's Hill, Ellesmere SY12 0EY. Erection of a single storey rear extension including installation of a roof lantern. Replacement of sash windows to front elevation. RESOLVED: members agreed to support this application.

196/14 14/03370/FUL – Erection of 68 dwellings to include on-site open space provision. This application was considered by the Northern Planning Committee on: 16<sup>th</sup> December, 2014 at 2.00pm. Cllr Elner reported that he had made the decision to attend this meeting even though it was on the day of Cllr B Knight's funeral as he knows that Cllr B Knight had a passion for the people of Ellesmere and one of his biggest concerns was Diksmuide Drive and houses in this area, so Cllr Elner felt it important to go and challenge this application at the meeting as it was recommended for approval by Shropshire Council's Planning Committee. Cllr Elner had 3 minutes to speak at the meeting and conveyed the Town Council's views on the application, also Shropshire Cllr Mrs A Hartley had written a letter about the overdevelopment in the Ellesmere Urban area. Cllr Elner pointed out that the Town Council had liaised with members of the public and lots of other community groups and that they had decided that the Wharf side of the town would be better for housing development as this proposed site floods. A decision was not made at the meeting but it was agreed to discuss it at a further meeting with the recommendation to reject it. The planning officers and solicitors present at the meeting wanted to make sure that any decisions made could be challenged in court so they needed to confirm information given to them. Cllr I Ward thanked Cllr Elner for making the decision to attend the meeting and representing the Town Council. RESOLVED: to note.



197/14 Community Right to Bid – Church Street. Final draft was circulated to members of Policy & Resources who have previously discussed the contents. Approval was sought from members for the form to be forwarded onto Shropshire Council. Cllr I Ward informed the Clerk to ensure the correct area was pointed out as there were 2 areas which were highlighted in blue on the map showing the boundary before submitting it on. RESOLVED: members all agreed that once the change has been made the application can be sent off.

198/14 Casual Vacancies. Advert for the fourth casual vacancy has been completed today and the Elections Team, Shropshire Council have been notified. Closing date is the 23<sup>rd</sup> January, 2015. If there has been no by-election called for then all 4 vacancies will be advertised. RESOLVED: if there has been no by-election called all 4 vacancies will be advertised together.

199/14 Ellesmere Station Closed to passengers on the 18<sup>th</sup> January, 1965. Upon consideration for the Town Hall to display memorabilia to mark this event it was agreed to see if the Library would be interested due to lack of secure places within the hall. Ellesmere Library would like to get involved and have collected names of people who wish to help. A meeting with the interested groups is to be held on: Wednesday, 21<sup>st</sup> January, 2015 (2-3pm) at the Library. RESOLVED: Cllr I Ward will attend the meeting with the Clerks.

200/14 Street Lighting Maintenance Contract. Confirmation has been received from our contractors that they will no longer be providing this service and recommended that it would be in our interest to employ services of a more reliable contractor. The Clerk has requested 3 quotations and has currently received one back. RESOLVED: once all quotes have been received they will be passed to the Policy & Resources Committee for consideration.

201/14 Town Hall Roof. The Clerk contacted another 2 Companies to quote for a pitch roof at the town hall and have only received only one quote back. Once all quotes have been received they will be passed to the Policy & Resources Committee for consideration, cost will not be read out as still waiting for a third quote. RESOLVED: once all quotes have been received they will be passed to the Policy & Resources Committee for consideration.

202/14 Town Hall Drains/ Water. As agreed a survey was completed on the drains at the town hall to assess the drain condition. The findings were read to members and the recommendation was to remove the back fall from the disabled WC downstream and replace the cast iron pipe work along with the junctions to the WC. RESOLVED: to obtain 2 further quotations for the recommended works and if they are lower than the 1<sup>st</sup> quotation to instruct the contractor to complete these works.

203/14 St Mary's Churchyard. The Town Mayor, Cllr A Clarke reported that he had attended a meeting with Cllr I Ward, Church representatives and The Ellesmere Branch of the Royal British Legion to discuss the approach to the memorial, unfortunately due to the architect not turning up at the meeting it then had to be rescheduled. Works are also being done to the memorial, which are being completed by The Ellesmere Branch of the Royal British Legion. The Town Mayor, Cllr A Clarke passed around a sketch of the plans to create a new almost level pathway of asphalt and cover over the 2 existing pathways, there are also a few edges that need to be patched. The Town Mayor, Cllr A Clarke explained that the Town Council needed to decide if they are willing to pay £140 -£200 for the architect to draw up plans for the works. RESLOVED: all members agreed to pay the £140-£200 costs to get the plans drawn up.

