



Much Wenlock Town Council

Town Council Meeting

6th February 2025

Supporting Papers

Broseley and Much Wenlock Safer Neighbourhood Team (SNT)

Update to Much Wenlock Town Council: 30/01/2025

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.

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 the service 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 for this period as:

Theft (from outbuildings). There have been no reported burglaries from outbuildings or farms this month.

Anti-Social Behaviour. There is one household that has called 8 times this month reporting incidents with neighbours. We have been liaising with housing regarding these issues.

Speeding. No reports of Speeding.

There were three reported thefts of fuel, all making off without payment. One mobile stolen from an establishment and one instance of shop lifting reported.

One hoax call has been received and two domestics. We had three reports of public order offences, all but one involving alcohol.

There have been three assaults, one breach of a restraining order and a missing person, who was found safe and well.

Road Traffic Issues:

Police attended a vehicle fire, drink drive incident and three RTC's. We also had two reports of dangerous driving.

MUCH WENLOCK TOWN COUNCIL

Minutes of the
TOWN COUNCIL MEETING
held at The Guildhall, Much Wenlock
at 7 pm on Thursday, 9th Jan 2025

Present: Councillors William Benbow, Susan Crooke-Williams, Wilfred Grainger, John O'Dowd, Marcus Themans (in the chair), Daniel Thomas, Christian Toon, Chris Tyler, Linda West and Duncan White

In attendance: Trudi Barrett – Town Clerk, one member of the public in person (accompanying Mr Edwards) and two remotely.

1. Mayor's Welcome

The Mayor welcomed everyone to the meeting and reported the following:

December started with the disappointment of the cancellation of the Christmas Fair due to storm Darragh. The ensuing power and broadband outages were challenging to many in the town and we will be discussing this later. It must have been a blow to the town's traders to lose such an important day of business, and they responded with great spirit in the run up to Christmas by opening for Thursday late night shopping combined with 'Father Christmas' telling stories in the Guildhall. It was great to see a dozen or so vintage tractors (and a couple of modern ones) dressed up in festive lights, doing a charity run one Thursday in aid of the Royal Agricultural Benevolent Institution; nearly six hundred pounds were collected. Well done to Aubrey and Polly Langford for organising it at such short notice; I'm sure they'll be back next year.

There were several other Christmas events; to name a few: the Male Voice Choir's concert evening, the wonderful choral service, the, frankly, bonkers Crib Service and the Town Crier's special message of good wishes were all memorable and showed Much Wenlock at its best.

On a more serious note, there have been several meetings, mostly fact finding, with the main players involved in finding a solution to the threat of closure of the Leisure Centre. It is essential that as many responses as possible are made to the current online Shropshire Council consultation which closes on 5 February. If they don't receive a significant response, there is a risk of Shropshire Council not taking a positive attitude to saving the Leisure Centre - please encourage everyone to take part.

We have obtained 50% funding for a defibrillator for Bourton which will be purchased and delivered next week. If a suitable location can be found in Homer, we also hope to install a defibrillator there.

After a well-earned festive break we will have plenty of work to do: analysing the Neighbourhood Plan in preparation for presentation to Shropshire Council, the next stages of the Guildhall Project and hopefully a successful letting of 10 High Street, to name just a few. We will agree next year's budget tonight and in the next few months, we will develop the long overdue Council Strategic Plan. This will set out a framework for the new Council to amend and adopt after the May elections.

2. Apologies for Absence

Councillor David Fenwick – family commitment.

3. Disclosure of Pecuniary Interests

Members were reminded that they are required to 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

None requested.

5. Public Session

There had been no requests to speak.

6. Police Matters

- a. Members received a written update from the local policing team. They also noted that concerns had been raised about social disorder connected to a public house over the festive period.
- b. Members reviewed policing priorities for the town for the next six months. **It was RESOLVED to set the local priorities as theft (outbuildings), anti-social behaviour and speeding.**

7. Shropshire Hills Landscape Trust

The Mayor welcomed Mr Charles Edwards to the meeting to speak about the Shropshire Hills Landscape Trust.

Mr Edwards explained that, following a recent Government review, Areas of Outstanding Natural Beauty (AONBs) had been renamed National Landscapes. The Shropshire Hills National Landscape was managed by the Shropshire Hills National Landscape Partnership, which was accountable to Shropshire Council and, for a smaller area, to Telford & Wrekin Council. The Partnership was currently engaged on its 2025-30 management plan.

An initiative of the Partnership had been to set up the Shropshire Hills Landscape Trust, of which Mr Edwards was a Trustee, free of government control. A group of people elected to the Trust had a fairly light touch role in giving grants to help communities within the area of the Shropshire Hills carry out activities to protect or restore the quality of the landscape. The funds came from individuals who became Friends and some businesses which supported the initiative, as well as a small number of Town and Parish Councils. Small amounts also came from charitable trusts. In total the available funds amounted to c £15 - £20,000 per annum.

