

**Minutes of the Meeting of Ellesmere Town Council held on Monday, 1st September, 2014
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 S McMullan, G Elner, B Phillips, R Hartley and R Harrington.

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

Public Participation Session.

Mr Reeve's a resident from Charlotte Row would like the Town Council to contact Shropshire Council to cut back the overgrown vegetation and briars which are scratching people/cars in Charlotte Row.

83/14 To receive apologies and reason for absence. Cllr I Ward – holiday. Cllr B Knight – unwell. RESOLVED: to note.

84/14 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.

85/14 Grant Dispensations. RESOLVED: to note none received.

86/14 Public Participation Session. Complaint about the overgrown vegetation and briars in Charlotte Row. RESOLVED: to contact Highways, Shropshire Council.

87/14 Police Matters. Apologies received from PC P Crump – work commitments. RESOLVED: to note.

88/14 Shropshire Council Report. Shropshire Cllr Mrs A Hartley reported to members the importance for members to attend workshops for the Future Fit Programme. The NHS are looking at the local hospitals and in particular Accident and Emergency Depts. and urges members to attend the workshop at Oswestry Cricket Club on Thursday, 18th September, 2014 (5pm – 9pm). To book a place phone: 0121 612 2805 or www.nhsfuturefit.co.uk. At the next Local Joint Committee meeting at the end of September, 2014 a representative from the NHS will be speaking at the meeting. RESOLVED: to book a place for the Town Mayor, Cllr A Clarke and Cllr G Elner.

Shropshire Cllr Mrs A Hartley informed the Council how important the Place Plan is for the town and surrounding area to map out the priorities for the future. There is money available (£1,000.00) to be used for consultation in the area to complete a survey which will give a true feedback as the list of priorities currently in the Place Plan needs to be refreshed and updated. The Place Plan would need to be submitted back to Shropshire Council by January, 2015. FURTHER RESOLVED: to start looking at completing a survey and update the Place Plan.

89/14 Minutes. To read and confirm the minutes of the Town Council Meeting held on: Monday, 7th July, 2014. (Attached). RESOLVED: that the minutes were approved, confirmed and signed as a true copy.

90/14 Planning, Development & Land Committee Meeting Minutes – Wednesday, 30th July, 2014. To read and confirm the minutes. RESOLVED: that the minutes were approved, confirmed and signed as a true copy.



**Minutes of the Planning, Economic, Development and Land Committee Meeting,
Ellesmere Town Council held on Wednesday, 30th July, 2014 at 10.30am at Ellesmere
Town Hall.**

PRESENT: Chairman, Cllr G Elner, Vice Chairman, J Frost, Cllr Mrs S McMullan, Cllrs A Clarke, R Hartley and R Harrington.

In attendance: Mandy Evans, Town Clerk

To receive apologies and reason for absence. Cllr I Ward – away. Cllr B Phillips – other commitment. 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.

Grant Dispensations. RESOLVED: to note.

Planning Application Decisions (for information only)

14/02015/FUL – 1 Sparbridge, Ellesmere SY12 0AS. Erection of a single storey building to incorporate storage facility with studio/utility.

Decision: Grant Permission.

14/02101/FUL – Veterinary Surgery, 12 Talbot Street, Ellesmere SY12 0HQ. Enclosure of open frontage to create foyer.

Decision: Grant Permission.

RESOLVED: to note all decisions.

Planning Applications for consideration:

14/02852/FUL – The Old Vicarage, Church Hill, Ellesmere SY12 0HB. Erection of single storey rear extension following demolition of existing conservatory; erection of link corridor to existing outbuilding which is to be converted into games room and associated works. RESOLVED: members agreed to support this application with no further comments.

14/02853/FUL – The Old Vicarage, Church Hill, Ellesmere SY12 0HB. Erection of single storey rear extension following demolition of existing conservatory; erection of link corridor to existing outbuilding which is to be converted into games room and associated works affecting a Grade II Listed Building.

RESOLVED: members agreed to support this application with no further comments.

14/03186/FUL – The Lakelands School, Oswestry Road, Ellesmere SY12 0EA. Erection of new science block. RESOLVED: members agreed to support this application to ensure the continued success of the school and to improve the potential study of science.

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

RESOLVED: to note none received.

Rural Housing Policy Review. Questionnaire was completed. RESOLVED: that the Clerk forward the response from the Town Council.



91/14 Special Town Council Meeting Minutes – Thursday, 21st July, 2014. To read and confirm the minutes. RESOLVED: that the minutes were approved, confirmed and signed as a true copy.