204/14 Budget Deliberations 2014/15. Letter received from Shropshire Council for the 2015/16 Council Tax Precept was read to members. The Town Council's precept needs to be received by Shropshire Council no later than the 31<sup>st</sup> January, 2015.

- (a) Council Tax Support Grant, Shropshire Council. The reduction in the Council Tax Taxbase is partially offset by the inclusion of the Council Tax Support Grant (CTSG)



within Shropshire Council's Settlement Funding Assessment determined by Government and although this amount is not separately identified it is not ring-fenced. Shropshire Council's draft budget strategy, therefore, includes a proposal to no longer distribute the CTSG to parish and town councils. Shropshire Association of Local Councils have written to Brandon Lewis MP, Minister of State, Department of Communities, Local Government and Keith Barrow, Leader, Shropshire Council informing them that Town/Parish Councils will be forced to reduce spending on services/cut services all together and/or increase their precept to meet shortfalls in funding as a result of this decision and strongly urge Shropshire Council Cabinet not to accept this proposal. Cllr I Ward commented that this decision from Shropshire Council not to distribute the CTSG to Town/Parish Councils has not given us time to deal with this properly as the precept needs to be returned to Shropshire Council by the end of this month, Town Councils do not have the staffing to deal with this unlike Shropshire Council or the resources of the services which are being devolved. Members agreed to organise a: RESOLVED: Special Town Council meeting to discuss the budget/precept in depth and mindful of the services provided in the town.

205/14 Payments for October, 2014 to be approved and confirmed. Cllr R Hartley queried 2 payments which were made to Smith of Derby, the Assistant Clerk replied that the second payment was paid by the statement and the cheque has since been received back. Cllr R Hartley also asked about the bank errors which the Assistant Clerk replied that this was a bank error and correction has been made. RESOLVED: that all members agreed the payments be approved, confirmed and signed as a true copy.

206/14 Annual Dinner, Friday, 27<sup>th</sup> February, 2015 at The Boathouse, Ellesmere. (Menu's to be tabled). Members considered the menu options and decided on the menu. Members then decided that they would like to invite, ERPC, Mrs Jan Knight + 1 and the 2014 Honorary Freemen. RESOLVED: to inform The Boathouse of the menu decision and send out invites.

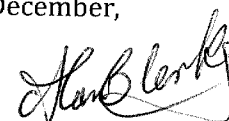
207/14 Christmas Window Competition. First prize – Rainbows End, Scotland Street. Second prize – Old Fashioned Barber, Market Street. RESOLVED: to note.

208/14 Risk Assessment Policy. Annual Fire Risk Assessment completed 10<sup>th</sup> December, 2014. RESOLVED: to note.

209/14 Date of next meeting – Monday, 2<sup>nd</sup> February, 2015. RESOLVED: to note.

210/14 Exclusion of Press and Public. 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 involve the likely disclosure of exempt information as defined in the Acts. Exempt Minutes will be kept. RESOLVED: to note.

211/14 Exempt Minutes. RESOLVED: the exempt minutes of the meeting held on: 1<sup>st</sup> December, 2014 were approved, confirmed and signed as a true record.



