

Minutes of the Town Council Meeting held in Ellesmere Town Hall

Monday 3rd March 2025 at 7.15pm

PRESENT: Town Deputy Mayor (Chair): Cllr G Hutchinson

Councillors: Cllrs G Elner, P Goulbourne, A Weeks, M Hancock, M Forshaw, J Howard, P Jones, N Proffitt

Town Clerk and RFO: Jo Butterworth

Admin Assistant: Vicky Martin

Unitary Councillor: 1 (dual hatted)

Members of the Public: 1

Press: 0

Police: 2

Public Participation Session.

A member of the public enquired what benefit would residents receive from an asset transfer of Mere Cottage from 50% joint ownership with Shropshire Council to 100% ownership by the Town Council.

The Town Clerk confirmed that following a review of the deeds for Mere Cottage, the deeds were found to contain a restrictive covenant to ensure that the property remained in joint ownership between the Town Council and Shropshire Council. This item is to be discussed during agenda Item 03/25/15.

03/25/01 **To Receive Apologies and Reasons for Absence**

Apologies were received from Cllrs A Wignall and L Woodbridge due to family commitments.

It was moved by Cllr M Forshaw, seconded by Cllr P Goulbourne and,

RESOLVED: that the apologies received from Cllrs A Wignall and L Woodbridge be approved.

03/25/02 **Disclosure of Personal and Prejudicial Interests**

None disclosed.

03/25/03 **Grant Dispensations.**

Councillor Name	Dispensation
Cllr G Elner	Dispensation under section 33/2c being in the interest of persons living in the authority's area allow participation and voting on all matters relating to Shropshire Council for his term of office.
Cllr P Jones	Dispensation to discuss Cricket Club matters.

03/25/04

Police Matters

(a) Police Report

PCSO's Walker and Hogg delivered a report regarding anti-social behaviour, community engagement, speeding and drugs which occurred during February 2025. Officers informed Members of a new Oswestry and Ellesmere Police Facebook page which was been launched in January.

03/25/05

Minutes

(a) It was moved by Cllr P Goulbourne, seconded by Cllr M Hancock and,

RESOLVED: that the minutes of the Town Council meeting on Monday 3rd February 2025 be approved and signed by the Town Mayor as a true record.

(b) **Noted.**

(c) **Noted.**

(d) Item 03/25/05 (d) was deferred to the end of the meeting.

It was moved by Cllr P Goulbourne, seconded by Cllr P Jones and,

RESOLVED: that Item 03/25/05 (d) be referred for discussion at the end of the meeting.

03/25/06

Progress Report

Noted.

The Town Clerk provided an update on discussions with a local tree specialist regarding the relocation of trees from Cross Street Promenade to allow improvement works to be carried out. The specialist has offered their services as a consultant to advise on the appropriate tree species to be planted as a replacement.

The Qube in Oswestry has agreed to take on the administration of Ellesmere Community Cars from the beginning of April.

03/26/07

Finance

(a) Town Council Payments for January – Appendix A

It was moved by Cllr P Jones, seconded by Cllr J Howard and,

RESOLVED: that the Town Council payments for January 2025 be approved.

(b) Cemetery Working Group Payments for January 2025 - Appendix B

It was moved by Cllr J Howard, seconded by Cllr P Goulbourne and,

RESOLVED: that the Cemetery Working Group Payments for January 2025 be approved.

03/25/08

Contracts and Tenders

Movable Wall Service

4 companies provided quotations for the servicing of the movable wall at Ellesmere Town Hall.

Company No.	One-off Service (excl VAT)	3-year contract (excl VAT)
1	£295.00	£810.00 (£270.00 per visit)

2	£325.00	£885.00 (£295.00 per visit)
3	£525.00	£1,443.00 (£481.00 per visit)
4	£585.00	£1,650.00 (550.00 per visit)

Company 1 were the most cost effective for both a one-off service and for a 3-year contact. Company 1 have previously serviced the moveable wall.

Company 2 have carried out the servicing of the wall previously but are £30.00 more expensive for a 1-year visit and £75.00 more on a three year.

