



NEWPORT (Shropshire) TOWN COUNCIL

DRAFT UNTIL SIGNED AT SUBSEQUENT MEETING

MINUTES OF A MEETING
held on
Wednesday 14th June 2017
at
The Guildhall, High Street, Newport

PRESENT: Cllrs: Lyn Fowler- Town Mayor
Nigel Borrett
Andy Bowsher
Tony Forrester
Graham Foster
Thomas Janke
Tim Nelson
Phil Norton
Tim Pryce
Ian Perry
Peter Scott

IN ATTENDANCE: Lee Jakeman – Town Clerk

25/17-18 Apologies for Absence:

Cllr Eric Carter

26/17-18 Declarations of Interest

Nil

27/17-18 South Ward Election

Members were advised that Thomas Janke had been elected as the new councillor for Newport South. Members welcomed Cllr Janke.

- Cllr Janke elected to receive the annual councillor allowance of £500.
- Cllr Janke was appointed to the Community Safety Committee.

28/17-18 The Newport Enterprise Package

Members welcomed representatives from Telford & Wrekin Council (TWC) who provided an overview of the Newport Enterprise Package; a proposal to encourage development south of the A518 (in close proximity to the Aldi supermarket) for industrial and employment use.

Members were given a general brief including:

- The location (South of the A518 and West of the A41).
- Capacity of the site (initially small start-up units).
- The road safety/ highway improvements that are being proposed.

- Likely dates of the submission of planning applications (late 2017).
- Aspirational dates to be on site and break ground (from May 2018).
- Intended commercial use of site (May 2019).

Members discussed a number of matters with the TWC officers that were either directly or indirectly related to the development including; connectivity with the national cycle route, impact on other recent planning applications, the desire for high tech industry and some high end employment opportunities, links with Harper Adams University, opportunities to deliver wider traffic calming measures, public transport enhancements and avoiding the area becoming a bottleneck for through traffic.

Members were advised that the Town Council would be kept informed of the project as it is delivered through the production of newsletters and press releases.

29/17-18 Suspension of Meeting -

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

Name	Jolene Modd – Underhill Close
Subject	Housing
Summary	Expressed an opinion that the new housing developments currently being built are all family homes and that there is no provision for disabled, elderly and/or single occupants.

There being no other members of the public wishing to comment members **RESOLVED to resume the meeting.**

30/17-18 Previous Minutes

Members **RESOLVED to approve as a true record the minutes of the meeting held on 10th May 2017.**

31/17-18 Announcements

a. Members noted the Town Mayor’s engagements for May 2017:

14 th	Newport Lions Club 34th Charter Lunch at Norwood House, Pave Lane
20 th	Carnival Committee Presentation of Certificates to the Royal Party
25 th	Telford & Wrekin Mayor Making Ceremony

32/17-18 Change of Meeting Date

Members **RESOLVED** to change the date of the Annual Meeting currently scheduled for Wednesday 9th May 2018 to now be held on Wednesday 2nd May 2018.

33/17-18 Bank Reconciliation

The meeting was advised that Cllr Borrett had undertaken a satisfactory reconciliation of the bank and finance statements for April. Cllr Norton volunteered to carry out an independent bank and finance reconciliation (to include a validation of salary payments) for May, prior to the next meeting.

34/17-18 Finance Report

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

Revenue Fund balance b'fwd (1 May)	414,351.51
Less: Payments chq No's (708918 to 708927)	7,010.37
Payments chq No's No's(708928 to 708932)	8,437.60
Direct Debits	13,672.74
Transfer to earmarked funds	60,350.00
Plus: Receipts	3,579.46
Transfer from earmarked funds	-
Revenue Balance c'fwd (31 May)	<u>328,460.26</u>
Ear Marked Reserves balance b'fwd (1 May)	<u>106,436.19</u>
Credit transfer from general reserve	60,350.00
Ear Marked Reserves balance c'fwd (31 May)	<u>166,786.19</u>
Managed Funds balance b'fwd (1 May)	<u>3,513.07</u>
Less Payments	506.20
Plus Receipts	-
Managed Funds balance c'fwd (31 May)	<u>3,006.87</u>
Payments/ receipts	nil
Total Balance In Hand (31 May)	<u>498,253.32</u>
Investments Held: CCLA Property Fund	<u>£50,000.00</u>

35/17-18 Cheque Signing

Members **RESOLVED** to authorise the list of cheques for payment numbered 708933 to 708942 (total £9,355.24) to be signed by Cllr Forrester and Cllr Foster. The cheques will form part of the revenue payments in the June financial statement to be presented next month.

