

## **Broseley and Much Wenlock Safer Neighbourhood Team (SNT)**

### **Update to Broseley Town Council: 03/03/2024**

Update on Police and SNT activity in the area. In addition to the Officers in the Safer Neighbourhood Team, there is a team of Response Officers based in Bridgnorth Police Station who attend incidents in the area. Currently, we only have a PC and a PCSO on the team. There are no PCSO's currently being trained and therefore no time frame can be given for the arrival of a replacement for the PCSO who left in September 2022.

Neighbourhood Matters. Neighbourhood Matters is an online messaging service operated by West Mercia Police. SNT Officers are sending Crime Alerts and other locally relevant information out to all those who join the service. Please encourage everyone to check out what is available by following the link - <https://www.neighbourhoodmatters.co.uk/>

West Mercia Police has signed up to the Local Policing Community Charter. The Council has outlined its three main Policing Priorities as:

Anti-social Behaviour (ASB). There has been one report of a group of youths messing around with a wheelchair in the high street. In addition, there was report early in the month of at least two youths riding a quad bike in the area of Wilkinson Avenue.

Drugs. There have been no reports from members of the public of drug related activity, however, a number of reports have been submitted by Officers regarding suspicious incident potentially linked to such activity.

Theft (Farms & Dwellings). An attempt was made to break into an outbuilding at a property close to the Woodbridge, nothing was stolen as the building door remained secured despite the offenders efforts.

Anti-social behaviour (ASB). There were two reports of youths involved in anti-social behaviour, however, none of the youths involved could be identified by the people who witnessed the activity. SNT Officer continue to patrol the areas where such activity has been previously reported.

Burglary. An attempted burglary was reported at a property close to the Woodbridge, offenders have caused damage while trying to break into an outbuilding. It appears that they were unsuccessful in gaining entry. A car was stolen from the Bridgnorth Road. Offenders broke into the cashpoint machine at the Asda shop on the Ironbridge Road.

Suspicious Circumstances. There were three reports of suspicious vehicles seen around the area, Officers were deployed to two of these but were unable to locate the vehicles of concern. For the third incident, no Officers were available to deploy. There was an incident of a potential burglary at an unoccupied building, but this turned out to be youths trespassing who were given suitable words of advice.

Vehicle Seizure. A van involved in crime were seized by Police, it was bearing false registration number plates. Checks at the scene soon identified the correct registration of a vehicle that was of interest to the Police.

There was an alarm activation at a commercial premises and Officers attended, however, it was a false activation.

A rogue trader has targeted a vulnerable elderly female, Officers, her family and staff at her bank were able to ensure her welfare and her safeguard her finances.

There were two reports of assault, one was made after the event and did not need Officers to deploy. The other was dealt with by Officers deploying to the scene and dealing with the matter. There was also a public order incident that required the deployment of Officers to separate two groups of people.

There was a planned protest at the Pipemakers Arms in Broseley that passed off very peacefully.

Road Related. There were three Road traffic Collisions, Officers were deployed to two of them to assist in the management of traffic but the third did not require Police attendance. A car has been reported to be being driven by a driver without insurance, details have been passed to all Officers so that if seen positive action can be taken.

Domestic Incidents. There were fifteen incidents relating to domestic abuse, Officers attended and dealt with them in an appropriate manner and our partner agencies have been involved in several of them.

There were four reports of concern for the welfare of children, Officers were deployed to all of these and after dealing with the initial concerns passed details and responsibility to our partner agencies who are more suitable to deal with the matters identified. There was also a report of a concern for the welfare of a dog; this was passed to the RSPCA as the most appropriate agency to deal with the matter.



**Broseley Town Council**

Minutes of a Town Council meeting  
held at the Birchmeadow Centre  
at 7pm on Tuesday 13 February 2024.

**Present:**

Town Mayor Cllr. Andy Taylor, Deputy Town Mayor Caroline Bagnall, Cllr. Ian West, Cllr. Michael Burton, Cllr. Su Evans-Turner, Cllr. Roy Childs, Cllr. Simon Harris, Cllr. D Pollard and Cllr. Raymond Sergeant.

**In attendance:**

Jenna Munday, Acting Town Clerk

**639/2023 Chairman’s Welcome**

The Town Mayor welcomed everyone to the meeting.

**640/2023 Apologies for absence**

There following apology was received:

Councillor	Reason
Mark Garbett	Personal Matter

**641/2023 Disclosure of Pecuniary Interests**

The following pecuniary and non-pecuniary interests were declared:

Councillor	Interest
Simon Harris	Festival Committee Member (Non-Pecuniary)
Ian West	Birchmeadow Management Committee (Non-Pecuniary)
Caroline Bagnall	Birchmeadow Management Committee Chair (Non-Pecuniary)
Roy Childs	Birchmeadow Centre Employee (Pecuniary)

**642/2023 Dispensations**

There were no dispensations requested.

**643/2023 Public Participation**

There were no members of the public present.

**644/2023 Co-option**

Following the resignation of Cllr. Charlie Garratt one candidate had expressed an interest in being co-opted to fill the councillor vacancy. The Town Mayor invited the candidate to give a presentation as to why they would like to be co-opted to join the Council.

Following a vote. **It was PROPOSED, SECONDED and AGREED that Raymond Sergeant would be co-opted to join the Town Council.**

**Raymond then signed his declaration of acceptance of office as a Town Councillor.**

Members welcomed Raymond, and wished him the very best in his new role as a Town Councillor.

**645/2023 Police Report**

**a) Members received the following written report from the Broseley and Much**

**Wenlock Safer Neighbourhood Team:** Update to Broseley Town Council: 06/02/2024  
Update on Police and SNT activity in the area. In addition to the Officers in the Safer Neighbourhood Team, there is a team of Response Officers based in Bridgnorth Police Station who attend incidents in the area. There has been an increased presence in the town as Officers from other departments have been targeting rural crime across the County and this has led to the seizure of a number of vehicles.

- Neighbourhood Matters. Neighbourhood Matters is an online messaging service operated by West Mercia Police. SNT Officers are sending Crime Alerts and other locally relevant information out to all those who join the service. Please encourage everyone to check out what is available by following the link - <https://www.neighbourhoodmatters.co.uk/>
- West Mercia Police has signed up to the Local Policing Community Charter. The Council has outlined its three main Policing Priorities as:
  - Anti-social Behaviour (ASB). There have been ten reports of youth related ASB, six involved a group of youths knocking on doors and running away, two involved a quad bike being ridden by a rider who appeared to be too young (face concealed). There was also a report of a group throwing stones and milk in the high street and another of a group being abusive.
  - Speeding. There has been an anonymous report of a car being driven at a speed perceived to have been in excess of the 30-mph limit. The vehicle reported has not come to the attention of the Police before. SNT have noted the detail of the anonymous report.
  - Drugs. Locations that have either been linked to drug related activity or to suspected drug dealers have been patrolled and a number of reports submitted regarding such activity.
  - Anti-social behaviour (ASB). There have been ten incidents of youth related ASB, where there have been eye witness accounts, those involved appear to be a different group to the ones that have previously been causing issues in the town as the descriptions do not match. SNT Officers will be continuing to patrol when on duty.
  - Burglary. A number of power tools were stolen from an outbuilding in the Linley area, a quad was stolen from an outbuilding in the Shirlett area, a car was stolen by offenders breaking into a house to steal the keys, there was an attempted burglary of a store and a Land Rover stolen from a farm was pursued and recovered by Officers, an arrest was made.
  - Car Theft. A car stolen in the town was later found by a Tracker company and recovered. Officers were deployed to an address to recover some firearm cartridges following the sudden death of a firearms certificate holder.
  - Criminal damage. There were two reports where vehicles were damaged by having their windows smashed, one in the town and one in the Jackfield area.
  - Vehicle Seizure. Five vehicles involved in crime were seized by Police, one of which was completely burnt out. Two other vehicles were seized because they had no insurance or tax. A pair of registration plates for Land Rovers were found abandoned in a field and seized.
  - Road Related. There was a report of a pair of horses being loose on the road.
  - Domestic Incidents. There were two incidents relating to domestic abuse, Officers attended and dealt with both in an appropriate manner.
  - There were five hoax/malicious 999 calls made, two made from the telephone in the square. Two other 999 calls were diverted to the ambulance service as they involved people reporting a mental health issue.
  - There were four reports of concern for the welfare of people, Officers were deployed to three of these and one of our partner agencies was more suitable to deal with the fourth. Details from two of the incidents that Officers deployed to have been passed to our partner agencies for help in resolving the issues identified.