Mr Edwards gave some examples of projects recently funded, including one to survey and record dormouse activity and another to improve the breeding success of curlews in the area of the Strettons. The Trust was able to fund projects which bridged the gap between individual and larger scale actions. The Trust was keen to hear from groups with ideas for suitable projects, and applications were considered three to four times per year. Mr Edwards urged the Town Council to spread the word. Some Councils without specific projects had become organisational supporters of the Trust.

Councillors asked the following questions of Mr Edwards:

Q: In Much Wenlock parish only Wenlock Edge and part of Homer were within the Shropshire Hills National Landscape. How definitive was the National Landscape boundary line for funding projects as nature did not respect such artificial boundaries?

A: Projects could also be considered that extended outside the boundary, provided part of the project was within or benefited the National Landscape.

Q: Windmill Hill in Much Wenlock was now designated as a Local Nature Reserve. Would the Trust be able to support any activities there?

A: A project that addressed wildlife or nature that extended to areas further afield might be considered favourably. There would need to be a benefit to nature within the National Landscape area.

Q: Was the Trust also involved in looking at benefits from, for example, flood attenuation?

A: Yes, particularly 'Slow the Flow' initiatives as these formed part of the natural landscape and water movement within the area.

Q: Was it likely that there would be a review of the area covered by the Shropshire Hills National Landscape?

A: This was unlikely as the recent review had involved only a name change. There was some suggestion of the creation of a new National Park in Wales but this was a long way off.

Councillors were asked to contact the office of the Landscape Trust if they became aware of any projects that might qualify for funding. Mr Edwards was thanked for attending and left the meeting.

8. Shropshire Council Report

Shropshire Councillor, Daniel Thomas, presented the following report:

"TRO Map: the consultation for the double yellow lines map has now finished. The plans are designed to ease congestion in the town's streets while making them safer for pedestrians. As discussed, the map did contain some errors, which won't be going ahead, but much-needed safety measures for Sheinton Street, Bridge Road, and St Mary's Road were included. I hope to meet with the engineers shortly to go through all the comments received and determine the final outcomes.

Much Wenlock Leisure Centre: Cllr Themans and I have had productive meetings with representatives from the 3-18 Education Trust and Shropshire Council officers regarding Much Wenlock Leisure Centre. The consultation is now live, and I urge everyone to respond; we need as many responses as possible to show a real appetite for the Leisure Centre in this town, especially given it has the proudest sporting heritage of anywhere in the County. I am optimistic about its

future at this stage, but there is a long way to go. Please take part in the consultation, which you can find online: <https://www.shropshire.gov.uk/get-involved/much-wenlock-leisure-centre-proposal/>

Local Plan: a letter from the Inspectors has been received at Shropshire Council today. I have not had a chance to read it yet so will update Councillors next week.

High Street Drain Upgrade: the High Street drains are being upgraded on Sunday, rescheduled from November when the engineer was unavailable due to illness. This means that the High Street will be able to take more water and be more resilient to blockages.

Shropshire Council Budget Consultation: like Councils all over the country, Shropshire Council's day-to-day budget is under pressure, especially as a growing number of people need essential services, like social care (for adults and children), which accounts for almost 80% of its budget. To save money, the Council has already made some tough choices, such as charging for garden waste collections, reducing road repairs, and moving out of its energy-hungry headquarters to a smaller and more sustainable building. The exact figure for next year's budget isn't clear yet, but the Council expects more savings will be needed.

To help determine what the Council should do, Shropshire Council has launched a consultation which discusses some ideas: <https://www.shropshire.gov.uk/get-involved/budget-consultation-202526/> Please go online and take part so your views are heard.

Advice Surgery: my next Advice Surgery is on Saturday, 11th January, between 10:30 a.m. and 12 noon at Much Wenlock Museum. No appointment is necessary. I'll be joined by Town Cllr William Benbow and a representative from the Police."

Councillor Thomas was asked whether there was any prospect that the Local Council elections scheduled for May would be delayed. He responded that this was something that might affect district councils, where their future was under review, but not unitary councils such as Shropshire Council.

9. Minutes

- a. It was RESOLVED to approve and adopt the minutes of the Town Council meeting held on 5th December 2024.
- b. It was RESOLVED to adopt the minutes of the Planning & Environment Committee meeting held on 5th November 2024.

10. Town Clerk's Report

Members noted the written report from the Town Clerk.

11. 2025/26 Town Council Budget

Councillors expressed thanks to the RFO for her work on the budget. Clarification was provided on the tax base. Members considered the draft budget recommended by the Finance & Asset Management Committee.

It was RESOLVED to approve the budget for 2025/2026, with expenditure of £376,967 and a precept of £285,824 representing an increase of 3.83% over the previous year.

