



# NEWPORT (Shropshire) TOWN COUNCIL

The Guildhall, High St, Newport, Shropshire, TF10 7TX

Tel: 01952 814338 Fax: 01952 825353

## MINUTES OF A MEETING

held on

Wednesday 10 February 2010

at

The Guildhall, High Street, Newport

**PRESENT:** Cllrs: Ashley - Deputy Mayor  
Carter  
Forrester  
Gratton  
Meredith  
Norton (in part)  
Nelson  
Scott  
Stanton  
Unwin  
Walker

**IN ATTENDANCE:** Mr Jakeman – Town Clerk

**APOLOGIES FOR ABSENCE** were received and accepted from Cllr Scammell (unwell).

### 228/09-10 DECLARATIONS OF INTEREST

Cllr Scott declared a personal interest in a grant application for the St Georges Day Committee (He is a committee member).

The Clerk declared a personal interest in the grant application from the Cricket Club (He is a committee member).

### 229/09-10 SUSPENSION OF MEETING

There being no members of the public present wishing to raise questions, the meeting continued.

### 230/09-10 ANNOUNCEMENTS

a. A copy of the Town Mayor's & Deputy Mayor's engagements for January 2010 is **attached at Appendix 'A'**.

b. A letter of thanks had been received from the Albrighton Hunt, thanking the Town Council and in particular Cllrs Carter and Forrester for their direct assistance in ensuring that the Boxing Day hunt event was a success.

c. The Clerk passed on the Mayor's thanks to Cllrs for supporting the Civic Ceremony held recently at St. Nicholas's Church in recognition of the achievements of the Burton Borough School Bands in recent years.

d. The Deputy Mayor informed members that Mrs Parnham had resigned from her position as the Deputy Town Clerk and RFO WEF 28 January 2010. Members acknowledged Mrs Parnham's lengthy and valuable service.

**231/09-10 MINUTES**

The Minutes of the meeting held on 12 January 2010 were approved as a true record.

**232/09-10 MATTERS ARISING**

There were no matters arising.

**FINANCE**

**233/09-10 Finance Report**

The Finance Report for January 2010 **attached** at **Appendix 'B'** was approved and the payments therein ratified.

**234/09-10 Bank Reconciliation**

Members noted that a reconciliation of the Bank account statement as at 31 Dec 2009 had been undertaken by Cllr Scammell.

**235/09-10 External Audit**

Members noted receipt of the annual return and the comments of the external auditor. The return has been on public display in the window of the Guildhall from 27 January 2010. Section 3 of the return is **attached** at **Appendix 'C'**. There were no formal comments and 3 'other matters' which were drawn to the Town Councils attention. The Clerk advised members that he would take the necessary action and/or recommend ways to address the 'other matters'.

**236/09-10 Grant Applications**

Members considered applications for grants detailed at **appendix 'D'** and **RESOLVED:**

**a. To award Section 137 Grants as follows:**

**The Dalens £150 (CDA n)**

**Lilleshall Memorial Hall £100 (CDA +)**

**St Georges Day Committee £500 (CDA +)**

**Scout and Guide Property  
Management Committee £365.50 (CDA +)**

**b. To award Section 19 Grants as follows:**

**Newport Cricket Club £800 (CDA +)**

**c. To award youth grants as follows**

**Crucial Crew £500 (CDA +)**

\*CDA Crime and Disorder Act

n = neutral impact

+ = positive impact

**237/09-10 Bank Account – Simple Servicing Authority**

Members **RESOLVED** to:

- a. Authorise Mr Jakeman and Mrs Atkinson to give instructions concerning the account operation of business account (excluding third party payments) for the Town Council Bank account (in accordance with Appendix 'E', attached').**
- b. Have the Mayor to write to Mr Jakeman and Mrs Atkinson advising them of the decision and reiterate that any payments made must have the expressed permission of the Town Council (or 2 councillors).**

## COMMUNITY SAFETY

### 238/09-10 High Street Parking

Members noted correspondence from West Mercia Police regarding measures to be taken to alleviate High Street Parking issues. Members welcomed the initiative and acknowledged that the police were acting in response to numerous representations made to them by the public (through the PACT) and by the Town Council.

## LEISURE & ENVIRONMENTAL SERVICES

### 239/09-10 Leisure & Environmental Services Committee Meeting – Minutes

Members noted the unsigned Minutes of a meeting held on 27 January 2010. **attached at Appendix 'F'**. The Clerk advised that the following items were the residue of the L&ES meeting, that could not be transacted due to the meeting not being quorate\*.

(\*Standing orders require that at least 4 members need to be in attendance).

### 240/09-10 Public Toilet

Members noted a report from the Town Clerk copy **attached at Appendix 'G'**.

