

Minutes of the Town Council Meeting held virtually on Tuesday 6<sup>th</sup> April 2021 at 7.15pm.

<b><u>PRESENT:</u></b>	Town Mayor (Chair):	Cllr P Goulbourne
	Councillors:	R Hartley, G Hutchinson, D Lunn, G Elner, J Frost, J Mowl, M Hancock, T Hunter and Mrs A Wignall
	Town Clerk and RFO:	Jo Butterworth
	Deputy Town Clerk and Deputy RFO:	Jean Hynes
	Unitary Councillor:	1
	Members of the Public:	1
	Press:	1
	Police:	0
	Guests:	1

182/20 **To Receive Apologies and Reasons for Absence.**

**RESOLVED** – that the apology received from Cllr A Devismes and Cllr N Cull be approved.

183/20 **Disclosure of Personal and Prejudicial Interests**

None requested.

184/20 **Grant Dispensations**

None received.

185/20 **Police Matters.**

PC Crump submitted a report prior to the meeting which was read out. PC Crump confirmed that during March there had been seven recorded crimes for Ellesmere Urban, broken down as follows:

- 2 x Assault (parties known to each other).
- 1 x Malicious Communication.
- 1 x Burglary (Business).
- 2 x Public Order (group disturbance).
- 1 x Fraud (online).

Of those above there are active lines of enquiry for all of them.

Covid regulations have been adhered to well over this month, and Tesco have stated that their patrons have been keeping to the rules.

Communication has been received from the Inspector for Oswestry that West Mercia Police have launched the Local Policing Community Charter. During the initial stage of the consultation, they are looking for each Parish / Town Council to identify their top 3 concerns within their areas. This will then lead onto a second phase which requires West Mercia Police to understand the amount of time each Parish / Town Council feel the Safer Neighbourhood Team should spend in their area.

It was agreed to call a meeting of councillors to discuss the response.

186/20

#### **Shropshire Council Report.**

Shropshire Cllr A Hartley apologised for lack of attendance to meetings during the past year she had Covid in March last year which has sadly turned into long covid.

Cllr Hartley informed members that lots of Shirehall's daily business is still being carried out remotely to which the council has adapted well to, working between home and at pre booked stations at Shirehall.

She reported that the Government guidance is for face-to-face meetings to resume in May, though this is not rubber stamped and is being contested, Shropshire Council are working hard to have it overturned.

Cllr Hartley praised the Public health team for their incredible efforts during the last 12 months whilst working under newly appointed Director, Rachel Robinson and hopes that following budget cuts their efforts will see them awarded more money in the future.

Finally, Cllr Hartley wished all candidates standing for Town & Parish Council election good luck.

187/20

#### **Minutes**

##### **(a) Town Council Meeting – Monday 1<sup>st</sup> March 2021**

It was moved by Cllr A Wignall, seconded by Cllr G Hutchinson and

**RESOLVED - that the minutes of the Town Council meeting on 1<sup>st</sup> March 2021 be approved and signed by the Town Mayor as a true record.**

##### **(b) Planning and infrastructure Committee - Monday 8<sup>th</sup> March 2021.**

The minutes of the Planning & Infrastructure Committee held on Monday 8<sup>th</sup> March 2021 were **noted**.

##### **(c) Cemetery Working Group Meeting - Wednesday 28<sup>th</sup> January 2021.**

The minutes of the Cemetery Working Group held on Wednesday 28<sup>th</sup> January 2021 were **noted**.

188/20

**Public Participation Session**

None.

189/20

**Planning Applications for consideration.**

**Reference - 19/05445/REM.**

Proposal - Residential Development of 99 Dwellings including Associated Access via Canal Way, Landscaping and Flood Mitigation Works (Phase 1 of Application 14/04047/OUT)

Location: - Proposed Development Land to The South Of, Canal Way, Ellesmere, Shropshire.

Concerns regarding the resubmitted application were raised.

The developers had proposed to access the site from Canal Way instead of Tetchill Brook Road as in their previous application. It was highlighted that the original outline planning application for the wharf development had been granted by Shropshire Council with the stipulation that a new road was built from the A495 to create access to the site. It was felt that the developers were trying to renege on the original agreement.

The Town Council has consistently stated that they will not allow any more traffic to access the development from the Scotland Street, Canal Way junction. This decision has over time been justified by existing safety concerns along this stretch of highway and supported by local residents and Ellesmere Rural Parish Council.

The council feels that the application is completely unacceptable, I do not understand why people do not appear to be listening to them or residents.

It was unanimously resolved that if there was no new road, there should be no new houses, members felt that the original agreement should be honoured with no negotiations made.

It was moved by Cllr G Elner, seconded by Cllr D Lunn and

**RESOLVED – To write to Shropshire Council objecting to the application on the grounds that access via Canal Way is too dangerous and that the original decision to create an access off the A495 be honoured.**

**(b) Planning Decisions (for information only)**

**Reference: 21/01259/TCA**

Address: 7 Kynaston Place, Ellesmere, SY12 9BF

Proposal: Selective reduction of 1-2m of the upper canopies of 2 No mature Sycamore Trees T1 and T2 and prune the epicormic growth from the trunks within Ellesmere Conservation Area.