12. Much Wenlock Neighbourhood Plan Review

Members received an update on the Neighbourhood Plan review. The Regulation 14 Consultation had concluded on 6th January 2025. The consultation had been well publicised and there had been a good level of response. At their forthcoming meeting, members of the steering group would review the responses and comments would be taken into consideration when the second draft of the Plan was prepared. The timescale for the next stage of the review would depend on how many changes were required to the draft.

13. Shropshire Local Plan Review

Shropshire Councillor Dan Thomas advised Members that Shropshire Council had received a letter from the Planning Inspectors earlier in the day. There had not been time to review the letter yet and he was unable to speculate on its contents. Councillor Thomas noted that Shropshire Council had the highest number of houses to find in the West Midlands and it was likely that land allocation would have to be reviewed again.

14. Loss of Electricity to Homes in Much Wenlock during high winds in December

During high winds in December many homes in Much Wenlock were without electricity for up to three days. Councillors were particularly concerned about the circumstances and lack of support for older residents, including those in the STAR Housing properties at High Causeway. It was noted that some venues in the town, such as the George & Dragon and Holy Trinity Church, continued to have power and provided a place for residents affected by the power cut to warm up.

There was no emergency plan for the town to cover such power outages and Councillors considered which agencies would be best placed to help residents if this should occur again. Social Services or STAR Housing might be able to make some provision. Councillors suggested that STAR might provide a generator for emergency power in the community room which would give residents of High Causeway a warm place to gather in the event of an extended power cut. Councillor West would be meeting with STAR Housing to discuss this possibility. Councillor White would discuss with the Priory Hall Committee what provision they might offer should a similar situation occur again. It would be helpful if there were some co-ordination between different organisations.

It was RESOLVED to write a short letter to STAR Housing stating that the Town Council supports the view expressed by Councillor West that some emergency provision for residents would be very welcome in the event of a future power cut of this nature.

Councillor West was asked to report back in due course.

15. 'Climate Fresk'

Members considered covering the cost of a venue and refreshments for a funded, half-day 'Climate Fresk' event in Much Wenlock to increase local engagement with climate change and encourage community initiatives.

It was RESOLVED to support a Climate Fresk event by funding the room hire and providing refreshments.

16. VE Day Celebrations

The scheduled meeting to discuss VE Day celebrations had been postponed due to bad weather. A report would be provided for the next full Council meeting.

17. Consultation

Members considered a response to the following consultation:

- a. **Shropshire Council Budget Consultation**, closing 26th January 2025. Councillors were urged to respond individually.
- b. **Shropshire Council Consultation on the future of Much Wenlock Leisure Centre**, open until 5th February 2025.

Members stressed the importance of encouraging as many people as possible to respond to this consultation, including those who did not use the Leisure Centre currently. Members were of the opinion that the survey questions did not offer any future vision and that the two parties needed to co-operate to find a solution.

It was RESOLVED that Councillors should provide the Clerk with bullet points outlining their views by 23rd January to enable a whole Council response to be collated and submitted.

Councillors were also urged to make individual responses to the consultation.

18. Correspondence

Members noted the following items, which they had received by email between meetings:

- a. SALC information bulletins and other information
- b. NALC newsletters and other information
- c. Selected press releases from Shropshire Council
- d. Rural Bulletins from the Rural Services Network
- e. VCSA Shropshire newsletters
- f. The Rural Services Network Bulletins and Rural Funding Digest
- g. Marches Energy Agency December newsletter
- h. Selected Neighbourhood Matters alerts
- i. Friendly Transport Service newsletter
- j. Mailings from The Edge Cinema
- k. Correspondence from Shrewsbury and Telford Hospital NHS Trust
- l. Shropshire Hills National Landscape newsletter

19. Agenda items for next Town Council meeting

Members were invited to suggest items for inclusion on the agenda of the next meeting: VE Day Celebrations, possible membership of the National Landscape Trust, roadside verge management.

20. Date of next meeting

Members noted that the next meeting would be held on Thursday, 6th February 2025 at 7.00pm at the Guildhall, Wilmore Street, Much Wenlock.

Public Bodies (Admission to Meetings) Act 1960

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

21. Personnel Matters

Following successful completion of the probationary period, it was **RESOLVED** to confirm the permanent appointment of Janet Evans as Responsible Financial Officer for the Council.

21. 10 High Street

Members received an update on progress with letting 10 High Street and agreed responses to queries raised.

It was RESOLVED to delegate authority to the Finance & Asset Management Committee to take forward negotiations on letting 10 High Street.