92/14 Meetings/Training Courses. Any reports from attended meetings during the last month. RESOLVED: to note.

93/14 Matters Arising from the Minutes.

- a) Progress Report – for consideration. (No Report). RESOLVED: to note.

94/14 Correspondence.

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

Fly a Flag for the Commonwealth – 9th March, 2015. It was: RESOLVED: to register on the online Registration Form. FURTHER RESOLVED: to purchase a 90x54 Commonwealth Flag at £58.00 plus VAT which includes a CD of the Commonwealth Anthem.

Local Government (Miscellaneous Provisions) Act 1976 – Part II Hackney Carriages and Private Hire Vehicles. Shropshire Council. RESOLVED: to note.

Countryside and Paths Volunteer Forum – 15th September, 2014 (7pm – 9pm).

RESOLVED: that the Town Mayor, Cllr A Clarke will represent the Town Council.

Grand Finale for Members of Shropshire Building Preservation Trust – Saturday, 4th October, 2014. Golding Hall SY5 7HJ. RESOLVED: to note.

Compliments. Email received from visitor. RESOLVED: to note.

(b) Correspondence Circulated during the month:

SALC Information Bulletins – 11th July, 31st July and 21st August, 2014. RESOLVED: to note.

Proposed Policy MD3 – extract from SAMDev Plan submitted for Examination – Shropshire Council. RESOLVED: to note.

Consultation on the Future of Local Audit – National Association of Local Councils. RESOLVED: to note.

The Future of UK High Street: Driving Local Growth and Regeneration. 18th September, 2014. RESOLVED: to note.

The Unconventional Hydrocarbon Resources of Britain's Onshore Basins – Coal bed Methane (CBM). 14/02730/MAW Application No: 14/02730/MAW - Proposed Development: Temporary operation for exploratory borehole and associated infrastructure at land North West Brooklands Farm, Dudleston, Ellesmere, Shropshire. The Town Mayor, Cllr A Clarke informed members that no planning application has been received by Shropshire Council. Cllr G Elner read a recent newspaper article which reported that areas which have experienced these works have shown local property prices falling. RESOLVED: to note.

Future Fit Workshops – NHS. Discussed under "Shropshire Council Report". RESOLVED: to note.

Heritage Open Days in Oswestry Area. RESOLVED: to note.

Community Health News – NHS Trust. RESOLVED: to note.

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

Expressions of Interest – Castlefields and Mere Cottage, Shropshire Council.

Shropshire Council have received 3 expressions of interest for the Mere Cottage with only 2 of them being suitable. The Clerk reported that Shropshire Council will keep the Town Council informed at all stages. One possible interest for Castlefields.

RESOLVED: to note.



Resident letter from Wharf Road. Letter was read to members. The Assistant Clerk reported that the Clerks have been working with the resident since April to try and have the area behind Wharf Road (which used to house allotments and is now derelict and overgrown) cleared as it is extremely difficult for the residents taking their bins around. RESOLVED: a meeting with Pochins (land owners) and the Clerks has been arranged for Wednesday, 3rd September, 2014 at 10.00am.

Resident letter from Beech Grove. Letter read to members noting reason for objecting to the marina development. RESOLVED: to keep the letter on file until a planning application has been received.

95/14 Planning.

(a) Planning Application Decisions (for information only)

14/00822/OUT – Proposed Development Land South of: The Hawthorns, Ellesmere. Outline application for residential development to include access. Northern Planning Committee on 26th August, 2014 (2pm) Shirehall, Shrewsbury SY2 6ND. Cllr G Elner attended the meeting and was allocated 4 minutes to speak to put across the Town Councils views on this development. He requested that the application be deferred until health and safety issues on Trimpley Street have been addressed, the only way would be to widen this area which would be unfeasible. Traffic is being created on residential roads such as Cambria Avenue and Brownlow Road. The application could be for up to 130 houses. The application was granted permission by Shropshire Council due to the fact that they could not find any legal reason to refuse. Members agreed to suspend Standing Orders to allow Shropshire Cllr Mrs A Hartley to speak.

Shropshire Cllr Mrs A Hartley informed the council that planning was given for S106 agreement money, the question which needs to be asked by the council is how is this money going to be spent and suggested calling a meeting with Highways for a solution. Members agreed to resume Standing Orders. RESOLVED: to organise a meeting with Highways to discuss a solution.

(b) Planning Applications for consideration: RESOLVED: none received.

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

14/013731/TCA – The Granary, Birch Road, Ellesmere SY12 0ET. To fell one Ash Tree within the Ellesmere Conservation Area. RESOLVED: members approved this application on Health and Safety grounds.