## NOTED

- b) Members CONSIDERED whether there were any policing priorities changes to be made. It was **PROPOSED, SECONDED and AGREED to request the following:**
1. **Anti-Social Behaviour**
  2. **Drugs**
  3. **Theft – Farm and Dwellings.**

### 646/2023 Mayors Announcements

**Members received and NOTED the following report from the Town Mayor, Cllr. Andy Taylor:**

In terms of mayoral duties, the last month has been quite quiet. I was invited to the Pantomime but was unfortunately unwell on the day I was to attend.

BTC was contacted by 'Trailtale' who offered to include the town in a group of South Shropshire towns of a similar size in their mobile tourist app. A subset of the tourism group attended a presentation and were suitably impressed. The tourism group have agreed that we will put ourselves forward to participate. There is no cost to Broseley for 5 years as the initial funding is being provided by the National Lottery heritage fund. Other towns likely to be participating are Much Wenlock, Clun and bishops Castle.

Arrangements are progressing for the 'Celebrate Broseley' event on Sunday 3rd March 2024.

### 647/2023 Shropshire Council

**Members received and NOTED the following report from Shropshire Councillor, Cllr. Caroline Bagnall:**

I attended a meeting of the Strategic Licencing Committee in January as substitute for a colleague. The meeting was held to discuss proposed changes to regulations regarding the display of flags on taxis. This came about as a result of a complaint from a taxi driver who wished to display the Union flag on his vehicle. The committee agreed to amend the rules to allow this, provided the flag is no more than A4 size.

The Southern Planning Committee had a long agenda last month. Committee members are invited to attend site visits on the morning of the committee meeting and, although this makes for a long day, it is very helpful to see the locations relating to the planning applications. Site visits are attended by Planning Officers who can give further details to committee members.

I attended the Task and Finish Group on Bullying and Harassment. Recommendations from the group will go forward to the Transformation and Improvement Scrutiny Committee this week. Last week I attended the Police and Crime Panel which was held at Wychavon District Council offices in Pershore. We received the annual report from the Police and Crime Commissioner, John Campion. I pointed out that Broseley has been short of a full Safer Neighbourhood team for much of the past few years and that delays in replacing members of the team leave the town under resourced in terms of policing. I also pointed out that the delay in getting a response to calls to 101 are resulting in people not bothering to use the service. He accepted that there have been issues with this and improvements to the service are part of his plans for the coming year. I said that we, as representatives of our communities, will be asked to justify the increase in the precept for the police which forms part of our council tax and that this is difficult to do when the resources allocated to our areas appear to be minimal.

The Labour Group on the council put forward their alternative budget last month. This included the proposal to bring services back in house, rather than paying outside contractors to do the work. These contractors often then sub contract the work to others and this increases costs. The group said that if social care services were brought back in house, workers would be paid £14 an hour – well over the minimum wage of around £11 an hour – and would yet save some £14million pounds a year. Following claims by Conservatives that this was part of a 'Marxist agenda', which were refuted by the Labour leader, Cllr Julia Buckley, the item made the Rotten Boroughs pages of Private Eye magazine.

I have chased up the need for gullies to be cleared in Broseley and several of the worst have now been cleared. I have also received calls from local residents regarding a range of issues and I am always happy to help where I can. I can be contacted by phone or email and at the monthly councillor surgeries.

**648/2023 Minutes**

- a) Members **CONSIDERED** the minutes from the Town Council Meeting held on 9 January 2024 **It was PROPOSED, SECONDED and AGREED that the minutes be signed and ADOPTED as a true record providing that the date for the police report is corrected.**
- b) Members **CONSIDERED** the minutes from the Extraordinary Town Council Meeting held on 23 January 2024. **It was PROPOSED, SECONDED and AGREED that the minutes be signed and ADOPTED as a true record**
- c) Members **NOTED** and **ADOPTED** the minutes of the Finance Committee held on 20 December 2023
- d) Members **NOTED** and **ADOPTED** the minutes of the Planning & Transport Committee held on 21 December 2023
- e) Members **NOTED** and **ADOPTED** the minutes of the Estate Committee held on 8 November 2023
- f) Members **NOTED** and **ADOPTED** the minutes of the Staffing Committee held on 29 November 2023.

**649/2023 Financial Matters**

- a) Members **NOTED** the Income and expenditure to end of December
- b) Members **NOTED** the bank reconciliations to end of December
- c) Members **NOTED** the level of reserves
- d) Members **NOTED** the Payments to date
- e) Members **APPROVED** a recommendation from finance to move £75,000 from NHF to EMR 321
- f) Members **CONSIDERED** and **APPROVED** the following grant request for payment: Cllr. Simon Harris didn't take part within the vote.

Organisation	Payment amount
Broseley Festival Grant – Event Security. To be paid from EMR 344	£2,500

Members also **NOTED** that the Town Council had received a grant offer of £12,562.96 for the council to facilitate an Easter, Summer and Winter play scheme within the financial year of 2024/25.

**650/2023 Appointment of Committees**

Members **CONSIDERED** and **APPROVED** that the new councillor would be given the opportunity to attend a finance, estate and staffing meeting so he can understand the requirements should he decide to take one of the vacant seats.

**651/2023 Meeting Schedule 24/25**

Members **CONSIDERED** the meeting schedule for 2024/25. **It was PROPOSED, SECONDED and AGREED to accept the below schedule and to move estates to the Library building from April 2024.**

DATE	TOWN COUNCIL	PLANNING & TRANSPORT COMMITTEE	ESTATE COMMITTEE	STAFFING COMMITTEE	FINANCE COMMITTEE	ANNUAL TOWN METING
<b>2024</b>	<i>Tuesday 7pm</i>	<i>Thursday 7pm</i>	<i>Tuesday *Wednesday 7pm</i>	<i>Wednesday 7pm</i>	<i>Tuesday</i>	<i>Thursday</i>
May	14	23	*15	22	28	
June	11	27			25	
July	9	25	16	24	23	
September	10	26	17	25	24	
October	8	24			22	
November	12	28	19	27	26	
December	10	19			17	

<b>2025</b>						
January	14	23	21	22	28	
February	11	27			25	
March	11	27	18	26	25	
April	8	24			22	
May	13	22	20	28	27	23

**652/2023 Fairfield**

Members **NOTED** that the Acting Clerk had liaised with the estate agent and should any changes come forward then they would approach the town council.

