



NEWPORT (Shropshire) TOWN COUNCIL

DRAFT UNTIL SIGNED AT SUBSEQUENT MEETING

MINUTES OF A MEETING
held on
Wednesday 12th February 2020
at
The Guildhall, High Street, Newport

PRESENT: Cllrs: Scott – Town Mayor
Lyn Fowler
Jeremy Good
Bill Harper
Tom King
Alan Lloyd
Tim Nelson
Ian Perry
Sarah Syrda
Thomas Janke

IN ATTENDANCE: Sheila Atkinson –Town Clerk (CiLCA)
Louise Tunks - RFO (CiLCA)

TC/177/19-20 APOLOGIES FOR ABSENCE were received from: -

Cllr Susan Bailey – family issue
Cllr Nick Garvey – work commitment

TC/178/19-20 DECLARATIONS OF INTEREST

Cllr King declared he would take part in any discussions but would abstain from voting in respect of the confidential item regarding tenancy arrangements.

Cllr Syrda declared she would not take part in any discussions or decisions in respect of the confidential item regarding tenancy.

TC/179/19-20 PUBLIC SESSION

There were no members of the public wishing to make representation, the meeting continued.

TC/180/19-20 PREVIOUS MINUTES

a. The Minutes of the meeting held on Wednesday 8th January 2020 were approved as a true record, and were duly signed by Cllr Scott.

b. **Minute no. 165/19-20 b** - Cllr Harper informed members that Newport Windows & Doors located at 33-35 Upper Bar and Davies White & Perry as owners of the property have agreed for a defibrillator to be installed on the exterior wall of the property.

TC/181/19-20 ANNOUNCEMENTS

Members received the following announcements:

- a. The Town Mayor carried out the following engagements in January: -

Haberdasher Adams Grammar School Jobs Fair	24th
Visit to Haberdasher Adams New sports pavilion	27th
Official opening McDonalds store on Audley Park	29 th

- b. Members noted a press release from the Newport Regeneration Partnership regarding a new and agreed updated constitution. The constitution document has enabled the Partnership to appoint a new Senior Team headed by a President and will enable more organisations, groups, business and authorities to join the partnership.

- c. Members noted Telford & Wrekin Health Watch have scheduled a public meeting for Monday 16th March 2020, at the Hub 139 High Street Newport 6pm – 8pm to enable residents to have their say on local health & social care services in Telford & Wrekin.

- d. Tickets are now on sale for the Mayors Charity Barn Dance scheduled for 2nd May at Harper Adams Student Bar. Cllr Scott hoped that members would be supportive of the event.

TC/182/19-20 ROYAL NAVY CLUB

Cllr King and Fowler has been in further conversation with the Navy Club and apprised members of the outcome regarding the current status of the Club, their current tenancy and their request for support from this council.

Members discussed the Club's plight and request for NTC to support them with their lease.

Members **RESOLVED** for the two nominated members of the council to continue to attend meeting and discussion with Mr Bunting and to understand the issues raised. Cllr Scott is to write to Mr Bunting explaining the council's current position in that it is very limited in what it can do as a council on the basis of not being party to information regarding the lease, and that the council would not wish to breach any protocol in relation to lease agreements between the two parties.

FINANCE

TC/183/19-20 Financial Reports

Members **RESOLVED** to approve the January finance statement and the payments therein: -

Revenue Fund balance b'fwd (31 Dec)	314,861.23
Less: Payments chq No's (187 to 196)	2,598.10
Out of Meeting Payments - chq No's (197 to 207)	13,427.41
Direct Debits	14,753.92
Xfer to managed funds	-
Plus:	
Xfer from managed funds	-
Receipts	7,834.55
Revenue Balance c'fwd (31 Jan)	291,916.35
Ear Marked Reserves balance b'fwd (31 Jan)	149,889.19
Receipts/expenditure	-
Ear Marked Reserves balance c'fwd (31 Jan)	149,889.19
Managed Funds balance b'fwd (1 Jan)	3,006.87
Payments	-
Receipts	-
Managed Funds balance c'fwd (31 Jan)	3,006.87
Total Balance in Hand (31 Jan)	444,812.41

Investments held as asset: CCLA Property Fund	<u>£100,000.00</u>
---	---------------------------

TC/184/19-20 Cheque Signing

Members **RESOLVED** to authorise a list of cheques for payment numbered **208 to 221 (total £5,892.42)** to be signed by **Cllrs Good & Nelson**. The cheques will form part of the revenue payments in the February financial statement to be presented next month.

TC/185/19-20 Bank Reconciliation

a. Members confirmed that the balances presented in the December 2020 finance statement have been reconciled against the bank statements and the salary payments verified by Councillor Nelson prior to the meeting.

b. Members nominated Councillor Harper to undertake a reconciliation of the January finance statement and salary payments.

