



# Much Wenlock Town Council

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**Town Clerk: Trudi Barrett BA (Hons)**

## Meeting arrangements

Best efforts will be made to make the meeting accessible via Zoom, audio only. Remote participation in the meeting will not be possible. Any questions from the public must be asked in person, or by submitting the question in writing to be read out at the meeting. The link to the meeting is here:

<https://us02web.zoom.us/j/83705474472?pwd=Jeq9OONRVw0RSGGCdX1uGaKzIqfOes.1>

Meeting ID: 837 0547 4472

Passcode: 470014

**NOTICE IS HEREBY GIVEN** that a meeting of the above-named Town Council will be held at the **Guildhall**, Much Wenlock commencing at **7.00 pm** on Thursday, **13<sup>th</sup> June 2024** and Members are hereby summoned to attend for the purpose of transacting the following business.

Signed.....

Trudi Barrett BA (Hons)

Town Clerk

Date: 6<sup>th</sup> June 2024

# A G E N D A

## **FILMING AND RECORDING OF COUNCIL MEETINGS AND THE REQUIREMENTS OF THE DATA PROTECTION ACT 1998**

Any person present at a Council meeting may not orally report or comment about a Council meeting as it takes place but otherwise may: film, photograph, or make an audio recording of a meeting; use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; report or comment on the proceedings in writing during or after a meeting, or orally report or comment after the meeting. Anyone making a recording for non-domestic purposes is advised to seek advice on their obligations to ensure any processing of personal information complies with the Data Protection Act.

**Anyone who objects to being filmed or recorded should notify the Town Clerk prior to the commencement of the meeting.**

### **1. Chairman's welcome**

### **2. Apologies**

To receive apologies for absence.

### **3. Disclosure of pecuniary interests**

Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting, and which is not included in the register of interests. Members should leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of members' interests maintained by the Monitoring Officer.

### **4. Dispensations**

Requests for dispensation should be in writing, addressed to the Town Clerk and received prior to the meeting.

### **5. Public session**

At the discretion of the Chairman, members of the public who have given prior written notice to the Town Clerk, may ask questions of the Council concerning matters on the agenda.

### **6. Police Matters**

- a. To welcome Inspector Damien Kelly of South Shropshire Safer Neighbourhood Team to the meeting and to discuss local policing matters.
- b. To receive a written update from the local policing team.

## **7. Shropshire Council report**

To receive a verbal report from Shropshire Councillor Dan Thomas on Shropshire Council matters specifically relating to Much Wenlock.

## **8. Minutes**

- a. To approve and adopt the minutes of the Annual Town Council meeting held on 9<sup>th</sup> May 2024.
- b. To approve and adopt the minutes of the reconvened Annual Town Council meeting held on 16<sup>th</sup> May 2024
- c. To adopt the minutes of a Planning & Environment Committee meeting held on 30<sup>th</sup> April 2024.
- d. To adopt the minutes of a Finance & Asset Management Committee meeting held on 19<sup>th</sup> March 2024.
- e. To adopt the minutes of a HR Committee meeting held on 17<sup>th</sup> April 2024.

## **9. Town Clerk's report**

To receive a written report from the Town Clerk.

## **10. General Election 4<sup>th</sup> July 2024**

- a. To note that a General Election has been called for 4<sup>th</sup> July 2024 and to receive information from the Local Government Association on decision-making and publicity during the pre-election period.
- b. To resolve to move the Town Council meeting scheduled for 4<sup>th</sup> July to the new date of Thursday, 11<sup>th</sup> July 2024.

## **11. Internal Audit Report**

To consider the final Internal Audit Report for 2023/24.

## **12. Annual Accounts 2023/24**

- a. To approve income and expenditure from 1<sup>st</sup> April 2023 to 31<sup>st</sup> March 2024.
- b. To approve the balance sheet as at 31<sup>st</sup> March 2024.
- c. To approve the bank reconciliation as at 31<sup>st</sup> March 2023.

## **13. Annual Governance and Accountability Return 2023/2024**

- a. To note the Annual Internal Audit Report 2023/24 forming part of the Annual Governance and Accountability Return.
- b. To consider and approve the Town Council's response to the Annual Governance Statement 2023/24 - Section 1 of the Annual Governance and Accountability Return.
- c. To consider and approve the Accounting Statements for 2023/2024 - Section 2 of the Annual Governance and Accountability Return.
- d. To consider and approve the Explanation of Variances.
- e. To consider and approve the reconciliation between boxes 7 and 8 in Section 2 of the Annual Governance and Accountability Return.
- f. To note that the period for the exercise of public rights will run from Monday, 17<sup>th</sup> June 2024 to Friday, 26<sup>th</sup> July 2024.

