

Wellington Town Council

Town Mayor
Cllr Anthony Lowe



Town Clerk
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POLICY & RESOURCES COMMITTEE

Minutes of the meeting held at the Wellington Civic Offices on Tuesday 6th August 2019 commencing at 7.00pm.

Cllr. S. de Launey (SDL) - Chairman	Cllr. F. Burns (FB)	Cllr. P. Morris-Jones
Cllr J. Gorse (JG)	Cllr. M. Hosken (MH)	Cllr S. Hall (SH)

In attendance – Cllr A. Lowe (AL) (ex Officio) Cllr P. Fairclough (PF) (ex Officio) and Karen Roper- Town Clerk (KR).

- 31/19 Chairman** - Cllr de Launey welcomed everyone to the meeting.
- 32/19 Apologies for Absence** – Cllr L. Carter gave his apologies for absence due to work commitments. These were accepted by members present.
- 33/19 Declaration of Interest** – None were declared at this point.
- 34/19 To approve the minutes of the meetings held on 2nd July 2019** – The minutes were proposed by Cllr Burns, seconded by Cllr Hall and RESOLVED by members to be a true and accurate record.
- 35/19 Matters Arising**
- Asset Register Policy Document** – The Clerk reported that the document had been sent to Derek Kemp at NALC who made no comments so it was agreed that the document would go forward to Full Council for confirmation in September.
 - Dothill Defibrillator** - The Clerk Reported she had made enquiries for a donation of a unit to every Ward in Wellington but this seemed unlikely. It was suggested that Ward Members use their fund from the Borough to purchase units at a probable cost of £1,500 for the unit and housing box, plus fitting. The Clerk would contact all Ward Members.
 - Dothill Public Liability Insurance Costs** – Members agreed this be referred back to the Friends Group and they be invited to apply for a Grant.
 - Bowring Park** – The Chairman reported that further discussions were to take place on Wednesday 7th August and he hoped this would result in a positive conclusion.
 - Signage** - The Clerk said she had met with the new T&W Officer dealing with signs, the following comments were made.
 - The T&W Officer asked if local people would recognise that they live in Wellington when they may identify more with the places where they live such as Arleston or Shawbirch. She raised this issue because it had caused problems / complaints elsewhere.
 - Councillors agreed that the rounded top signs bearing the Town Council coat of Arms and saying **Welcome to Wellington followed underneath by ‘a Medieval Town’** would be placed at all the main road entrances to Wellington to identify our borders.
 - Members requested that redundant signs were removed when new ones are installed.

36/19 Finance

Agenda items, 6 a. to d. were proposed for acceptance by Cllr Hosken, seconded by Cllr de Launey and approved by members. The following comments were made.

- Item 6c on the agenda, the petty cash reports covered a period of 3 months.
- The Clerk said a response to the External Auditor had been sent on 2nd August.
- The Clerk was asked to clarify the policy relating to Mayoral expenses to include the Deputy Mayor's position and separate travel expense budget for both.
- A breakdown of the Office Expenses figure ref: 1119 was requested
- Discussion ensued on the cost of listing the Cottage Hospital and it was agreed that this was money spent with the support of taxpayers. Historic England turned down the proposal but Telford and Wrekin had listed it locally as important to Wellington.

37/19 To receive and approve the DBS policy Document

Members of Full Council had been sent a revised policy document and so far no comments had been received by the Clerk so members agreed that it go forward to Full Council in September 2019 for confirmation.

38/19 Communications

General discussion ensued on communications and the following points were made:

- **Website** – The Clerk said a six month trial had been taken on with Kalidescope websites who delivers services to local councils. Work had already started on tidying and updating the site.
- **Tablets** - The equipment issued to Members 4 years ago was now to be written off the Asset Register and not replaced. The Clerk reminded everyone of the GDPR requirements explaining that actual documents should not be sent to personal equipment and links with password protection should be used.
- **ICT Working Party** – Members agreed that the ICT Working Party should be reinstated and this item would be on the next P&R agenda.

39/19 Wellington Environmental Working Party

The Clerk gave a verbal report on the activities of the Wellington Environmental Team members made the following comments:-

- The steps leading from the train station to the bus station are appalling and it was requested that Idverde give them attention every day.
- The passage way between the bus station and New Street is being occupied by a homeless person and is full of their belongings giving a very poor impression of the Town at one of the main entrances for visitors. The Clerk was asked to raise this with the Police.
- Rubbish rear of Bell Street was increasing in volume at the back of the shops, this was now a health hazard creating a smell and attracting rats and flies. The situation had been reported numerous times but the Clerk would try again.
It was acknowledged that there is a problem that needs to be resolved with the Borough when they perceive the reported issue is on private land. Members said they agreed landowners should be charged to clear areas under their control.

40/19 To agree date and time of the next meeting as Tuesday 3rd September 2019 at 7.00pm

Chairman.....3rd September 2019