TC/186/19-20 VE DAY CELEBRATIONS 8th - 10th MAY 2020

Following a meeting held on Monday 3rd February at St. Nicholas church with various organisations in the town, Members received a verbal update from Cllr Scott with reference to VE DAY Celebrations to be held between 8-10th May 2020. The Royal British Legion in collaboration with St. Nicholas Church are taking the lead with an anticipation to carry out most of the suggested events for the national celebration. There will be a Parade, Church Service the Cry for Peace and a 1940's style party in the Parish Rooms.

Members were supportive of the plans and agreed to assist the RBL with their road closure application for a parade.

TC/187/19-20 WAR MEMORIAL IMPROVEMENTS

Members were advised that Telford & Wrekin Council are to review the condition of existing War Memorials across the Borough on the approach to VE & VJ days. Members were asked to consider and confirm if NTC have any plans to carry out improvements to existing War Memorials before these dates. Members agreed that there was no evidence for any immediate improvements to be carried out, however, Cllrs Janke & Lloyd volunteered, as both are veterans, to ensure that the memorial plaques were polished for in readiness.

TC/188/19-20 VE DAY GRANT FUNDING AWARD FROM NTC

Members considered and approved a grant application form and advertisement for use of the grant allocation of £2k set aside to support local community groups within the parish boundary of Newport, to hold their own event and celebration on or around 8th May for the 75th VE Day Anniversary.

LEISURE & ENVIRONMENTAL SERVICES (L&ES)

TC/189/19-20 Members noted copy of the minutes from a meeting of the L&ES committee held on Wednesday 22nd January.

TC/190/19-20 Christmas Lights Switch-on

Members' attention was drawn to Minute L&ES/54/19-20 which refers: -

Members of the L&ES Committee received a report on Christmas light Switch on event held on 29th November 2019, Members considered a debrief report on what had worked well and what could be improved on: Members RESOLVED to;

- i. Defer the discussion of the fair being held to the next Town Council meeting in February*
- ii. Defer the discussion of the Guildhall event guest list to the next Town Council meeting in February*

Following protracted discussion and validation to newer members of the council regarding the expectations of what the event is anticipated and does achieve, Members confirmed that the light switch-on was a value-added occasion which promoted the town and provides community involvement across a broad spectrum of generations.

Members **RESOLVED** in respect of the two items from the L&ES Cmt. Mtg. Held 22.01.20:-

To add the Christmas Fair event to the High Street survey form currently being undertaken, and discuss in a wider context once the results have been received, processed and analysed.

And

That item *ii* – The presentation for the prize winners/ families, judges and sponsors continue to be held in the chamber & ante chamber and that Councillors’ and partners have a separate event which will be held in the reception and office area of the Guildhall as in previous years.

Members also suggested that Mr Pitt be contacted to endorse that NTC would not support the proposed fun-fair for three days over 8th -10 May, however, the later bank holiday period (*Whit week*) may be a more appropriate time. Telford & Wrekin Council highways are to be copied into the correspondence.

TC/191/19-20 CANAL LOCK

a. Members noted a comprehensive report and received a verbal update from Cllr Nelson on activity and aspiration for the canal lock/bridge area, which included items that are currently in hand, under discussion or being progressed:

- Black Shed into NTC ownership for shared community use and eventual restoration
- Restoration of gates to Town lock (Subject to planning permission)
- Drain for the towpath south of Town Bridge
- Removal of the overgrown tree(s) by Town bridge
- Root removal and bed preparation of the bed below Town bridge
- Relocation of the two dog poo bins to nearby but no longer next to the bench below Town bridge, and the information signs by Town lock.
- Island clearance below Town Bridge, and then planting/landscape

b. Member were given information that the Clerk had been approached by a resident wishing to place a bench on the canal towpath, with the intention to provide somewhere for a quiet and reflective seat. Members were supportive of the siting of a bench on the canal subject to the support of SNCT, the Anglers and TWC permissions being obtained.

TC/192/19-20 ANNUAL TOWN MEETING

Members considered a number of dates and locations for the Annual Town Meeting. Members **RESOLVED the meeting will be held at The Cosy Hall, on Monday 6th April 2020 with a 7.00 pm start. The format will be as in past years and speakers invited from the Local Policing team, Student Services at Harper Adams University, and an officer from the community engagement team regarding CPE.**

TC/193/19-20 TOWN COUNCIL MEETING DATES

Members considered and **RESOLVED to approve meeting dates for the forthcoming municipal year 2020-21. Attached at appendix ‘A’**

COMMUNITY SAFETY

TC/194/19-20 LOCAL POLICING – ICM MEETINGS

Members received and noted the ICM action plan from the meeting held Wednesday 22nd January 2020. Members requested that clarification is sought as to a revised contract, terms and conditions and clarity as to the value for money being provided to NTC following the introduction of CPE.

