



NEWPORT (Shropshire) TOWN COUNCIL

DRAFT UNTIL SIGNED AT SUBSEQUENT MEETING

MINUTES OF A MEETING
held on
Wednesday 10th July 2019
at
The Guildhall, High Street, Newport

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

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

TC/48/19-20 APOLOGIES FOR ABSENCE: Cllr Thomas King – prearranged family event.

TC/49/19-20 DECLARATIONS OF INTEREST – nil

TC/50/19-20 PUBLIC SESSION – There were no members of the public wishing to make representation, Members continued the meeting.

TC/51/19-20 MINUTES

The Minutes of the meeting held on Wednesday 12th June were approved as a true record, and were duly signed by Cllr Scott.

TC/52/19-20 ANNOUNCEMENTS

Members received the following announcements:

- a. A copy of the Mayor’s engagements for June:

| DATE | ENGAGEMENT |
|------------------|--|
| 1 st | Opening of Newport Car Care, New Street Garage, |
| 2 nd | Appointment of The High Sheriff Mrs J. Turner |
| 6 th | Cheque Presented to Cottage Care from Mayor’s Charity fund raising 2018-19 - £1153 |
| 6 th | Cheque Presented to Scouts Hut from Mayor’s Charity fund raising 2018-19 - £1153 |
| 7 th | Prize Giving at Moorfield School |
| 7 th | Royal Navy Club Community Event |
| 8 th | Newport Carnival |
| 9 th | Shrewsbury Mayor’s Civic Sunday |
| 14 th | Opening of Olde Tyme Market |
| 16 th | Shropshire Society in London Civic Service |
| 18 th | Girls High School Meeting with German Exchange students |
| 20 th | Princess Royal Hospital, Junior Doctors Accommodation refurbishment visit |
| 23 rd | Opening Newport 10k and Fun Run |
| 30 th | Wellington Town Council Civic Service |

- b. Members received an open invitation, to join other members of the public to witness the re-opening of Newport indoor market on Friday 2nd August following its refurbishment.
- c. Members were reminded that the “in house” training regarding raising awareness of Exploitation & Vulnerability was taking place at The Guildhall, on Tuesday 16th July between 6pm – 9pm. A number of Cllrs expressed confirmation that they would attend, and members who had attended previous events endorsed the training as worthwhile.
- d. Members were also reminded that prior to the Leisure and Environmental Services meeting scheduled for 17th July, at which a presentation on the implementation of the T&W food waste collection will be given, a drop-in session is also being held in the Guildhall for members of the public.
- e. Members noted that a statement of persons nominated, following the formal procedure for advertising of the casual vacancy from May 2019, has been issued and published. 5no. candidates are standing and an Election will be held on 1st August.
- f. Members noted correspondence from T&W Healthy & Active Communities, regarding Telford Athletics Club (TAC) who have secured funding to hold a number of Borough Town 5k running events across the summer in Telford. Four towns that have been identified as suitable venues which includes Newport. However, this project but would need support from the local Town Councils. Members were most supportive of the possibility to engage in a community event, and considered that the local running club would be the preferred option to contact and inform as they have the expertise for staging such events.
- g. Members were advised that T&W have established an independent Remuneration Panel to make recommendations to the council regarding Members Allowances which will include Town and Parish Councillors allowances. The topic will be added to Wrekin Area Committee and the Parish Charter Monitoring Group both of which have a significant representation of all T&W parish councils to assist and provide the panel with the representation on the initial questions posed.
- h. Cllr Fowler updated members on her on-going pursuit to establish a location for the positioning of a defibrillator at the Upper Bar/Wellington Road vicinity. Whilst positive endorsement has been received from some businesses, they are rental properties which will require permission from the landlords and owners of the property.

