



# NEWPORT (Shropshire) TOWN COUNCIL

## MINUTES OF THE ANNUAL MEETING

held on  
**Wednesday 12 May 2010**  
at  
**The Guildhall, High Street, Newport**

**PRESENT:** Cllrs: Eric Carter (in Part)  
Glyn Gratton  
Tony Forrester  
Adrian Meredith  
Tim Nelson  
Phil Norton  
Peter Scott  
Roy Scammell  
Adam Stanton  
Bob Unwin

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

**APOLOGIES FOR ABSENCE** were received from: Cllrs Eric Carter (meeting) Dan Ashley (vacation), Sian Walker (Work Commitments)

Cllr Roy Scammell chaired the commencement of the meeting as the current Town Mayor.

### **1/10-11 DECLARATIONS OF INTEREST**

Cllrs Gratton and Scott declared a personal and prejudicial interest in the cheque list for cheques raised out of meeting (961 Scott, 962 Gratton) as they were recipients.

### **2/10-11 ELECTION OF TOWN MAYOR**

Cllr Roy Scammell was duly elected to serve as Town Mayor for the Municipal Year 2010/11 and following a Declaration of Acceptance of Office chaired the remainder of the meeting.

### **3/10-11 ELECTION OF DEPUTY TOWN MAYOR**

Cllr Tony Forrester was duly elected as Deputy Town Mayor for the Municipal Year 2010/11.

### **4/10-11 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 Eric Carter (volunteered upon arrival at the meeting)  
Cllr Glyn Gratton  
Cllr Tim Nelson  
Cllr Phil Norton  
Cllr Peter Scott

**b. Leisure & Environmental Services**

Cllr Glyn Gratton  
Cllr Adrian Meredith  
Cllr Tim Nelson  
Cllr Peter Scott  
Cllr Bob Unwin

**c. Planning & Economic Development**

Cllr Glyn Gratton  
Cllr Tim Nelson  
Cllr Phil Norton  
Cllr Bob Unwin  
Cllr Sian Walker

**5/10-11 Staffing Committee**

The following 3 members were appointed to the Staffing Committee along with the Mayor and Deputy Mayor

Cllr Glyn Gratton  
Cllr Phil Norton  
Cllr Adam Stanton

**6/10-11 APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES**

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

**7/10-11 SUSPENSION OF MEETING**

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

**8/10-11 ANNOUNCEMENTS**

A copy of the Town Mayor's engagements for April and May 2010 is **attached at Appendix 'B'**.

**9/10-11 MINUTES**

The Minutes of the meeting held on 14 April 2010 were approved as a true record.

**10/10-11      MATTERS ARISING**

There were no matters arising

**FINANCE**

**11/10-11      Finance Report**

The Clerk advised members that following the end of year close down of accounts it had been observed that an un-presented cheque (£50) of over 6 months old remained un-cashed. As such it had been necessary to credit the 2009/10 accounts with £50 on the 31 March, retrospectively). The finance statement for March had therefore been amended and resulted in an increase of £50 to the revenue account as at 31 Mar 2010. A revised finance statement was distributed and ratified by members.

*(Clerk's Note: the revised, ratified, statement will replace **Annex 'D'** of the April Town Council Minutes.)*

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

*(Clerk's Note: Cllrs Gratton and Scott departed the meeting while the 2 cheques for which they had declared and interest were approved).*

Cllrs Scammell and Unwin were instructed to sign the cheques approved for payment at the meeting.

**12/10-11      Bank Reconciliation**

Cllr Scammell advised Members that he had undertaken a reconciliation of the Bank account statement as at 31 March 2010 and had found nothing to report.

**13/10-11      Members' Allowances**

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

Cllr Gratton  
Cllr Nelson  
Cllr Meredith  
Cllr Norton  
Cllr Scott

The following members declined to claim the annual allowance

Cllr Unwin

Cllr Unwin asked that it be noted that he would still claim travelling expenses for council business (as was the entitlement of those who had indicated their intention to claim the annual allowance) and as such saw no need for him to claim the annual allowance.

Cllr Roy Scammell will receive his allowances as Town Mayor.

*(Clerk's Note: As co-opted members, Cllrs Forrester and Walker are not entitled to claim an annual allowance.)*

**14/10-11 Thank You Letters**

Letters of thanks for grants previously awarded by the Town Council had been received from the:

- (1) St. George's Day Committee
- (2) Heart of England in Bloom Committee (HIEB)
- (3) Old Tyme Market

Cllr Carter arrived at the meeting.

**15/10-11 The Friends of St. Nicholas Church**

It was **RESOLVED** to:

**Authorise the payment of £20 for the renewal of subscription to the Friends of St. Nicholas Church.**

**NATIONAL / REGIONAL MATTERS**

**16/10-11 Newport Postal Sorting Office**

Members noted further correspondence from the Post Office regarding the continued situation with on going speculation of the closure – **attached at Appendix 'D'**.

Following on from last months discussion on the subject, members noted that following the General Election and that the MP for our constituency was known that a letter would shortly be sent to Mark Pritchard on the matter and asked that it be copied to the Government's Secretary for Business at the House of Commons.

**COMMUNITY SAFETY**

**17/10-11 Community Safety Committee – Minutes**

Members noted the unsigned Minutes of a Community Safety Committee meeting held on 21 April 2010 **attached at Appendix 'E'**.

**RESOURCES & ADMINISTRATION**

**18/10-11 Routine Correspondence**

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

**19/10-11 Meeting dates**

The Calendar of meeting dates which was accepted at the February Meeting was re-distributed to members.

**TOWN PLANNING & ECONOMIC DEVELOPMENT**

**20/10-11 Planning & Economic Development Committee Meeting – Minutes**

Members noted the unsigned Minutes of a meeting held on 14 April 2010 **attached at Appendix 'G'**.

**21/10-11 Newport Regeneration Partnership (NRP)**

Members noted the Minutes of a Regeneration Partnership Meeting held on Tuesday 13 April 2010 **attached at Appendix 'H'**.

Cllr Nelson provide an overview of the previous evening's regeneration partnership meeting which will be documented in their minutes in due course.

**EXCLUSION OF PRESS AND PUBLIC**

**22/10-11** It was **RESOLVED** that in view of the special nature of the business about to be transacted (that is consideration of **Staffing Matters**) it is in the public interest that the press and public be temporarily excluded and they were instructed to withdraw.

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Signed .....

Dated .....