

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
www.wellington-shropshire.gov.uk

FULL COUNCIL MEETING

Minutes for the meeting held at the Wellington Civic Offices on Tuesday 10th May 2016 commencing at 7:05pm.

Present:

Cllr P Morris-Jones MBE, Mayor	Cllr L Tillotson
Cllr D Allen	Cllr J Alvey
Cllr C Brittain	Cllr K Tomlinson
Cllr P Fairclough	Cllr S Fikeis
Cllr J Gorse	Cllr S Hall
Cllr M Hosken	Cllr A Lowe
Cllr S deLauney	Cllr A McClements
Cllr R Perkins	Cllr D Roberts

In attendance: - Phil Edwards – Telford and Wrekin, Karen Roper - Town Clerk, 7 members of the public and Rev. Richard Kirby from All Saints Church who lead the prayers at the start of the meeting.

01/16 Election of Mayor

Cllr Morris-Jones called for nominations for Mayor:
Cllr Hosken proposed Cllr Morris-Jones, seconded by Cllr Gorse.

Cllr Gorse explained that Cllrs Burns and Mason-Morris were unable to attend this meeting due to health issues. Additionally Cllrs Cook and Carter were unable to attend due to attendance at another important event. She asked that the current order of Mayoral nominations is changed this year to delay Labour's turn to elect a Mayor until next year. Cllr Hosken requested that the Clerk write on behalf of the Council sending good wishes and hopes for a speedy recovery to both Councillors.

There being no further nominations, it was agreed UNANIMOUSLY that Cllr Morris-Jones be elected to serve as Mayor for the next twelve months.

02/16 Signing Acceptance of Office Form and Presentation of Consort's Chain of Office.

Cllr Morris-Jones duly signed the Acceptance of Office form, witnessed by the Clerk. Cllr Morris-Jones then presented the Consort's chain of office to his Wife.

03/16 Project Board Report – The Mayor invited Phil Edwards to update the meeting on progress against the 2020 Vision Report and Action Plan priorities.

He gave the following highlights:

- The Charlton Arms - work is due to start next week
- Bus Depot

11.05.2016

- Clifton
- Old High Street
- Walker Street.

The Mayor said that in his view the town needed to encourage particular trades to take up shop premises. He suggested that in the future the Borough may consider purchasing/ assisting to purchase suitable shops to be offered to the right trades on favourable terms.

04/16 Presentation of Cheques by the Mayor

The Mayor, Cllr P Morris-Jones, reported that his fundraising events over the past year had raised just over £3,500 for his chosen charities;

Cheques were presented to:

- Cuan Wildlife Trust – Sean and Anna Nicholls thanked the Mayor for his support.
- The Friends of Dothill – Neil Nash accepted the cheque and thanked the Mayor for his support.
- The Clifton Project – Fiona Hunter thanked the Mayor and the Council for the support the Project had received and gave an update relating to the Clifton building and recent consultation.

Mr & Mrs Nicholls, Mr Nash, Ms Hunter and Reverend Kirby left the meeting at this point.

05/16 The Mayor’s Engagements since the last meeting;

Cllr Morris-Jones reported he had attended the following events:

22.04.16	Telford Mayors Fundraiser @ Cordingly Hall
12.04.16	Officers Mess - Donnington Soldiers Charity
24.04.16	Civic Society – Queens 90 th Birthday
25.04.16	Wellington Market Photo-shoot with Team Wellington
26.04.16	Dr McClure Music Competition - Juniors
30.04.16	Broseley Mayors’ Charity Ball
01.05.16	Help for Heroes at the Plough Wellington
08.05.16	British Legion Church Parade

The above list brings the total number of engagements attended by the Mayor in 2015/16 to 97. He commented on the achievement of the Plough Inn’s amazing fundraising efforts for Help for Heroes Charity now reaching £100,000. It was agreed to send a letter of congratulations to the Plough Inn.

06/16 Apologies: Were received and accepted from Cllrs Burns and Mason-Morris for health reasons. Cllrs Cook, Carter and McCarthy for other commitments. Members voted to accept the apologies.

