



Broseley Town Council

Minutes of a Town Council meeting
held at the Birchmeadow Centre
at 7pm on Tuesday 11 June 2024.

Present:

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

In attendance:

Jenna Munday, Acting Town Clerk

136/2024 Chairman’s Welcome

The Deputy Town Mayor welcomed everyone to the meeting.

137/2024 Apologies for absence

The following apology was received:

COUNCILLOR	REASON
Andy Taylor, Town Mayor	Holiday

138/2024 Disclosure of Pecuniary Interests

The following interests were declared:

COUNCILLOR	INTEREST
Simon Harris	The Festival – Item 14
Roy Childs	Christmas Lights Committee – Item 21
Caroline Bagnall	Christmas Lights Committee – Item 21

139/2024 Dispensations

There were none requested.

140/2024 Public Participation

There were no members of the public present.

141/2024 Police Report

a) Broseley and Much Wenlock Safer Neighbourhood Team (SNT) 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. West Mercia Police are currently recruiting PCSOs, however, no time frame can currently 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:

- o Anti-social Behaviour (ASB). There three reports of ASB, one involved a pair of youths on a child size scrambler motorcycle on the Birchmeadow playing fields, one involved a report of a noisy neighbour and another involved a drunk male.
- o Drugs. There have no reports regarding illegal drugs in the town. A number of reports have been submitted by Officers regarding suspicious incidents potentially linked to drug activity.
- o Theft (Farms & Dwellings). Some suspicious circumstances were reported in Jackfield that have been linked to offences in Ironbridge.
- o Anti-social behaviour (ASB). The youths reported to be riding a child size scrambler bike could not be identified and Officers searching for them were unable to locate them. The victim reported a noisy neighbour has been passed the details of the Environmental Health Department of Shropshire Council who are the appropriate agency to deal with noise issues. The drunk male being abusive was not identified and the victim did not want any further Police action taken.
- o Burglary. There were no reports of burglaries, however, there were two reports of a male seen in suspicious circumstances on the same date. In one report he was trying car door handles and in another he caused criminal damage to some CCTV. The description of the male indicates that it was the same person and that they have also been linked to a number of offences in Ironbridge and Coalport.
- o Suspicious Circumstances. Unidentified offenders have gained access to the empty flats located above the Spar.
- o There have been two activations of a personal attack alarm, each was found to have been made in error. Due to the nature of the alarm, Officers must attend each activation and check the welfare of the person activating the alarm.
- o There was a single report of a public order incident, two parents were arguing outside of a school. No deployment was required as the argument ended while a third party was reporting it to the Police.
- o Road Related. There was a report of a road traffic collision on a car park off the High Street, no Officers were deployed. In Jackfield, a handbrake on a car failed, luckily no significant damage was caused.
- o Domestic Incidents. There were nine 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.
- o There was a single report of criminal damage, an Officer is continuing to investigate this.
- o There was a single report of a dog bite that did not require the deployment of Officers.
- o There were two Missing People reported, Officers had to be deployed to help in the successful search for one of these and the other returned home before Officers deployed.
- o An old ammunition box was found at a property and checked, fortunately it only contained empty rifle cartridges and was disposed of appropriately.

NOTED.

b) Members **CONSIDERED** the current policing priorities as at June 2024. **It was PROPOSED, SECONDED and AGREED that the priorities would be as follows:**

1. Priority One – Anti-Social Behaviour and Anti-Social Behaviour Driving
2. Priority Two - Theft (Other)
3. Priority Three - Drugs

142/2024 Mayors Announcements

The Town Mayor, Cllr. Andy Taylor gave the following written update:

I am unable to be with you for the June full Council meeting but hope you have a productive meeting with Councillor Bagnall in the chair.

All committees are now reconstituted and many thanks for those who have taken on the responsibilities of Chair and Deputy Chair. This is the last year prior to elections in May 2025. I hope we can have a good year working together for our great Town.

I posted three items on social media that had been circulated amongst all of you and have had some positive feedback. I am very keen that we engage as much as possible with

residents and be as open as possible with what we are doing. If any of your number have further ideas, they will be very welcome.

