



NEWPORT (Shropshire) TOWN COUNCIL

DRAFT UNTIL SIGNED AT SUBSEQUENT MEETING

MINUTES OF A MEETING

held on

Wednesday 14th February 2018

at

The Guildhall, High Street, Newport

PRESENT: Cllrs: Lyn Fowler - Town Mayor
Eric Carter
Tony Forrester
Graham Foster
Thomas Janke
Tim Nelson
Phil Norton
Tim Pryce
Peter Scott

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

ABSENT: Nil

188/17-18 Apologies for Absence:

Cllr Perry, work commitment.
Cllr Borrett, work commitment.
Cllr Eggerton, family commitment

189/17-18 Declarations of Interest – Cllr Foster declared an interest in the grant funding application for the Newport Carnival (he is the Chairman).

190/17-18 Newport Carnival – Members welcomed Carnival committee representatives who provided an overview of the carnival committee, its history, a review of the event last year which had taken place in and around the High Street for the first time and aspirations for this year's event which is schedule to take place on Saturday 9th June.

Members took the opportunity to ask questions about the financing and structure of event.

191/17-18 Suspension of Meeting – Members RESOLVED to suspend the meeting to take comments from the Public.

Name	David Griffin – Representing the Civic Society
Subject	Nat West Bank Closure
Summary	A request was made for the Council to consider writing again to RBS in light of a comment on the internet about rural banks in Scotland. (Note: the matter was not part of the published agenda. Councillors have been forwarded a similar request received by e-mail from the Civic Society)

Name	Mr John Conyerd – Islington Close
Subject	St Georges Day Parade Grant Application
Summary	A request was made for the Council to support the St Georges Day event to the full amount requested (£500).

Name	Olivia Woods
Subject	Chetwynd End Road Safety
Summary	A request was made to support the proposal on the agenda to finance some signage to improve the Road Safety for the pupils of St Peters and Paul School attending the Forrest School on Deer Park. In addition support was asked for other road safety issues to be implemented including a 20mph zone in the area of Deer Park.

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

192/17-18 Announcements

- a. Members noted the Town Mayor’s engagements for January 2018:
 - Monday 8th Jan. Official opening of the Newport Ballroom.
 - Thursday 25th Jan. Hosting of High Sheriff of Shropshire Mr Charles Lillis and Mrs Veronica Lillis.

193/17-18 Previous Minutes.

- a. Members **RESOLVED to approve, as a true record, the minutes of the meeting held on 10th January 2018.**

FINANCE

194/17-18 Finance Report - Members RESOLVED to approve the January finance Statement and the payments therein (summary below):-

Revenue Fund balance b' fwd (1 Jan)	318,792.05
Less: Payments chq No's (709107 to 709115)	6,939.25
Payments chq No's (709116 to 709123)	18,486.56
Direct Debits	16,840.79
Xfer to managed funds	-
Plus:	
Xfer from managed funds	-
Receipts	16,352.42
Revenue Balance c' fwd (31 Jan)	<u>292,877.87</u>
Ear Marked Reserves balance b' fwd (1 Jan)	183,786.19
Receipts/expenditure	-
Ear Marked Reserves balance c' fwd (31 Jan)	<u>183,786.19</u>
Managed Funds balance b' fwd (1 Jan)	3,006.87
Payments	-
Receipts	-
Managed Funds balance c' fwd (31 Jan)	<u>3,006.87</u>
Total Balance In Hand (31 Jan)	<u>479,670.93</u>

(Note: WEF 1 Mar 17 - The Town Council also holds a CCLA property investment bond of £50,000 which is recorded on the Town Council asset register.)

195/17-18 Members **RESOLVED to authorise the list of cheques for payment numbered 709124 to 709139 (total £8,873.07) to be signed by Cllr Nelson and Cllr Norton.** The cheques will form part of the revenue payments in the February financial statement to be presented next month.

196/17-18 Bank Reconciliation - The meeting was advised by Cllr Fowler that she had undertaken a satisfactory reconciliation of the bank and finance statements and salary payments for December. Cllr Norton agreed to undertake the reconciliation for January's accounts.

197/17-18 Annual Grant Applications – Members noted receipt of a report which include recommendations on the level of grant funding to be awarded to a number of regular groups.

(Note: Cllr Foster departed the room during the discussion and voting of the award of the Carnival Committee Grant)

a. Allocation of Annual grants:

Members **RESOLVED** to

Award grant funding (in the FY 18/19) as follows:

- i. Newport in Bloom - £7500* – contribution to floral displays and watering costs.**
- ii. Newport St Georges Day- £500 – contribution to prepare for 2019 event.**
- iii. Old Tyme Market - £500 – contribution to Chamber of Commerce for event costs.**
- iv. Carnival Committee - £6000 – contribution to setup costs for 2018 event.**

(*Agreed to underwrite the costs of watering in 2018 up to £10,000 should the weather conditions require significantly more watering than anticipated).

(Note: Cheques will be raised in the next Financial Year, i.e. not before April 2018).

- b. Community Sports Grant** - Members confirmed their desire to budget £10,000 for community sports groups to bid for funding to put on a new event during the course of FY 2018/19 (i.e. 2 events each receiving around £5,000).

Members **RESOLVED** to

Form a working group comprising Cllrs Scott, Nelson and Norton to produce the criteria, document the decision making process and form a view as to the advertising of the opportunities to bid for the £10,000 Community Sports grant initiative (before the beginning of the new financial year).