**653/2023 Mayor's Awards**

Members **NOTED** that the plans for the Mayor's Tea event are well underway. Invitations have gone out, the caterer has been booked, and the entertainment is now being finalised. **It was then AGREED that delegated powers be given to the Acting Town Clerk to spend within the agreed budget line of 4650/170, and that a final expenditure report would be brought to council in March for retrospective approval.**

**654/2023 D-Day 80, 6 June 2024**

Members **CONSIDERED** a written report from the Acting Town Clerk and **It was unanimously APPROVED to keep the 80th anniversary of D-Day to a small celebration. The Acting Town Clerk would contact Rev Lynda Lilley to arrange a small remembrance service within the late afternoon of 6 June.**

**655/2023 Street Lighting Upgrade**

Members received a written report from the Acting Town Clerk on the progress made and the final expenditure of the scheme. **It was then PROPOSED, SECONDED and APPROVED that the following be paid:**

- **Tender contract invoice £53,263.10 + VAT EMR 323**
- **Annual Service Contract £5,500 + VAT.**

**Members then gave thanks to Peter Smith, Cllr. Ian West and the Acting Clerk for their efforts making the project a success.**

**656/2023 Correspondence**

Members **NOTED** the following correspondence received:

- Town, Parish boundary review
- Red Church Annual Report
- Letter from a Resident
- Annual spring clean (litter pick to take place on Sunday 24 March)

**657/2023 Agenda Items for Next Meeting**

Members requested the following agenda items for the next meeting:

- Mayor Awards
- Nominations for Town Mayor
- Police Update
- Town Talk
- Climate Action Group Update
- Tourism Group update
- D-Day.

**658/2023 Date of Next Meeting**

a) Members **NOTED** that the next Councillors Surgery will take place on **24 February 2024 at Broseley Library, with Cllr. Caroline Bagnall and Cllr. Roy Childs and Doreen Pollard in attendance.**

b) Members are asked to **NOTE that the next Full Town Council Meeting will take place on Tuesday 12 March 2024.**

**562/2023 Public Bodies (Admission to Meetings) Act 1960**

Pursuant to Section 1(2) of the above Act it was **PROPOSED, SECONDED** and **AGREED** that due to the confidential nature of the business to be transacted the public and press should not be present.

**659/2023 Staffing**

**a) Members received a verbal update on the Town Clerks absence:**

- The most recent update between the Clerk and the Town Mayor’s telephone welfare call was **NOTED**
- Members considered discretionary pay. **It was AGREED that this be denied as this could set a precedent for other staff going forward**
- Members **NOTED** that the contract between BTC and T&W had been terminated, and a refund of £389.55 + VAT was accepted
- HR have given advice on the next steps to manage the absence. **It was then AGREED to follow HR advice and that the documents be sent to the clerk**
- Members **AGREED** the proposed expenditure for OH be accepted a cost between £175-£378.

**b) Members received the following a verbal update on other staffing matters from the Chair of Staffing:**

- Grave digging has been taking much longer due to the amount of rain fall we have had, so we have required K Carter to help with external digging. **Members then agreed the expenditure of £250 per dig to be paid at a total cost of £750 for three recent burials.**
- Applications for the Head Grounds Keeper post are starting to come through, and shortlisting will begin after the closing date of 23 February 2023
- Members **AGREED** to advertise the Grounds Post with indeed also.

**660/2023 Birchmeadow Centre**

Members **CONSIDERED** a recommendation from the estate committee to approve the proposed expenditure, for JC Electrical to undertake the LED lighting upgrade that is required within the Birchmeadow Centre. **It was PROPOSED, SECONDED and AGREED to accept the quotation of £2,450 + VAT.**

The meeting closed at: 20:55

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Chairman





## Broseley Town Council

Minutes of a Finance Committee meeting  
held at 7pm at the Library Building, Broseley  
on Tuesday 23 January 2024

### Present:

Chairman – Cllr. Andy Taylor, Deputy Chairman - Cllr. Ian West and Cllr. Simon Harris.

### In attendance:

Jenna Munday, Acting Town Clerk

### 604/2023 Chairman's Welcome

The Chairman welcomed everyone to the meeting.

### 605/2023 Apologies for absence:

The following apology was received and **NOTED**:

Councillor	Reason
Mark Garbett	Holiday

### 606/2023 Public Participation

There were no members of the public present.

### 607/2023 Disclosure of Pecuniary Interests

Cllr. Harris declared a non-pecuniary interest to Broseley Festivals grant application.

### 608/2023 Dispensations

There were no dispensations requested.

### 609/2023 Minutes

The minutes from a Finance Committee meeting held on 19 December 2023 were considered for approval. **It was PROPOSED, SECONDED and AGREED that the minutes to be APPROVED and ADOPTED as a true record.**

### 610/2023 Officers Report

Members **NOTED** the written report on action taken following decisions made at previous meetings.

### 611/2023 Payment Schedule and Request for Payment

- a) Members **NOTED** the Payment schedule for December 2023
- b) Members **CONSIDERED** further payment requests for **APPROVAL**. **It was PROPOSED, SECONDED and AGREED** that the following payments be made:

Organisation	Payment Amount
SLCC – Acting Town Clerks Annual Membership Fee	£353.00
RMW – Library Fire Alarm and Emergency Lighting Annual Agreement	£386.25 + VAT
K Carter – Double Grave Dig x2 Burials	£150.00

Town Mayor: Cllr. Andy Taylor

Deputy Town Mayor: Cllr. Caroline Bagnall

Members then **CONSIDERED** a written report from the Acting Town Clerk on utility renewal costs for the Birchmeadow Centre and Cemetery. **It was PROPOSED, SECONDED and AGREED that the revised costs from West Mercia energy be accepted.**

Members then **NOTED** that when the contracts with SSE come to an end then we would also look at transferring these to West Mercia.

**612/2023 Spend to Date**

Members considered the income and cost centre report for December. **It was PROPOSED, SECONDED and AGREED that the cost centre report is to be accepted.**

**613/2023 Bank Reconciliations**

Members considered the bank reconciliations. **It was PROPOSED, SECONDED and AGREED that the bank reconciliations for the month of December 2023 be signed and accepted.**

**614/2023 Other Financial Reports**

Members **NOTED** the Balance sheet and the current level of EMR.

**615/2023 Grants**

Members **CONSIDERED** two grant applications for **APPROVAL**. **It was PROPOSED, SECONDED and AGREED that a grant of £ 300.00 be awarded to Ironbridge Gorge Walking Festival. It was also AGREED to request feedback on last year's grant funding award.**

Members **AGREED** that further information would be requested from the second applicant and that providing that the requested information is received by 7 February, then Town Council could consider this request at their meeting in February.

**616/2023 Staff Salaries and Pensions**

Members considered a suitable date for members to come in to the office to carry out an internal check. **It was PROPOSED, SECONDED and AGREED that Cllr. Taylor and Cllr. West would carry out the internal check on Monday 29 January 2024 at 12 noon.**

**617/2023 Date of Next Meeting**

Members **NOTED** that the next Finance Committee Meeting will take place on Tuesday 27 February 2023 at **7pm** in the Library building.

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**618/2023 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

Pursuant to Section 1(2) of the above Act and due to the confidential nature of the following business to be transacted it will be **PROPOSED, SECONDED and APPROVED** that the public and press should not be present

**619/2023 Dark Lane Toilets**

Members **NOTED** a quotation from Healthmatic to repair the contactless entry system that the estate committee approved on 17 January 2024.

**620/2023 Structural Survey**

Members **CONSIDERED** quotations for a structural survey within the Library. **It was PROPOSED, SECONDED and AGREED to request further quotations locally and a budget be set at no more than £450, and delegated authority be given to the Acting Town Clerk to instruct the contractor that comes in within budget. Retrospective approval would be obtained at the next meeting.**

**621/2023 Street Lighting Upgrade**

Members **NOTED** that the project is going very well, and the feedback received so far has been positive.

