



MINUTES OF THE ANNUAL MEETING

held on
Wednesday 16 May 2007
at
The Guildhall, High Street, Newport

PRESENT: **Cllrs:** Daniel Ashley
Eric Carter
Glyn Gratton
Adrian Meredith
Phil Norton
Arthur Radcliffe
Roy Scammell
Adam Stanton
Bob Unwin

IN ATTENDANCE: D. L. Halliday – Town Clerk

APOLOGIES FOR ABSENCE were received from Cllr Brenda Flowers.

Cllr Glyn Gratton chaired the commencement of the meeting as the current Town Mayor.

1/07-08 DECLARATIONS OF INTEREST

Cllr Daniel Ashley declared an interest in Planning Application W2007/0492 and did not speak to the issue.

Cllr Eric Carter declared interests in matters relating to the Regional Spatial Strategy and Farmers Market as Chairman of the Newport Chamber of Commerce.

2/07-08 ELECTION OF TOWN MAYOR

Cllr Glyn Gratton was duly elected to serve as Town Mayor for the Municipal Year 2007/08 and following a Declaration of Acceptance of Office chaired the remainder of the meeting.

3/07-08 ELECTION OF DEPUTY TOWN MAYOR

Cllr Adam Stanton was duly elected as Deputy Town Mayor for the Municipal Year 2007/08 and made a Declaration of Acceptance of Office.

4/07-08 APPOINTMENT OF STANDING COMMITTEES

Accepting that the Town Mayor and Deputy Town Mayor are by their appointments ex-officio members of all Standing Committees, the remaining members are as listed below:

a. Community Safety

Cllr Daniel Ashley
Cllr Phil Norton
Cllr Arthur Radcliffe
Cllr Roy Scammell
Cllr Bob Unwin

b. Leisure & Environmental Services

Cllr Eric Carter
Cllr Adrian Meredith
Cllr Phil Norton
Cllr Arthur Radcliffe
Cllr Bob Unwin

c. Planning & Economic Development

Cllr Daniel Ashley
Cllr Brenda Flowers
Cllr Phil Norton
Cllr Roy Scammell
Cllr Bob Unwin

5/07-08 APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES

The list of Council representatives to outside bodies is **attached at Appendix 'A'**.

6/07-08 CODE OF CONDUCT

It was **RESOLVED** to adopt **The Local Authorities (Model Code of Conduct) Order 2007** attached at Appendix 'B', excluding the provisions of paragraph 12 (2).

7/07-08 SUSPENSION OF MEETING

It was **RESOLVED** to suspend the meeting for up to 30 minutes to take questions from members of the public. **Mr John Evans** requested that more agendas be made available for the public attending meetings.

8/07-08 ANNOUNCEMENTS

- a. A copy of the Town Mayor's engagements is attached at **Appendix 'C'**.
- b. The Town Clerk briefed members on three items to be included in Information Packs which were circulated:
 - (1) Fire Regulations pertaining to The Guildhall.
 - (2) Community Council of Shropshire Information Sheet.
 - (3) Guidance Notes for dealing with aggression.
- c. The Town Clerk informed members that Rector Steve Mitchell has agreed to carry out an Act of Remembrance to mark the 25th Anniversary of the Falkland War at 12 noon on Sunday 17 June 2007 at the War Memorial, St. Nicholas Church. Councillors decided to follow the same role as for Remembrance Sunday.

9/07-08 MINUTES

The Minutes of the meeting held on 11 April 2007 were noted.

Clerk's Comment. The Minutes could not be certified as a true record due to only 3 members being present who attended the April meeting.

10/07-08 MATTERS ARISING FROM THE MINUTES

The Town Clerk briefed members on the format for addressing matters arising from the Minutes.

FINANCE

11/07-08 Finance Report

The Finance Report for April 2007, **attached at Appendix 'D'** and the payments therein, were approved/ratified.