PLANNING & ECONOMIC DEVELOPMENT

198/17-18 Planning & Economic Development Committee Meeting - Members noted the minutes of a meeting held on Wednesday 17th January 2018.

199/17-18 Planning Permissions - Members noted a list of recent planning determinations from the Local Planning Authority, **Appendix 1**.

200/17-18 Neighbourhood Development Plan – Members noted receipt of a written brief from the Deputy Town Clerk regarding the next stages of the process (note there is a slight risk of some additional incidental expenditure being incurred that has not been budgeted for).

LEISURE & ENVIRONMENTAL SERVICES

201/17-18 Minutes – Members noted receipt of the unsigned minutes of a meeting held on 24th January 2018.

RESOURCE & FINANCE

202/17-18 Annual Town Meeting – Members were advised that the Annual Town meeting will be held at Cosy Hall on Tuesday 10th April 2018.

203/17-18 Town Council Meeting Dates – Members considered a number of options regarding meeting dates for the municipal year 2018/19.

Members **RESOLVED** to:

Recommend approval of the Full Council and committee meeting dates for the municipal years 2018/19 (Appendix 2).

COMMUNITY SAFETY

204/17-18 Road Safety Chetwynd Road.

Members **RESOLVED** to:

Grant up to £500 (from nominal ledger 4230) to Telford & Wrekin Council to install at least two appropriate temporary signs that could be erected within a couple of weeks to help with the road safety on Chetwynd Road

TELFORD & WREKIN COUNCIL

205/17-18 Parish Charter Monitoring Group – Members noted receipt of the minutes of a meeting held on 11th January 2018.

OUTSIDE BODIES

- a) **Shropshire Association of Local Councils (SALC):**
 - i) **SALC AGM** – Members noted receipt of the agenda for the AGM scheduled for 5.30 pm on Fri 23rd February at Shire Hall. (note: Cllr Carter will be attending on behalf of Newport Town Council).
 - ii) **Wrekin Area Committee (of SALC)** – Members noted receipt of the minutes of a meeting held on 17th January 2018.

iii) Executive Committee - Members noted receipt of the minutes of a meeting held on 20th November 2017, **copy attached.**

b) **Cosy Hall** – Members noted receipt of the minutes of a meeting held on 25th January 2018.

c) **Newport Regeneration Partnership** - The minutes of a meeting held on 16th January 2018 were tabled.

206/17-18 EXCLUSION OF THE PRESS AND PUBLIC

Members **RESOLVED** that,

In view of the special nature of the business about to be conducted, (*Consider recipient(s) for the Town Council's Special Recognition Award*) it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw”.

CONFIDENTIAL SESSION

(Note: Elements of the discussions in the confidential session remain confidential however, the decisions reached are a matter of public record)

207/17-18 Town Council Special Recognitions Award(s)

Members **RESOLVED** to defer any decision on the special recognition awards until the March meeting of the Town Council.

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List of Planning Permissions' Granted/Withdrawn noted at the Town Council Meeting

TWC/2017/0936

FULL PLANNING PERMISSION

Proposal:	Removal of condition 8 on TWC/2016/0816 to allow commencement of the construction of the previously approved terraced housing to the rear of the hotel
Location :	Royal Victoria Hotel, St Marys Street/16 & 17 Water Lane, Newport

TWC/2017/0956

WITHDRAWN

Proposal:	Variation of condition 18 (approved plans) to planning permission TWC/2016/0816 regarding finished floor levels and elevations
Location:	Site of Royal Victoria Hotel, St Marys Street/16 & 17 Water Lane, Newport

TWC/2017/0983

FULL PLANNING PERMISSION

Proposal:	Change of use of land to motorhome, campervan and caravan sales and erection of an office (sui generis)
Location :	Mere Park Garden Centre, Stafford Road, Newport, Shropshire, TF10 9BY

TWC/2017/1001

TREE PRESERVATION ORDER CONSENT

Proposal:	Reduction by 20% of 9no. limbs on 1no. Oak tree
Location :	5 Fallow Deer Lawn, Newport, Shropshire, TF10 7JF

TWC/2017/1046

FULL PLANNING PERMISSION

Proposal:	Erection of two storey side/rear extension and single storey rear extension
Location :	56 Summerhouse Grove, Newport, Shropshire, TF10 7DH

Full Council	Community Safety	Leisure & Environmental Services	Resource & Finance	Planning & Economic Development	Annual Town Meeting*
02 May 18	-	-	16 May 18	23 May 18	<p style="text-align: center;">Must be held between 1st March and 1st June <i>LGA 1972 sch.12 –14 (1)</i></p>
13 Jun 18	20 Jun 18	-	-	-	
11 Jul 18	-	18 Jul 18	-	-	
-	-	-	22 Aug 18	-	
12 Sep 18	19 Sep 18	-	-	-	
10 Oct 18	-	24 Oct 18	-	-	
14 Nov 18	-	-	21 Nov 18	-	
12 Dec 18	19 Dec 18	-	-	-	
09 Jan 19	-	23 Jan 19	-	30 Jan 19	
13 Feb 19	-	-	20 Feb 19	-	
13 Mar 19	20 Mar 19	-	-	-	
10 Apr 19	-	17 Apr 19	-	-	