



NEWPORT (Shropshire) TOWN COUNCIL

DRAFT UNTIL SIGNED AT SUBSEQUENT MEETING

MINUTES OF A MEETING held on

Wednesday 11th July 2018
at

The Guildhall, High Street, Newport

PRESENT: Cllrs: Phil Norton – Deputy Mayor
Eric Carter
Tony Forrester
Lyn Fowler
Tim Nelson
Tim Pryce

IN ATTENDANCE: Lee Jakeman – Town Clerk
Sheila Atkinson – Deputy Town Clerk

ABSENT: Cllr Derick Eggerton

50/18-19 Apologies for Absence:

Peter Scott - holiday
Nigel Borrett - work commitment
Ian Perry - football
Thomas Janke – football
Graham Foster – football

51/18-19 Declarations of Interest - Nil

52/18-19 Suspension of Meeting

Members **RESOLVED** to suspend the meeting to take comments from the Public

Name	Liz Metcalfe
Subject	Scout Hut
Summary	Thank you to the Town Council support (£6,500) to support the Telford@50 grant that seeks to replace the Scout Hut roof.

Name	Mr Hobson
Subject	Councillor Attendance
Summary	Commended those councillors who were in attendance despite the distraction of the football that had caused some to not be in attendance.

53/18-19 Previous Minutes

The Town Clerk advised members that the draft minutes distributed with the agenda had been amended:

- To record Cllr Eggerton as being absent at the previous meeting.
- To correctly renumber the cheques mentioned in the summary finance statement.

Members **RESOLVED to approve as a true record the minutes (as amended) of the meeting held on 13th June 2018.**

54/18-19 Announcements

a. Members noted the Town Mayor's engagements for June 2018:

Saturday	2 nd	Shrewsbury & Newport Canals Trust AGM & Open Day Wappenshall
Saturday	9 th	Newport Carnival and presentation of prizes
Sunday	10 th	Shrewsbury Town Council "Mayor's Sunday in celebration of the Mayoralty St. Chad's Church
Wednesday	13 th	East Shropshire Sports Partnership – This Girl Can 2018 Lilleshall Sports Centre – <i>Cllr Norton</i>
Friday	15 th	1. Chamber of Commerce Old Tyme Market 2. Npt. Royal Naval Association Club – Community Party to celebrate Telford @50
Sunday	24 th	Victorian Garden Party fund raising to aid the research & writing of an Historical account of Newport
Saturday	30 th	St. Peter's School Edgmond, School Fate

55/18-19 Councillor Resignation

Cllr Pryce announced he had tendered his resignation from Newport Town Council to the Mayor with effect from 12th July and this would be his last meeting. (Cllr Pryce is emigrating).

Signed

Dated

56/18-19 Finance Report

Members **RESOLVED** to approve the June finance statement and the payments therein (summary below):-

Revenue Fund balance b'fwd (1 June)	356,795.06
Less: Payments chq No's (709224 to 709239)	75,645.91
Payments chq No's No's (709240 to 709247)	6,419.40
Direct Debits	18,942.41
Transfer to earmarked funds	-
Plus: Receipts	28,281.60
Transfer from earmarked funds	46,297.00
Revenue Balance c'fwd (30 June)	330,365.94
Ear Marked Reserves balance b'fwd (1 June)	183,786.19
Credit transfer to general reserve	46,297.00
Ear Marked Reserves balance c'fwd (30 June)	137,489.19
Managed Funds balance b'fwd (1 June)	3,006.87
Less Payments	-
Plus Receipts	-
Managed Funds balance c'fwd (30 June)	3,006.87
Payments/ receipts	-
Total Balance In Hand (30 June)	470,862.00
Investments Held: CCLA Property Fund	£50,000.00

57/18-19 Cheque Signing

Members **RESOLVED** to authorise the list of cheques for payment numbered 709248 to 709268 (total £13,802.88) to be signed by Cllr Carter and Cllr Foster. The cheques will form part of the revenue payments in the July financial statement to be presented next month.

58/18-19 Bank Reconciliation

Members were advised that Cllr Borrett had undertaken a satisfactory reconciliation of the bank statements and the salary payment presented in the May finance report. Cllr Norton agreed to undertake the reconciliation including the validation of salary payments for June 2018 prior to the next meeting.

59/18-19 Member **RESOLVED** that the monthly photocopier charges (due to DMC plc) be paid by Direct Debit.

60/18-19 Community Safety Committee Minutes.

Members noted receipt of the minutes of a meeting held on Wednesday 20th June.

61/18-19 Planning Applications

Members received a copy of the most recent Planning Applications Granted at **Appendix A to these Minutes**.

Signed

Dated

62/18-19 Neighbourhood Development Plan

Members noted the referendum regarding the Newport Neighbourhood Development Plan for Newport will be held on Thursday 26th July 2018.

To question being asked by the referendum:

“Do you want Borough of Telford and Wrekin to use the Newport Neighbourhood Development Plan to help it decide planning applications in the neighbourhood area?”.

63/18-19 The Hub Refurbishment

Members noted a report, extract attached at Appendix B, **and RESOLVED to form a working group led by Cllrs Fowler and Perry to provide guidance on future use, design, priorities, joint ownership and deliver support to the refurbishment project.**

64/18-19 Newport Cottage Care Minutes

Members noted receipt of the minutes of a meeting held 11th June 2018.

65/18-19 Cosy Hall Minutes

Members noted receipt of the minutes of a meeting held on 28th June 2018.