TC/195/19-20 Members noted a report from TWC Neighbourhood enforcements officer team leader which provided positive feedback to the implementation of the short stay parking on Stafford Street car park and the introduction of the Neighbourhood Enforcement Officers.

- Stafford Street car park over the last month has about 1300 people through the short stay.
- The Neighbourhood Enforcement Officers are visiting regularly.
- The new Enforcement Officers have been able to provide people with a board array of support and have been very well received.
- Compliance is happening, which will lead to a noticeable difference in how the streets and car parks appear. People should be able to get spaces easier. There is less blockages of the highway.

TC/196/19-20 SPORTS PITCH PROPOSAL – Members discussed and considered a proposal from TWC with regards to the following;

- I. Work with Newport Town Football Club to secure ongoing maintenance funding by way of financially assisting the club with the costs of maintenance and to perhaps support them in any funding opportunities via grant aid / FA grants. The standard cost of maintenance of a sports pitch is approximately £6.5k per year, but this may be offset through income from use of the pitch and potentially some maintenance being carried out by volunteers.
- II. To consider NTC investing only in facilities which NTC have an interest, TWC are willing to work with NTC to investigate the potential for a long term lease (peppercorn) or even land transfer.

Members **RESOLVED** to invite **TWC officer Derek Owen, Newport Football Club and Persimmon homes to the next Town Council meeting in March to discuss the proposal and its implications.**

OUTSIDE BODIES MINUTES AND REPORTS

(Where the Town Council has official representation).

TC/197/19-20 Members acknowledged receipt of the following reports that had been distributed during January.

Outside Body	Date Distributed
Wrekin Area Committee - WAC	23.01.2020
Newport Cottage Care Centre – NCCC	23.01.2020
NCCC Trust	23.01.2020
Newport Regeneration Partnership - NRP	27.01.2020
Wrekin Area Committee	27.01.2020
Cosy Hall Committee	04.02.2020
Newport Regeneration Partnership	05.02.2020
Cllr King provided verbal update that he had attended a meeting of the Alms Houses	

TC/198/19-20 EXCLUSION OF PRESS AND PUBLIC

Members **RESOLVED** that ‘in view of the special nature of the business about to be conducted, (*that is, Newport Youth Café Project trusteeship and 3 High Street tenancy agreement*) it is advisable in the public interest that the press and public be temporarily excluded and were instructed to withdraw.

CONFIDENTIAL SESSION

(Note: elements of the discussion and any contractual details are confidential, however the nature of decisions made are for public record)

TC/199/19-20 Newport Youth Café Project ‘HUB’

Members received an update from Cllr Fowler & Cllr Nelson with regards to the current position of the HUB management situation.

Members were appraised that the Hub management has been undertaken by NTC staff since January 2018 and that a new position for a Hub Manager was required.

Members agreed that the council has committed in its budget to supporting the charity with a grant of £20k N/L 4181 and as such, this financial support can be used in part to fund the role.

Clerk’s Note: Cllr Syrda left the meeting prior to the discussion on the Tenancy Lease. It should also be noted that Cllr Syrda has not been party to any paper work appertaining to personal details submitted by the applicants associated with this item.

TC/200/19-20 3A Lease

Members were advised that the lease on 3A had been advertised on the open market during January 2020, the current lease term ends on 31 March 2020.

Members considered written proposals from seven candidates **RESOLVED and selected a preferred tenant which, in their opinion, would best fit with the established use and continuation of the community element, in the grade II* listed building.**

Members confirmed a named candidate who will be offered the lease for 6 years with a 3-year rent review and break clause - subject to Temperton's (as *the letting agent*) securing successful references from their business bank, accountants along with a professional reference.

Signed

Dated.....

Appendix 'A' to Minutes
of a Town Council meeting
held on 12th February 2020

Meetings in the Municipal year 2020/21

Full Council	Community Safety	Leisure & Environmental Services	Resource & Finance	Planning & Economic Development	Annual Town Meeting*
13 May 2020	20 May	-	-	-	
10 June	-	-	17 June	24 June	
08 July	-	15 July	-	-	
No Mtgs. in August	-	-	-	-	
09 September	23 September	-	16 September	-	*Must be held between :-
14 October	-	21 October	-	07 October	1 st March and
11 November	-	-	18 November	-	1 st June LGA 1972
09 December	16 December	-	-	-	Sch. 12-14 (1)
13 January 2021	-	20 January	-	27 January	
10 February	-	-	17 February	-	
10 March	17 March	-	-	-	
14 April		21 April	-	28 April	