



MINUTES OF A MEETING

held on
Wednesday 9 February 2005
at
The Guildhall, High Street, Newport

PRESENT: Cllrs: Sally Wiggin – Town Mayor
Glyn Gratton – Deputy Town Mayor
David Adams
Irene Evans
John Evans
Brenda Flowers
George Franks
Glyn Holland
Adrian Meredith
Janette Treagust
Bob Unwin

IN ATTENDANCE: D. L. Halliday – Town Clerk

APOLOGIES FOR ABSENCE were received from Cllr Martyn Edwards.

239/04-05 SUSPENSION OF MEETING

There being no members of the public present, the meeting continued without suspension.

240/04-05 DECLARATIONS OF INTEREST

There were no Declarations of Interest.

241/04-05 ANNOUNCEMENTS

- a. A list of the Town Mayor's engagements is **attached at Appendix 'A'**.
- b. Cllr Adams announced he was visiting Dragey and members asked him to convey the greetings of Newport to the Mayor and villagers.

242/04-05 MINUTES

The Minutes of the meeting held on 12 January 2005 were approved as a true record subject to an amendment to Minute 225/04-05 where pecuniary should be replaced by prejudicial.

243/04-05 MATTERS ARISING FROM THE MINUTES

a. High Street

Cllr Adrian Meredith reported a serious accident to a pedestrian and her baby following a fall outside Kwik Save on the High Street due to damaged paving. Members expressed their concerns over the lack of maintenance and **RESOLVED that the Town Clerk write to the Leader of the Borough Council in the strongest terms requesting action.**

FINANCE

244/04-05 Finance Report

The Finance Report for January 2005, **attached at Appendix 'B'** and the payments therein, were approved / ratified.

It was **RESOLVED to transfer underspend on Capital Project items to Capital Reserves as follows:**

a.	Window Notice Boards	£105.00
b.	Union Flag	£218.09
c.	Litter Bins	£172.50
d.	Boundary Signs	£850.00

245/04-05 Thank You Letter

Members noted a letter of thanks for pledged grant money in 2005/06 from Newport's Heart of England in Bloom Committee.

245/04-05 Grant Applications

Members considered applications for grants detailed at **Appendix 'C'** and **RESOLVED:**

a. to award Section 137 Grants as follows:

	£	CDA*
Burton Borough Badminton Club	150.00	+
Burton Borough Sports Hall	250.00	+
Home-Start Telford & Wrekin	100.00	n
Telford & Wrekin Senior Citizens Forum	90.00	n
DIAL Shropshire / Telford & Wrekin	200.00	n
TRANS Shropshire	100.00	n
Marie Curie Cancer Care	200.00	n

b. to award Youth Grants as follows:

Crucial Crew 2005	500.00	+
-------------------	--------	---

- c. to pledge grant funding to be paid in April 2005 as follows:

Newport Cottage Care 470.00 max. n

- d. to award no grant to:

Abraham Darby School.

* CDA = Crime & Disorder Act

+ positive

+ negative

n neutral

247/04-05 Breast Feeding Support Group

Members considered a letter **attached at Appendix 'D'**. They viewed the lack of funding for Newport because of the perceived affluence of the area as iniquitous and directed the Town Clerk to send a strongly worded letter to the Chief Executive of the PCT demanding equal treatment for all. In the interim it was **RESOLVED to pledge £100.00 to be paid after 1 April 2005 to assist with the provision of literature.**

248/04-05 Financial Regulations

Members were informed that the Town Council has received a copy of a new Model 2 Draft Financial Regulations for consideration for adoption. The Council's current Regulations, adopted in September 2002 as an appendix to Standing Orders followed the national Model 1.

The new Model is quite different from the existing format. In order for the Town Clerk and Finance Officer to compare and contrast the two models and bring forward a new draft appropriate for Newport, the earliest date for consideration would be the March 2005 meeting.

249/04-05 Annual Risk Assessment Review

Members considered the Risk Assessment Strategy **attached at Appendix 'E'** and **RESOLVED to retain it in the current format.** It will be reviewed again before the financial year 2006/07.