FINANCE
TC/52/19-20 FINANCIAL REPORTS

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

Signed

Dated.....

| | |
|---|--------------------------|
| Revenue Fund balance b'fwd (1 June) | 475,704.55 |
| Less: Payments chq No's (709561 to 709578) | 19,219.34 |
| Payments chq No's (709579)to 709588) | 8,531.43 |
| Direct Debits | 15,964.12 |
| Xfer to managed funds | - |
| Plus: | |
| Xfer from managed funds | - |
| Receipts | 1701.60 |
| Revenue Balance c'fwd (31 June) | <u>433,691.26</u> |
| Ear Marked Reserves balance b'fwd (31 June) | 135,389.19 |
| Receipts/expenditure | - |
| Ear Marked Reserves balance c'fwd (31 June) | <u>135,389.19</u> |
| Managed Funds balance b'fwd (1 June) | 3,006.87 |
| Payments | - |
| Receipts | - |
| Managed Funds balance c'fwd (31 June) | <u>3,006.87</u> |
| Total Balance In Hand (31 June) | <u>572,087.32</u> |

| | |
|---|--------------------------|
| Investments held as asset: CCLA Property Fund | <u>£50,000.00</u> |
|---|--------------------------|

b. Bank Reconciliation

- i. Members confirmed that the balances presented in the May 2019 finance statement have been reconciled against the bank statements and the salary payments verified by Councillor Lloyd prior to the meeting.
- ii. Members nominated Councillor Good to undertake a reconciliation of the June finance statement and salary payments.

c. Cheque Signing – Members **RESOLVED to authorise a list of cheques for payment numbered 1 to 16 (Lloyds Bank account) (total £15,614.07) to be signed by Cllrs Fowler & Janke.** The cheques will form part of the revenue payments in the July financial statement, to be presented next month.

d. Grant Funding Newport and District History Society:

Members considered a grant request from the Newport History Society toward a new research named project "*Mapping our Medieval 'New Town' Burgage Plots & their Landscape*" This is one of the smaller projects identified by the recently undertaken scoping study analysis for the "Victoria County History of Newport", to which the town council had previously provided a substantial grant.

Members discussed this grant in the context of providing value for money, the intellectual and social aspects of this project balanced by those who would benefit. Members considered the secured voluntary help and commitment to the project from Newport Girls High School is particularly beneficial to both the History Society and educationally to the students. Members **RESOLVED to approve the grant funding of £510.00 from Nominal Ledger code 4510 seed & Crisis funding.**

TOWN PLANNING & ECONOMIC DEVELOPMENT

Signed

Dated.....

TC/53/19-20 Planning Applications

Members considered a list of planning applications received and provide an indication for delegation to the Clerk for those considered to be none contentious.

However, it was requested that clarification be sought as to the time scale for comment on Applications **TWC/2019/0552 Full Planning** Waitrose (*Automatic Number Plate Recognition*) and **TWC/2019/0569 Reserved Matters**, (*113no. dwellings pursuant to TWC/2011/0827*) Land North of, Audley Avenue, and if necessary, bring the scheduled planning meeting date (*6th August*) forward to allow all members to provide the corporate response.

TC/54/19-20 Planning Permissions Granted

Members noted a list of planning application decisions - **Appendix A**

TC/55/19-20 T&W Planning Seminar

Members noted that the Telford & Wrekin Pre-Planning seminar Scheduled for 10th July has been postponed until sometime in September. The LPA has received other information relating to Pre-Application Consultations therefore they are not in a position to engage with Parish & Town Councils about the process and procedure at this time. There is still availability at other Planning Seminar event, if members are interested in attending.

COMMUNITY SAFETY

TC/56/19-20 Community Safety Committee – Minutes

Members noted the unsigned minutes of a meeting held on 19th June.

TC/57/19-20 Committee Membership

Members considered a request from Cllr Peter Scott to become a member of the Community Safety Committee. With a **RESOLUTION to elect him to the committee.**

TC/58/19-20 Highway Improvements Speed Indicator Devices & CCTV

Members received an update report following investigation on matters that are outstanding relating to various Highway Schemes, Projects and the CCTV upgrade. Members are becoming increasingly frustrated and angry with a lack of delivery, increasing “slippage” and lack of action. The funding is available and the works need to be carried out immediately. Whilst acknowledging that there have been some staffing and personnel changes within the borough council, the clerk is tasked with expressing NTC’s disappointment to T&W. **Report attached at Appendix ‘B’**

OUTSIDE BODIES (*Where the Town Council has official representation*).