Date: 22/12/2014

## Ellesmere Town Council 2014/2015

Page No: 1

Time: 09:57

Cash Book No : 1

User : MAE

Town Council Current A/c

Payments made between 01/10/2014 and 31/10/2014

## Nominal Ledger Analysis

Date	Payee Name	Cheque	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail:
01/10/2014	Nisbets	6437	859.02		143.17	4606	202	269.82	Equipt for TH & Art Exhibition
						4551	107	446.03	Equipt for TH & Art Exhibition
01/10/2014	P & W Maintenance Ltd	6438	691.20		115.20	4310	103	576.00	Grounds Maintenance - Aug
01/10/2014	Aon Ltd	6439	94.34			4106	101	94.34	Increase of Fidelity Insurance
03/10/2014	SLCC	6440	23.00			4114	101	23.00	Governance Book
03/10/2014	Shropshire Council Pensions	6441	679.14			4010	101	349.28	Pensions Month 6
						4011	203	118.78	Pensions Month 6
						4000	101	158.81	Pensions Month 6
06/10/2014	Central Source Ltd	6442	288.12		48.02	4402	104	52.27	Pensions Month 6
06/10/2014	B Lewis	6443	661.66			4312	103	240.10	Waste Bin - Beech Grove
06/10/2014	Maxwell's	6444	63.40		6.40	4551	107	661.66	Gardening Contract - October
14/10/2014	British Gas Business	DDR	494.00		23.52	4132	201	57.00	Art Exhibition Invite
15/10/2014	Border Janitorial Supplies	6445	156.60		26.09	4600	202	470.48	Gas TH
15/10/2014	Smith of Derby Ltd	6446	220.80		36.80	4320	103	130.51	Cleaning Materials TH
15/10/2014	British Telecom	6447	119.59		19.93	4105	101	184.00	Old Town Hall Clock Service
15/10/2014	British Telecom	6448	174.99		29.16	4105	101	99.66	Clerk's Phone
15/10/2014	Shropshire Council	892.00	892.00			4130	201	145.83	Asst Clerk's Phone
17/10/2014	HM Revenue & Customs	6449	1,739.69			4006	203	892.00	Business Rates - T
						4005	101	-6.29	Tax & NI 2nd Qtr
						4001	203	420.96	Tax & NI 2nd Qtr
						4000	101	281.60	Tax & NI 2nd Qtr
17/10/2014	LLoyds Bank	PAYMENT	18.00			1000	210	1,043.42	Tax & NI 2nd Qtr
17/10/2014	LLoyds Bank	PAYMENT	480.00			1000	210	18.00	Bank error 19.09.14 slip 500210
21/10/2014	Healthmatic	6451	2,451.78		408.63	4333	103	480.00	Bank error 19.9.14 slip 500210
21/10/2014	Tudor Griffiths	6452	4.26		0.71	4402	104	2,043.15	Cross St Clean 01/10 - 31/1/14
21/10/2014	Border Janitorial Supplies	6453	11.94		1.99	4600	202	3.55	Bin Erection - Beech Grove
21/10/2014	British Telecom	6454	76.80		12.80	4105	101	9.95	6453
21/10/2014	P & W Maintenance Ltd	6455	691.20		115.20	4310	103	64.00	Broadband
21/10/2014	J C Dyke	6456	19.45		3.24	4603	202	576.00	Grounds Maintenance - Sep
21/10/2014	PG Skips Ltd	6457	89.22		14.87	4604	202	16.21	Bulbs & General
21/10/2014	Smith of Derby Ltd	6458	220.80		36.80	4320	103	74.35	Skip Hire - Sept
21/10/2014	Reliant UK Ltd	6459	93.60		15.60	4103	101	184.00	Old Town Hall Clock Service
21/10/2014	Miss N Roberts	6460	205.47			4001	203	78.00	Computer repair & Anti Virus
21/10/2014	Mrs Melanie Connor	6461	205.47			4001	203	205.47	Wages month 7
21/10/2014	Mr Clive Parry	6462	548.63			4001	203	205.47	Wages Month 7
21/10/2014	Mr Des Harvey	6463	443.38			4001	203	548.63	Wages Month 7
						4001	203	443.38	Wages Month 7

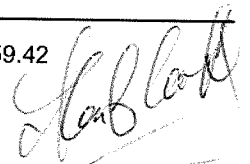
Sub Total Carried Forward

12,717.55

0.00

1,058.13

11,659.42



Date: 22/12/2014

Ellesmere Town Council 2014/2015

Page No: 2

Time: 09:57

Cash Book No : 1

User : MAE

Town Council Current A/c

Payments made between 01/10/2014 and 31/10/2014

										<b>Nominal Ledger Analysis</b>	
<u>Date</u>	<u>Payee Name</u>	<u>Cheque</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>		
21/10/2014	Mrs Mandy Evans - Clerk	6465	1,341.03			4000	101	1,341.03	Salary Month 7		
21/10/2014	Miss Joanne Butterworth	6466	946.58			4000	101	946.58	Salary Month 7		
23/10/2014	Shropshire Council	6467	927.47		154.58	4300	103	772.89	Jnt Energy Costs 2nd Qtr		
27/10/2014	British Telecom	DDR	76.80		12.80	4105	101	64.00	Broadband		
28/10/2014	LLoyds Bank	PAYMENT	21.06			4115	101	21.06	Service Charges		
<b>Total Payments :</b>			16,030.49	0.00	1,225.51			14,804.98			

