



NEWPORT (Shropshire) TOWN COUNCIL

DRAFT UNTIL SIGNED AT SUBSEQUENT MEETING

MINUTES OF A MEETING
held on
Wednesday 11th October 2017
at
The Guildhall, High Street, Newport

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

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

92 /17-18 Apologies for Absence - Members noted the following apologies:

Cllr Forrester - holiday, Cllr Carter - personal commitment, Tim Pryce – personal commitment.

93/17-18 Declarations of Interest

Cllr Foster in the agenda item regarding a grant for the Chinese New Year event

94/17/18 Suspension of Meeting - Members **RESOLVED** to suspend the meeting to take comments from the Public.

Name	Jill Maidens
Subject	Wrekin Avenue Play Area
Summary	<p>As a regular user of the play area, requested to understand what actions the Council has taken place regarding the pending removal of the play equipment on the Wrekin Avenue play area.</p> <p>The Clerk advised that the Town Council had been made aware of the removal of the play equipment as a part of a range of Telford & Wrekin Council budgetary costs announced in February 2016 (at that time the Town Council had prioritised supporting the library so that it could remain open and part funding a Police and Community Support officer, at a cost of £22,500 per annum).</p>

Name	Carly Speke
Subject	Wrekin Avenue Play Area
Summary	Reiterated a similar view to the previous speaker, expressing a wish that the current play equipment be retained.

There being no further members of the public wishing to raise comments, the meeting continued.

95/17-18 Change of Order of Agenda - Members RESOLVED to bring forward the Wrekin Avenue Play area item.

96/17-18 Wrekin Avenue Play Area - Members considered a proposal that ‘members consider taking on the annual maintenance of the Wrekin Avenue Play Area equipment at a possible cost of around £1350 a year. **RESOLVED** to:

Form a working group, comprising Cllr Fowler, Cllr Scott, Cllr Norton and Cllr Nelson, to look at the practical and financial implications of such a proposal in order to make an informed decision.

(Clerk’s Note: The Clerk will inform Telford & Wrekin Council of the possibility that the Town Council will fund the continued maintenance)

97/17-18 Previous Minutes

Cllr Nelson advised that the minute no. 80/17-18 erroneously refers to the composition of the Community Safety Committee when in fact it should refer to the Leisure and Environmental Services Committee; the original minutes were amended accordingly in manuscript by the Mayor.

Subject to the change identified above, members **RESOLVED to approve, as a true record, the Minutes of the meeting held on 13 September 2017.**

98/17-18 Announcements

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

23 rd	Newport Food Frenzy Mayor
24 th	RAF Association – Battle of Britain service St. George’s Parish Church Telford
29 th	Telford & Wrekin Mayor’s Charity Launch

b. **Town Councillor Vacancy** – Members were advised that there were 2 candidates for the vacancy in the West Ward and that an election would take place on Thursday 26th October.

c. **St Nicholas Church** - Members were advised that the Reverend Steve Mitchell would be moving away from Newport in the near future and as a result he would be standing down as the vicar at St Nicholas Church. Members acknowledged the loyal service provided to the church parishioners and the wider Newport Community and wished him well for the future.

d. **Civic Service 2018** – Members considered that next year’s Civic Service should be held on or around the second Sunday in June.

99/17-18 Heritage Lottery Fund (HLF) – Members noted an unsuccessful bid previously submitted by the Town Team and considered a number of requests, that:

- The Town Council endorse the bid to the HLF (subject to a review of its continued appropriateness).
- The Town Council submit the bid to the HLF on behalf of the Town.
- The Town Council commit £5,000 to the implementation of the initiative should the bid be successful.
- The Town Council co-ordinate a Working Party of the Voluntary groups involved in the bid to implement the scheme.

Members complimented the efforts of those involved in putting a bid together that sought to enhance the town and obtain some external funding.

Members were of the opinion that while the bid had some merit (and had been supported by the Town Council, including the provision of £2,000 worth of match funding), the Town Council was not in a position to satisfy the 4 elements requested.

Members **RESOLVED** that:

Newport Town Council is committed to providing match funding of up to £5,000 for the implementation of a revised Heritage Lottery Fund bid (if successful) and agreed to set aside that earmarked funding for 2 years.

100/17-18 Christmas Lighting Contract – Members **RESOLVED** to:

Approve the scope of tender (tabled) for the Christmas Lighting Contract beyond 2017 without amendment.

101/17-18 Appointment to Town Council Standing Committees - Members **RESOLVED** to:

Confirm membership of Standing Committees as follows:

**Resource & Finance (5 Councillor Members).
Councillors; Nelson, Norton, Perry, Pryce and Fowler**

**Planning and Economic Development (11 Councillor Members).
Councillors; Borrett, Carter, Forrester, Foster, Fowler, Janke, Nelson, Norton, Perry, Pryce and Scott.**

**Community Safety (4 Members).
Councillors; Borrett, Forrester, Foster, Janke, Nelson and Norton**

**Leisure & Environmental Service (5 Councillor Members).
Councillors; – Borrett, Forrester, Nelson, Perry, Pryce
(Clerk's Note: There are also 4 non-councillor co-opted members; Mr Cooper, Mr Elkes, Mrs Stiles, and Mr Thomas)**