22. Much Wenlock Library

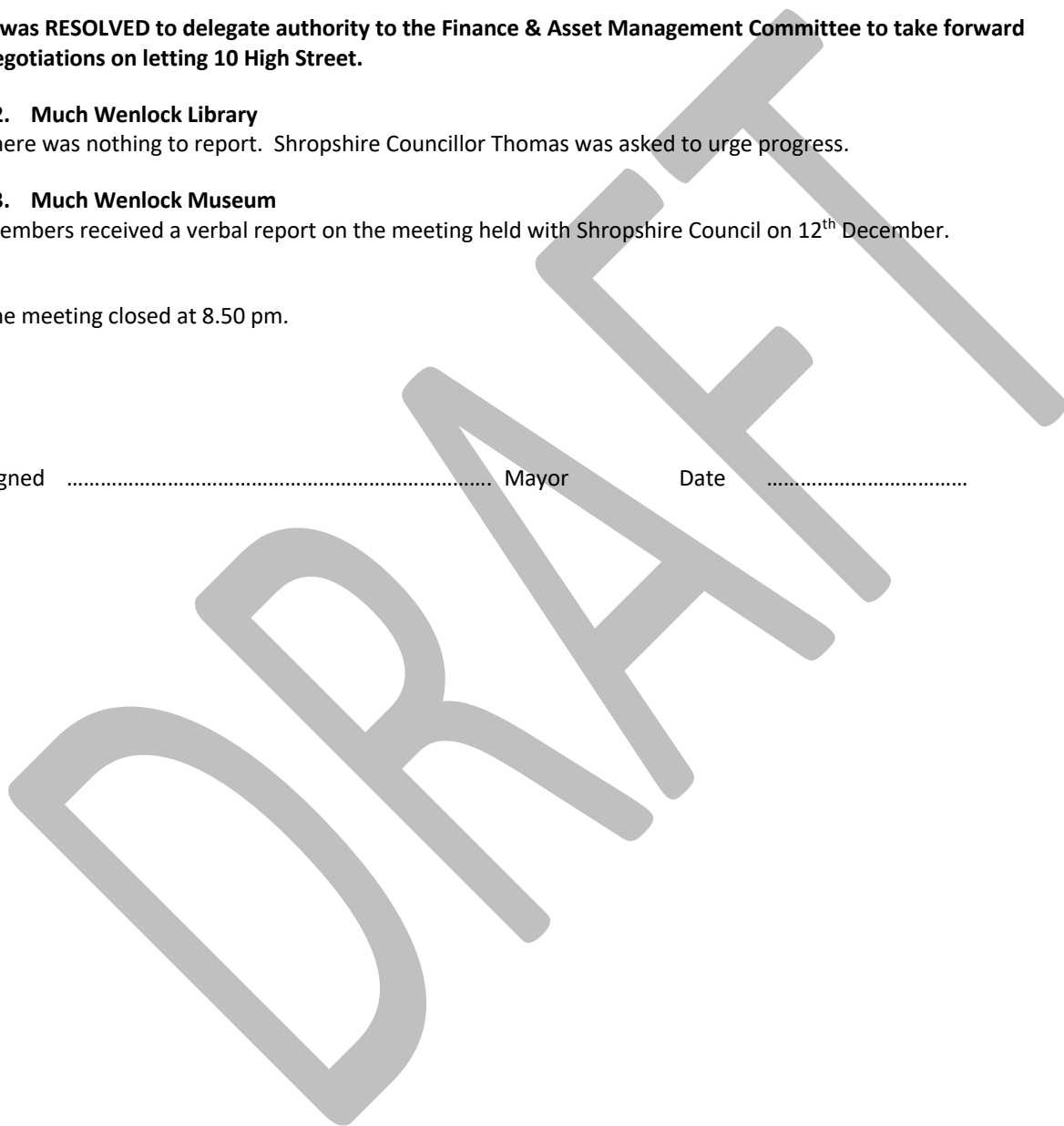
There was nothing to report. Shropshire Councillor Thomas was asked to urge progress.

23. Much Wenlock Museum

Members received a verbal report on the meeting held with Shropshire Council on 12th December.

The meeting closed at 8.50 pm.

Signed Mayor Date



22/24

MUCH WENLOCK TOWN COUNCIL

Minutes of a **Planning & Environment Committee meeting**
held at 7.00 pm on Tuesday, 3rd December 2024 at the Corn Exchange, Much Wenlock

Present: Councillors William Benbow, David Fenwick, Wilfred Grainger, Daniel Thomas, Chris Tyler, Linda West

In attendance: Trudi Barrett – Town Clerk

1. Apologies

None – all Councillors were present.

2. Disclosure of Pecuniary Interests

Members were reminded that they are required to 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.

3. Dispensations

None requested.

4. Public Session

There were no members of the public present.

5. Minutes

It was **RESOLVED** that the minutes of the Planning & Environment Committee meeting held on 5th November 2024 be **APPROVED** and signed as a true record.

6. Planning Applications

There were no applications to hand.

7. Planning Decisions

Members reviewed and noted the following planning decisions.