07/16 Declarations of Interest
None forwarded.

08/16 Election of Deputy Mayor
Cllr Morris-Jones called for nominations. Cllr deLauney proposed Cllr Tomlinson this was seconded by Cllr Gorse, Cllr Miles Hosken proposed Cllr Allen this was seconded by Cllr Alvey, a vote was taken and it was agreed that Cllr Allen be elected to serve as Deputy Mayor for the next twelve months.

09/16 Election of Policy & Resources Committee (7 vacancies + Mayor & Deputy Mayor ex officio)
Cllr Morris-Jones called for nominations for the Policy & Resources Committee. Cllr Gorse

16.05.16

proposed Cllrs Burns, Carter and Mason-Morris and was seconded by Cllr Perkins. Cllr Tomlinson nominated Cllr DeLauney and was seconded by Cllr Fairclough. Cllr Hosken proposed himself, Cllrs Lowe and Hall and was seconded by Cllr Alvey. Cllr Hosken then commented that the Conservative members felt the major committees of this Council are understaffed and proposed increasing membership of the P&R Committee from 7 to 8 members, 4:3:1 in favour of the Conservative party to reflect their greater numbers. This was seconded by Cllr Alvey. Cllrs deLauney and McClements spoke against increasing the numbers as the Committee had worked well and it would be a divisive move when members need to be working together in a balanced Council. They asked for the proposal to be reconsidered. Cllr Hosken conceded this was a common sense approach and withdrew the proposal; this was seconded by Cllr Alvey. The Mayor said this proposal came from the enthusiasm of Conservative members who wanted to serve on the Policy and Resources Committee.

The Mayor announced that Cllrs: Burns, deLauney Hosken, Mason-Morris, Carter, Lowe and Hall had been proposed and duly seconded and asked members to agree that they be elected to serve as the Policy & Resources Committee, with the Mayor and Deputy Mayor (each ex officio) for the next twelve months. Members voted and agreed.

10/16 Personnel Sub Committee – Cllr deLauney proposed that the Personnel Sub Committee remains as a Sub Committee of the Policy & Resources Committee and nominations would come from them. (minimum 3 Members + Mayor & Deputy Mayor *ex officio*). This was agreed by members.

11/16 Election of Planning Committee (7 vacancies + Mayor & Deputy Mayor ex officio)
Cllr Morris-Jones called for nominations for the Planning Committee.

Cllrs: Perkins, Alvey, Roberts, Tillotson, deLauney, Gorse and Burns were proposed seconded and duly elected to serve as the Planning Committee with the Mayor and Deputy Mayor (ex officio) for the next twelve months.

Cllr Hosken asked for the timing of the Planning Committee meetings to be reviewed. Cllr deLauney said that at the last meeting of Planning there was a decision that meetings would be held on a three weekly cycle in line with the Borough authority. It was noted that timings could be reviewed at the first Committee meeting.

12/16 Election of Promotions & Liaison Committee (7 vacancies + Mayor and Deputy Mayor ex officio)

Cllr Morris-Jones called for nominations for the Promotions & Liaison Committee commenting that he had been also been approached regarding the timing of meetings for this committee being inconvenient to some members of groups and organisations. He asked that members bear that in mind at the first meeting.

Cllrs: Brittain, Fikeis, Hall, McClements, Mason-Morris, Carter and Tomlinson were proposed, seconded and duly elected to serve with the Mayor and Deputy Mayor (ex officio) as the Promotions & Liaison Committee for the next twelve months.

13/16 Election of Festival Committee (6 vacancies + Mayor and Deputy Mayor ex officio)

Cllr Morris-Jones called for nominations for the Festival Committee.

Cllrs: Perkins, Fairclough, Gorse, Mason-Morris, Alvey, Fikeis and were proposed, seconded and duly elected to serve with the Mayor and Deputy Mayor (ex officio) as the Festival Committee for the next twelve months.

14/16 To consider the Election/Re-Election of any Working Groups

The Clerk reported that the Working Groups nominated last year were; Conservation Area,

Library Liaison, Vision 2020 Project Board and Parish Environmental Team review Working Group.

