

ELLESMERE TOWN COUNCIL

Minutes of the Town Council Meeting held in Ellesmere Town Hall on Monday, 5th December, 2016 at 7.15pm.

<u>PRESENT:</u>	Town Mayor (Chair):	Cllr I Ward
	Deputy Mayor:	Cllr S Thornton
	Councillors:	Cllrs Mrs J Williams, M Lagoyanni, K Chenery, Cllrs P Goulbourne, G Elner, R Hartley, C Wright and J Frost.
	Clerk and RFO:	Mandy Evans
	Temporary Assistant Clerk:	Phil Smith
	Unitary Councillor:	0
	Members of the Public:	0
	Press:	1
	Police:	0
	Guests:	0

Public Question Time. None received.

- 172/16 To receive apologies and reason for absence. Cllrs Mrs L Davies and J Clayton – away. Cllr Mrs L Davies due to being away so often with family commitments if it would be possible to carry on with the Town Council, only attending committee meetings and constituency work as she is not always available on Monday evenings but is willing to carry on in this capacity if it is possible. If the Town Council don't think this arrangement possible, then her only option would be to resign. RESOLVED: (i) that the apologies and reasons for absence were approved. (ii) Members agreed with Cllr Mrs L Davies request to continue on the Town Council although unable to attend monthly meetings but to attend any subcommittee meetings which would overrule the 6 month non attendance rule should it be reached.
- 173/16 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. None received.
- 174/16 Grant Dispensations. In pursuance of the Localism Act 2011, s31 (4) to report on any dispensations requested/granted. None received.
- 175/16 Public Participation Session. None received.
- 176/16 Police Matters. There have been a total of 5 crimes recorded for the Town during the month of November, broken down as follows:
- 3 x Assault (2 Domestic related, and one involving Youths).

- 1 x Nuisance/Malicious Communication (electronic message sent to another).
- 1 x Harassment (parties known to each other).

Of the above, they currently have active ongoing enquiries in all of them. PC Crump had nothing further to report other than to encourage residents to be careful over the Festive period when out shopping or online and to be aware of security. West Mercia Police website offers hints & tips. RESOLVED: report noted.

177/16 Shropshire Council Report. RESOLVED: apologies received from Shropshire Cllr Mrs A Hartley who is unwell.

178/16 Minutes. To adopt and confirm the minutes of the Town Council Meeting held on Monday, 7th November, 2016. (Attached). Proposed by Cllr J Frost, seconded by Cllr Mrs K Chenery and RESOLVED: that the minutes be approved, confirmed and signed by the Town Mayor as a true record.

179/16 Public Community Meeting – Plantation Wood, Ellesmere. Wednesday, 9th November, 2016 (6.30pm), Main Hall, Ellesmere Town Hall. Notes circulated. (Appendix A). It was: RESOLVED: that Cllrs I Ward and P Goulbourne will represent the Town Council on this group and will keep the Town Council updated with any progress after meetings. Due to this being a community group there will be no Town Council Clerks present. The next group meeting will be held at Ellesmere Town Hall on Thursday, 8th December, 2016 at 6.30pm. Noted.

180/16 Highways Sub Committee. To adopt and confirm the minutes and resolutions/recommendations of the meeting held on: Wednesday, 30th November, 2016. (Circulated). Proposed by Cllr G Elner, seconded by Cllr J Frost and RESOLVED: that the minutes be approved, confirmed and signed by the Town Mayor as a true record.

Minutes of the meeting of the Highways Sub Committee held on Wednesday, 30th November, 2016 at 10.30am, Ellesmere Town Hall.

PRESENT: Vice Chair: Cllr J Frost (in the Chair)

Councillors: Cllrs G Elner and I Ward (until 11.15am).

Clerk and RFO: Mandy Evans

Temporary Assistant

Clerk: Phil Smith

To receive apologies and reason for absence. Chair Cllr R Hartley – prior engagement. RESOLVED: that the apologies and reasons for absence be approved.

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. None received.

Grant Dispensations. In pursuance of the Localism Act 2011, s31 (4) to report on any dispensations requested/granted. None received.

Carriageway Re-surfacing, Scotland St, Ellesmere

Ben Corfield (Technical Lead) and Callum Williams (Highway Technician) from Mouchel Projects were welcomed to the meeting.