24/04123/AGR Agricultural building NW of Callaughton House, Callaughton, Much Wenlock	Erection of an agricultural building. Decision: Withdrawn
24/03958/PA3MA Shropshire Skin Clinic, The Lodge, Farley Road, Much Wenlock	Application to determine if prior approval is required for a proposed: Change of use from Commercial, Business and Service (Use Class E) to Dwellinghouses (Use Class C3) to provide one dwelling under Schedule 2, Part 3, Class MA of The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended). Decision: Prior approval not required
24/02537/VAR Proposed Quarry to the East of Much Wenlock Road, Buildwas	Application under Section 73 - application for the variation of Condition 12 of planning permission 19/05509/MAW regarding the phased extraction of sand and gravel, associated works and restoration, in order to achieve the dispatch of up to 300,000 tonnes of extracted mineral per calendar year. Decision: Permission granted with conditions

8. Draft Shropshire Local Plan Review 2016 – 2038

- Members noted that no further information on the postponement of the hearings by the Inspectors was expected until mid-December.
- There were no other relevant matters.

9. Neighbourhood Plan Review

The first draft of the Neighbourhood Plan was out for public consultation until 6th January 2025.

10. Flooding Matters

- a. Members received a verbal update from the Strategic Flood Working Group. The town had been largely unaffected by the recent storm but gardens on Callaughtons Ash 1 had flooded after the heavy rain. The existing swale was not working and might have been damaged. Councillors intended to visit site to check on the ground. Councillor Benbow offered to contact the owner of the adjacent land to see if anything could be done to reduce run off.
- b. Councillor Benbow had drafted a letter to the Health & Safety Executive about risks from the potential collapse of the boundary wall at Shadwell Quarry.
- c. Other flooding matters:
 - work to the drain covers in the High Street had been delayed due to illness and was expected to be scheduled for an evening before Christmas.
 - a meeting had been held in Bourton with the Shropshire Wildlife Trust and landowners were going to install leaky dams to slow the water flow in that area.
 - Bourton landowners were also looking at similar measures for Presthope Road.

11. Transport and Highways Matters

Lifting of confidentiality on the feasibility study for the Gaskell corner was still awaited. There was no clarity on when the remaining CIL fund of £300,000 held for the Gaskell corner works would be released. Members noted that consent had been given for the construction of 107 homes at the former Power Station site to begin in the new year. Another 200 dwellings were scheduled to be built in 2026. Councillor Thomas agreed to speak to Shropshire Councillor Claire Wilde to try to arrange a meeting with Harworth.

Members noted that there had been a delay with consultation on the parking proposals for the town but this was imminent.

12. Climate Change and Ecological/Nature Emergencies*

13. Street Lighting

14. Street Naming *

15. Footpath/Bridleway Creation Orders*

16. Footpath Diversion Orders*

17. Road Closures*

18. Tree Preservation Orders*

19. Stopping Up Orders*

20. Speed Limit Orders*

21. Prohibition Orders*

22. Date of next meeting

Members noted that the next meeting would be held on Tuesday, 7th January 2025 at 7.00pm at the Corn Exchange.

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

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

23. Planning Enforcement

Members noted an update on enforcement matters.

The meeting closed at 7.35pm

Signed.....(Chairperson)

Date.....

12/24

MUCH WENLOCK TOWN COUNCIL

Minutes of a
FINANCE & ASSET MANAGEMENT COMMITTEE
 meeting held at the Corn Exchange, Much Wenlock
 at 7.00 pm on Tuesday, 27th November 2024

Present: Councillors Susan Crooke-Williams, David Fenwick, John O’Dowd, Marcus Themans, Duncan White.

In attendance: Trudi Barrett – Town Clerk, Janet Evans – Responsible Financial Officer (RFO)

1. Apologies

Cllr Christian Toon – work commitment.

2. Disclosure of pecuniary interests

Members were reminded that they are required to 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.

3. Dispensations

None requested.

4. Minutes

It was RESOLVED that the minutes of the meeting of the Finance and Asset Management Committee held on 22nd October 2024 be APPROVED and signed as a true record.

5. Town Clerk’s report

Members noted the Clerk’s report on action taken since the last meeting. The Clerk was asked to try an alternative contractor for a quotation to fit the new locks in the Corn Exchange as this job had been outstanding for some time.

6. Finance

- a. The RFO presented a written and verbal report. She noted that the Christmas lights had been installed and tested. The new pigeon spikes on the front of the Corn Exchange above the lights appeared to be deterring the pigeons.
- b. Members noted the balance sheet as at 31st October 2024.
- c. Members noted the income and expenditure to 31st October 2024.
- d. Members reviewed the bank reconciliations to 31st October 2024. **It was RESOLVED to approve the bank reconciliations to 31st October 2024.**
- e. **It was RESOLVED to approve payments from 23rd October 2024 to date.**

7. Cemetery Fees

Members reviewed fees for Much Wenlock cemetery. **It was RESOLVED to increase cemetery fees across the board by approximately 2.5% with effect from 1st April 2025.**

8. 2025/26 Budget

Members reviewed the second draft of the 2025/26 budget. Members noted that they might wish to consider the option of reducing the required increase to the precept by making a contribution towards the budget from general reserves and/or using Neighbourhood Fund contributions for appropriate projects. The RFO would work further on the draft and circulate this to all Councillors for comment in advance of a formal decision at the January full Council meeting.

