

**Minutes of the Meeting of Ellesmere Town Council held on Wednesday, 8th January, 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, B Knight, B Phillips, I Ward and R Hartley.

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

Questions from the Public. RESOLVED: none received.

236/13 To receive apologies and reason for absence. Cllr G Elner and Cllr Miss E Edwards - unwell. RESOLVED: to note.

237/13 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.

238/13 Grant Dispensations. RESOLVED: to note none received.

239/13 New Co-opted Member. To welcome Judith Williams to her first meeting.

- (a) New Councillor File has been received prior to the meeting. RESOLVED: to note.
- (b) Declaration of Office Form to be completed. RESOLVED: that the Declaration of Office Form was completed and signed by the Clerk.
- (c) Disclosable Pecuniary Interests Form Tabled. To be completed and returned to the Monitoring Officer, Shropshire Council within 28 days. RESOLVED: completed form received which will be forwarded onto the Monitoring Officer, Shropshire Council.

240/13 Mrs Patricia McLaughlin, Director of Community Interest Company, All Together Ellesmere has been awarded an MBE for services to tourism and the community. Members agreed to send a congratulations card. The Town Mayor, Cllr A Clarke would like to invite Mrs P McLaughlin and the retired Head Teacher from Ellesmere Primary School, Mr R Pallett as guests to the Joint Annual Dinner. RESOLVED: to forward a congratulations card to Mrs P McLaughlin. RESOLVED: to so do.

241/13 Public Participation Session. Mr K Williams would like to know which Councillors will be attending the planning appeal for the proposed development land NE of Cemetery, Swan Hill, Ellesmere (13/01988/OUT) on Thursday, 16th January, 2014. RESOLVED: that nominations for Councillor Attendees will be made under item 14.

242/13 Police Matters. The Clerk read a report received from PC P Crump. There has been a total of 6 crimes during the month recorded by West Merica Police
3 x Assaults - minor altercations.

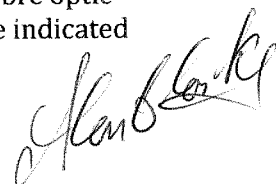
2 x Burglary - Units at Ellesmere Business Park.

1 x Criminal Damage - to a Motor Vehicle.

Christmas and New Year went to plan and they had no calls from the Licensees or the Public about any issues.

If the decision is to allow the Police to use the facilities at the Town Hall, PC Crump would like to express his thanks to the Members.

The Clerk read a report regarding the ongoing project to upgrade Oswestry CCTV. The new system will be transmitted to the Control Room by wireless rather than the current fibre optic cable in order to reduce the revenue cost of the scheme. Oswestry Town Council have indicated



that they wish to keep the CCTV Control Room at Oswestry and to continue using volunteers to monitor the cameras. Four companies have now quoted for the new scheme and it is hoped that Oswestry Town Council will make a decision on this in the near future. They are aware that Ellesmere Town Council are also tendering for updating their equipment. Inspector Klair has indicated they would be happy for there to be a link between Ellesmere CCTV and Oswestry Control Room to make it easier for Ellesmere's system to be monitored. This would probably be possible regardless of which company each Council chooses. Members of Ellesmere Council were asked to decide whether they wish the current monitoring equipment in Ellesmere Police Station be transferred to Oswestry CCTV Control Room or whether to store it until their tendering process is complete. RESOLVED: members agreed to store the monitoring equipment at Ellesmere Town Hall.

(a) Community Policing Post. A letter received from Mr W Owen, Estates Manager, West Mercia Police was read to members asking if it would be possible to use the Town Hall as a Community Policing Post, unfortunately they have no budget and are asking to use the building for free. Having use of the community building would allow officers to remain in their policing area whilst being able to take a break to maximise the time spent in the area. The only items which will to be transferred to the Hall would be: 2 Bicycles and a small filing cabinet and to have a cupboard in the kitchen. RESOLVED: that members unanimously agreed to support the Police and allow them use of the Town Hall. FURTHER RESOLVED: that the Clerk will complete necessary documentation which will be terminable by either party at any time.