12/07-08 Thank You Letters

Thank you letters for annual grants have been received from:

- a. The Parish of St. Andrew, Church Aston
- b. Newport Cottage Care Centre – Mini bus Appeal
- c. the Loyal Newport Volunteers
- d. Newport Regeneration Partnership

13/07-08 Members' Allowances

The following members confirmed their intention to claim the annual councillor's allowance:-

Cllr Brenda Flowers
Cllr Adrian Meredith
Cllr Phil Norton
Cllr Arthur Radcliffe
Cllr Roy Scammell

The following members declined to claim the annual allowance

Cllr Daniel Ashley
Cllr Eric Carter
Cllr Bob Unwin

Cllr Glyn Gratton and Cllr Adam Stanton will receive their respective allowances as Town Mayor and Deputy Town Mayor.

14/07-08 Parish / Town Council Precepts and Actual Costs

Members noted a comparison table prepared by the Town Clerk and **attached** at **Appendix 'E'**. This clarifies the actual costs to residents of those Parishes/Towns who do not administer a cemetery or local street lighting. The average cost to residents of Newport for the Town Council provision of street lighting is £7.96 per household for 2007/08.

NATIONAL & REGIONAL GOVERNMENT MATTERS

15/07-08 West Midlands Regional Spatial Strategy (WMRSS) – Phase 2 Revision

The Town Clerk briefed members on the background to the RSS and its revision under Phase 2. She linked this with the case to be fought against housing numbers currently proposed for Newport under the Local Development

Framework Core Strategy. A session with the Inspectors examining the soundness of the proposed strategy as it relates directly to Newport is to be held on 22 May 2007. The Town Clerk will attend as part of the Newport Task Force representing several interested parties under one collective response.

16/07-08 Paypoint Machine in Newport

Members welcomed correspondence from Mark Prichard MP **attached** at **Appendix 'F'** and the confirmation by Cllr Eric Carter that the paypoint will be located at Cost Cutters.

17/07-08 Speaking Out – Spring 2007

Members noted receipt of the West Midlands Regional Assembly Newsletter.

TELFORD & WREKIN COUNCIL (TWC) MATTERS

18/07-08 Ethical Standards Bulletin – Spring 2007

Members acknowledged receipt of the Bulletins.

19/07-08 Code of Conduct Training

Members were issued with details of training sessions to explain the new Code of Conduct, formally adopted at this meeting. The Town Clerk advised all members to avail themselves of this training as ignorance of the Code cannot be used as an excuse if complaints about conduct are made.

20/07-08 Crucial Crew 2007

Details of an invitation for all members to attend Crucial Crew 2007 were circulated.

21/07-08 Prohibition and Restriction of Waiting Orders 2007

Members considered a package of Orders **attached** at **Appendix 'G'** and chose to offer no objections.

22/07-08 High Street Pavements

Cllr Glyn Gratton introduced this subject by detailing the recent history of the Town Council's attempts to persuade Telford & Wrekin Council to (TWC) to carry out major refurbishment works to the High Street pavements. This had culminated this year in TWC instituting a major project on the eastern side from Stafford Street to Avenue Road.

He stated he was somewhat surprised and disappointed by reports appearing in the press that the work was not up to scratch. As a result, having walked the pavement and closely examined it and finding it much improved, he had contacted TWC. The officer concerned confirmed that there were not a major series of reported problems that he had been made aware of. Prior to the cessation of the work an inspection had automatically been carried out and minor problems corrected. Road stone rather than sand had been used as footings for the work and the old paving slabs were reutilised as much as possible as being of a higher quality than modern replacements.

The contact over-ran because the scheme was extended to Avenue Road, not as originally intended to stop at Ladbroke's. The work had been funded over two years at a total cost of £60,000. At present there is no funding set aside for further works although minor maintenance/repair work will always continue.

Members agreed that there was merit in adopting a positive approach and the Clerk was directed to thank TWC for their work to date and request that funding be set aside to complete the vital remedial work needed along the western side of the High Street.

23/07-08 Multi Use Games Area (MUGA) – Norbroom Park

The Town Clerk briefed members on the proposal to place a MUGA in close proximity to the new Skate park in Norbroom Park. Funding for purchase, erection and maintenance by Telford & Wrekin Council is in place. Mr Derek Owen and PC Dave Parry briefed the Town Clerk on the proposed location detailed at **Appendix 'H'**.