It was then **NOTED** that three columns had been requested to be relocated, and that Prysmian have honoured this request, however if any further requests are received then there would be a charge and the scheme would be put back because of this. **Members AGREED that any further requests must be considered by the finance committee first.**

The meeting closed at 19:50

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Chairman



**Broseley Town Council**

Minutes of a Planning & Transport Committee meeting

held at 7pm on Thursday 25 January 2024

at The Library, Broseley

**Present:**

Cllr. Ian West (Chairman), Cllr. Caroline Bagnall, Cllr. Andy Taylor and Cllr. Su Evans Turner.

**In attendance:**

Jenna Munday, Acting Town Clerk

**622/2023 Chairman's Welcome**

The Chairman welcomed everyone to the meeting.

**623/2023 Public Participation**

There were no members of the public present.

**624/2023 Apologies for absence**

Cllr. Roy Childs was unable to attend due to a work commitment.

**625/2023 Disclosure of Pecuniary Interests**

There were no pecuniary interests declared.

**626/2023 Dispensations**

There were no dispensations required.

**627/2023 Minutes**

Members considered for approval the minutes of a Planning Committee meeting held on 21 December 2023. **It was PROPOSED, SECONDED and AGREED that the minutes be APPROVED and ADOPTED as a true record.**

**628/2023 Planning Matters**

a) Members considered a response to the following applications:

<p><b>23/05076/FUL</b> Comilla, Birchmeadow Road, Broseley, Shropshire, TF125LP.</p>	<p><b>Proposal:</b> Erection of 3No bungalows with associated amenity space and parking, including parking for adjacent bungalow. <b>It was PROPOSED, SECONDED and AGREED that no change would be made to the comments that members made to the original application submitted in December.</b></p>
<p><b>23/05379/CPL</b> 55A Crews Park, Broseley Wood, Broseley, Shropshire, TF12 5QQ</p>	<p><b>Proposal:</b> Application for Lawful Development Certificate for a single storey rear porch extension. <b>It was PROPOSED, SECONDED and AGREED to SUPPORT this application.</b></p>

b) Members NOTED the following Discharge of Condition applications:

<b>24/00276/DIS</b> 89 High Street, Broseley, Shropshire, TF12 5ET	<b>Proposal:</b> Discharge of Condition 3 (Details Works) on Planning Permission 23/03683/FUL.
<b>24/00281/DIS</b> New Dwelling Off Fox Lane, Broseley, Shropshire	<b>Proposal:</b> Discharge of Conditions 3 (External Materials), 4 (Joinery and Verge Details), 5 (Contaminated Land) and 7 (Fencing) on Planning Permission 22/00875/FUL

### 629/2023 Planning Decisions

The following planning decisions were **NOTED**:

<b>23/05167/FUL</b> 24 Cobwell Road, Broseley Wood, Broseley, Shropshire, TF12 5QN	Proposal: Replacement of existing timber windows to new Shepley Visage Rio Flush Sash Windows. (PVCu) <b>GRANTED</b>
<b>23/04728/PMBPA</b> Folly Farm, 51 Coalport Road, Broseley, Shropshire, TF12 5AN	Proposal: Application for prior approval under Part 3, Class Q of the Town & Country Planning (General Permitted Development) (England) Order 2015 for the change of use from agricultural to form 5No. smaller dwelling houses <b>REFUSE</b>
<b>24/00011/CPL</b> 47 Wilkinson Avenue, Broseley, Shropshire, TF12 5DZ.	<b>Proposal:</b> Conversion of garage to habitable accommodation for dependant relative. <b>GRANTED</b>

### 630/2023 Applications for Work to Trees

Members considered a response to the following applications:

<b>24/00101/TCA</b> 17 Barber Street, Broseley, Shropshire, TF12 5NR	Proposal: To fell (and treat stump) 1no. Eucalyptus tree (T1) within Broseley Conservation Area. <b>It was PROPOSED, SECONDED and AGREED to SUPPORT this application.</b>
<b>24/00308/TCA</b> 45 King Street, Broseley, Shropshire, TF12 5NA	Proposal: Various work to 5no. trees (see schedule) within Broseley Conservation Area. <b>It was PROPOSED, SECONDED and AGREED to SUPPORT this application.</b>

### 631/2023 Decisions on Tree Works

The following tree decisions were **NOTED**:

<p><b>23/04855/TPO</b> 5 Gestiana Gardens, Woodlands Road, Broseley, Shropshire, TF12 5PU</p>	<p>Proposal: To reduce branches growing towards the house by 1.5 meters from 1no. Silver Birch (T1) and to remove branch stubs from previous works and sensitively crown lift by 0.5 metres 1no. Sycamore (T2) protected by Shropshire Council (Land adjacent Gestiana, Woodlands Road, Broseley) TPO 2017 (Ref. SC/00306/17) <b>GRANTED</b></p>
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**632/2023 Safer Roads Grant**

Members attended a meeting with Nick Newton, Traffic Officer from Shropshire Council this week, and he fully supports with the council with the safer road signage scheme. **It was AGREED subject to receiving a successful bid the areas for VAS signage would be as follows:**

1. Dark Lane
2. Coalport Road
3. Ironbridge Road
4. Bridgnorth Road

**633/2023 Highways**

Members **NOTED** the following Highways issues:

There had been a report received about the poor state of Bridge Road, and the lack of grit in bins to help these matters. Cllr West explained that this area falls into Barrow, and the Clerk will pass on these reports to the parish Clerk for that area.

**634/2023 Footpaths**

There were no footpath issues reported.

**635/2023 Transport**

There were no transport issues reported.

**636/2023 Correspondence**

Members **NOTED** the following correspondence received:

- Calcutts Road surface dressing
- Calcutts Road parking
- Dog Fouling.

**637/2023 Date of Next Meeting**

- a) Members **NOTED** that the next meeting will take place at 7pm on **22 February 2024** within the Birchmeadow Centre
- b) Members **CONSIDERED** a revised date for a planning meeting that is scheduled to take place on 25 April 2024. **It was AGREED that the meeting date would be changed to take place within the Birchmeadow Centre at 7pm on Monday 22 April 2024.**

**Public Bodies (Admissions to Meetings) Act 1960**

Pursuant to Section 1(2) of the above Act it is requested that due to the confidential nature of the business so be transacted the public and press should not be present.

**638/2023 Enforcement Notices**

There were no enforcement notices received.

Members **NOTED** correspondence received that related to Shropshire Council's Enforcement Protocol, members present said that they always treat these matters with the strictest confidence.

**The meeting closed at 20.10**

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

*Town Mayor Cllr. Andy Taylor  
Deputy Town Mayor: Cllr Caroline Bagnall*



**Broseley Town Council**

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## Minutes

of a Staffing Committee meeting  
held at the Library Building, Broseley  
at 7pm on Wednesday 10 January 2024

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**Present:**

Cllr. Su Evans-Turner, Cllr Roy Childs and Cllr Simon Harris.

**In attendance:**

Jenna Munday, Acting Town Town Clerk

**565/2023 Chairman's Welcome**

The Chair welcomed Councillors to the meeting.

**566/2023 Public Participation**

There were no members of the public present.

**567/2023 Apologies for absence**

Cllr. Burton's apologies were NOTED.

**568/2023 Disclosure of Pecuniary Interests**

There were no interests declared.

**569/2023 Minutes**

The minutes from a Staffing Committee meeting held on 29 November 2023, were considered for approval, **it was PROPOSED, SECONDED and AGREED that minutes be APPROVED and ADOPTED as a true record.**

**570/2023 Officers Report**

Members **NOTED** the written report on action taken following decisions made at previous meeting. Members felt that it would now be reasonable for Cllr. Su Evans Turner to request collection of an office laptop.

**571/2023 Date of Next Meeting**

Members **NOTED** that the next meeting is scheduled to take place at 7pm on Wednesday 6 March 2024.