243/13 Shropshire Council Report. Shropshire Councillor Mrs A Hartley reported that Shropshire Council are working towards digital screens for visitor information and identified possible sites at Fashelles and the Boathouse. The Visitor Economy Team, Shropshire Council are looking for 'on ground' visitor information which is part of Shropshire image but it is a challenge to maintain these services and are working closely with Mark Blount to see how they can provide an effective service together with Fashelles and Kate Taylor from the Boathouse. The Chamber of Commerce have also committed to funding towards the Visitor Information Centre as well as the Town Council. Shropshire Councillor Mrs A Hartley highlighted the importance of advertising the details of Shelter to the community. Contact: 0808 800 4444. www.shelter.org.uk RESOLVED: to note. FURTHER RESOLVED: to advertise details of Shelter on the website.

244/13 Minutes. To read and confirm the minutes of the Town Council meeting held on Monday, 2nd December, 2013. (Minutes attached). RESOLVED: that members approved and confirmed the minutes as a true copy.

245/13 Meetings/Training Courses. Any reports from attended meetings during the last month. RESOLVED: to note no report.

246/13 Ellesmere Parishes Joint Burial Committee. 2 Vacancies. To elect members interested in joining this Committee. RESOLVED: that Cllr B Knight and Cllr J Williams be elected to this Committee.

247/13 Policy and Resources Committee/Staffing and Governance Committee, Ellesmere Town Council. 1 Vacancy on both committees. To elect members interested in joining this committee. RESOLVED: that Cllr J Williams be elected to Policy and Resources Committee. FURTHER RESOLVED: that Cllr B Knight be elected to Staffing and Governance Committee.

248/13 Matters Arising from the Minutes.

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



249/13 Correspondence – items for consideration (information items will be circulated at the meeting).

Road Closure – Gas Mains Replacement. 6th January, 2014 for 4 weeks. Phase 1 – Cross Street, Phase 2 – Market Street & Scotland Street and Phase 3 – Market Street & Scotland Street. (Phase 2 will commence on completion of phase 1). An addition to “road to be closed” – Rescind one way order Market Street and Cross Street. Working hours will be: 8.00am – 4.00pm. RESOLVED: to note.

National Association of Civic Officers – Annual Training Day and AGM Tuesday 4th March, 2014. Camden Town Hall. RESOLVED: to note.

Shaping your Outdoors, Outdoor Recreation Service Newsletter. Shropshire Council. RESOLVED: to note.

Locality to run Our Place. Support and grants for at least 100 neighbourhoods. RESOLVED: to note.

Parish and Town Councils in Support of Better Broadband – draft for comment. Shropshire and Marches Campaign for Better Broadband in Rural Areas. RESOLVED: to note.

Attitudes towards Neighbourhood Planning Survey. Shropshire Association of Local Councils. Members answered all relevant questions. RESOLVED: to forward the completed form onto: Shropshire Association of Local Councils.

PAF Public Sector Licence Update. Royal Mail’s Consultation on PAF Licencing can be accessed from: [http://www.poweredbypaf.com/licensing-centre/public/data/documents/PAF Licence Consultation feedback.pdf](http://www.poweredbypaf.com/licensing-centre/public/data/documents/PAF%20Licence%20Consultation%20feedback.pdf). RESOLVED: to note.

Correspondence Circulated during the month:

Notification of a Planning Appeal – Hearing, Shropshire Council. Proposed Development Land NE of Cemetery, Swan Hill, Ellesmere. Construction of 22 no. dwellings and extension to existing Cemetery. Council Chamber, Castle View, Oswestry on: 16th January, 2014 at 10.00am. RESOLVED: Attendees at the meeting will be: the Clerk, Cllrs A Clarke, J Frost, R Harrington, B Phillips, B Knight, I Ward, Mrs L Davies and Mrs J Williams. To meet prior to the meeting with details of refusal. Cllr I Ward noticed that the response made from the Town Council was not in the paperwork. Shropshire Cllr Mrs A Hartley was welcomed to make a comment – “that this application has come to appeal as the SAMDev has not been adopted so Shropshire Council currently have no planning document in place therefore, applicants are aware of this and are putting their applications in. FURTHER RESOLVED: to arrange a meeting to go over the reason the Town Council refused this planning application prior to the appeal.