Members welcomed this news and asked the Town Clerk to write to Mr Owen expressing their full support and thanks for his efforts.

RESOURCES & ADMINISTRATION

24/07-08 Meeting Dates 2007/08

The Calendar of meeting dates which was issued with the Councillors' Information Pack is **attached** at **Appendix 'J'**.

Members were reminded that they are all invited to attend the Cemetery Inspection to be held at 6.30 p.m. on Wednesday 30 May 2007 at the General Cemetery, Audley Avenue, Newport.

This will be followed immediately afterwards by a meeting with a bank representative to take all the necessary information allowing for members to sign Council cheques.

25/07-08 Co-option

It was **RESOLVED** to place an advertisement in the **Newport Advertiser** inviting applicants for co-option to the Council to fill the existing town vacancies. Applicants will be required to submit a single sided A4 letter explaining their reasons for seeking co-option. Additional posters will be placed around Newport.

26/07-08 Unity Healthcare Ltd. Proposed Meeting

Members **RESOLVED** to agree to hold a private meeting with the **Chairman of Unity Healthcare Ltd. (Mr Ken Elrick)** prior to two public consultation meetings being arranged in advance of planning applications being submitted. The meeting will take place on **Wednesday 20 June 2007 at 6.30 p.m.** and will be held on **Confidential Session**.

27/07-08 Civic Sunday – 10 June 2007

The Town Clerk briefed members on the outline arrangements for Civic Sunday in advance of written instructions being circulated.

28/07-08 Take-off Spring 2007

Members noted receipt of the County Air Ambulance newsletter.

COMMUNITY SAFETY

29/07-08 Temporary Road Closure – St Mary’s Street, Newport

Members noted the details of a road closure notice appertaining to St. Mary Street to permit Saturday Local Farmers Markets, **attached at Appendix ‘K’**.

30/07-08 Newport High Street – Accidents

Members noted a response from Telford & Wrekin Council to a resident’s queries regarding accidents in the High Street, **attached at Appendix ‘L’**. Following a full and frank exchange of views regarding the 20 mph zone, members concurred with the view of Cllr Norton that such zones were vital in the vicinity of all the schools and would support such initiatives.

LEISURE & ENVIRONMENTAL SERVICES (L&ES)

31/07-08 The Allotments Regeneration Initiative – Spring 2007

Members noted receipt of the newsletter.

32/07-08 The Playing Field – Spring 2007

Members noted receipt of the newsletter.

PLANNING & ECONOMIC DEVELOPMENT

33/07-08 Planning & Economic Development Committee Meeting – Minutes

Members noted the Minutes of a meeting held on 11 April 2007.

34/07-08 Planning Applications

Members considered the Planning Applications detailed at **Appendix ‘M’** and **RESOLVED:**

- a. **in respect of W2007/0447 to query the provision of car parking space.**
- b. **to defer consideration of W2007/0564 (housing development at Handyman House site) to the June planning meeting, following an extension having been granted to the Town Clerk’s request.**

c. in respect of all other applications to offer no comments.

35/07-08 Planning Permissions

Members noted the Planning Permissions granted, detailed at **Appendix 'N'**.

36/07-08 Planning Refusals

Members noted the Planning Refusals detailed at **Appendix 'P'**.

SHROPSHIRE ASSOCIATION / NATIONAL ASSOCIATION OF LOCAL COUNCIL (SALC / NALC)

37/07-08 AGM of the Wrekin Area Committee (WAC)

Members noted that the AGM of the WAC will be held on Wednesday 20 June 2007 at 7.30 p.m. at Ketley Community Centre. The Minutes of the last meeting and a covering letter stressing the importance of the AGM are **attached** at **Appendix 'Q'**.

38/07-08 New Councillor Training

Details of 4 workshop sessions had been circulated to members.

40/07-08 SALC Annual Report 2005-06

Members noted receipt of the Annual Report.

41/07-08 Parish Pump – April 2007

Members' copies were circulated with the Agenda.

Signed

Dated