

# Wellington Town Council

**Town Mayor**  
Cllr Phil Morris-Jones MBE



**Town Clerk**  
*KAREN ROPER*  
*B.A (HONS) DMS*  
Civic Offices, Larkin Way  
Tan Bank, Wellington  
Telford TF1 1LX  
Tel: 01952 567697  
Fax: 01952 567690

Email: [wellingtontowncouncil@telford.gov.uk](mailto:wellingtontowncouncil@telford.gov.uk)  
[www.wellington-shropshire.gov.uk](http://www.wellington-shropshire.gov.uk)

## **POLICY & RESOURCES COMMITTEE**

Minutes of the meeting held at the Wellington Civic Offices on Tuesday 2nd February 2016 commencing at **7.00pm**.

**Present:**

Cllr S de Launey -Chairman	Cllr P Morris-Jones ex Officio
Cllr J Gorse	Cllr S Hall
Cllr F Burns ex Officio	Cllr C Mason-Morris
Cllr A Lowe	Cllr M Hosken
Cllr R Perkins	

**In attendance:** Andrew Roberts, Deputy Town Clerk.

**145/15 Welcome & Introductory Remarks** – The Chairman welcomed Members to the meeting. Cllr deLauney remarked that he had held a number of meetings with Cllr Shaun Davis Telford & Wrekin Council and Jonathan Rowe, about the possible impact on cuts etc facing the Borough Council.

**146/15 Apologies for Absence** – None

**147/15 Declarations of Interest** – None

**148/15 To approve the minutes of the meeting held on Tuesday 5th January 2016**

It was proposed by Cllr Hosken, seconded by Cllr Gorse and resolved unanimously that the minutes be approved and signed by the Chairman as a true record.

**149/15 Matters arising from the minutes**

- **Visioning/Planning Event** – The Chairman provided an update report on the proposed Visioning Event. He advised the Committee the Town Clerk and himself had recently held a meeting with the proposed facilitator who had seemed the ideal candidate for the role. However following the meeting the proposed facilitator had indicated for a number of reasons that he wished to withdraw from the event. As a result the event would need to be re-scheduled and an alternative facilitator found. Cllr deLauney mentioned to members that another alternative had been identified and initially approached, although it was appreciated that further investigative work was required. Following a further discussion during which a number of options were further examined and that the best outcome should be obtained for the benefit of the Town. It was proposed by Cllr Hosken and seconded by Cllr Perkins that delegated authority be granted to the Town Clerk and Cllr deLauney to identify and approach an alternative facilitator in order for him/her to lead the proposed Visioning Event.
- **Bowring Pavilion** – Cllr deLauney reported that all the outstanding works had now been completed by the Borough Council, with everything agreed by Telford & Wrekin

Council and he confirmed that the outstanding balance could now be paid to Telford & Wrekin Council. It was noted that the Toilet Block had now been re-opened. The only final issue that remained outstanding was the installation of electric hand driers which had been considered should be installed as a result of continuing minor incidents with the blockage of the main sewer system, the final costs of these would be confirmed at a later date. In relation to the security cameras the Chairman reported that he was currently waiting to hear from the Borough Council as to when these would be installed. The only other remaining issue was the proposed granting of the sub-lease for the café premises; it was proposed that a tender exercise would be undertaken with a view to seeking the granting of the sub-lease from the 1st April 2016. The current sub-lessee had been informed that the tender exercise would be commenced. It was noted by the Committee that not only was the appropriate level of the rental income was secured but also the intended opening hours, and that the ability to have sufficient tennis and bowling equipment available for public hire should also be provided. Members discussed the question of the maintenance of the bowling greens and who was responsible, it was noted that currently this was undertaken by the Bowling Club.

- **Leisure Centre Management Committee** – Cllr Morris-Jones referred to the report that had been given by Cllr Burns at the previous meeting of the Committee he raised the question of insurance on the Town Council element of the building. He remained cautious about any excess level and that any insurance cover and any excess conditions should be adequate to secure the Town Council's interests. Cllr deLauney referred to the current insurance cover obtained by the Town Council and that it related to other insurable interests and that it might well be that any reduction of the insurance premium would be of negligible amount.

#### **150/15 T&W Budget Update – Chairman to report**

Cllr deLauney referred to a number of challenges that would face the Town Council in the near future as a result of the forthcoming budgetary constraints placed on the Borough Council. He referred members to the possible reduction of the street cleaning regime in the parish area. There was a general discussion in connection with the long term budget implications that potentially could be facing the Town Council including the implications of future service devolution. It was noted that any long term priorities and any other such initiatives including new governance arrangements could be fed into any future Visioning Day.