Death of Localism and NPPF over SAMDev. RESOLVED: to note.

Shaping your Outdoors Newsletter, Shropshire Council’s Outdoor Recreation Service. RESOLVED: to note.

Shropshire Rural Hub December, 2013/January, 20143 Newsletter. RESOLVED: to note.

Information Bulletin – 13th December, 2013 –SALC. RESOLVED: to note.

Information Bulletin – 20th December, 2013 – SALC. RESOLVED: to note.

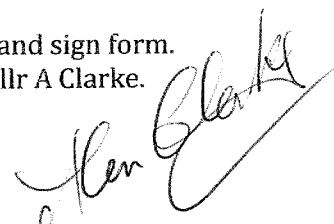
Police and Crime Commissioner for West Mercia e-newsletter. Issue 1 – December, 2013. RESOLVED: to note.

NALC’s E Bulletin – 20th December, 2013. RESOLVED: to note.

Beech House Canal Bridge, Ellesmere. Final phase of strengthening the bridge is scheduled to start on: Monday, 6th January, 2014 for a period of up to 5 weeks. RESOLVED: to note.

Other Correspondence received after the Agenda being sent out.

Shropshire County Pension Fund – 2013 Valuation. To approve figures and sign form. RESOLVED: that members approved, form signed by the Town Mayor, Cllr A Clarke.



Free Property Flood Protection Assessment – Shropshire Council. Free residential property flood protection assessments where internal flooding has been experienced. To request a visit send contact details to: flood@shropshire.gov.uk RESOLVED: to place details on web site.

Meres and Mosses Landscape Partnership Scheme. List of public events and volunteer work parties for 2014 available on request. RESOLVED: to forward details onto Cllr Mrs S McMullan.

Buckingham Palace Garden Party – 3rd June, 2014. 4 nominations to attend the Summer Garden Party (Chairman/Mayors with accompanying guests). Applications forms need to be received by SALC by 12 noon on Thursday, 6th February, 2014. RESOLVED: to note.

Resignation Letter – Tina Evans, Cleaner. Members agreed to advertise locally and to forward a good luck card to Tina Evans. RESOLVED: to advertise locally. FURTHER RESOLVED: to so do.

Information Bulletin – 7th January, 2014. SALC. Forwarded to all members. RESOLVED: to note.

Friends of the Mere. Request for Ellesmere Town Council members of the Mere Advisory Board to sit in on their meetings. RESOLVED: that Cllr B Phillips will attend future meetings.

Tree Survey. Three quotations have been received for the works recommended as per the tree survey: a) £5830.00, £5425.00 and c) £4070.00.

(a) To agree Company to carry out the works but not to include:

St. Mary's Churchyard – to ensure that no further permission is required from the Diocese of Lichfield.

Birch Road – Hybrid Black Poplar a report completed in April, 2008 states that this tree is a late mature black poplar (*Populus nigra* 'betulifolia') which are relatively rare and one of this size is a valuable asset, but further advice received state that this is a hybrid black poplar. The survey report recommends that this tree be felled due to severe lean and evidence of fungal activity, stump to be ground out but on receiving quotations and speaking to Stephen Shields, Shropshire Council the suggestion to fell this tree due to minimal evidence and target was surprising but could envisage some pruning needed. RESOLVED: that members agreed after much debating to accept the quotation for: £5,830.00. This amount will not include the works recommended for Birch road and St. Mary's Churchyard therefore, possibly reducing the quotation below £5,000.00.

(b) To agree time scale on how often a tree survey needs to be completed. Members agreed to: RESOLVED: complete a tree survey every election year (4 years).

(c) To decide if the Town Council require a tree policy. Due to a yearly ROSPA report which include the health of the trees it was: RESOLVED: that Ellesmere Town Council Tree Policy is to complete a survey every election year.