### 241/09-10 Christmas Lights 2009

Members discussed the recent lighting display and commented that an extension of the lights down Stafford Street would be a way to improve the display. A discussion then took place around the cost overall of the lights.

Members **RESOLVED to reissue the tender for the Christmas lights, in its current format.**

### 242/09-10 High Street Regeneration – Christmas Lighting Poles

As a result of the High Street Regeneration and comments regarding the black poles provided by the Town Council for the display of the Christmas lights members **RESOLVED to have the black poles removed in conjunction with the High Street regeneration project, subject to T&W being able incorporate alternative and appropriate fixing points.**

**243/09-10 Tree Survey**

Members noted the report on the Tree Survey recently undertaken. The report identified no trees that were considered unsafe, albeit there were some minor recommendations on good husbandry.

Members considered that the St Nicholas Churchyard would benefit from 'some thinning out' and, asked that the tree surgeon who conducted the survey recommend which of the trees were most appropriate to remove.

**244/09-10 St. Nicholas Churchyard**

Members **RESOLVED** that **remedial works be undertaken to the edging work on the war memorial sided of the Church, to replace the edging with more appropriate materials.**

Members **RESOLVED** to **delegate the identifying of suitable materials to the Clerk and Cllr. Nelson.**

**245/09-10 Victoria Park Benches**

Members consider the relocating of the 6 Benches currently in use at Victoria Park, to other locations, as a result of the regeneration of Victoria Park. Members **RESOLVED** to **direct T&W Council (environmental services) to move the aforementioned benches to play and recreational areas within the Town where they considered the need to be the greatest.**

**RESOURCES & ADMINISTRATION**

**246/09-10 Routine Correspondence**

Members noted the list of routine correspondence received during January 2010. **attached at Appendix 'H'**

**247/09-10 Annual Town Awards**

Cllr Ashley advised members of the categories and sponsors of the Town awards to be presented on 31 March 2010 at Cosy Hall, in conjunction with the Annual Town Meeting.

Members were reminded that at the next Full Town Council Meeting nominations for the special recognition award [decided by the Town Council] would be considered, and asked to give serious thought to suitable candidates.

**248/09-10 St. Georges Day Celebrations**

Cllr Scott advised members that a small committee had been set up to organise events. A meeting of interested parties would be held on 25 February in the Victoria Hotel, fellow Cllrs were invited to attend.

**249/09-10 Town Council Meetings**

Members confirmed the Meeting dates for Municipal Year 2010 /2011 – copy **attached at Appendix ‘J’**.

**TOWN PLANNING & ECONOMIC DEVELOPMENT**

**250/09-10 Planning & Economic Development Committee Meeting – Minutes**

Members noted the unsigned Minutes of a meeting held on 13 January 2010 – previously circulated.

**251/09-10 Central Square Night Club**

Following the last meeting the Clerk had written to the owners of central square to raise its concerns over the state of its repair.

Members noted correspondence from the Newport (Salop) Market & Trading Company [the owners], appreciating the concern of the Town Council regarding the general appearance of the property. A copy of the Town Council letter has been forwarded to the tenant by the market Company who will let the Town Council have their [the tenants] comments.

**252/09-10 Newport Regeneration Partnership**

Members received a verbal brief from Cllr Nelson regarding the ongoing regeneration partnership projects.

The Clerk advised that the balance (£2700) of the ear marked fund ‘Canal Picnic Corner’ would be paid to Telford & Wrekin Council to enhance the quality of the benches and picnic tables in Victoria Park.

**SHROPSHIRE ASSOCIATION / NATIONAL ASSOCIATION OF LOCAL COUNCILS (SALC / NALC)**

- 253/09-10** a. Members noted a draft constitution consultation. The Clerk advised that the Mayor (who has attended a number of meetings on the subject) was satisfied with the draft.

b. Members noted a Satisfaction Survey and asked that it be completed by the Mayor.

c. Members volunteered to attend the SALC training courses as detailed in **Appendix 'K'**.

d. Members noted the information sheet and order form for new edition of The Parish Councillor's Guide.

e. Members noted the Buckingham Palace Garden Parties 2010 nomination form and that the Mayor had expressed a wish to be considered to attend.

***Cllr Norton departed the meeting***

**254/09-10      Legal Briefing L17-08 Level of Burial Fees (England)**

Members noted the Briefing.

**255/09-10      EXCLUSION OF PRESS AND PUBLIC**

It was **RESOLVED** that in view of the special nature of the business about to be transacted (that is consideration of Staffing Issues) it was advisable in the public interest that the press and public be temporarily excluded.

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Signed .....

Dated.....