Ben Corfield explained that Mouchel, on behalf of Shropshire Council, were planning resurfacing work on Scotland Street between the junction with Canal Way and the junction with High St/Market St/Cross St. The budget allocation for the scheme would also allow for some re-kerbing and footpath works. It was also proposed that a planned upgrade to the traffic signals at the Scotland St/Canal Way junction and the installation of a new pedestrian crossing be carried out at the same time so as to minimise disruption. The resurfacing work would be undertaken in three sections, but would mean road closures for around a week from Monday 13th February 2017. The kerbing work around the Scotland St/Canal Way junction would be carried out at the end of the previous week and this would necessitate temporary 3-way lights. At the end of the re-surfacing work, the traffic lights upgrade could be done, also under temporary 3-way lights. The Sub-Committee accepted that road closures were inevitable in order to allow the re-surfacing to be done as speedily as possible. Given the possibility of low overnight temperatures and the proximity of residential properties, it was considered that overnight working would be problematic. The Sub-Committee requested that the working hours for the scheme should be from 9.30am to 8.00pm.

In terms of a diversion route while the A495 was closed, the preferred route eastbound would be from Whittington via Gobowen, St Martins and the B5068 to re-join the main road at the Trimpey St junction. The Sub-Committee felt that there this was the best option but asked for consideration to be given to the “pinch point” at Trimpey Street and to having some kind of traffic calming measures in Cambria Avenue to alleviate local traffic diverting around the road closure. For local traffic to access the town centre, the temporary opening up of the bollards between New Wharf Road and Wharf Road was also recommended.

In relation to the road surfacing itself, Ben Corfield stated that it would be the same treatment as that done recently for Willow Street. In the section from the mini-roundabout to Cross St, the depth of the “black-top” surface meant that it could only be a minimal resurfacing job. In response to questions from Members, he confirmed that they would be clearing out any blocked drains as part of the work, along with repairs to any footpaths that needed immediate attention.

In response to another question, Ben Corfield advised that the raised mini-roundabout at the junction with Victoria St would be re-instated. The Sub-Committee requested that the “pinch point” where the road narrows between the traffic lights and the mini-roundabout be looked at with a view to some kind of road widening to address problems of large vehicles being able to pass each other.

Ben Corfield advised that he had to speak to other interested parties such as Tesco's, but that he hoped to be able to finalise the dates for the scheme by the end of December. This would allow for around 2 months' notice of the works and

road closures. Nearer the time, there would be letters delivered to local residents and advance warning signs erected.

Members thanked the representatives from Mouchel for their attendance, and hoped to hear confirmation of the start date for the works in the near future.

The meeting ended at 11.25am

181/16 Clerks Report (attached). Progress report from previous meetings and matters arising. The Deputy Mayor, Cllr S Thornton commented that this is a helpful document. Noted.

182/16

Correspondence.

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

Futurefit. Response received regarding A&E Depts. Princess Royal and Royal Shrewsbury Hospital. Noted.

Beech Grove Signpost. Email received from a member of Ellesmere Rangers Juniors to inform the Town Council that a signpost reading "Beech Grove Playing Fields" has gone missing which was located on the island opposite Lakelands Academy. The Clerks have contacted Highways, Shropshire to ask if they knew anything about the sign and its removal but unfortunately they did not. Ellesmere Rangers Football Club would be interested in making a financial contribution if the Town Council would allow the sign to have the Club's name on it as well as "Beech Grove Playing Fields". It was: RESOLVED: agreed by all Members that the Clerks contact Highways for a quotation for a new brown sign in this vicinity.

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

Shropshire Choices Support Finder 2016/17. A free publication by Care Choices. Noted.

Ellesmere Time Clocks – Christmas Festoons. There are 4 time clocks currently not working on the Christmas Festoons and options are: No 1 - put all timers on override so they are on 24h cost approx. £345 and to get a local electrician to do this.

No 2 - fit Greenbrook digital time clock in a Lucy isolator, inline fuse so time clock has a 24h supply and outgoing Circuit protected by a MD fuse Supply and fit 4 units £1150.

No 3 - fit Greenbrook digital time clock in a Lucy isolator, inline fuse so time clock has a 24h supply and outgoing Circuit protected by a rcbo.

Supply and fit 4 units £1265. It was: RESOLVED: by all Members in agreement to go for option 1 and to contact Electricians to complete and SP Energy Networks once completed to change the burning rate of the festoons.

Morris Cook, Ellesmere. Letter received regarding the lack of Christmas trees on the business premises in the town due to the businesses now being responsible for erecting their own trees. Members discussed the contents of the letter and they were aware that there was another local tradesman who would consider erecting the trees but was advised that it would be more aggravation than what it is worth. New trees and LED lights are still available to purchase from the Town Council. Members agreed to the following response: RESOLVED: that the decision to stop was made by the contractor due to unhelpful comments from

local businesses and that in the circumstances the only option was for businesses to make their own arrangements.

NALC Bulletin – 5th December, 2016. Circulated. Noted.

The Mere at Ellesmere. Notes from the workshop meeting, Job Description and Person Specification circulated. RESOLVED: noted.