36/17-18 Resource & Finance Committee Minutes

Members noted receipt of the unsigned minutes a meeting held on Wednesday 17th May 2017 and that they included a number of recommendations made for Full Town Council approval.

37/17-18 End of Year Accounts and Annual Return

Following on from the recommendations made by the Resource & Finance Committee, members **RESOLVED:**

- a. **That the Annual Return section 1 (page 2) Annual Governance Statement 2016/17 be approved (with the answers to questions 1 to 8 being YES and 9 being N/A) and signed by the Town Mayor and the Clerk.**

AND

- b. **That the Annual Return section 2 (page 3) accounting statements for 2016/17 be approved for signature by Town Mayor and RFO.**

38/17-18 Budget Amendments

Members noted the amendments and **RESOLVED to:**

Confirm the variations made by the Resource & Finance Committee to both the in-year budget and earmarked reserves, summarised below:

a. **Transfers from the general reserve to earmarked funds:**

- **Increase Guildhall Maintenance to £14,000** (+£4,248; the under spend of nominal ledger 4130.)
- **Increase Christmas Lights to £21,000** (+£14,302; the underspend of nominal ledger 4380 to 4385)
- **Increase Allotments to £300** – (+£200; underspend of cost centres 142 and 143).
- **Create a new earmarked fund ‘Community Building’ £50,000** (to support the aspirations of minute 206/16-17).
- **Create a new earmarked fund ‘Canal Enhancements £2,000** (to support the aspirations of minute 206/16-17).

b. **Transfers from earmarked funds:**

- **Move the balance of CCTV upgrades (£10,400)** to the general reserve to support increase to in year CCTV budget 4214)

c. **Amendments to 17/18 budget nominal ledgers:**

- **4301 – Cemetery Miscellaneous Ground Maintenance – increase to £5,000**, (+£2,000, to support the recommendation by L&ES committee, minute L&ES/40/16-17)

- **4214 – CCTV Upgrade – Increase to £35,000** (+£15,000 to support the aspirations of minute 235/16-17 refers).
- **Create a new budget line 4353 ‘Canal Enhancements’ with a budget of £10,000** (to support the aspirations of minute 18/17-18 b(iii)).

39/17-18 Additional Parking

Having consideration of the Resource & Finance Committee meeting minute R&F/12/17-18 members **RESOLVED:**

To create and Earmarked Reserve named ‘Additional Parking’ and transfer into it £30,000 from the general reserve.

(The funding is intended to be used to take advantage of opportunities that might arise to provide additional parking provision in and around the Town Centre.)

40/17-18 Planning Committee Minutes

Members noted receipt of the unsigned minutes a meeting held on Wednesday 24th May 2017 and that they included a number of recommendations made for Full Town Council approval.

41/17-18 Planning Committee Title

Members **RESOLVED** to:

Rename the planning committee and for it to now be called the Planning & Economic Development Committee

42/17-18 Pre-planning Advice – Councillor Representatives

Members **RESOLVED** to:

Appoint Cllrs Norton and Borrett as the Town Councils representatives to provide pre-planning advice.

43/17-18 Outside Bodies.

- Newport Cottage Care Centre** – Cllr Forrester provided a verbal update on the most recent meeting, minutes to follow.
- Town Team** – Cllr Perry provided a verbal update on the most recent meeting, minutes to follow.
- Cosy Hall** – Members noted receipt of the minutes of a meeting held on 18th May, previously circulated.