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**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

Pursuant to Section 1(2) of the above Act and due to the confidential nature of the following business to be transacted it will be **PROPOSED, SECONDED and APPROVED that the public and press should not be present**

**572/2023 Staffing Matters**

- a) Members **NOTED** an update on the Town Clerks absence, and it was **AGREED** that a meeting be arranged with HR and members of the committee.
- b) Members **CONSIDERED** long term actions for admin support. **It was PROPOSED, SECONDED and APPROVED to discuss long term arrangements with the Admin**

**Support and to use her as and when required to help the Acting Clerk with the work pressures.**

- c) Members CONSIDERED a four-week holiday request. **It was PROPOSED, SECONDED and APPROVED that the request be granted for two weeks to be paid and two week to be unpaid.**
- d) Members CONSIDERED a requested contractual change for one of the Grounds staff. **It was PROPOSED, SECONDED and APPROVED that the Grounds Attendants contract be permanently changed to 24 hours and that the seasonal grounds team member would cover the 12 hours per week between April and 29 September.**
- e) Members CONSIDERED any other necessary actions. **It was PROPOSED, SECONDED and APPROVED that the Acting Clerk would undertake year end close down training with SALC at a cost of £30.00.** It was also **NOTED** that she would be out of office on 7 and 8 February at University studying for her CG Degree.

The meeting closed at 20:00

Signed: \_\_\_\_\_  
Chairman

Date: \_\_\_\_\_



11/02/2024

## Broseley Town Council

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21:07

## Detailed Income &amp; Expenditure by Budget Heading 29/02/2024

Month No: 10

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100</u> <u>Income</u>							
1076 Precept	319,303	319,303	0			100.0%	
1077 Neighbourhood Fund Income	83,069	0	(83,069)			0.0%	
1090 Interest Received	0	2,770	2,770			0.0%	
1100 SCC Maintenance Income	1,500	0	(1,500)			0.0%	
1510 Cemetery Fees	19,741	26,508	6,767			74.5%	
1700 Library Income	1,100	1,450	350			75.8%	65
1710 BMC Solar Energy Incom	964	1,025	61			94.0%	
1900 MUGA Income	14,778	7,139	(7,639)			207.0%	
1990 Grants and Other Income	4,914	300	(4,614)			1637.9%	
	<u>445,368</u>	<u>358,495</u>	<u>(86,873)</u>			<u>124.2%</u>	<u>65</u>
Income :- Income							
4000 Salaries	4,839	0	(4,839)		(4,839)	0.0%	
	<u>4,839</u>	<u>0</u>	<u>(4,839)</u>	<u>0</u>	<u>(4,839)</u>		<u>0</u>
Income :- Indirect Expenditure							
	<u>4,839</u>	<u>0</u>	<u>(4,839)</u>	<u>0</u>	<u>(4,839)</u>		<u>0</u>
Net Income over Expenditure	<u>440,529</u>	<u>358,495</u>	<u>(82,034)</u>				
6001 less Transfer to EMR	65						
Movement to/(from) Gen Reserve	<u>440,464</u>						
<u>110</u> <u>Salaries &amp; Wages</u>							
4000 Salaries	63,741	80,058	16,317		16,317	79.6%	
4020 Employer NI	5,211	12,009	6,798		6,798	43.4%	
4030 Pension	2,473	13,450	10,977		10,977	18.4%	
4120 Stationery, Postage, Printing	84	0	(84)		(84)	0.0%	
	<u>71,509</u>	<u>105,517</u>	<u>34,008</u>	<u>0</u>	<u>34,008</u>	<u>67.8%</u>	<u>0</u>
Salaries & Wages :- Indirect Expenditure							
	<u>71,509</u>	<u>105,517</u>	<u>34,008</u>	<u>0</u>	<u>34,008</u>	<u>67.8%</u>	<u>0</u>
Net Expenditure	<u>(71,509)</u>	<u>(105,517)</u>	<u>(34,008)</u>				
<u>120</u> <u>Administration</u>							
1990 Grants and Other Income	52	0	(52)			0.0%	
	<u>52</u>	<u>0</u>	<u>(52)</u>				<u>0</u>
Administration :- Income							
4060 Other Non Staff Expenses	18	440	422		422	4.2%	
4070 Training - Staff	250	4,800	4,550		4,550	5.2%	
4075 Training - Councillors	100	1,500	1,400		1,400	6.7%	
4090 Audit Fees	2,796	2,200	(596)		(596)	127.1%	
4100 Professional and Legal Fees	0	2,200	2,200		2,200	0.0%	
4110 Insurance	3,670	3,709	39		39	98.9%	
4115 Meeting Room Hire	596	915	319		319	65.2%	
4120 Stationery, Postage, Printing	786	903	117		117	87.0%	
4125 Photocopying	1,361	2,987	1,626		1,626	45.6%	

Continued over page

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4130 Telephone & Broadband	1,351	2,618	1,267		1,267	51.6%	
4140 IT Cover	7,343	6,904	(439)		(439)	106.4%	3,231
4150 HR Support	974	2,000	1,026		1,026	48.7%	
4155 Health & Safety Support	33	2,000	1,967		1,967	1.7%	
4170 Town Talk	1,028	1,000	(28)		(28)	102.8%	
4420 Maintenance	370	1,000	630		630	37.0%	
4739 SALC Subscription	1,872	2,000	128		128	93.6%	
4740 Subscriptions & Memberships	353	1,100	747		747	32.1%	
Administration :- Indirect Expenditure	<u>22,902</u>	<u>38,276</u>	<u>15,374</u>	<u>0</u>	<u>15,374</u>	<u>59.8%</u>	<u>3,231</u>
Net Income over Expenditure	<u>(22,849)</u>	<u>(38,276)</u>	<u>(15,427)</u>				
6000 plus Transfer from EMR	3,231						
Movement to/(from) Gen Reserve	<u>(19,618)</u>						
<u>140 Public Lighting</u>							
1990 Grants and Other Income	17,857	0	(17,857)			0.0%	17,857
Public Lighting :- Income	<u>17,857</u>	<u>0</u>	<u>(17,857)</u>				<u>17,857</u>
4400 Replacement Lighting	0	1,000	1,000		1,000	0.0%	
4410 Lighting Charges	5,915	25,964	20,049		20,049	22.8%	
4420 Maintenance	0	5,500	5,500		5,500	0.0%	
Public Lighting :- Indirect Expenditure	<u>5,915</u>	<u>32,464</u>	<u>26,549</u>	<u>0</u>	<u>26,549</u>	<u>18.2%</u>	<u>0</u>
Net Income over Expenditure	<u>11,942</u>	<u>(32,464)</u>	<u>(44,406)</u>				
6001 less Transfer to EMR	17,857						
Movement to/(from) Gen Reserve	<u>(5,915)</u>						
<u>150 Burial Grounds</u>							
4000 Salaries	40,182	39,234	(948)		(948)	102.4%	
4010 Salaries - Seasonal	6,401	10,315	3,914		3,914	62.1%	
4020 Employer NI	1,995	7,057	5,062		5,062	28.3%	
4030 Pension	1,486	4,138	2,652		2,652	35.9%	
4180 Vehicle Insurance	293	900	607		607	32.6%	
4190 Vehicle Maintenance	575	800	225		225	71.9%	
4420 Maintenance	3,113	3,204	91		91	97.2%	
4500 Waste Disposal	3,516	3,791	275		275	92.7%	
4510 Portable Toilet Hire	1,015	1,287	272		272	78.9%	
4520 Replacement Machinery	0	500	500		500	0.0%	
4530 Heating/Lighting	498	1,098	600		600	45.3%	
4540 Water&Non Domestic Rates Rates	0	525	525		525	0.0%	