Revision to Saturn Fly Boat Run. Email received that the Fly Run has been re-arranged for May, 2018. Noted.

183/16

Planning:

(a) Planning Applications for consideration:

16/05158/VAR – Lakelands School, Oswestry Road, Ellesmere SY12 0EA. Variation on condition number 2 (external materials) attached to planning permission ref: 16/01799/FUL dated 8.6.2016 to allow a change to the approved external wall finish from timber cladding to Blockley Park Royal facing brick and to change the windows and doors from the approved Merlin grey aluminium to White UPVC to the first floor of existing classroom block. RESOLVED: that Members support this application without any further comments.

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

16/04863/FUL – 19-21 Cross Street, Ellesmere SY12 0AW. Creation of one additional flat (amendment to 15/03534/FUL previously approved for two flats). RESOLVED: that Members support this application without any further comments.

(c) Planning Matters.

Managing Planning Enforcement Enquiries. (Circulated).

(a) To report a planning problem:

<http://new.shropshire.gov.uk/planning/report-a-planning-problem/>

(b) Shropshire council Planning Enforcement Protocol:

<http://new.shropshire.gov.uk/media/2318/enforcement-protocol-ik-september-2015V2.pdf>

(c) Enforcement enquiries: planningenforcement@shropshire.gov.uk
Noted.

184/16

Consultations.

(a) Public Open Space Review, Shropshire Council. Online survey to be completed by the 16th December, 2016. RESOLVED: that the Clerk complete and circulate to Members before the closing date.

(b) 2016 Post Office Network Consultation, Dept. for Business, Energy and Industrial Strategy. Responses by: 21st December, 2016. Questions answered. RESOLVED: that the Clerks will forward the responses on.

185/16

Probation Service. Request received from the Town Mayor, Cllr I Ward to place this item on the Agenda. Members agreed to contact the Trading Standards Dept. to raise concern about the “door to door” sales which are allowed to take place during the evening which is a great concern for vulnerable people in the community who feel pressurised into buying items. RESOLVED: to do so.

186/16

Town Hall CCTV Camera. To consider installing HD 360 degree camera instead of having a fixed head. It was: RESOLVED: that the Clerks seek quotations for 1-2 fixed cameras in this location for a comparison.

- 187/16 Premises Licence – Ellesmere Town Hall. A full variation has been completed and is currently in the consultation stage. Closing date; Tuesday, 6th December, 2016.
It is a requirement of Shropshire Council’s Licensing Act Policy that the following (or equivalent) be included as conditions:-
“1. Challenge 25 Policy applied. Signage at points of alcohol sale. RESOLVED: in place.
2. Proof of id being passport, photo card driving licence and/or PASS photo card. RESOLVED: in place.
3. Challenge log kept and available to responsible authorities upon request. RESOLVED: in place.
4. Induction training sessions will be held to train all new staff on the challenge 25 procedures and briefings to only accept full Passport, Driving License or PASS approved proof of age card as proof of age. This will be followed by regular staff refresher training to include the Challenge 25 procedures. A documentary record will be kept of all staff training (including refresher training).” Confirmation from the Narrowboat Inn has been received that they comply with the Challenge 25 policy. RESOLVED: that the Town Council confirm and agree that this would be a part of their Operating Schedule. _
- 188/16 Fire Risk Assessment – Town Hall. Clerk has completed the annual check with Peninsula and further control measures will be considered by Civic Amenities Committee. RESOLVED: to note.
- 189/16 All Together Ellesmere. The Clerk will be attending a meeting on Monday, 9th January, 2017 together with the Assistant Clerk and it was: RESOLVED: that Cllr Mrs M Lagoyanni could attend between 9.30 – 11.00am or Cllr P Goulbourne free to attend after 11.00am.
- 190/16 Christmas Office Closing Time. Midday Friday, 23rd December, 2016 – Tuesday, 3rd January, 2017. RESOLVED: to note.
- 191/16 Payments for October, 2016 to be approved and confirmed. As circulated. Proposed by Cllr S Thornton, seconded by Cllr P Goulbourne and RESOLVED: to approve and confirm that the payments be signed as a true copy.
- 192/16 Date of next meeting – Tuesday, 3rd January, 2017. Noted.
- 193/16 Exclusion of Press and Public. Proposed by Cllr P Goulbourne, seconded by Cllr R Hartley with all Members in favour that it was: RESOLVED: “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 item of business on the grounds it involves the likely disclosure of exempt information as defined in the Acts”. Exempt Minutes will be kept.
- 194/16 To approve and confirm the exempt minutes from the meeting held on: Monday 7th November, 2016. It was: RESOLVED: that the minutes were approved, confirmed and signed by the Town Mayor as a true record.
Meeting closed at: 8.15pm.