9. The Guildhall Project

The Mayor reported that a meeting had been held with Greenwood Projects to discuss how to approach the National Lottery Heritage Fund (NLHF) application. Much of the information required, such as surveys of the building, had been prepared already as part of the feasibility study. The Council would aim to submit the NLHF application in time for assessment in May 2025. **It was RESOLVED to recommend to full Council that Greenwood Projects be engaged to support the Council in the process of application to the National Heritage Lottery Fund for funding for the Guildhall project.**

10. Vandalism to Public Toilets

Members noted recent vandalism to both Queen Street and St Mary’s public toilets. An insurance claim had been submitted and approved for the fire damage at Queen Street gents’ toilets and the work was due to be carried out week commencing 2nd December. **It was RESOLVED to approve the actions taken by officers in dealing with the vandalism to the toilets.**

Members noted that the Clerk had contacted two companies regarding the provision of CCTV for the public toilets and quotes were awaited.

11. Date of next meeting

Members noted that the next meeting would be held on Tuesday, 21st January 2024 at 7.00pm at the Corn Exchange.

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.

12. 10 High Street

Members received an update on progress with the rental of 10 High Street.

13. Meeting regarding Library SLA and Lease

Members considered proposals from Shropshire Council regarding renewal of the Library SLA and lease. **It was RESOLVED to recommend to full Council agreement to renewal of the Much Wenlock Library funding proposal and lease for the premises on the terms proposed.**

14. Much Wenlock Museum

Members received a verbal report from the recent discussion with Shropshire Council regarding operation of the museum and noted that a further meeting was scheduled for 12th December.

The meeting closed at 8.20 pm.

Signed.....
 Chairperson

Date.....

MONTH	MINUTE NUMBER	RESOLUTION / ACTION	TASK COMPLETE	COMMENT
June 2022	13	Continue to check the Local Plan EIP website for updates.	Ongoing	Councillors and associates also requested to check EIP website themselves, in case of delay with Clerk checking.
2024				
May	18	Revised Financial Regs would be presented to Council for consideration at the June full Council meeting.	In progress	Review not completed by June, regs to be presented at a future meeting.
October	11	To approve a change to the Town Council's bank mandates to remove the former RFO and add the current RFO as an administrator on the Council's bank accounts.	In progress	Necessary documents submitted
December	17	Nominate Daniel Thomas to attend the Shropshire Lieutenancy Garden Party on 4 th June 2025 for his personal contribution.	Yes	
2025				
January	6b	Set the local policing priorities as theft (outbuildings), anti-social behaviour and speeding.	Yes	Policing team notified and reported in Wenlock Herald
	11	Approve the budget for 2025/26.	Yes	SC notified and reported in Wenlock Herald
	14	Write a short letter to STAR Housing supporting the view that some emergency provision for residents would be welcomed in the event of a future power cut.	Yes	Reply awaited
	15	Support a Climate Fresk event by funding the room hire and providing refreshments.	Yes	Event arranged for the morning of Saturday, 22 nd February at the Priory Hall
	17b	Councillors should provide the Clerk with bullet points outlining their views on the Leisure Centre consultation by 23 rd January to enable a whole Council response to be collated and submitted.	Yes	Response submitted 30 th January
	19	Agenda items for next meeting: VE Day Celebrations, possible membership of the Shropshire Hills National Landscape Trust, roadside verge management	Yes	On agenda for 6 th February

Other activities:

- Re-setting Guildhall alarm after alert on 12th January
- Meeting with Greenwood Projects on 16th January and subsequent liaison
- Liaison with solicitor, agent and contractors re 10 High Street

2024 Agenda for reference

ANNUAL TOWN MEETING

Local Government Act 1972 Schedule 12 Part III

Notice is hereby given for the Annual Assembly of the parish of Much Wenlock.
All local government electors of the parish may attend and will be entitled to vote.

Date: **Thursday, 18th April 2024**

Time: **7.00 pm until 8.00 pm, followed by light refreshments**

Place: **The Priory Hall, Bull Ring, Much Wenlock**

Best efforts will be made to also make the meeting available remotely, via Zoom:

<https://us02web.zoom.us/j/85747608788?pwd=VTZpVVU2VUhsWHlyU3o4SDFuQ0Z6UT09>

Meeting ID: 857 4760 8788

Passcode: 276098

Electors are invited to submit questions to the Town Council in advance of the meeting for a response at the meeting.