- **PET Update** – the Committee were reminded of the original proposals of the future provision of the PET Team within Wellington. Cllr deLauney provided an update of the present position including the appropriate staffing, financial and resource arrangements for the street cleaning provision within the Town, although a number of the current arrangements are not within the full control of the Town Council. He indicated that the aim was to achieve a "Wellington" Team within the control of the Town Council and to clean other areas of the parish. Cllr Hosken referred to the road signs located within the rural areas. Cllr Gorse sought clarification on the current street cleaning regime within the parish and the number of days paid for by the Town Council. The Committee were informed that further investigation was needed and Cllr deLauney was hopeful of reporting to the March 2016 Committee meeting, which would then enable the Committee to recommend a final course of action to Full Council.
- **Office Accommodation** – Cllr deLauney referred members to a discussion that he had held with the Leisure Centre Manager, during which it was stated that the provision of further fitness centre accommodation within the Leisure Centre was being considered. Following this discussion he considered as to whether a better alternative would be perhaps for the Town Council offices to re-locate to the lower floor within the library. A number of possible options were raised and discussed. The Committee were not being requested to make any final decisions at this time but that further investigations should be undertaken. The meeting adjourned to enable an initial site visit of the library area. Following the site visit it was proposed by Cllr Burns, seconded by Cllr Hosken and resolved that delegated authority be granted to the Town Clerk and the Chairman of Policy & Resources Committee to commence and undertake further discussions with the Borough and to agree delegated authority to expend a sum of money in order to

design the proposed area for the future Town Council use. It was further suggested that a Working Group should be established it was proposed by Cllr Hosken and seconded by Cllr Hall and resolved that Cllrs Perkins, Morris-Jones and deLauney should be appointed to the Working Group.

- Bowring – it was indicated that future provision within the Bowring Park of the flowers planted adjacent to the Bowling Greens within the Bowring Park in future years could not be guaranteed, however it was confirmed that they would be provided for the 2016-2017 financial year. However any financial provision from Telford & Wrekin Council could not be guaranteed in the future. Cllr deLauney stated that the long term future of the Bowring Park would need to be considered by the Town Council.
- Community Support Officers – Cllr deLauney reminded members of the four PCSO within the Borough and that previously the advice was that they would be fully funded by Telford & Wrekin Council; however the Town Council had since been informed that there would be no further funding. Cllr deLauney confirmed that there would need to be consideration to the future funding and that financial provision might need to be provided by the Town Council. It was noted by the Committee that the Town Council would need to consider the long term budget implications carefully.
- Project Board – Cllr deLauney provided an oral report on the Project Board meeting that had been held earlier in the day. He outlined the latest position on the former Clifton Cinema and the other areas identified within the Vision 2020 Report. He also referred to the future of the Project and that the Proposal of the Project Board was to continue the £15,000 contribution for 2016-2017.
- Pride in Your High Street Outcome – Cllr deLauney referred to the recent bid decisions that were awarded and formally ratified by the Telford & Wrekin Council Cabinet, although it had been agreed that any unallocated funding would be ring fenced to be spent within the Wellington parish area. It was noted that any further representation on the Project Board might well be extended to Borough Councillor level, although it was recognised that the Chairman of the Policy & Resources Committee was also the Chairman of the Project Board. It was proposed by Cllr Hosken and seconded by Cllr Mason-Morris and resolved that the Town Council be RECOMMENDED to approve the appropriate ring-fenced funding of £15,000 to support the Project Officer and the Project Board for the 2016-2017 financial year.

#### **151/15 To receive an update from the ICT Working Group –**

Cllr Mason-Morris reported on the last meeting of the ICT Working Group held on 21<sup>st</sup> January looked at the results of the member survey which had highlighted a desire to move towards a paperless approach. The Working Group wished to achieve an indicative saving of 50% of the current Town Council costs which would be in the region of £4,500.00 further aspects were considered such as leasing or full purchase, training, insurance, equipment specification etc. The overall aim would be for the Working Group to report in March with a recommendation to Full Council in April 2016. Members were mindful of the current staffing resource issues which would also need to be considered in the future.

#### **152/15 Finance - To receive written reports from Deputy Clerk –**

1. To agree receipts for December 2015
2. To agree payments for December 2015
3. To agree payments to date for January 2016
4. To receive details of Petty Cash payments for December 2015
5. To receive details of Receipts/Payments compared with budget for December 2015.
6. To receive the Bank Reconciliation Statement for Cashbook 1 for December 2015.

It was proposed by Cllr Hosken and seconded by Cllr Perkins and resolved by members to accept and agree items 1-6 above.

**153/15 To receive correspondence and urgent matters for information only**

The Clerk reported that there was no correspondence or other urgent matters to report to the Committee.

Cllr Mason-Morris referred to the last meeting of the Festival Committee at which she was requested to approach the Policy & Resources Committee to seek a discussion on the current budgetary provision towards the planned Wellington Arts Festival in October 2016. She reported that the Festival Committee had expressed disappointment with the 2015 Festival mainly due to the level of the audiences that had attended the Festival events and there had been a formal request to extend the budget in the region of £5,000 for the 2016 Festival. Cllr deLauney reminded the Committee that the budget had already been fixed and allocated for the 2016/17 financial year and made further reference to the Pride in Your High Street Funding Scheme which remained unallocated which amounted to approximately £20,000 and ring fenced to which an application could be submitted that could provide the shortfall towards the 2016 Festival. Members considered that the 2016 Festival represented the 20th Anniversary and would be an important occasion within the Town. There was a general discussion on the budget powers of the Town Council Committee and their intention and any desire to expend such any allocated budget that was approved by Full Council.

Cllr Burns raised the subject of a further Community Grants Coffee Evening, which would assist Community Organisations in the making of their Grant Applications. He further requested that the date of the next Grants Presentation Evening be confirmed so that he could confirm the arrangements on the proposed evening. Cllr Burns also requested that the relevant community information could be included onto a Community Groups page on the new website. It was anticipated that the Grants Presentation Evening would be held in April and that an appropriate press release could be issued to the local media and social media.

**154/15 The date and time of next meeting was agreed as Tuesday 1st March 2016 at 7.00pm.**

**Chairman..... Dated 1st March 2016**