(a) Conservation Area Working Group

Cllr Morris-Jones called for nominations for the Conservation Area Working Group. Cllrs: Brittain, Allen and Tomlinson were proposed, seconded and duly elected to serve as Members of the Conservation Area Working Group for the next twelve months.

(b) Library Liaison – It was agreed that and Library issues would be dealt with through the Policy and Resources (P&R) Committee.

(c) Vision 2020 Project Board – It was agreed to leave appointment on the Board to the P&R Committee.

(d) Parish Environmental Team Review Working Group – It was agreed to leave the appointment of a working party to the P& R the Committee if deemed necessary.

15/16 Election of Town Council representatives on outside bodies

a) Wellington Civic/Community Centre Management Committee (3 vacancies)

Cllr Morris Jones called for nominations. Cllrs: Hosken, Allen and Burns were duly elected to represent the Town Council on the Wellington Civic/Community Centre Management Committee.

b) Wellington Leisure Centre Health Suite Management Committee (1 vacancy)

Cllr Morris Jones called for nominations. Cllr Burns was proposed and duly seconded. There being no further nominations Cllr Burns was duly elected to represent the Town Council on the Wellington Leisure Centre Health Suite Management Committee for the ensuing period of twelve months.

c) The Wellington Town Partnership (2 vacancies)

Cllr Morris Jones called for nominations, Cllrs: Gorse and Roberts were proposed and duly seconded. There being no further nominations Cllrs: Gorse and Roberts were duly elected to represent the Town Council on the Wellington Town Partnership.

d) Shropshire Association of Local Councils - Wrekin Area Committee (2 vacancies)

Cllr Morris Jones called for nominations Cllrs: Perkins and Alvey were proposed and duly seconded. There being no further nominations Cllrs Perkins and Alvey were duly elected to represent the Town Council on the Shropshire Association of Local Councils - Wrekin Area Committee.

e) Wrekin Forest Partnership (1 vacancy)

It was proposed, seconded and agreed that Cllr Roberts would continue to represent the Town Council on the Wrekin Forest Partnership Group.

f) Walkers are Welcome

Cllr Morris Jones called for nominations Cllrs Roberts and Cook were proposed and duly seconded. There being no further nominations it was agreed that Cllrs Cook and Roberts should continue to represent the Town Council on the Walkers are Welcome Group.

g) Telford Bus Users Group (2 vacancies)

Cllr Morris Jones called for nominations Cllrs Roberts and Cook were proposed and duly seconded. There being no further nominations it was agreed Cllrs Roberts and Cook should continue to represent the Town Council on the Telford Bus Users Group.

h) Team Wellington- (1 vacancy)

Cllrs Lowe and Morris-Jones were proposed and seconded. Due to the timing of the meetings being Wednesday afternoons Cllr Lowe said he would find it difficult to attend so he withdrew his acceptance of the nomination. Members voted in favour of Cllr Morris-Jones to continue as representative.

i) Future Annual General Meetings

Councillor Tomlinson asked that in future years the agenda should list of representations on outside bodies. The Mayor said the format for this meeting should be revamped in line with other parishes with a view to appoint a Mayor and Deputy Mayor elect in April, proposals will be presented to the Council at a later date.

16/16 To receive and approve the minutes of the meeting held on 12th April 2016

It was proposed by Cllr Hosken 2nd Cllr Alvey and RESOLVED that the minutes of the meeting held on 12th April 2016 be approved and signed by the Mayor as a true and accurate record.

17/16 Matters arising from those minutes:

None

18/16 To receive the minutes of Wellington Town Council Committees and to consider and deal with the recommendations therein.

18:16:1 Planning Committee

Cllr Alvey presented the minutes of the meeting of **6th April 2016**. It was proposed by Cllr Alvey, seconded by Cllr Tillotson, and RESOLVED that the minutes be received and action taken be endorsed.

Matters arising from those minutes: Cllr Alvey commented on the decision to change to 3 weekly meetings in line with the principal authority's Planning Committee.