102/17-18 Finance Report - Members RESOLVED to:

Approve the September finance statement and the payments therein (summary below):-

Revenue Fund balance b' fwd (1 Sep)	218,201.79
Less: Payments chq No's(709008 to 709022)	13,564.84
Payments chq No's No's(709023 to 709031)	14,047.05
Direct Debits	22,594.13
Xfer to managed funds	-
Plus:	
Xfer from managed funds	-
Receipts	225,505.25
Revenue Balance c' fwd (30 Sep)	<u>393,501.02</u>
Ear Marked Reserves balance b' fwd (1 Sep)	196,786.19
Receipts	-
Ear Marked Reserves balance c' fwd (30 Sep)	<u>196,786.19</u>
Managed Funds balance b' fwd (1 Sep)	3,006.87
Payments	-
Receipts	-
Managed Funds balance c' fwd (30 Sep)	<u>3,006.87</u>
CCLA Investment Fund	<u>50,000.00</u>
Total Balance in Hand (30 Sep)	£643,294.08

103/17-18 Approval of Payments - Members RESOLVED to:

Authorise the list of cheques for payment numbered 709032 to 709044 (total £6,326.21) to be signed by Cllr Nelson and Cllr Borrett.

The cheques will form part of the revenue payments in the October financial statement to be presented next month.

104/17-18 Bank Reconciliation - The meeting was advised that Cllr Foster had undertaken a satisfactory reconciliation of the bank and finance statements and salary payments for July and August. Cllr Norton volunteered to carry at an independent bank and finance reconciliation for September, prior to the next meeting.

105/17-18 Annual Grant Funding – Members RESOLVED to:

Approve, retrospectively, a grant of £500 to the Chamber of Commerce as a contribution to the Old Tyme Market event held in June 2017.

106/17-18 Ad-Hoc In-Year Seed and Crisis Grant Funding - Members considered 2 grant applications and **RESOLVED** to award funding as detailed below:

Applicant	Amount Approved
Newport Cottage Care	£500
Chinese New Year 2018	£500

(Clerk's Note: Councillor Foster left the meeting for the duration of the discussion on the Chinese New Year grant)

107/17-18 Community Safety Committee Minutes

- a. Members noted receipt of the unsigned minutes of a meeting held on 20 September 2017.
- b. With regard to Civil Parking Enforcement, members **RESOLVED** that:

Newport Town Council calls upon Telford & Wrekin Council to speed up its scrutiny process to make it happen before March 31st March 2018.

108/17-18 Planning Application TWC/2016/0589 Land to rear of 40-42 St Mary's Street, Newport

Members considered amended plans and a report from the Deputy Town Clerk.

Members noted that they had previously supported a planning application on the site. However, the revised plans now sought to remove the previously proposed thoroughfare from St Marys Street through to Water Lane.

Pedestrian connectivity was considered to be an extremely important part of development in that area, indeed members noted that the final draft of the Town Council Neighbourhood Development Plan promotes the area (of Water Lane) as "being integrally linked to the surrounding area and contributes to the potential uplift of this part of Newport".

Members expressed a keenness to speak with the developer in working towards a solution that makes the development viable but can also provide some form of pathway as per the original application and asked that the Deputy Clerk invite the developer to talk with representatives of the Council.

Members **RESOLVED** to

Formally requests that the planning application is considered by the Plans Board of Telford & Wrekin Council rather than via delegated powers and that Cllr Tim Nelson as Chairman of the Newport Town Council Planning Committee presents the Town Council view on the application

109/17-18 Planning Permissions/Refusals - nil

110/17-18 Neighbourhood Development Plan – To note a report produced by the Deputy Clerk, copy **attached**. The objective being that, at the 8th November council meeting, the Town Council will be in a position to recommend the Neighbourhood Plan proceed to Regulation 15 and submission to Telford & Wrekin Council for Publicising the proposed Plan.

111/17-18 Newport Town Boundary – Members considered a brief and supporting documentation. Members noted that a previous request had been submitted (as early as 2014) and that for a variety of appropriate reasons that the consideration of the request was suggested to be put back until 2017. It appears that, following on from a decision by the appropriate scrutiny committee to only consider boundary review requests as a result of a qualifying petition, the Town Council request is no longer a valid request.

Members RESOLVED that:

That Newport Town Council should resubmit to Telford & Wrekin Council a formal request for a boundary review for Newport South Ward by the appropriate scrutiny committee (on the basis that between 2014 and 2016, when the original request was submitted, a public petition was not essential requirement for such matters to be considered and should therefore be valid).

112/17-18 Newport Cottage Care – Members noted the Minutes of a Cottage Care Centre Trust meeting held on 11th September.

113/17-18 Newport Regeneration Partnership (NRP) - Members noted the Minutes of a NRP meeting held on 19th September.

114/17-18 Budget Setting Guidance - Members noted receipt of the budget for the current financial year and provided the following guidance on priorities and levels of taxation for the 2018/19 including:

- That initially they would not wish the level of taxation to increase beyond 1.9 %.
- That they were keen to maintain all the current services offered by the Council
- That they were mindful that additional, non-statutory, functions of the Local Authority might well be cut or reduced significantly and the Town Council should be in a financial position where it can consider taking on additional services.

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