## **14. Review of Financial Regulations**

To note that the new model Financial Regulations are still being reviewed by the RFO and Clerk and to agree to defer consideration of the new regulations to a future meeting.

## **15. Membership of Planning & Environment Committee**

To note that Councillor Linda West has resigned from the Council's Planning & Environment Committee and to consider the appointment of another member (NB. The Committee Terms of Reference specify at least five members).

## **16. The Guildhall Project**

To receive an update on the Guildhall Project.

## **17. Windmill Hill Local Nature Reserve**

To note arrangements for the annual orchid count on Windmill Hill on Saturday, 29<sup>th</sup> June at 10.30am, and the invitation to attend the official opening of the newly declared Windmill Hill Local Nature Reserve, "Hands Around the Windmill" ceremony and family picnic.

## **18. A Wenlock Guild**

To consider correspondence regarding a Wenlock Guild of traders and others to promote Much Wenlock.

### **19. Town Crier for Much Wenlock**

To consider whether Much Wenlock would benefit from the appointment of a Town Crier and, if so, how this should be managed.

### **20. Neighbourhood Plan Review**

To receive an update on the Neighbourhood Plan Review.

### **21. Shropshire Local Plan Review**

- a. To review and formally approve the representation submitted in response to consultation on documents GC44, GC45, GC46 and GC25.
- b. To receive an update on the Shropshire Local Plan Review.

### **22. New Puffin Crossing on Bridgnorth Road, Much Wenlock**

To consider proposals for a new puffin crossing on the A458 Bridgnorth Road in the vicinity of Racecourse Lane and to agree any representation to Shropshire Council.

### **23. The Safety of Electric-Powered Micromobility Vehicles and Lithium Batteries Bill**

To consider correspondence regarding the Safety of Electric-Powered Micromobility Vehicles and Lithium Batteries Bill and to agree any response.

### **24. Consultation**

To consider a response to the following Shropshire Council consultation:

Shropshire's Draft Preventing Homelessness and Rough Sleeping Strategy 2024 to 2029.

### **25. Correspondence**

To note the following items, which have been emailed to Members:

- a. SALC information bulletins and other information
- b. NALC newsletters and other information
- c. Press releases from Shropshire Council
- d. Rural Bulletins from the Rural Services Network
- e. VCSA Shropshire newsletters
- f. News from Shrewsbury and Telford Hospital NHS Trust
- g. Latest news from Shropshire Hills National Landscape Team May 2024
- h. What's On at The Edge Arts Centre
- i. Friendly Transport Service Newsletter June 2024
- j. Zero Carbon Shropshire June 2024 Green News
- k. South Shropshire Climate Action Group June Newsletter
- l. The Rural Services Network Rural Funding Digest June 2024
- m. Selected Neighbourhood Matters alerts.
- n. Lezley's Leader's Update June 2024
- o. Invitation to Severn Trent Shropshire stakeholder roadshow event on 20<sup>th</sup> June, 4.30 – 6.00pm at the Shropshire Wildlife Trust, Shrewsbury.
- p. Details of surface dressing and road closures on the A4169 Much Wenlock Road, Buildwas Bank – Acklands Coppice between 17<sup>th</sup> June and 16<sup>th</sup> July 2024.

### **26. Agenda items for next Town Council meeting**

Members are invited to suggest items for inclusion on the agenda for the next meeting.

### **27. Date of next meeting**

To note that the next meeting will be held on Thursday, 11<sup>th</sup> July at 7.00pm at the Guildhall, subject to confirmation at agenda item 10b above.

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### **Public Bodies (Admission to Meetings) Act 1960**

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

### **28. Repairs to Cemetery Chapel**

To consider quotations for repairs to the porch of the cemetery chapel.

**29. Appointment of RFO**

To receive a report from the HR Committee.

**30. 10 High Street**

To receive an update on progress with letting the premises and consider any action required.

**31. Appointment of Town Crier**

Dependent on the decision taken at agenda item 19, to consider candidates for the position of Town Crier.

**32. Gaskell Recreation Ground**

To approve quote and purchase order for path extension.