Cllr Perkins presented the minutes of the meeting of **20th April 2016**. It was Proposed by Cllr Perkins, seconded by Cllr Gorse and RESOLVED that the minutes be received and action taken be endorsed.

Next Meeting 11th May 2016: The Clerk informed members that minutes and agendas had been given to all Councillors for the Planning meeting scheduled on 11th May. Cllr Roberts raised the issue of timing problems with this Committee and that not all Councillors were available at 5.00pm. Cllr Perkins said the Committee will meet and elect their Chairman and decide on future meeting dates and times. The meeting would be held at the time previously agreed, 5.00pm.

18:16:2 Promotions & Liaison Committee

Cllr Tomlinson presented the minutes of the meeting of **27th April 2016**. It was proposed by Cllr Tomlinson, seconded by Cllr Brittain, and RESOLVED that the minutes be received and action taken be endorsed.

Matters arising from those minutes:

Bayley Mile Road Race: Cllr Tomlinson reminded members that the Bayley Mile Road Race would be held on Wednesday 11th May and that as many volunteers as possible are needed to attend at the event to act as stewards from 12.00 noon onwards.

Cllr Gorse commented it was SATS week and she thought liaison should have taken place

with schools to identify a more convenient date for the race. Cllr Fairclough said extensive efforts had been made to discuss this issue with schools but there had not been any response. Cllr Alvey suggested that someone on the Committee might be able to personally visit schools.

18:16:3 Festival Committee:

Cllr Gorse presented the minutes of the festival committee dated **21st April 2016**, in the absence of Chairman Cllr Mason-Morris. A calendar of events had been agreed which was now into its 4th week with Eddie the Eagle Edwards confirmed as the headline act. Cllr Alvey said was to be commended that people were approaching to extend the event from its original proposed duration of 2 weeks. It was proposed by Cllr Gorse, seconded by Cllr Tomlinson and RESOLVED that the minutes be agreed and action taken be endorsed.

18:16:4 Policy & Resources Committee

Cllr deLauney presented the minutes of the meeting dated **3rd May 2016**. It was Proposed by Cllr deLauney, seconded Cllr Burns, and RESOLVED that the minutes be received and action taken be endorsed.

Matters arising from those minutes:

Visioning Day held on 30th April - Cllr deLauney commented on the success of the event and thanked the 16 Councillors who attended. The Clerk had circulated the report to members which would now go to Policy and Resources Committee to move forward.

Bowring Cafe – The Clerk said there are three applicants to be judged on their food offer opening times, rent and assistance with the public toilets. The cut-off date will be Friday this week then the Clerk, the Mayor and Cllr deLauney would make a decision to offer the Lease following feedback from members of P&R committee.

Wellington Environmental Services Team – We are waiting to identify a date for a further meeting with Borough Council to take this project forward. Cllr Roberts asked about the environmental issues around Tan Bank. Cllr deLauney said the area had been highlighted for its poor condition so a letter had been sent to the private landowner requesting it be tidied up.

Paperless Council - The Clerk reported that staff had had an initial training session and had received equipment. The task now was to set up 'cloud files' and populate them with appropriate information. Cllr DeLauney said members would receive invitations to attend training sessions shortly. Cllr McClements said that she already had a machine from Telford & Wrekin and it could save money if she used that instead. Cllr deLauney said the actual cost of the machines is negligible in comparison to the cost of the software and support packages so one had been ordered for every Councillor. If in the future it is felt that people prefer to use their own machines then it would be an option to allow log in to the Town Councils systems. Councillor Alvey asked if the machines were insured and this was confirmed by Cllr deLauney.

PIYHS Pride in Your High Street - Cllr deLauney reported we are currently waiting for the Borough to identify dates for the 2nd tranche of the funding, there will be a period of up to 6 weeks lead in time for bids.