A G E N D A

1. **Welcome**
The Town Mayor, Cllr. David Fenwick, will welcome everyone to the meeting.
2. **Minutes**
To approve the minutes of the Annual Town Meeting held on 23rd March 2023 (available to view on the Town Council website: www.muchwenlock-tc.gov.uk)
3. **Mayor's Report**
To receive a report from the Mayor.
4. **Report from the Town Council's Planning & Environment Committee**
To receive a report from the Planning & Environment Committee, to include a report on the Much Wenlock Neighbourhood Plan Review.
5. **County Councillor's Report**
To receive a report from Shropshire Councillor, Dan Thomas, to include flooding and the Local Plan Review.
6. **Gaskell Recreation Ground**
To receive a report from Councillor Themans, Chair of the Management Committee for the Gaskell Recreation Ground Charity.
7. **Police Report**
To receive a report from the local policing team (operational priorities permitting).
8. **Open Forum**
Local government electors are invited to ask questions and offer their views.

Light refreshments will be served following the meeting.

Timetable for local elections in England: 1 May 2025

This timetable covers the following polls taking place on 1 May 2025:

- local government principal area elections (i.e. district, borough, county, county borough and unitary authority elections)
- parish council elections
- local authority mayoral elections in England
- combined (county) authority mayoral elections in England

The days which are disregarded in calculating the timetable are Saturday, Sunday, bank holidays and any day appointed for public thanksgiving or mourning.

Please be aware that the timetable may change in the event of days being appointed for public thanksgiving or mourning.

This timetable has been developed based on the legislation as it currently stands and so it may be subject to change. We will update and re-publish the timetable as appropriate if further legislation is made.

Event	Election	Working days before poll (deadline if not midnight)	Date
Publication of notice of election	All	Not later than 25 days	Not later than Tuesday 25 March
Delivery of nomination papers	All, excluding combined authority mayoral	From the date stated on the notice of election up to 4pm on the nineteenth working day before the election	From the date stated on the notice of election up to 4pm on Wednesday 2 April
Delivery of nomination papers	Combined authority mayoral	From the day after the publication of notice of election until 4pm on the nineteenth working day before the election (10am to 4pm)	Between 10am and 4pm on any working day after publication of the notice of election until 4pm on Wednesday 2 April

Event	Election	Working days before poll (deadline if not midnight)	Date
Deadline for withdrawals of nomination	All	19 days (4pm)	4pm on Wednesday 2 April
Deadline for the notification of appointment of election agent	All, excluding parish council	19 days (4pm)	4pm on Wednesday 2 April
Making objections to nomination papers	Combined authority mayoral	On 19 days (10am to 5pm), subject to the following: Between 10am and 12noon objections can be made to all delivered nominations Between 12 noon and 5pm objections can only be made to nominations delivered after 4pm, 20 days before the poll	Between 10am and 12 noon on Wednesday 2 April objections can be made to all delivered nominations Between 12 noon and 5pm on Wednesday 2 April objections can only be made to nominations delivered after 4pm on Tuesday 1 April
Publication of first interim election notice of alteration	All	19 days	Wednesday 2 April
Publication of statement of persons nominated	All	Not later than 18 days (4pm)	Not later than 4pm on Thursday 3 April
Deadline for receiving applications for registration	All	12 days	Friday 11 April
Deadline for receiving new postal vote and postal proxy applications, and for changes to existing postal or proxy votes	All	11 days (5pm)	5pm on Monday 14 April

Event	Election	Working days before poll (deadline if not midnight)	Date
Deadline for receiving new applications to vote by proxy (not postal proxy or emergency proxies)	All	6 days (5pm)	5pm on Wednesday 23 April
Deadline for receiving applications for Voter Authority Certificates	All	6 days (5pm)	5pm on Wednesday 23 April
Publication of second interim election notice of alteration	All	Between 18 days and 6 days	Between Thursday 3 April and Wednesday 23 April (inclusive)
Publication of notice of poll	All	Not later than 6 days	Not later than Wednesday 23 April
Publication of final election notice of alteration	All	5 days	Thursday 24 April
Deadline for notification of appointment of polling and counting agents	All	5 days	Thursday 24 April
Deadline for notification of appointment of sub agents	Combined authority mayoral	5 days	Thursday 24 April
First date that electors can apply for a replacement for lost postal votes	All	4 days	Friday 25 April
Polling day	All	0 (7am to 10pm)	7am to 10pm on Thursday 1 May

Event	Election	Working days before poll (deadline if not midnight)	Date
Last time that electors can apply for a replacement for spoilt or lost postal votes	All	0 (5pm)	5pm on Thursday 1 May
Deadline for emergency proxy applications	All	0 (5pm)	5pm on Thursday 1 May
Last time to alter the register due to clerical error or court appeal	All	0 (9pm)	9pm on Thursday 1 May
Delivery of return as to election expenses (parish council elections only)	Parish council	Not later than 28 calendar days* after the date of the election	Thursday 29 May
Delivery of return as to election expenses	All, excluding parish council	Not later than 35 calendar days* after the date the election result is declared	Refer to the following table for further information on the date for return of election expenses.
Sending postal vote identifier rejection notices	All	Within 3 calendar months beginning with the date of the poll	By Friday 1 August

*If the last day of the period falls on a weekend, bank holiday or any day appointed for public thanksgiving or mourning, in which case the last day moves to the next working day.

