



NEWPORT (Shropshire) TOWN COUNCIL

(draft until signed at a subsequent meeting)

MINUTES OF A VIRTUAL MEETING

This Town Council meeting was held via Teams (Virtual Platform).

held

Wednesday 11th November 2020

Town Councils are temporarily permitted to hold remote meetings due to the current pandemic Covid-19 health crisis: –

“The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020”

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

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

TC/48/20-21 APOLOGIES FOR ABSENCE – none.

TC/49/20-21 DECLARATIONS OF INTEREST – none.

TC/50/20-21 PUBLIC SESSION - suspension of meeting

Members **RESOLVED** to suspend the meeting to take any questions from members of the public, there being no questions raised the meeting resumed.

TC/51/20-21 PREVIOUS MINUTES

Members noted an electronic version of the Minutes of the meeting held on 14th October 2020. The chairman will sign hard copy, and return to the office, as a true record. Members requested that hard copy versions of all Minutes are distributed, prior to all virtual meetings.

TC/52/20-21 ANNOUNCEMENTS

- a. **Mayor's Engagements** - Members noted the Town Mayor's engagements from October to date: -

Opening of the Horse and Jockey Bar at Norwood House	3 rd Oct
Attendance at a presentation to the Hub Youth Café of a new grant funded coffee machine from the Wooden Spoon Charity	23 rd Oct
Press photo for the dedication of planters with commemorative plaques for deceased members of "Newport In Bloom" and "Nova Raiders" in Lower Bar.	23 rd Oct
Judging of the NTC Christmas Card Competition supported by representatives from Robert Nichols, BOD and Cllr King as Deputy Chair L&ES	3 rd Nov
Opening of Catherine's Bakery shop on the High Street	4 th Nov
Wreath laying St Nicholas Church on behalf of Telford & Wrekin Council NTC wreath laid by Cllr Lyn Fowler	8 th Nov
Wreath laying Newport Cemetery	11 th Nov

- b. Members were informed that 1500 leaflets for each of the four NTC wards are now ready for collection from the Guildhall distribution to every household in Newport. Cllr Scott suggested that the delivery be co-ordinated between 3 members of each ward.

TC/53/20-21 Funding for High Street Animation

Members were provided with an update following the implementation of national "lock-down 2", that the T&W Culture Team is seeking a decision for an extension from the LEP funding for deferral until the new year or early spring, in the hope that it will provide a "kick start" for those businesses which may require an additional boost.

From the perspective of NTC, this will also provide a welcome opportunity to revisit our long-term aspirations and plans for the wider and larger projects that require more time, thought, and a more detailed and logistical approach. Also to provide the necessary documentation for the narrative required by each town across the borough's high streets to support the grant application request.

Members discussed the idea of “Central Square” being included in an “art project”, and reassurance was provided that the Market Company, as the owners of the building have been approached to ascertain their support and willingness to be involved.

There are some interim plans for “Small Business Saturday” on 5 December, and Pre-Christmas which are intended to be simple and distinct for this period, with the intention to cover costs with funding under the banner of “Pride in Your High Street”.

TC/54/20-21 Census Engagement

Members received correspondence from the T&W Census Engagement Officer offering an opportunity for her to address the council at a virtual meeting, as an aid to build links with organisations, to promote the census and raise awareness with local communities. The next census is to take place on the 21st March 2021.

Members welcomed the opportunity and **RESOLVED to invite the representative to the December meeting of the Town Council.**

TC/55/20-21 Shropshire Lieutenancy Garden Party

Members received information from Her Majesty’s Lord-Lieutenant of Shropshire Anna Turner, regarding a unique Shropshire Garden Party to be held to thank those volunteers that have risen to the challenge and for their efforts to support and help their community during the current pandemic covid-19 crisis. Mrs Turner’s wish is that someone is present from every community in the ceremonial county of Shropshire. Sponsorship funding has been secured to pay for a party of 500 people to be held at Orleton Hall, Wellington on Tuesday 8th June 2021 subject to Government restrictions being lifted.

Members **RESOLVED to provide the clerk with suggested nominations to enable a consensus to be formulated. The topic to be treated in a similar way as the “Worthy Citizen Award” with a confidential meeting being held to mutually agree the Town Council’s nominations to be put forward to the Lord-Lieutenant’s office before the closing date of 31st March 2021.**

TC/56/20-21 FINANCE

- a. Members retrospectively approved the **list of cheques out of meeting** raised during October Cheque numbers 000395-000405 totalling (£42,381.07).