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4541 Grave Digging	730	1,500	770		770	48.7%	
4560 Cemetery Ext	1,400	0	(1,400)		(1,400)	0.0%	
4600 Utilities	185	0	(185)		(185)	0.0%	
4601 Fuel	1,224	1,000	(224)		(224)	122.4%	
4780 Green Space Maintenance	0	1,000	1,000		1,000	0.0%	
Burial Grounds :- Indirect Expenditure	62,614	76,349	13,735	0	13,735	82.0%	0
Net Expenditure	(62,614)	(76,349)	(13,735)				
<u>160 Birchmeadow Centre</u>							
4130 Telephone & Broadband	329	0	(329)		(329)	0.0%	
4420 Maintenance	1,288	3,520	2,232		2,232	36.6%	
4600 Utilities	8,289	8,428	139		139	98.4%	
Birchmeadow Centre :- Indirect Expenditure	9,906	11,948	2,042	0	2,042	82.9%	0
Net Expenditure	(9,906)	(11,948)	(2,042)				
<u>162 High Street</u>							
4420 Maintenance	392	450	58		58	87.1%	
High Street :- Indirect Expenditure	392	450	58	0	58	87.1%	0
Net Expenditure	(392)	(450)	(58)				
<u>165 Other Green spaces</u>							
4690 Green Spaces	1,865	1,500	(365)		(365)	124.3%	
4780 Green Space Maintenance	4,621	0	(4,621)		(4,621)	0.0%	4,350
Other Green spaces :- Indirect Expenditure	6,486	1,500	(4,986)	0	(4,986)	432.4%	4,350
Net Expenditure	(6,486)	(1,500)	4,986				
6000 plus Transfer from EMR	4,350						
Movement to/(from) Gen Reserve	(2,136)						
<u>170 Civic Expenses</u>							
4650 Mayor's Allowance	107	1,500	1,393		1,393	7.1%	
4661 Citizen of the Year Award	0	100	100		100	0.0%	
4662 Civic Events	1,726	0	(1,726)		(1,726)	0.0%	1,726
4685 Climate Change Action Group	145	500	355		355	28.9%	
4695 Tourism	410	500	90		90	82.0%	
Civic Expenses :- Indirect Expenditure	2,388	2,600	212	0	212	91.8%	1,726
Net Expenditure	(2,388)	(2,600)	(212)				
6000 plus Transfer from EMR	1,726						
Movement to/(from) Gen Reserve	(661)						

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>180 Toilets</u>							
4420 Maintenance	6,390	7,700	1,310		1,310	83.0%	
Toilets :- Indirect Expenditure	6,390	7,700	1,310	0	1,310	83.0%	0
Net Expenditure	(6,390)	(7,700)	(1,310)				
<u>190 Community Support</u>							
4000 Salaries	358	0	(358)		(358)	0.0%	358
4700 BTC Grants	2,872	3,000	128		128	95.7%	
Community Support :- Indirect Expenditure	3,230	3,000	(230)	0	(230)	107.7%	358
Net Expenditure	(3,230)	(3,000)	230				
6000 plus Transfer from EMR	358						
Movement to/(from) Gen Reserve	(2,872)						
<u>192 Playscheme</u>							
1990 Grants and Other Income	7,985	0	(7,985)			0.0%	7,985
Playscheme :- Income	7,985	0	(7,985)				7,985
4000 Salaries	4,347	2,141	(2,206)		(2,206)	203.0%	1,088
4020 Employer NI	97	0	(97)		(97)	0.0%	
4135 Materials and Sundries	38	100	62		62	37.6%	21
4720 Playscheme	6,604	0	(6,604)		(6,604)	0.0%	2,801
Playscheme :- Indirect Expenditure	11,086	2,241	(8,845)	0	(8,845)	494.7%	3,910
Net Income over Expenditure	(3,101)	(2,241)	860				
6000 plus Transfer from EMR	3,910						
6001 less Transfer to EMR	7,985						
Movement to/(from) Gen Reserve	(7,176)						
<u>200 Library</u>							
4000 Salaries	20,631	23,851	3,220		3,220	86.5%	
4020 Employer NI	235	635	400		400	37.0%	
4030 Pension	0	711	711		711	0.0%	
4130 Telephone & Broadband	360	0	(360)		(360)	0.0%	
4420 Maintenance	4,219	1,749	(2,470)		(2,470)	241.2%	
4540 Water&Non Domestic Rates Rates	3,672	3,608	(64)		(64)	101.8%	
4600 Utilities	4,752	5,717	965		965	83.1%	
4760 Premises	822	968	146		146	84.9%	
4765 Copying and Printing	687	1,311	624		624	52.4%	

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4770 Supplies & Services	697	684	(13)		(13)	101.9%	
4771 Events	231	500	269		269	46.2%	
4860 Car Parks	1,490	500	(990)		(990)	298.0%	
Library :- Indirect Expenditure	<u>37,797</u>	<u>40,234</u>	<u>2,437</u>	<u>0</u>	<u>2,437</u>	<u>93.9%</u>	<u>0</u>
Net Expenditure	<u>(37,797)</u>	<u>(40,234)</u>	<u>(2,437)</u>				
<u>210 Christmas Lights</u>							
4800 Christmas Lights	23,823	5,500	(18,323)		(18,323)	433.2%	14,426
4810 Christmas Lighting Power Suppl	0	500	500		500	0.0%	
Christmas Lights :- Indirect Expenditure	<u>23,823</u>	<u>6,000</u>	<u>(17,823)</u>	<u>0</u>	<u>(17,823)</u>	<u>397.1%</u>	<u>14,426</u>
Net Expenditure	<u>(23,823)</u>	<u>(6,000)</u>	<u>17,823</u>				
6000 plus Transfer from EMR	14,426						
Movement to/(from) Gen Reserve	<u>(9,397)</u>						
<u>220 Birchmeadow Park</u>							
4620 Contribution to SC	12,415	20,678	8,263		8,263	60.0%	
Birchmeadow Park :- Indirect Expenditure	<u>12,415</u>	<u>20,678</u>	<u>8,263</u>	<u>0</u>	<u>8,263</u>	<u>60.0%</u>	<u>0</u>
Net Expenditure	<u>(12,415)</u>	<u>(20,678)</u>	<u>(8,263)</u>				
<u>230 Contingencies</u>							
4930 Contingency for Vehicle Replac	0	1,500	1,500		1,500	0.0%	
Contingencies :- Indirect Expenditure	<u>0</u>	<u>1,500</u>	<u>1,500</u>	<u>0</u>	<u>1,500</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(1,500)</u>	<u>(1,500)</u>				
<u>240 MUGA</u>							
4000 Salaries	5,202	4,222	(980)		(980)	123.2%	
4020 Employer NI	4	0	(4)		(4)	0.0%	
4130 Telephone & Broadband	168	135	(33)		(33)	124.7%	
4420 Maintenance	56,440	500	(55,940)		(55,940)	11288.1	53,114
4600 Utilities	509	1,000	491		491	50.9%	
MUGA :- Indirect Expenditure	<u>62,324</u>	<u>5,857</u>	<u>(56,467)</u>	<u>0</u>	<u>(56,467)</u>	<u>1064.1%</u>	<u>53,114</u>
Net Expenditure	<u>(62,324)</u>	<u>(5,857)</u>	<u>56,467</u>				
6000 plus Transfer from EMR	53,114						
Movement to/(from) Gen Reserve	<u>(9,210)</u>						

## Detailed Income &amp; Expenditure by Budget Heading 29/02/2024

Month No: 10

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	471,262	358,495	(112,767)			131.5%	
Expenditure	344,014	356,314	12,300	0	12,300	96.5%	
Net Income over Expenditure	<u>127,247</u>	<u>2,181</u>	<u>(125,066)</u>				
plus Transfer from EMR	81,116						
less Transfer to EMR	25,907						
Movement to/(from) Gen Reserve	<u>182,456</u>						

Date:09/02/2024

Broseley Town Council

Pa

Time: 14:20

Bank Reconciliation Statement as at 31/01/2024  
for Cashbook 1 - Current Bank A/c

User: JM

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
CO-OP Current ACC	31/01/2024		280,659.62
			<u>280,659.62</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			280,659.62
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			280,659.62
		Balance per Cash Book is :-	280,659.62
		Difference is :-	0.00

Finance Chair:

Name .....Signed .....Date .....