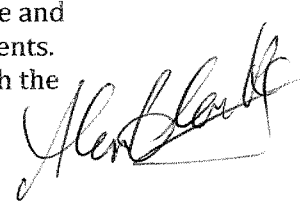
250/13

(a) Planning Application Decisions (for information only). RESOLVED: to note none received.

(b) Planning Applications for consideration:

13/04935/LBC – 6 High Street, Ellesmere SY12 0EP. Installation of new door to ground floor shop affecting a Grade II Listed Building. RESOLVED: members object to this application and recommend a new door which would match the existing door.

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. RESOLVED: members would still want brick and not cladding to match the



surrounding houses and refer back to their original comments and the modification only meets half way and does not change the visual impact.

(c) To consider any other planning applications received after the issue of the Agenda. (To be notified at Meeting). RESOLVED: to note none received.

251/13 Land rear of Berwyn View, Ellesmere. After contacting Estate Agents it has been recommended to have the land valued once a firm proposal has been agreed and planning permission has been granted as the land value would depend on the amount of properties, access and other factors. RESOLVED: to note.

252/13 St. Mary's Churchyard. Letter received from the Treasurer, St Mary's Church that they have not received any complaints about the paths surrounding the War Memorial following Remembrance Sunday. The area around the War Memorial is well maintained, the grass cut, edges trimmed and paths weed free. The path has been the same for many years and no changes have occurred nor has the condition of the path deteriorated. RESOLVED: to send a copy of the letter to Ellesmere Royal British Legion.

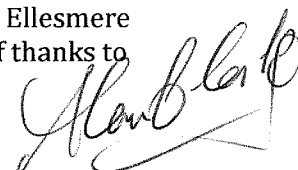
253/13 2014/15 Council Tax Precept – Shropshire Council. The Town Clerk tabled the outline budget for 2014/15 based on the Council Band D Rate at £1224.88 an increase from £1203.08 for 2013/14 and the budget accounts forms and explained to members that it was important to discuss the budget in full council to allow new members to see the process. The Clerk reported the 2014/15 Council Tax Taxbase is 1,224.88. If the Band D Council Tax was to remain at the 2013/14 level of £141.89 this would be $£1,224.88 \times £141.89 = £173,798$ Precept Requirement. Then we would add the 2014/15 Council Tax Support Grant Allocation (CTSG) of £19,394 = £193,192. The 2014/15 CTSG Allocation has dropped from £22,166 to £19,394 because the total CTSG for Shropshire Council has fallen from £648,000 in 2013/14 to £580,608 in 2014/15, a decrease of 10%. The figure will not be £192,871 the same as last year since the taxbase has increased, while the CTSG Allocation has decreased the net effect being an increase of £321 between the 2 years. RESOLVED: members agreed to have a 0% increase in the Band D Council Tax charge for 2014/15. FURTHER RESOLVED: that the precept will be approved and confirmed at the February, 2014 meeting.

Members discussed the following for the 2014/15 budget:

- Going Places – prices for advertising in 2014. RESOLVED: not to include this is the budget for 2014/15.
- To remain with the same contractor for gardening services as this amount will remain the same as 2013/14. Copy of public liability insurance is kept on file. Note that this contract will be reviewed next year. RESOLVED: to note.
- Accountancy fees have increased due to booking year end support. RESOLVED: to note.
- Healthmatic contract is due to be reviewed in March, 2014 as this was a 5 year term with review after 3 years. Options were read to members. RESOLVED: members agreed to a 5 year cleaning contract for yearly amount of £7,950.00 (current yearly price) which will include 3 new wooden fire doors.
- Christmas Lighting Project. RESOLVED: to forward to Policy and Resources Committee.

254/13 Payments for November, 2013 to be approved and confirmed. (Reports will be tabled). RESOLVED: that the payments were approved, confirmed and signed.

255/13 Christmas Window Competition. To note that first prize was awarded to: Ellesmere Town Barber. Second prize was awarded to: Tiggs. RESOLVED: to send a letter of thanks to the Head and Deputy Head, Ellesmere Primary School.



256/13 Risk Assessment Policy. RESOLVED: to note.

257/13 Date of next meeting – Monday, 3rd February, 2014. RESOLVED: to note.

258/13 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.