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

Revenue Fund balance b'fwd (30 Sep)	579,300.26
Less: Payments	-
<i>Out of Meeting Payments - chq No's (395 to 405)</i>	- 42,381.07
<i>In meeting payments – Chq No's (386 to 394)</i>	- 5,881.28
Direct Debits	- 18,137.86
Receipts	+ 7,967.45
Revenue Balance c'fwd (30 Oct)	520,867.50
Ear Marked Reserves balance b'fwd (1Oct)	(149,889.19)
Ear Marked Reserves balance c'fwd 30 Oct)	149,889.19
Managed Funds balance b'fwd (1 Oct '20)	(3,006.87)
Payments	
Receipts	-
Managed Funds balance c'fwd (30 Oct)	3,006.87
Total Balance in Hand (30 Oct)	673,763.56

Investments held as asset: CCLA Property Fund	£100,000.00
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- c. **Approval of in-Month Payments** Members considered a list of cheque payments for approval Nos. 000407 to 000420 total £5,896.99 and nominated **Cllrs Nelson & Good to sign**.

- d. Members received and noted an Income & Expenditure by Budget and cost centre for month F/y No.7 (October).

e. Bank Reconciliation

Members confirmed that the balances presented in the September 2020 finance statement have been reconciled against the bank statements and the salary payments verified by **Cllr Nelson** prior to this meeting. **Cllr Good** was nominated to undertake a reconciliation of the October finance statement and salary payments.

TC/57/20-21 Annual Governance & Accountability Return (AGAR)

Members received notification of completion of the limited assurance for the year ended 31 March 2020 from the external auditor PKF Littlejohn LLP, noting Section 3 the External Auditors Report and Certificate including a comment on a reported matter that being section 2 was not signed by the RFO before

approval, however, review of section 1& 2 of the AGAR is in accordance with proper practices and no other matters have given cause for concern and that legislation and regulatory requirements have been met.

PLANNING & ECONOMIC DEVELOPMENT

TC/58/20-21 Planning Applications

Members considered and noted a list of planning Applications (below) and delegated the Clerk to make appropriate comments consistent with material planning consideration and the NTC planning principles.

Application No.	Address	Description of proposal
TWC/2020/0911 Full Planning	Brookfield House, 2 Forton Road, Newport, Shropshire, TF10 7JL	Change of use from student accommodation (sui generis) to a residential care home (use class C2)
TWC/2020/0914 Full Planning	28B Park End, Newport, Shropshire, TF10 7JG	Erection of first floor side extension and installation of 1no rooflight on the front elevation
TWC/2020/0919 Full Planning	24 The Larches, Newport, Shropshire, TF10 7SQ	Erection of a single storey extension
TWC/2020/0944 Full Planning	1 Greenacres Way, Newport, Shropshire, TF10 7PQ	Erection of a single storey rear and side extension
TWC/2020/0953 Reserved Matters	Land south of 28 Beechfields Way, Newport, Shropshire	Variation of condition 2 on planning application TWC/2018/0949 to allow the amendment to the ground levels and the anchor walls
TWC/2020/0954 Full Planning	Land south of 28 Beechfields Way, Newport, Shropshire	Variation of condition 2 on planning application TWC/2018/1043 - to allow the amendment to the ground levels and the anchor walls

TC/59/20-21 Telford & Wrekin Local Plan – Consultation on Issues and Options

Members noted that Telford & Wrekin Council are currently undertaking a review of the Local Plan and have produced an “Issues and Options consultation document”. The closing date for comments had been extended until 8th January 2021.

Members were encouraged by the Mayor, to view the document and make comment. However, the document will be reviewed by the chairman of P&ED and the Clerk to provide a corporate reply to this document which will influence Telford & Wrekin Council’s key priorities over page: -

- tackling climate change and achieving carbon neutrality.
- protecting, managing, and enhancing our green spaces to support stronger communities and combatting climate change.
- maximising inward investment and job opportunities.
- securing better homes for all.
- delivering stronger communities through regeneration and renewal; *and*
- improving health, wellbeing and tackling health inequalities.

Members are asked to provide any comment or input to the clerk for inclusion in the response.

Signed

Dated