Mayor:

Name .....Signed .....Date .....

Bank Reconciliation Statement as at 31/01/2024  
for Cashbook 7 - Library Petty Cash

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Library Petty Cash	31/01/2024		30.31
			<u>30.31</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			30.31
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			30.31
		Balance per Cash Book is :-	30.31
		Difference is :-	0.00

Signatory 1:

Name .....Signed .....Date .....

Signatory 2:

Name .....Signed .....Date .....



Date:09/02/2024

Broseley Town Council

Time: 14:34

Bank Reconciliation Statement as at 31/01/2024  
for Cashbook 6 - MUGA Savings

User: JM

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
MUGA Savings	31/01/2024		1,360.98
			<u>1,360.98</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,360.98
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,360.98
		Balance per Cash Book is :-	1,360.98
		Difference is :-	0.00

Signatory 1:

Name .....Signed .....Date .....

Signatory 2:

Name .....Signed .....Date .....

Date:09/02/2024

Broseley Town Council

Time: 14:52

Bank Reconciliation Statement as at 31/01/2024  
for Cashbook 5 - Fixed Term Savings A/c

User: JM

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Fixed Term Savings A/c	31/01/2024		102,593.26
			<u>102,593.26</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			102,593.26
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			102,593.26
		Balance per Cash Book is :-	102,593.26
		Difference is :-	0.00

Signatory 1:

Name .....Signed .....Date .....

Signatory 2:

Name .....Signed .....Date .....

<u>Account</u>	<u>Opening Balance</u>	<u>Net Transfers</u>	<u>Closing Balance</u>
320 EMR Neighbourhood Fund	37,812.80	10,880.57	48,693.37
321 EMR Cemetery Extention	3,696.22		3,696.22
322 EMR Replacement Vehicle	2,500.00		2,500.00
323 EMR Street Lighting	43,347.49	12,857.09	56,204.58
327 EMR Muga Fund	50,000.31	-50,000.31	0.00
328 EMR Christmas Lights	1,626.00	-1,626.00	0.00
329 EMR Neighbourhood Plan	6,383.05		6,383.05
331 EMR Elections	2,298.80		2,298.80
336 EMR Bus Shelter	4,500.00	-4,500.00	0.00
337 EMR Cemetery Equipment	2,658.34		2,658.34
340 EMR Youth Grant	1,000.00		1,000.00
341 EMR Library Donations	166.09	65.00	231.09
342 EMR Former Mayors Fund	250.00	-250.00	0.00
344 EMR Grants	7,000.00	-3,000.00	4,000.00
345 EMR Youth Funding	0.00	5,000.00	5,000.00
346 EMR Playscheme Provision	0.00	2,000.00	2,000.00
348 EMR Website Provision	0.00	769.00	769.00
349 EMR HAF Playscheme Events	0.00	3,716.31	3,716.31
350 EMR Cemetery Staffing Costs	0.00	5,000.00	5,000.00
	<u>163,239.10</u>	<u>-19,088.34</u>	<u>144,150.76</u>

Jan-24

## Payments Made Between Meetings - BACS/Cheque

Supplier	Net	Vat	total	VAT	Invoice Date	By	Our Ref	Cost Centri	Notes
Spar	3.50		3.50		15/01/2024	Card	552 4771/200		Coffee for library events
Amazon	5.74	1.15	6.89	20%	12/01/2024	Card	548 4120/120		Inv 36113 USB charger
A-stat	7.14	1.43	8.57	20%	30/11/2023	BACS	544 4765/200		Inv 446404 Photocopier charges library
Spar	7.15	1.43	8.58	20%	22/01/2024	card	555 4760/200		Library cleaning materials
a-stat	12.08	2.42	14.50	20%	31/10/2023	BACS	566 4765/200		Inv 444253 Library copier charges
A-stat	13.80	2.76	16.56	20%	31/12/2023	BACS	522 4765/200		Inv 448367 Photocopying Library
Stitches of Bridgnorth	16.00	3.20	19.20	20%	16/01/2024	BACS	561 4420/150		Inv 103288 Fleece
Amazon	16.62	3.33	19.95	20%	12/01/2024	card	581 4760/200		Paper hand towels
Car wash by cash	20.00		20.00		23/01/2024	Card	553 4190/150		Van wash pre-sign writing
Amazon	20.82	4.17	24.99	20%	12/01/2024	Card	547 4120/120		Inv13061 Lever arch files
A K Williams	21.60	4.32	25.92	20%	22/01/2024	BACS	558 4420/150		Inv 20831 Repair cemetery benches
Amazon	29.12	5.83	34.95	20%	13/01/2024	Card	549 4770/200		Poster display rolls
Broseley Hardware	29.51	5.90	35.41	20%	19/01/2024	BACS	557 4420/150		Tools/cleaning materials
Birchmeadow Centre	46.00		46.00		06/01/2024	BACS	543 4115/120		Inv 3489 Hall hire
Broseley C E School	47.90		47.90		04/01/2024	BACS	550 4600/240		MUGA Elec
Broseley CE School	63.47		63.47		31/01/2024	BACS	574 4600/240		MuUGA elec Jan 24
Broseley Hardware	65.36	13.06	78.42	20%	19/01/2024	BACS	556 4420/150		Tools/cleaning materials
A-stat	71.10	14.22	85.32	20%	31/12/2023	BACS	521 4125/120		Inv 448366 Photocopying BTC
ASLES	78.86	15.77	94.63	20%	31/12/2023	BACS	564 4510/150		Inv 57251 Portable toilet hire
Restore Dashred	83.55	16.71	100.26	20%	27/12/2023	BACS	563 4120/120		Inv 1810872
JC Electrical	85.00	17.00	102.00	20%	12/12/2023	BACS	541 4420/200		Inv 0378 Heater repairs library
A-stat	90.59	18.11	108.70	20%	30/11/2023	BACS	545 4125/120		Inv 446403 Photocopiers charges office
A1 Disco	150.00		150.00		02/01/2024	BACS	516 4720/192		Playscheme disco
CDP Printing	130.00	26.00	156.00	20%	24/01/2024	BACS	565 4190/150		Inv 22636 Van signage
The Animal Man	170.00		170.00		27/11/2023	BACS	519 4720/192		Inv 21842 Playscheme Animal Presentation
Broxap	152.00	30.40	182.40	20%	04/01/2024	BACS	540 4420/162		Inv 313641 Cycle stands
Gra-bern	155.00	31.00	186.00	20%	21/12/2023	BACS	520 4420/150		Inv 49797 Intruder alarm call-out cemetery
Broseley Fish Bar	190.00		190.00		08/01/2024	BACS	539 4720/192		Playscheme catering
Birchmeadow Centre	200.00		200.00		05/07/1909	BACS	542 4720/192		Inv 3474 Hall hire Playscheme
A Little Bit Same...	245.00		245.00		03/01/2023	BACS	517 4720/192		Inv 1213 Playscheme catering
Microshade Business Cons	242.21	48.44	290.65	20%	07/01/2024	BACS	551 4140/120		Email, Rialtas hosting etc Inv 18776
I/B Gorge Walking Festival	300.00		300.00		30/01/2024	BACS	579 4700/190		Grant to Walking festival
J Morris	261.20	52.24	313.44	20%	07/01/2024	BACS	535 4420/200		Inv 105282 Heater repairs
CSLCC	353.00		353.00		26/01/2024	Card	554 4740/120		Inv MEM246934-1 JM Membership
Shropshire Pensions	362.45		362.45		24/01/2024	BACS	569 4030/110		Pension contributions month 10
Parish Notice Board Co	375.00	75.00	450.00	20%	24/01/2024	BACS	559 4695/170		Inv 11178 Display Case for notices 50% deposit
TFM	379.31	72.66	451.97	20%	31/12/2023	BACS	534 4420/150		Inv SIN6939703 Wellies, ladder, timber etc
Cashmore Contracting	550.00	110.00	660.00	20%	15/01/2024	BACS	576 4690/165		Inv 0694 Tree reduction Guest Road
Shropshire CC	600.00	120.00	720.00	20%	18/01/2024	BACS	562 4420/150		Inv 7252313 Tree Safety Report
JDH Business Services	1116.00	223.20	1339.20	20%	24/10/2023	BACS	533 4090/120		Inv 4732 DP Compliance
NOW Electrical	1360.98	272.20	1633.18	20%	12/01/2024	BACS	559 4420/240		Inv 1311 MUGA lighting upgrade
CDS Group	1400.00	280.00	1680.00	20%	26/01/2024	BACS	578 EMR 321		Inv 74694 Cemetery extension costs
HMRC	2356.67		2356.67		24/01/2024	BACS	567 4000/		Month 10 EE/ER/PAYE