66/18-19 Telford @50 Grant Funding

Members approved the signing of the Agreement for Community Building and Facilities Large Grant produced by Telford & Wrekin, to grant Newport Town Council for £145,600 towards 3 projects:

**The Guildhall and No 3/3A Refurbishment
The Hub Refurbishment
The Scout Hut Roof replacement.**

(Clerk’s Note: The Town Council will match fund the 3 projects with its own contribution of £36,400.)

67/18-19 EXCLUSION OF PRESS AND PUBLIC

Members **RESOLVED “that in view of the special nature of the business about to be conducted, (*staffing matters and recruitment*) it was advisable in the public interest that the press and public be temporarily excluded and they were instructed to withdraw”.**

Signed

Dated

CONFIDENTIAL SESSION

(Note: elements of the discussions in the confidential session remain confidential however, the decisions are published within the minutes for the public record)

68/18-19 RECRUITMENT

Members RESOLVED that:

- (1) The Town Council engages a temporary recruitment agency to provide administrative support to the Town Council over the summer holiday period (up to mid/ late September).**
 - (2) That the Interim Clerk re-advertises the temporary post, with an aspiration to initiate employment at the end of September.**
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Signed

Dated

TWC/2018/0309

FULL PLANNING PERMISSION

Proposal:	Erection of a single storey side extension and double garage following the demolition of existing side extension and garage *****AMENDED PLANS RECEIVED*****
Location :	Long Leys, 64 Forton Road, Newport, TF10 8BT

TWC/2018/0403

FULL PLANNING PERMISSION

Proposal:	Erection of a single storey side extension ***Amended plans received***
Location :	8 Barnmeadow Close, Newport, TF10 7NT

TWC/2018/0136

FULL PLANNING PERMISSION

Proposal:	Siting of 2no. commercial chiller units and the erection of a 2.4m high fence (Retrospective)
Location :	Jupiter Marketing Ltd, Unit 16, Audley Avenue Enterprise Park, Audley Avenue, Newport, Shropshire, TF10 7DW

TWC/2018/0273

FULL PLANNING PERMISSION

Proposal:	Erection of a two storey extension to form assembly hall, a single storey extension to original hall building to create changing facilities and the erection of a single storey infill to provide a new reception area with internal alterations and associated landscaping
Location :	The Burton Borough School, Audley Avenue, Newport, Shropshire, TF10 7DS

TWC/2018/0349

FULL PLANNING PERMISSION

Proposal:	Erection of a two storey side extension and a single garage *****AMENDED PLANS RECEIVED AND AMENDED DESCRIPTION*****
Location :	63 Forton Road, Newport, Shropshire, TF10 7JR

Signed

Dated

TELFORD @50 COMMUNITY BUILDING GRANT FUND / HUB ACQUISITION

1) Background

- a) The Town Council has successfully bid for Telford @50 grant funding. Up to £60,000 is being made available to the Town Council for the refurbishment of the Hub.
- b) Concurrently, the Town Council is seeking to obtain the Hub building at the request of the Trustees in order that the building can continue to be utilised for community benefit.
- c) An outline project plan has been produced to refurbish the Hub building and a copy was tabled at the Town Council meeting on Wed 13 Jun.
- d) The Council has its own budget line (£20k) for the Hub.

2) Discussion

- a) While the general idea of utilising the building for community benefit (e.g. youth club, radio station, uniformed youth groups and disadvantaged young people and adults) is supported by the Council there is little documented detail regarding the precise use of the building going forward.
- b) A number of community groups currently use the building on a limited basis. The Council would wish that the building is used more extensively either by additional groups regularly using the available space or existing groups extending their activity.
- c) There is a desire by the Council for the facility to (within a relatively short period) to be largely self-funding.
- d) A project plan exists to address the general refurbishment and the newly appointed RFO is familiar with the general direction of the project.
- e) Now that grant funding has been secured it would be helpful to have a formal dialogue with the current occupants of the Hub and potential users to ensure that the refurbishment is undertaken in a manner that the community desire. The Council could form a working group of interested parties to provide guidance to the Council on specific community group requirements. A working group would enable all potential users/beneficiaries to contribute to the plan, understand each other's ambitions, and negotiate reasonable compromise and share knowledge.
- f) In addition to the current users the Council has been approached by a group (under the banner of Rotary Lite) to develop a community café hub which will include provision for groups such as adults with learning difficulties and other disadvantaged groups; they see the Hub as a highly suitable location for this venture and consider that they can fit in with maintain the current activities. Rotary and Rotary Lite have a track record of delivering projects and finances to projects;

Signed

Dated

they are well resourced with volunteers who have a wide range of skills. It is felt that their drive and experience that the community groups that currently occupy the Hub might see a symbiotic relationship with current users.

- g) Cllr Fowler (Town Council Rep to the Hub) and the Town Clerk have met with the Trustees of the Hub who have expressed a keenness to increase the usage of the Hub along the lines of that being suggested by Rotary Lite.
- h) Having volunteers / potential users of the Hub directly involved in shaping much of the underlying detail of the project is seen as hugely beneficial –The Council wouldn't want to build a white elephant. With a few well motivated and able 'interested hands', timely project delivery might be more likely. Indeed the Rotary Lite Involvement might well attract additional sources of funding which could further enhance the project.

3) Recommendation

- a) It is recommended that:
 - i) A Working Group be set-up to provide the Town Council (thru' the Clerk and RFO) with recommendations on future use, design, priorities, joint ownership responsibilities and sourcing additional funding or offers of assistance to ensure that the Hub becomes a building of significant community benefit.
 - ii) A working Group comprising Cllr Fowler, Cllr Perry and a representative (or 2) of the Youth Club, Nova FM, Newport Explorer Scouts and Rotary Lite be formed.

Signed

Dated