The Clerk reported that this application had been received earlier in the month with only 14 days to reply. She consulted with the Planning Committee and support for the application had been submitted. Noted.

**Reference: 19/03655/OUT**

Address: Land to the West of Grange Road, Ellesmere, Shropshire

Proposal: Outline application (access for consideration) for B1/B8 employment use

**Decision: Permission Refused. Noted**

**Reference: 20/04919/FUL**

Address: The Old Vicarage, Church Hill, Ellesmere, Shropshire, SY12 0HB

Proposal: Erection of detached swimming pool/gym building; associated works to include the felling of eight trees and one hedgerow

**Decision: Permission Granted. Noted**

190/20

**Finance/Contracts**

**(a) Payments for February 2021**

The payments made during February 2021 had been circulated with the Agenda.

It was moved by Cllr A Wignall, seconded by Cllr T Hunter and

**RESOLVED – that the payments for February 2021 be approved, confirmed, and signed.**

**(b) Covid – 19 Closed Business Lockdown Payment & Local Restrictions Support Grant**

The Town Clerk reported that a grant payment of £3143.00 had been received from Shropshire Council. Noted.

**(c) Bank Balances – 4th Quarter.**

TSB No 1 Account .56p

New Unity Trust Current Account £66,066.29

TSB No 2 Account (Neighbourhood Fund) £18,405.29

TSB No 3 Account (Reserves) £90,240.55

Santander Account (Reserves) £93,740.40

Cemetery Working Group £54,475.78.

Noted.

**(c) GDPR Contract.**

The Clerk reported that the GDPR contract which runs from 1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022.

As few companies offer this service, we went out to two and only one came back with a cost of £1,000 per year which we are currently paying. Question was asked if council wanted to go with this quote or seek others, but they are few and far between.

Cllr P Goulbourne proposed that we went with the £1,000 quote seconded by Cllr T Hunter.

**RESOLVED – To award JDH Business Services Limited the contract for another 12 months.**

**(d) Youth Holiday Provision.**

The Chairman asked council to consider a request for funding towards Easter holiday provision from The New Saints Foundation they currently have a shortfall of £700. The Town Clerk updated members that Jill Jones (TNS) had been in contact to confirmed as well as the Easter holiday provision a summer holiday programme will also be provided for which there is a shortfall of £4,200. Town Clerk informed members there is £3,250 in the budget for the youth project they are currently working on with TNS, nothing has been put aside for holiday provision however, there are contingency monies in the budget. It was felt that although the costs were surprisingly high the youth need our support as they are our future and that they should be supported.

It was moved by Cllr P Goulbourne seconded by Cllr Hutchinson and

**RESOLVED that a donation of £500 will be made and that a copy of the Town Council's Grant Awarding Policy be given to TNS.**

191/20

**Cemetery Working Group**

**(a) Payments for February 2021.**

The payments made during February 2021 had been circulated with the Agenda.

It was moved by Cllr G Hutchinson seconded by Cllr A Wignall and

**RESOLVED – that the payments for February 2021 be approved, confirmed, and signed.**

**(b) Bank Balance – 4<sup>th</sup> Quarter**

Town Clerk re-confirmed the balance of £54,475.78 as reported in minute number 190/21 (c).

192/20

**Return of Face-to-Face meetings.**

The Clerk reported that Government guidance states that Face to Face meetings must resume as of the 7<sup>th</sup> May. Ellesmere Town Council Meetings are usually carried out 1<sup>st</sup> Monday of each month but due to social distancing and government guidance it would make meeting in the usual room impossible. Therefore, the Clerk recommended the next 3 meeting be held on the 2<sup>nd</sup> Thursday of the month, Thursday 13<sup>th</sup> May 2021, Thursday 10<sup>th</sup> June 2021 and Thursday 8<sup>th</sup> July 2021 and with the Monday meetings resuming after summer recess in September 2021.

All members agreed.

193/20

**Ellesmere Town Hall**

The Town Clerk presented a Return to Service Plan, which detailed the risk assessments, health & safety measures and special hire conditions that would apply when the Town Hall re-opened to the public. As part of the easing of Covid-19 lockdown, the Government had announced that multi-purpose community centres could re-open from 12<sup>th</sup> April 2021.

It was moved by Cllr D Lunn, seconded by Cllr G Elner.

**RESOLVED – that the return to service plan, risk assessment and special conditions of hire be approved.**

194/2

**Ellesmere Town Council Volunteers**

Cllr T Hunter's leader of the litter picking group was not happy with some of the wording on the risk assessment in that he felt it was too strong and went too much in-depth. Town Clerk pointed out the need to cover every eventuality to protect the council. After much discussion it was agreed to amend the volunteer's safety briefing to reflect more of the items in the risk assessment to ensure the volunteers know how to keep themselves safe.