It appears that the long-awaited revamp of the Birchmeadow play equipment will again be delayed by the need for a full legal contract being identified by Shropshire Council. A meeting with Shropshire Council Officers regarding this is being planned within the next few weeks. The first example of trying to work closely with other South Shropshire Towns is that I was tasked with contacting them to determine if they would be interested in making use of a mini digger should we decide to purchase one on a possible rental basis. A couple of councils have replied and are going to consult with their staff and come back to us. To finish, A reminder that we have our 'blue sky thinking' meeting on Saturday 22nd June in the library building which is scheduled for 2 hours starting at 1.30pm – a buffet will be provided.

NOTED.

Cllr. Bagnall then reported that she attended the Mayor's Forum meeting and there was interest from other towns who would be interested in hiring our mini digger for grave digging, should the council decide to purchase one.

143/2024 Shropshire Council

Shropshire Councillor, Caroline Bagnall gave the following verbal update:

I was pleased to be invited to attend the commemoration services for the anniversary of D Day recently. I gave a reading at the event in the square, which was well attended. The square looked very smart, with the bunting fluttering in the sunshine. The following Sunday I gave a reading at the RBS service at All Saints Church. This event was also very well attended.

I attended the second meeting of the South Shropshire Mayors Forum last week. The Police and Crime Commissioner had been invited to attend this but sent his deputy along as he was unavailable. The deputy PCC was subjected to some tough, but polite questioning and all the towns represented shared their concerns regarding the lack of police visibility and the poor level of police resourcing in South Shropshire. The deputy PCC was keen to point out that much work goes on behind the scenes to support the work done by frontline officers. The PCC has said that he will attend a future meeting of the forum. The idea proposed by our Mayor, Cllr Andy Taylor, of Broseley purchasing a mini digger that can be hired by other towns, was well received.

The recent Councillor surgery brought up concerns regarding potholes and also the removal of some bins in the town. Broseley in Bloom have reported that, since the bins on Queen Street and opposite Padmans Alley have been removed, there has been a build-up of dog waste bags that have been dumped by the planters. This has been reported. Another concern was about the bin on the footpath between the Birchmeadow Park and Dark Lane being removed. This was done because youths had been using the bin as a means of helping them to climb over the fence into the school premises. I had assumed that the bin would be re-sited nearer to the park, but this is not currently planned. I have been told that the area will be checked regularly for rubbish in order to assess whether another bin is needed. NOTED

144/2024 Minutes

- a) Members CONSIDERED the minutes from the Town Council Meeting held on 14 May 2024. **It was PROPOSED, SECONDED and AGREED that the minutes be signed and ADOPTED as being a true record.**
- b) Members CONSIDERED the minutes from the Extraordinary Town Council Meeting held on 24 May 2024. **It was PROPOSED, SECONDED and AGREED that the minutes be signed and ADOPTED as being a true record.**
- c) Members **NOTED** and **ADOPTED** the minutes from a Finance Committee Meeting held on 23 April 2024
- d) Members **NOTED** and **ADOPTED** the minutes from a Planning and Transport Committee Meeting held on 25 April 2024

- e) Members **NOTED** and **ADOPTED** the minutes from an Estate Committee Meeting held on 20 March 2024
- f) Members **NOTED** and **ADOPTED** the minutes from a Staffing Committee Meeting held on 6 March 2024.

145/2024 Financial Matters

- a) Members **NOTED** the Income and expenditure to end of April
- b) Members **NOTED** the bank reconciliations to end of April
- c) Members **NOTED** the level of earmarked reserves
- d) Members **NOTED** the Payments to date
- e) Members **APPROVED** the following requests for payment:

Organisation	Payment amount
AK Williams – Grounds Materials Invoices	£205.36 + VAT
TFM – Grounds Materials Invoices 175374, 7227206, 7175373	£611.23 + VAT
Birchmeadow Park – Annual Maintenance Agreement Fees 24/25	£16,413.76 to be paid in four quarters

146/2024 Review and Adoption of Policies and Procedures It was PROPOSED, SECONDED and AGREED that:

- a) Communications Policy be **APPROVED and ADOPTED**
- b) Protocol for councillors and officers be **APPROVED and ADOPTED**
- c) First Aid at work Policy be **APPROVED and ADOPTED**
- d) Document Retention Policy be **APPROVED and ADOPTED**
- e) Call recording be **APPROVED and ADOPTED**.