It was moved by Cllr P Goulbourne, seconded by Cllr M Hancock and,

RESOLVED: that the contract for the servicing of the moveable wall at Ellesmere Town Hall is awarded to Company 1 for 3 years.

03/25/09

Policies and Procedures

Defibrillator Maintenance Policy

It was moved by Cllr P Goulbourne, seconded by Cllr M Forshaw and,

RESOLVED: that the Defibrillator Maintenance Policy 2025 is accepted and adopted.

03/25/10

Berwyn View Pump Track Project

(a) Update

A total of £21,840.00 has been pledged to date.

(b) Initial Town Council Contribution

It was moved by Cllr P Goulbourne, seconded by Cllr G Elner and,

RESOLVED: that Ellesmere Town Council will match fund the £20,000.00 pledge made by Shropshire Council.

Cllr P Goulbourne requested that a message is posted on the Town Council Facebook page to inform residents that, should the full amount of the project fail to be raised by the deadline, then all pledges will be fully reimbursed.

(c) Fundraising

Members discussed options for increasing the profile of the Pump Track project and for fundraising.

Members volunteered to assist with the delivery of leaflets to all residential properties within Ellesmere Urban.

A professional BMX rider, Joe Baddeley, is to visit the local schools to promote the project on the 14th March.

Volunteers will raise awareness at the Tuesday Market and at Tesco and a collection bucket will be available. The Town Clerk will check to ensure that funds can be raised this way.

(d) Final Town Council Contribution

The Town Clerk confirmed that there is £98,556.00 currently in the Neighbourhood Fund and asked Members for permission for Ellesmere Town Council to top-up the shortfall of funds required to meet the target amount for the Crowdfunding Project on the 28th March 2025.

It was moved by Cllr G Elner, seconded by Cllr P Goulbourne and,

RESOLVED: that Members give permission for the Town Clerk to make a top-up payment from the Neighbourhood Fund on 28th March 2025 to the Berwyn View Pump Track Project crowdfunding site to make up the shortfall of funds needed to reach the target amount of £69,539.00.

03/25/11

Bins for Boys Campaign

Support of the Lingen Davis Bins for Boys campaign is at no cost to the Council. Stickers and registration are free and the appropriate bins and collections are already in place at both the Town Hall and Cross Street public toilets. The Town Clerk read aloud the Pledge that Members need to support.

It was moved by Cllr G Hutchinson, seconded by N Proffitt and,

RESOLVED: that Ellesmere Town Council support Lingen Davis Bins for Boys campaign by signing their pledge and displaying the appropriate stickers on the toilets at Ellesmere Town Hall and Cross Street public toilets.

03/25/12

Trail Tale

The Town Clerk provided an update on the application made to Trail Tale. Unfortunately, on this occasion the application had been unsuccessful the Town Council were thanked for their support.

03/25/13

Out of Hours Medical Provision

Cllr G Elner, Chair of the Health Committee for Shropshire, Telford and Wrekin, informed Members that the contract for the provision of out-of-hours medical support in Shropshire is up for renewal. The service has been provided by ShropDoc for the last 29 years with local doctors providing the service for local people.

A new provider is likely to take over this service due to the cost saving that is being offered. This company have been inspected and rated outstanding. There is a concern that the service may lose local doctors and local knowledge. The contract is to be awarded for a 5-year period.

The Town Clerk queried if a break clause was included within the contract should the level of service fail to meet expectations.

Members aired their concerns, and it was agreed to write to the Joint Health committee to highlight them.

03/25/14

Ellesmere Yard

(a) Update

Noted.

(b) Questions for Cllr Discussion

The Canal and Rivers Trust had requested responses to 4 questions:-

1) **Strategic priorities.** What are the key local priorities, and how could Ellesmere Yard contribute to them?

Members listed the Pump Track, Cemetery Land, the Town Hall and Jointly Owned Properties as their strategic priorities.

2) **Regeneration:** Are there ways that Ellesmere Yard could support the local community or economy?