14/03883/TCA – 4 St. John's Hill, Ellesmere SY12 0HL. To fell 2 no. Coniferous trees within Ellesmere Conservation Area. RESOLVED: members approved this application with no further comments.

14/02852/FUL – The Old Vicarage, Church Hill, Ellesmere SY12 0HB. Erection of single storey rear extension following demolition of existing conservatory; erection of link corridor to existing outbuilding which is to be converted into games room and associated works.

Decision: Grant Permission.

14/02853/LBC – The Old Vicarage, Church Hill, Ellesmere SY12 0HB. Erection of single storey rear extension following demolition of existing conservatory; erection of link corridor to existing outbuilding which is to be converted into games room and associated works affecting a Grade II Listed Building.

Decision: Grant Permission.

RESOLVED: to note all decisions.



14/03370/FUL – Residential Development, Teal Drive.

Cllr G Elner put a request to the press to run an article for any photos from local residents of flooding in Teal Drive, Diksmuide, Hillcrest Area. If photographs could please be sent to the Town Clerk, Mandy Evans with the above planning reference we would be very grateful so we can forward them onto Penny Bicknell, Planning Consultant, LES Stephen Planning. RESOLVED: to note.

96/14 Ellesmere Rangers Football Club Project. Cllr R Harrington said he totally rejects the headlines recently published in the local paper and has at no point said the Clerk was not doing her job and took action to contact the paper for a retraction. The Town Mayor, Cllr A Clarke confirmed that the newspaper article caused a lot of concern not only to the Council and Clerk but also the people outside the Council. The Council have unanimously supported the Football Club and have entered into a new lease with them to allow them advance in their league status. The misunderstanding regarding the status has been resolved and we are now awaiting a response from the HMRC and National Association of Local Councils, once received we will take on all the advice given from Shropshire Association of Local Councils, Solicitors and Accountants.

It is deeply regrettable members of the public disrupted the meeting and the press headlines brought our Clerks reputation in disrepute. The Town Mayor, Cllr A Clarke publically apologised if the way he managed the meeting brought about the false assumption that the Clerk did not support the Football Club. The Clerk is in the forefront that progress is made legally and is protecting the interest of the council and the town and whose ability is held in the highest esteem.

Cllr B Phillips said on behalf of the Football Club they are deeply sorry there has been a misunderstanding with the Clerk, the simple reason is that they couldn't turn around and say she hasn't done her job and have nothing against the Clerk at all as she has done the job she is supposed to do.

The Clerk replied that she would like to thank Cllr Mrs L Davies and Cllr R Hartley for their daily phone calls and support over the last week and also to the residents and Town Hall users for their kind words.

Cllr G Elner said he was not aware the clerk was involved in a behind doors heated discussion with the football club until after the meeting and he has every confidence in the clerk to resolve this matter, as Financial Officer in a professional way. There has obviously been a misunderstanding between both parties with regard to Charity status, we should not blame the Clerk for this misunderstanding during our many discussions with the Football Club someone has led us to believe that the club held charity status, this has subsequently turned out not to be the case. The Clerk is only trying to do her job in advising and protecting this council from financial misconduct, for which we should thank her. Cllr Elner said he is most concerned that she is being criticised in public for doing this. I could propose a vote of confidence in Mrs Mandy Evans our clerk but do not feel that is necessary as I know that this Council and the community are 100% behind her. Cllr G Elner was very touched that so many members of the public went out of their way to send messages of support to the Clerk and some members of the public visited to present flowers and support to both the Clerk and Assistant Clerk. Now that the misunderstanding has been realised we should all put this behind us and move on and try together to resolve this matter.

Cllr Mrs L Davies replied that she was appalled at the treatment of the Clerk during the meeting and asked if Cllr B Phillips is representing Ellesmere Town Council or Ellesmere Rangers Football Club as we is always said when he discusses the Football Club. Cllr R Harrington replied that we refers to all organisations in the town.

RESOLVED: to await further advice.

97/14 Road Safety Policy, Shropshire Council – 30th September, 2014 Report. The Clerk reported the following high priorities to be forwarded on the Shropshire Council by the end of September, 2014 which are:

- Victoria St/Scotland St – the number of vehicles speeding approaching the island.
- Cambridge Court, Scotland St. – to put this area as a “Community Concern” within Road Safety Policy.
- Grange Road – High number of vehicles speeding on this road. Have contacted Shropshire Council to find out if the automatic traffic count has been completed or when it is due to take place, to date no response has been received.
- Entrance/Exit to Tesco Store. People are not looking/indicating the direction they are turning. Signage needs to be improved.