It was then **AGREED** that all policies would be circulated to members annually as part of the annual meeting by email, regardless of if they are to be reviewed as required, this process is to ensure that members are reminded of the policies and procedures that are in place.

147/2024 Town Talk

- a) Members **CONSIDERED** the summer edition of Town Talk for approval. **It was PROPOSED, SECONDED and AGREED that the edition be accepted and sent to print.**
- b) Members **CONSIDERED** printing costs for the summer edition of Town Talk. **It was PROPOSED, SECONDED and AGREED that a quotation from Bridgnorth Print be accepted at a cost of £289.00.**

148/2024 Martins Law

Members received a report on martins’ law and **AGREED** that this item be deferred until after the general election.

149/2024 Festival – Carpark Closure

The Chair of Estates informed members present that a meeting took place with the Clerk, Cllr. Harris, and the management of the fair, and it has been agreed that the Library carpark would be closed from 5pm on Friday 14 June until Sunday 16 June. Members also **NOTED** that the fair are aware that access must be available at all times for the surgery staff and residents.

Cllr. Harris then reported that leaflets are due to be dropped this week, so that residents are well informed of the upcoming event.

NOTED

150/2024 Correspondence

Members **NOTED** the following correspondence received:

- o Muga Trespassing – It was agreed that members would request to attend future safer schools’ meetings, and to seek further advice from the police on this recurring issue.

- Bay marking and signage for EV parking bays on Dark Lane, and Broseley Library – Members agreed to mark the bays, providing that further clarification is sought on enforcement, and design for both signage and bay marking

151/2024 Agenda Items for Next Meeting

Members suggested that the following items for inclusion on the agenda for the next meeting:

- Feedback from the safer schools meeting
- Cemetery Extension Update.

152/2024 Date of Next Meeting

- Members **NOTED** that the next Councillor Surgery will take place on 29 June 2024 within the Library between 10-11am. Cllr Caroline Bagnall, Cllr. Roy Childs and Cllr. Doreen Pollard will be in attendance.
- Members **NOTED** that the next Full Town Council Meeting will take place on Tuesday 9 July 2024.

153/2024 Public Bodies (Admission to Meetings) Act 1960

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

154/2024 Staffing

Cllr. Su Evans Turner, Chair of staffing gave the following update:

- Members **NOTED** an update on the Town Clerks absence and advice received from HR. Members were not able to **APPROVE** any actions at this time, so it was **AGREED** that a HR meeting would be arranged and that the relevant extraordinary meetings would be called.

It was then **AGREED** that the invoice for the Clerks annual SLCC membership would be paid at a cost of £560.00.

- Members **NOTED** that a cemetery staff meeting took place today to generally see how things are going following the appointment of the Head Grounds Keeper. Cllr. Su Evans Turner and the Acting Clerk plan to continue to have these meetings to monitor how things are progressing.

155/2024 Cemetery Trees

Members **CONSIDERED** a recommendation from the Estate committee to **APPROVE** a quotation to undertake the required tree works within the Cemetery. **It was PROPOSED, SECONDED and AGREED that to accept the quotation from Idverde at a cost of £5,205 + VAT.**

156/2024 Cemetery Extension

Members received a verbal update from Cllr. West on the proposed cemetery extension. Members were concerned with the amount of money that this project may need, therefore before any other spend is approved, **it was AGREED that a task and finish group would be set, with members Cllr. Garbett, Cllr. West, Cllr Childs, and Cllr. Sergeant, and that any required actions proposed would then be put forward to the finance committee for consideration.**

157/2024 Library Christmas Closure.

Members **CONSIDERED** a request from the Christmas lights committee to use the Library for their Santa's Grotto on 30 November 2024. **It was PROPOSED, SECONDED and AGREED that this request would be accepted, and that the library would be advertised as closed on this date. It was also AGREED that library staff would be paid by the TC for the hours lost.**

The meeting closed at 21:00

Signed:

Date:

Chairman