Members were also informed that Royal Sun Alliance, the Council's insurers, have recently conducted their own on site review and approved in house measures.

TELFORD & WREKIN BOROUGH MATTERS

250/04-05 Car Parking Charges

Members noted correspondence from Wellington Town Council to the Borough of Telford & Wrekin and the follow-up letter from this Town Council, **attached at Appendix 'F'**.

RESOURCES & ADMINISTRATION

251/04-05 Freedom of Information Act (FOIA) – Authorisation of Qualified Person

Members noted the direction of ODPM in respect of qualified persons to determine whether information can be released or is exempt, **attached at Appendix 'G'**. To determine difficult cases it was **RESOLVED that a small sub-committee be established to apply the “public interest test” and be composed of:**

**The Town Mayor
Chairman of Leisure & Environmental Services Committee
Chairman of Community Safety Committee**

252/04-05 FOIA – General Right of Access – Action Plan

Members **RESOLVED to adopt the Action Plan attached at Appendix 'H' subject to the inclusion of those councillors appointed to the sub-committee as detailed in Minutes 251/04-05.**

253/04-05 Meeting Dates 2005/06

Members **RESOLVED to approve the Meeting Dates for 2005/06 as detailed at Appendix 'J'**.

The list formalises a change to remove the combined Town Council / Community Safety Committee Meetings. It will result in a decrease of 2 Community Safety Committee meetings to 4 per annum but it is felt that the Committee is now well established and its work can be adequately shared between the proposed 4 meetings.

254/04-05 Annual Town Meeting 2004 / 05

Members were informed that the Annual Town Meeting will take place on Wednesday 6 April 2005 at the Cosy Hall commencing at 7.00 p.m.

It was **RESOLVED** that the theme for the evening should be ***“What the Town Council is doing for you and what else should it do?”*** Reports from Chairman of Committees will form the mainstay of the evening with an overview by the Town Mayor and / or Deputy Town Mayor. Proposals for new functions will be debated with the floor.

COMMUNITY SAFETY

255/04-05 Footway Lighting – Newport

Members noted a letter sent to the Head of Mobility & Development at Telford & Wrekin Borough Council:

The number of properties currently being served by the Borough Council in the provision of footway lighting is 699.

A holding reply has been received from the Borough Council, with a full response to follow.

256/04-05 Rural Transport Strategy 2006 – 2011

Members noted a letter from the Rural Transport Officer attached at **Appendix ‘K’**.

LEISURE & ENVIRONMENTAL SERVICES

257/04-05 Leisure & Environmental Services Committee Meeting Minutes

Members noted the Minutes of the meeting held on 26 January 2005 attached at **Appendix ‘L’**.

258/04-05 CPRE Shropshire Landscapes – Spring 2005

Members noted receipt of the Newsletter.

TOWN PLANNING & DEVELOPMENT

259/04-05 Planning & Economic Development Committee Meeting – Minutes

Members noted the Minutes of the Meeting held on 12 January 2005.

260/04-05 Newport Regeneration Partnership

Members noted the dates for future Partnership meetings attached at **Appendix ‘M’**.

261/04-05 West Midlands @ 2021

A copy of the guide to Spatial Strategy was circulated and is attached at **Appendix 'N'**.

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

262/04-05 SALC Lets Talk Training – Issue 1

Members noted receipt of the newsletter.

263/04-05 NALC Policy Update – Planning Obligations

Members noted the ODPM Consultation detailed at **Appendix 'P'**.

264/04-05 Wrekin Area Committee Meeting – Minutes

Members noted the Minutes of a meeting held on 16 December 2004 attached at **Appendix 'Q'**.

265/04-05 EXCLUSION OF PRESS & PUBLIC

It was **RESOLVED** that in view of the special nature of the business that is about to be conducted, (that is consideration of new national salary scales for Clerks / Deputy Clerks and Assistant Clerks, and matters relating to CCTV and Cemetery Land) it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.

Signed

Dated