RESOLVED: to submit the highways priorities by the end of September, 2014.

98/14 Land Rear of Berwyn View. Letter received from Lakelands Academy welcoming the opportunity to discuss this area when the Council and school are back after the summer break. It was agreed to form a Task & Finish Group with the following members to take this forward: RESOLVED: members are: The Town Mayor, Cllr A Clarke, Cllrs G Elner, J Frost and G Elner.

99/14 Former Birch Road Landfill, Ellesmere. Following damage to a bore hole on the recreation area the Clerk contacted the Contaminated Land Officer, Shropshire Council to complete a gas methane measurement on the bore hole. With no detectable levels of methane recorded there is no reason for concern. The Aspinall report from April, 1990 (of which a copy has been received and kept on file). Landfilling ceased in 1991 and the site appears suitable for its continuing use as recreation land. RESOLVED: to note.

The Clerk reported that she has contacted Shropshire Council Community Tree Scheme for a suitable tree to be planted on this land under the Big Tree Project and to commemorate the Centenary WW1. RESOLVED: to note.

100/14 Public Square. A quotation received from the Grounds Maintenance Contractor to tidy the area around the trees was read to members for their preferred option. To dig out and remove 100mm top soil and lay polypropylene mulch matting and lay ornamental stone/gravel would be £428.00 plus VAT or to place a porous Resibound around the trees which would allow the trees to grow and involve no further maintenance would be £2435.002 plus vat. RESOLVED: members agreed unanimously to accept the quotation to place the Resibound.

101/14 ROSPA Inspection 2014. To note all recommendations/issues are being actioned. RESOLVED: to note.

102/14 Upgrade of Recording and Control Equipment – CCTV. The Clerk reported that the upgrade has been completed and informed members of the following:

1. Repositioning of the camera at the Boathouse (as where it is positioned only records a tree) to a street light opposite St. Mary’s Church on Church Street. RESOLVED: that the Clerk will look into the possibility of re-positioning the camera.
2. To adopt:
Code of Practice/Policy Statement/Annual Review/Access Request Forms/Images Request Form. (Documents circulated to members of Policy & Resources Committee 15.8.2014). The Clerk informed members that she had gone through these documents with PC Paul Crump. RESOLVED: that members agreed to adopt all documents.

103/14 Christmas Lighting. Acorn Lighting will be fitting 5 water proof switches on the festoons and promenade lights which will allow the switch on with the Tree of Light and festoons to be coordinated at the same time. The boxes will be taken down the next day when the Christmas Lighting will be on a time switch. Cost per box - £25.00. RESOLVED: to note all members were in agreement.



104/14 All Together Ellesmere. Nominations for members to sit on this Community Interest Company as currently the only member is the Town Mayor, Cllr A Clarke. RESOLVED: that Cllr J Williams volunteered to become a member.

105/14 Art Festival – Thursday, 11th September, 2014. (7.30pm). To date 82 acceptances have been received and a quote was read to members to order: vases/bread board-baskets/cutlery/table cloths/glasses to host the event. Cllr J Williams kindly offered loan of 72 glasses. Members agreed: RESOLVED: due to the event being hosted by the Town Council to delegate power to the Clerk to spend £800.00 as the purchases could be used for many other events in the Town Hall and by Town Hall users. FURTHER RESOLVED: Cllr G Elner will help the Clerks look at reducing the cost. FURTHER RESOLVED: that Cllr Mrs L Davies, Cllrs J Frost and R Hartley offered to volunteer on the evening.

106/14 Swan Mere Day Centre, Community Interest Company. Donation request towards a new table, chairs and parasol for the service users. RESOLVED: that members agreed to donate £400.00 towards the patio furniture.

107/14 Revised Financial Regulations. Circulated to members of: Policy & Resources Committee 21st August, 2014 and full council for approval. RESOLVED: that members agreed to adopt the Financial Regulations with no amendments.

108/14 Annual Accounts 2013/2014. RESOLVED: to note no report.

109/14 Payments for June, and July, 2014 to be approved and confirmed. (Tabled). RESOLVED: that payments were approved, confirmed and signed.

110/14 To approve and confirm the 1st Quarter Accounts. (Tabled). RESOLVED: that the first quarter payments were approved, confirmed and signed as a true copy.

111/14 Risk Assessment Policy. To consider and amend as necessary. RESOLVED: to note.

112/14 Date of next meeting – **Monday, 6th October, 2014.** RESOLVED: to note.