TC/59/19-20 Newport Regeneration Partnership (NRP) - High Streets Heritage Action Zones Initiative

Members were reminded of the on-going aspiration by the NRP towards a bid for funding from Future High Streets Fund Application for Newport and a request to commit to a letter of support the expression of interest in the bid, as identified under Minute **TC/41/19-20**.

Members received answers and clarification to several questions raised and **RESOLVED to write to express support, having received information of the NRP’s objectives to the renovation of the Central Square building in a comparable manner to that of the Market Hall building in the nearby vicinity, to potentially increase footfall, providing benefit to the traders adding an essential boost to tourism in the town and the surrounding area.**

TC/60/19-20 EXCLUSION OF PRESS AND PUBLIC

Members **RESOLVED that in view of the special nature of the business about to be conducted, that is in related to personal contractual matters in regard to the Cemetery, 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 discussion and any contractual details are confidential, however the nature of decisions made are for public record.)

TC/62/19-20 CEMETERY FEES

Members considered correspondence regarding the charging of a standard fee opposed to the concessionary rate in the General Cemetery. Members **RESOLVED to uphold the request for a concessionary rate to be applied to a recently provided burial of an out of area former resident of Newport and to refund the purchaser of the burial the difference in the charged fee.**

Members will re-view the rules and regulations relating to charges of non-Newport residents with particular emphasis on factors relating to those that have to move out of the area into long-term care and the length of time to restrict a concessionary rate for non-residency in the town. *(currently unwritten discretion is applied of up to one year after moving into a care home)*

The item will be included as an agenda item for further debate at the Leisure & Environmental Services Committee meeting on 17th July.

**Appendix ‘A’
Town Council Meeting
10th July 2019**

Planning Application Granted

TWC/2019/0358 - Tree preservation Order

| | |
|------------------|---|
| Proposal: | Crown reduction by 3m to 1no. English Oak tree (T1) |
| Location: | 9 Swanmere, Newport, Shropshire, TF10 8QB |

TWC/2019/0411 – Full Permission Granted

| | |
|------------------|--|
| Proposal: | Relaying existing paths and entrance to raise gradient |
| Location: | St Peter’s And St Paul’s Roman Catholic Church, Salters Lane, Newport, |

TWC/2019/0458 – Full Planning Permission

| | |
|------------------|---|
| Proposal: | Erection of a single storey side extension |
| Location: | 1 Aqualate Close, Newport, Shropshire, TF10 7TF |

Signed

Dated.....

Village Gateways

- The installation of the village gateways should be completed by October/November 2019.
- The gateway posts have been ordered and our stock is being held by Glasdon until we are ready for installation.
- We are awaiting new sign designs from Telford and Wrekin that will comply with British Standard Traffic Sign Regulations.
- Currently we have two locations on hold due to the highway improvements that are taking place throughout Newport which are the Gateways located on Chetwynd Road and Wellington Road. Once these improvements have been completed Telford and Wrekin will decide where is best positioning for our village gateways to be positioned and then those works will be completed.
- Telford and Wrekin are happy with all our other locations and are willing to proceed with our anticipated plans.

SID'S

- Site location visits between NTC & TWC officers 6 locations identified budgeted for 5
- SID's must be installed by Highways Department which they are willing to pursue NTC funded
- 2 locations may have to be solar power as no power supply readily available
- SID on dedicated posts NOT on lamp standards
- All SID will be fully installed by TWC's newly established contractors at preferential rate
- October/November anticipated installation.

Town Centre Highways Improvement Package

Schemes currently being considered for delivery by Telford & Wrekin Council and agreed at the Community Safety Committee during M/Y 2018-19

| Scheme | Notes | Anticipated delivery /Progress |
|---|---|---|
| 6 no. school safety schemes - 4 x Electronic signs at each location | TWC confirmed this scheme must be delivered due to need to improve safety outside schools | Autumn |
| Bouhey Road / Wellington Road speed limit changes | CSC confirmed as a priority | Traffic Regulation Order (TRO) currently under consultation |
| St Peter & St Paul safety scheme on Chester Road | TWC confirmed scheme must be delivered due to safety concerns | Out to contractor for detailed design |
| Stafford Street Car Park long stay/short stay | CSC confirmed as a priority | Late summer |
| Station Road crossing improvements | CSC confirmed as a priority | Out to contractor for detailed design |
| Pave Lane gateways and HGV restriction | <i>Has to be delivered due to impact on Road Network with proposed large-scale developments in vicinity</i> | Late summer early Autumn |

Signed

Dated.....