Members requested the building of a bridge from the Ellesmere side of the canal to the boat yard as a priority to improve access and if there was potential for the development of a small local history museum within the boat yard buildings.

3) **Partners:** Are there specific groups or organisations we should consider working with?

Members suggested Project SY12, Fizzgigs and local historian, C Jobson.

4) **Funding:** Any local or regional funding streams that would be worth considering?

Members suggested the League of Friends Charity Shop.

03/25/15

Mere Cottage

(a) Noted.

(b) The Clerk reported that the written report she had been expecting from Shropshire Council had not been received. She also reported that it has been verbally reported that the natural insulation board and plastering works will no longer be required but without a written report could not say why.

03/25/16

Correspondence

(a) Community Action

Members had received an email from a local resident with their agenda, requesting that the Town Council to request support from Shropshire Council for residents who would like to help tidy up the town. The Clerk reported that Shropshire Council's Streetscene Officer and Community Engagement Co-ordinator, Deborah Tabone, can work with local community volunteers to provide support and the equipment that they may need. Deborah will also arrange for the collection of waste created by volunteers. Permission has been given to post Deborah's email address on social media so that she can be contacted directly.

(b) Fletcher Homes

Works to finish the road and pavement surfaces on the Fletcher Homes development has been delayed due to weather conditions but should commence shortly.

(c) Lakeside Coaches Bus Service Enquiry

Members had considered a response from a local resident to a letter they wrote in February. It was agreed to write back to the resident and inform him that Lakeside Coaches is a private firm not influenced by the Town Council in any way and suggest that he contacts them directly with his suggestions for their service.

(d) Repairs to Shropshire Council Assets

The Clerk read a response from Shropshire Council detailing how issues reported on Fix My Street are prioritised. Members were asked to report issues to the office for posting on Fix My Street where a log will be kept monitoring the progress of each report.

03/25/17

Shropshire Council Road Closure Correspondence

(a) The Town Council wrote to Shropshire Council to express the Town Council's concerns over the

failure to reopen Scotland Street following the completion of roadworks. The Town Clerk read aloud Shropshire Council's response.

Further works are planned in the same location on 9th March 2025 and the Town Clerk confirmed that the bollards on Wharf Road can be lowered if the works fail to complete on time, which she will do. An email to confirm the times that the bollards are lowered and raised will be sent to Shropshire Council if it is necessary to do so.

Notice of Road Closure

Road Closure: Scotland Street, Ellesmere

Start Date: 9th March 2025 Sunday only **End Date:** 9th March 2025.

Purpose: Road Closure - New Water Connection.

Works Promoter: Severn Trent Water.

Enforcement pattern for Scotland Street, Ellesmere: 8.00 - 18.00hrs.

03/25/18

Town and Parish Council Elections, 1st May 2025

Purdah commences on 10th March 2025.

Completed nomination forms can be returned from 11th March 2025 to the locations as detailed in the Guidance Document. Nomination forms must be hand delivered and checked on delivery by the Elections Team to allow errors to be corrected and forms resubmitted.

The Town Clerk informed members that the Application Packs were available for collection at the end of the meeting.

03/25/19

Future Meeting Dates.

Town Council Meeting Monday 7th April 2025, 7.15pm at Ellesmere Town Hall.

03/25/20

Exclusion of Press and Public

It was moved by Cllr J Howard, seconded by Cllr G Hutchinson and,

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 may involve the likely disclosure of confidential information as defined in the Acts.

03/25/21

Honorary Freeman/Freewoman Award

Nominations for the award of Honorary Freeman and Freewoman were made; they will be considered in April.

The meeting closed at 8.48pm.