Automatic Door Co	2403.40	480.68	2884.08	20%	29/01/2024	BACS	577 4420/200	Inv 602773	Library door repair
NOW Electrical	2925.00	585.00	3510.00	20%	15/01/2024	BACS	575 4800/210	Inv 1310	Bal of Xmas lights
Broseley Town Council	8966.97		8966.97		24/01/2024	BACS	568 4000/		Staff salaries Month 10

**Payments Made Between Meetings -Direct Debit**

Supplier	Net	Vat	total	VAT	Invoice Date	By	Our Ref	Cost Centri	Notes
UK Fuels	2.00	0.40	2.40	20%	31/12/2023	DD	518 4601/150	fuel card	Invoice 102667257
Veolia	8.28	1.66	9.94	20%	31/12/2023	DD	583 4500/150	Excess weight surcharge	Inv TEL1309793
Zoom	12.99	2.60	15.59	20%	13/01/2024	DD	546 4140/120	Zoom subscription	Invoice INV236075866
Voda Phone	13.86	2.78	16.64	20%	12/01/2024	DD	580 4130/160	Invoice B2-612225175	BMC Broadband
Three	16.64	3.36	20.00	20%	18/12/2023	DD	532 4130/120	Mobile phone usage	Invoice 988444632010
Three	16.65	3.36	20.01	20%	18/12/2023	DD	532 4130/240	Mobile phone usage	Invoice 988444632010
Ionos	23.00	4.60	27.60	20%	11/01/2024	DD	536 4140/120	tourism website	Invoice 203039964838
UK Fuels	27.61	5.53	33.14	20%	24/12/2023	DD	523 4601/150	fuel card	Invoice 102605280
Waterplus	32.69	1.26	33.95	20%	29/12/2023	DD	515 4600/200	Invoice	Library Property no 3006790901
SAGE	29.00	5.80	34.80	20%	12/01/2024	DD	573 4140/120	payroll software	Invoice UK-04109404
UK Fuels	36.58	7.31	43.89	20%	21/01/2024	DD	556 4601/150	fuel card	Invoice 10289170
Veolia	37.77	7.55	45.32	20%	31/12/2023	DD	571 4770/200	waste library	Invoice TEL1309795
British Gas	65.80	3.29	69.09	5%	27/12/2023	DD	528 4600/150	Cemetery gas	Invoice 856046034
SSE	57.72	11.54	69.26	20%	19/12/2023	DD	528 4410/140	Street lights	Invoice IV00177740 Site ID AGR0191256
Waterplus	70.35	3.47	73.82	5%	06/01/2024	DD	538 4600/160	Invoice wp-INV04454554	Birchmeadow
Grenkeleasing	110.00		110.00		01/01/2024	DD	526 4765/200	Inv 12175/2024	Copier protection
Grenkeleasing	110.00		110.00		01/01/2024	DD	527 4120/120	Inv 28612/2024	Copier protection
Grenkeleasing	96.24	19.25	115.49	20%	01/01/2024	DD	524 4120/120	Copier lease office	Inv 86746/2024
Grenkeleasing	96.24	19.25	115.49	20%	01/01/2024	DD	525 4765/200	Copier lease library	Inv 46360/2024
Veolia	130.94	26.19	157.13	20%	31/12/2023	DD	570 4600/160	waste birchmeadow	Invoice TEL1309794
BT	146.28	29.26	175.54	20%	02/01/2024	DD	582 4130/120	telephone bundle	M096 NZ
SSE	189.49	9.47	198.96	5%	19/12/2023	DD	531 4410/140	Street lights	Invoice IV00177740 Site ID AGR0181258
Veolia	254.44	50.89	305.33	20%	31/12/2023	DD	572 4500/150	Waste Cemetery	Invoice TEL1309792
WMEnergy	304.08	60.82	364.90	20%	15/12/2023	DD	530 4600/200	Library electricity	Invoice 11438254
SSE	380.58	19.03	399.61	5%	19/12/2023	DD	529 4410/140	Street lights	Invoice IV00177740 Site ID AGR0191257
British Gas	434.05	21.70	455.75	5%	10/01/2024	DD	537 4600/160	Birchmeadow gas	Invoice 804901839
WMEnergy	476.03	95.21	571.24	20%	21/12/2023	DD	529 4600/200	library gas	Invoice 11444531

**Jenna Munday**  
Acting Town Clerk



## Councillor Surgeries 2024/2025

10am – 11am				
Date	Venue	Councillors		
25-May-24	The Library	Cllr Caroline Bagnall	Cllr R Sergeant	Cllr Mark Garbett
29-Jun-24	The Library	Cllr Caroline Bagnall	Cllr Ian West	Cllr Su Evans-Turner
27-Jul-24	Broseley Wood	Cllr Caroline Bagnall	Cllr Andy Taylor	Cllr Mark Garbett
31-Aug-24	The Library	Cllr Caroline Bagnall	Cllr Su Evans-Turner	Cllr Simon Harris
28-Sep-24	The Library	Cllr Caroline Bagnall	Cllr Doreen Pollard	Cllr Roy Childs
26-Oct-24	Broseley Wood	Cllr Caroline Bagnall	Cllr Andy Taylor	Cllr Mark Garbett
30-Nov-24	The Library	Cllr Caroline Bagnall	Cllr Mick Burton	Cllr Raymond Sergeant
21-Dec-24	The Library	Cllr Caroline Bagnall	Cllr Ian West	Cllr Mick Burton
25-Jan-25	Broseley Wood	Cllr Caroline Bagnall	Cllr Andy Taylor	Cllr Simon Harris
22-Feb-25	The Library	Cllr Caroline Bagnall	Cllr Roy Childs	Cllr Doreen Pollard
29-Mar-25	The Library	Cllr Caroline Bagnall	Cllr Ian West	Cllr Raymond Sergeant
26-Apr-25	Broseley Wood	Cllr Caroline Bagnall	Cllr Andy Taylor	Cllr Roy Childs

If councillors are unable to attend any dates listed then other Councillor's may substitute in their absence.

Other Councillors are welcome to attend any surgery date listed.