**RESOLVED – To alter the wording on the risk assessment from 'failure to follow Government guidelines WILL lead to the spread of coronavirus' to 'failure to follow Government guidelines MAY lead to the spread of coronavirus.'**

**And to amend the safety briefing to reflect more of the risk assessments guidelines.**

195/20

**Community Policing Post**

The Town Clerk updated council on the reorganisation of the offices at the Town Hall with the Deputy Clerk and the Admin Assistant in the main office and the Town Clerk in what was the CCTV room. The Clerk would like to relocate the CCTV equipment to the old reception office in the foyer. The Clerk explained that if council were to agree to the move, they would also be in a position to offer the police an office to use as a policing post enabling more visible Policing in Ellesmere and a base for them to carry out paperwork. The Clerk read the quote of £631 to relocate the CCTV equipment to members and suggested that the police be asked to contribute to use the building, she reported that they were paying a rent at Our Space and felt that their contribution could be used towards the cost of relocating the necessary equipment.

It was moved by Cllr P Goulbourne, seconded by Cllr A Wignall.

**RESOLVED – To relocate the CCTV equipment and contact West Mercia to discuss them using the building as a Community Policing post.**

196/20

**Correspondence.**

The Town Clerk had informed members that a letter had been received from a concerned resident walking their dog with his two children on Beech Grove recreation ground an aggressive dog approached them though the owner did manage to put it back on its lead with verbal altercation following. It was resolved but was concerned about children playing in the area whilst people walk their dogs without leads. The Clerk has been down to the area and confirms that all enforcement signs are in place detailing the dog protection order in force at the recreation site, whereby if anyone is approached and asked to put their dog back on lead then they must do so. Shropshire Council's dog warden monitored this in the past, we are awaiting a response from SC to see if they have recruited a new warden – Noted.

197/20

**The Mere Advisory Board Notes.** Noted.

198/20

**Community Vision Plan report.**

Cllr A Wignall updated the meeting on their choices and the reasons for recommendations contained within the report.

**RECOMMENDATIONS to council.**

- 1) Vision group to approach the Chamber to discuss ways of increasing tourism within the town with sharing ideas and supporting one another.
- 2) Consider how the information within the town might be improved. With more information on what the council are for example a what's on page, website or community page.
- 3) Considering how to get more of the older people to go more digital.
- 4) Investigate how other communities manage swimming pools.
- 5) Arrange a meeting of councillors with the High Sheriff.
- 6) Invite Cllr T Hunter to join the task and finishing group.

**RESOLVED – that all councils agreed they were happy for the Vision T & F to carry out their recommendations and report back to full council.**

199/20

**Ellesmere Boatyard Project**

An update was given on a presentation delivered to representatives of the Town and Ellesmere Rural Parish Council, by the Canals and Rivers Trust. The outcome was that they need to raise funds and in order apply for grant funding they need to prove that the site is sustainable. They have just given an extended lease to a blacksmith on the forge area who will have an apprentice with him with the hope of expanding. In the longer term with the monies from rent etc they will be able to make the repairs to other buildings for use. The drydock is also busy which helps. A you tube video is being made of the yard to enable the public to have a virtual tour as there is concerns with having public on site regularly is dangerous as it is a working yard. A Facebook page is now up and running. The only concern raised was that the Town Council had changed the wording in the Place Plan to

support a bridge being erected at the boatyard, although during the presentation it was mentioned they may use a vessel to cross the canal instead. Noted.

200/20

**Honorary Freeman/Freewoman**

Joan Tudor Watson and Barbara McBride were elected to receive the award for 2020 but due to covid it had not been possible to present them with their certificates. The Town Clerk asked if council would like the ladies to hold the award for 2020/21 or whether members would like it to be put on a future agenda to suggest nominees. It was suggested that the presentation for 2020 be awarded either when the Town Hall re-opens or beforehand in their recipient's private gardens.

**RESOLVED – Handout 2020 awards when possible and a future agenda item be tabled to receive 2021.**

201/20

**Progress Report (circulated)**

To note.

202/20

**Future Council, Committee or Working Group Meetings**

Annual Meeting of Electors – Tuesday 20<sup>th</sup> April at 6pm via Zoom.  
Staffing Governance Sub-Committee. TBA in April.  
Planning Committee. TBA in April if required.  
Finance, Asset & Resources Committee. TBA in April if required.  
Annual Town Council Meeting – Thursday 13<sup>th</sup> May 2021 at 7:15pm, this meeting will be face to face.

Noted.

203/20

**Exclusion of Press and Public**

It was move by Cllr T Hunter, seconded by Cllr A Wignall and

**RESOLVED - that in accordance with the Public Bodies (Admission to Meetings) Act 1960 and 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 that it may involve the likely disclosure of exempt information as defined in the Acts.**

204/20

**Confidential Business report from 1<sup>st</sup> March 2021**

The Clerk shared the confidential report on her computer screen for members to read.

It was move by Cllr P Goulbourne, seconded by Cllr T Hunter and

**RESOLVED - that the confidential report of the Town Council meeting on 1<sup>st</sup> March 2021 be approved and signed by the Town Mayor as a true record.**

The meeting closed at 8.37pm

Mayor: .....

Date: .....