Pop up Pitch – The launch event is being launched on 18th May, all Councillors are welcome to attend. Cllr Roberts asked about the long term purpose. Cllr deLauney explained it was a bid to support the market as a thriving business by offering some smaller spaces for

new businesses at cheaper rents. Prior to this suggestion there had been a danger of part of the market closing and being used for storage. He also gave an explanation of the Pride in Your High Street funding winner, Forge. The Forge project is to set up a shop for entrepreneurs to rent a small space within the shop to display their goods for a three month period.

Grant Funding – Cllr McClements said she noted that the application from Citizens' Advice had been turned down by the grants panel and in view of their increasing workload she felt they should be supported into the future, Cllr Alvey said he agreed and was surprised to see this result. Cllr deLauney said that the financial information they supplied had indicated that their situation had improved and as such the panel had felt that this time they could not contribute but would be willing to consider future applications.

Grant Funding Policy – This document had been approved by P&R Committee and members were welcome to obtain a copy from the Clerk. Members approved the Policy.

Festival Committee (20th Year) – Cllr deLauney explained that P&R had agreed to underwrite an additional £5,000 for the Festival Committee, should they not be successful in obtaining Pride in Your High Street Funding or the timing of the receipt of funds becomes a problem.

Financial Standing Orders – This document had been amended, members agreed the changes.

18:16:5 Wellington Conservation Area Working Group Meeting of 4th May – Cllr Allen reported that he and an Officer of the Wildlife Trust had been on a walkabout to agree a programme of works to be carried out by volunteers, Telford & Wrekin and Shropshire Wildlife Trust staff. It was recognised that power tools (other than strimmers) cannot be used by volunteers and are not covered by insurance. The Pony Club had made approaches to use paths that they had not previously used for some time and this may become an issue when areas are being shared with push chair and wheelchair users. Fishing groups were trying to extend Telford & Wrekin leases prior to further investment into additional fishing provision. The minutes were moved by Cllr Allen 2nd by Cllr Morris-Jones and it was RESOLVED that the minutes be accepted and the action taken be endorsed.

19/16 To receive relevant correspondence:

- i) Mazars – Notice of Audit – The Clerk reported that she had received notice of the external audit from Mazars who require the books by 30th June 2016.

20/16 To resolve to adopt the general Power of Competence

Members were reminded of the three conditions for eligibility for the Town Council to continue to exercise the General Power of Competence are as follows:

Resolution: the council must resolve at a meeting that it meets the criteria for eligibility relating to the electoral mandate and relevant training of the clerk.

Electoral mandate: at the time the resolution is passed, at least two thirds of the council must hold office as a result of being declared elected (i.e. not co-opted).

Qualified clerk: At the time that the resolution is passed, the clerk must hold a recognised professional qualification (e.g. Certificate in Local Council Administration, Certificate of Higher Education in Local Policy) **AND** pass the 2012 CiLCA module relating to the general power of competence.

As a result of satisfying the above criteria Cllr Hosken proposed the following resolution:

*The Town resolves from 10th May 2016, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012, to adopt the **General Power of Competence**.*

This was seconded by Cllr deLauney and agreed unanimously by the Council.

21/16 Town Council's Bank Account - The Clerk said that as the Nat West were closing their branch in Wellington, staff were looking at alternative provision.

22/16 Items for Information- the Clerk reported that members had been sent the following information via email;

- Street Pasteur's Report
- Road Closure Details
- Notification of the Twinning Association meeting 13th at 2.15
- Notification of The Forge in Duke Street Open Meeting on 11th May
- 18th May Pop Up Market Launch
- New Charlton School Open Day Thursday 4.30pm 12th May
- NACL/SALC news Bulletins

Additional information given at the meeting verbally;

- Cllr Tomlinson commented that there was also an opportunity to look around the old Charlton school, dates and times would be circulated by the Clerk
- Cllr Allen reported he had received a telephone call from ITV wishing to interview and film settlers anonymously in Telford & Wrekin. Cllr McClements said this issue formed part of her portfolio and she had not been informed of this by the Borough Council. She expressed concern that the approach may have a political motive.

23/16 To agree the date of the next meeting

The date for the next meeting was agreed as **14th June 2016**.

Signed

14th June 2016