CCTV

Correspondence between the NTC, West Mercia and Telford & Wrekin is **attached at Appendix 1** to this document.

- Contact and a meeting with the CCTV Co-ordinator and T&W Service Delivery Manager has been held (2nd July) to provide some reassurances and to inform of development of the roll out of the project. Also, to established a process for continuation of dialogue and updates on progression of the project, which will necessitate regular meetings following the formal board meetings.

*Appendix 1
Update for TC Mtg. 10.7.19*

Correspondence sent 26th June 2019 (Newport Town Council)

For the Attention of the Board dealing with the implementation of roll out of the Telford & Wrekin Borough Wide closed-circuit television (CCTV)

Newport Town Council for many years, have owned, maintained and operated under the directional control of the Police a CCTV system in the Town Centre, with the intention to improve community safety and prevent crime.

The current system has been subject to a concerted negotiation for an up-grade and linking into a Telford & Wrekin Borough wide scheme since early in 2017. The Town Council are wholly supportive of taking this initiative forward, which will add value, and act as a serious deterrent to criminals and those perpetrating illegal activities, as well beneficial for other purposes such as the monitoring of both traffic and anti-social behaviour.

To emphasis Newport Town Councils commitment to this project, £38,000 of precepted funds has been an ongoing budgeted and ear-marked item to help towards the delivery of this scheme, for the continued benefit of our local community.

Members of the Community Safety Committee at a recent meeting expressed their great disappointment that yet again there has been delay and “slippage” with the implementation. So much so, they feel that unless positive reassurance the scheme is to be delivered in the very near future and within an agreed time frame, Newport Town Council will withdraw their £38,000 of assured funding to use for other community safety project.

A meeting has been arranged on Tuesday 2nd July with Alex Footman, the recently appointed CCTV coordinator and myself, at which the Town Council are anticipating a definitive and positive update to be provided for presentation at the next full council meeting scheduled for 10th July. Your assistance to provide this is requested.

Reply received 4th July (T&W local Police team)

Thank you for your letter regarding the ongoing CCTV project.

Angie Astley (Telford & Wrekin Borough Council) and I have now taken over this project as of the 20th April, and have now established a formal board to move this project forward.

Signed

Dated.....

The board first met on the 30th April 2019 and again on the 1st July 2019, allowing both Angie and I to be in a more informed position as senior responsible owners (SROs), to both understand the offer, and to scrutinise the costs that are currently being proposed.

Whilst an initial offer was put out to tender and a chosen supplier was selected *prior* to Angie and I becoming the SROs, we have agreed that it is both sensible and prudent to pause that process whilst we collectively gain assurance that the project offers value for money and is sustainable going forward. The capital sums committed by the PCC and the Local Authority are significant and therefore it is vitally important that Angie and I have the time to review the project and to evaluate the existing CCTV system across the Borough, the proposed improvements and the ongoing revenue costs associated with what is in the main, an aging network of cameras and associated infrastructure.

We are however, both confident that the finances committed by both the PCC and the Local Authority will be able to be used in a progressive manner to see significant improvements in the CCTV system across the Borough.

In the meantime, I know that Jas Bedesha (T&W Service Delivery manager) and Alex Footman (CCTV coordinator) met with you and to provide a more detailed outline of what the Town Council's allocated 38k will deliver for the Town.

We recognise that to some, the delays in the project appear unsatisfactory. However, given the costs and enormous complexity of any CCTV project, both Angie and I are of the view that now we have taken responsibility for the project, we will ensure that previous work is fully scrutinised to deliver a sustainable system which remains fit for purpose in future years.

I hope that this provides some reassurance that both Angie and I remain committed to improving the CCTV system across the Borough and that the proposed 38k remains a valuable part in improving the CCTV within Newport.

Superintendent Paul Moxley - Telford & Wrekin Local Policing Area Commander

-----End-----

Signed

Dated.....