Mayor: Date:

APPENDIX A – Town Council Payments for January 2025

Date: 19/02/2025		Ellesmere Town Council		Page 1	
Time: 12:36		Unity Trust Current Account			
List of Payments made between 01/01/2025 and 31/01/2025					
Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
03/01/2025	Entanet International Ltd	DD	53.39	LGA 1972 S111	Telephones
03/01/2025	ADMINISTRATION	BACS	2,848.77	LGA 1972 S112 (2)	Administration
03/01/2025	SLCC	BACS	300.00	LGA 1972 S111	Membership fee
06/01/2025	Waterplus	DD	15.13	PHA 1936 S128	Cross street Water
07/01/2025	Peninsula Business Services Lt	DD	23.11	LGA 1972 S111	EAP Provision
10/01/2025	Gary Evans Building Services	BACS	250.00	LGA 1972 S111	Repair to leaking windows MH
10/01/2025	Danfo (UK) Ltd	BACS	870.00	PHA 1963 S87	SLA
10/01/2025	PG Skips Ltd	BACS	84.49	LGA 1972 S111	Skip Hire TH 059235
10/01/2025	Reliant UK Ltd	BACS	182.59	LGA 1972 S111	Website and phones
10/01/2025	Music Mob	BACS	76.39	LGA 1972 S111	ETC Awarded Grant
10/01/2025	Harlequin Services	SO	708.33	LGA 1972 S111	Gardening contract
13/01/2025	Music Mob	FASTERPAY	390.00	LG (MP) AIG76S19(3)	ETC awarded grant
15/01/2025	Shropshire Council	DD	473.00	LGA1972 S111	RATES
17/01/2025	EDF Energy	DD	149.92	PHA 1963 S87	Cross Street Electricity
20/01/2025	British Gas	DD	1,272.84	LGA 1972 S111	TH Gas bill 27 Nov-6 Jan 25
20/01/2025	Waterplus	DD	156.03	LGA 1972 S111	TH Water
20/01/2025	HM Revenue & Customs	BACS	2,439.00	LGA 1972 S112(2)	HMRC
24/01/2025	Entanet International Ltd	DD	18.00	LGA 1972 S111	Monthly line rental
24/01/2025	ADMINISTRATION	BACS	2,458.43	LGA 1972 S112(2)	Administration
27/01/2025	ADMINISTRATION	BACS	8,385.25	LGA 1972 S112(2)	Administration
28/01/2025	Cemetery Working Group	VAT QTR 3	1,306.40		ETC - CWG VAT Qtr 3 Transfer
29/01/2025	H20 hygiene	BACS	174.00	LGA 1972 S111	Monthly water temp & pre valve
29/01/2025	H20 hygiene	BACS	54.50	PHA 1936 S87	CS Water Temp checks
29/01/2025	R A Faulkner	BACS	396.00	LGA 1972 S111	Birch Rd Rec Fence repair
29/01/2025	Lite Ltd	BACS	7,194.00	LGA 1972 S111	Christmas lights year 2
29/01/2025	Tivoli Group LTD	BACS	1,505.17	LGA 1972 S111	Grounds maintenance
29/01/2025	Dave Madden Plumbing	BACS	665.00	LGA 1972 S111	plumbing Services TH
29/01/2025	Shrops Assoc of Local Councils	BACS	105.00	LGA 1972 S111	Councillor training
29/01/2025	Amazon Payments Europe SCA	BACS	252.17	LGA 1972 S111	Office equip and stationary
29/01/2025	Project SY12 CIC	BACS	160.00	Food Act 1984 S50	Tuesday Market Cleaning
30/01/2025	Peninsula Business Services Lt	DD	184.67	LGA 1972 S111	EAP Services
31/01/2025	Entanet International Ltd	DD	53.39	LGA 1972 S111	Broadband
31/01/2025	EE & T-Mobile	DD	23.30	LGA 1972 S111	Clerks Mobile
31/01/2025	Unity Trust Bank	FASTERPAY	16.05	LGA 1972 S111	Bank Charges
Total Payments			33,244.32		

APPENDIX B – Cemetery Working Group Payments January 2025

Date: 19/02/2025

Ellesmere Town Council

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Time: 12:44

Cemetery Working Group

List of Payments made between 01/01/2025 and 31/01/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
03/01/2025	Bowenson & Watson	DD	90.00	LGA 1972 S44 (6)	Management Fee
Total Payments			<u>90.00</u>		