Delivery of return as to election expenses (all, excluding parish council elections).

If the result is declared:	Deadline for return:
Thursday 1 May	Thursday 5 June
Friday 2 May	Friday 6 June
Any declaration made between 3 May and 5 May	Monday 9 June
Tuesday 6 May	Tuesday 10 June

Local Government Association

Taken from : **A short Guide to Publicity during the Pre-Election Period**

Introduction

This document provides advice on the publicity restrictions that should be observed during the pre-election period. **It should be read in conjunction with any guidance produced by your own Returning Officer or Monitoring Officer, which provides specific advice depending on your local circumstances.**

It is important to note that pre-election rules restrict activity wider than just publicity. Use of council facilities and resources; the member's code of conduct, developing new policies and holding of events (including some meetings) featuring elected officials should all be carefully considered during a period of heightened sensitivity.

The pre-election period for local authorities will start **from the publication of a notice of election.**

Local government sometimes views this period as a time when communications have to shut down completely. This is not the case, and the ordinary functions of councils can continue – such as factual information about elections – but some restrictions may be imposed by law. This guidance sets out what this means in practice.

The Code of Recommended Practice on Local Authority Publicity 2011

The Code of Recommended Practice on Local Authority Publicity 2011 is based around seven principles to ensure that all communications activity:

- is lawful
- is cost effective
- is objective
- is even-handed
- is appropriate
- has regard to equality and diversity
- is issued with care during periods of heightened sensitivity.

This last principle, to ensure special care is taken during periods of heightened sensitivity, is of particular relevance during the pre-election period.

The publication of press notices and information regarding the holding of polls are exempt from these restrictions as is providing factual responses to specific requests for information, for example, information about how people can register to vote.

At all times, local authorities should ensure that publicity complies with all applicable statutory provisions, including the Code of Recommended Practice. Paid-for advertising must comply with the Advertising Standards Authority's Advertising Codes.

In general, authorities should not issue any publicity which seeks to influence voters, ensure that publicity relating to policies and proposals from central government is balanced and factually accurate, and comply with laws which prohibit political advertising on television or radio.

Legal basis and official guidance

The pre-election restrictions are governed by Section 2 of the Local Government Act 1986², as amended in 1988.³ Essentially councils should **'not publish any material which, in whole or in part, appears to be designed to affect public support for a political party'**.

Section 4⁴ of the Act makes clear that councils need to have regard to the Code of Recommended Practice. The essential points from the Code of Recommended Practice are:

- In general, you should not issue any publicity which seeks to influence voters (an exception being situations covered by legislation or regulations directing publication of information for explanatory purposes).

- Particular care should be taken between the time of publication of a notice of an election and polling day.
- Consider suspending the hosting of third party material or closing public forums if these are likely to breach the Code of Recommended Practice.
- Do not publish any publicity on controversial issues or report views on proposals in a way which identifies them with candidates or parties.
- Publicity relating to individuals involved directly in the election should not be published unless expressly authorised by statute.
- You are allowed to publish factual information which identifies the names, constituencies and parties of candidates at elections.

What this means in practice

Publicity is defined as **‘any communication, in whatever form, addressed to the public at large or to a section of the public’**.

The first question to ask is ‘could a reasonable person conclude that you are spending public money to influence the outcome of the election?’ In other words, it must pass the ‘is it reasonable’ test. When making your decision, you should consider the following:

You should **not**:

- produce publicity on matters which are politically controversial
- make references to individual candidates or parties in press releases
- arrange proactive media or events involving candidates
- issue photographs which include candidates
- supply council photographs or other materials to political group staff unless you have verified that they will not be used for campaigning purposes
- help with national political visits (as this would involve using public money to support a particular candidate or party). These should be organised by political parties with no cost or resource implications for the council.

You should also **think carefully** before you:

- Continue to run campaign material to support your own local campaigns. If the campaign is already running and is non-controversial (for example, on issues like recruitment, recycling or foster care) and would be a waste of public money to cancel or postpone them, then continue. However, you should always think carefully if a campaign could be deemed likely to influence the outcome of the election. In such cases you should stop or defer them. An example might be a campaign on an issue which has been subject of local political debate and/or disagreement.
- Launch any new consultations. Unless it is a statutory duty or considered normal council business, such as budget consultations. Councils should consider carefully before starting any new consultations or publish report findings from consultation exercises, which could be politically sensitive.

You **are allowed** to:

- continue to discharge normal council business (including budget consultations or determining planning applications, even if they are controversial)
- publish factual information to counteract misleading, controversial or extreme (for example, racist/sexist) information.

If you are in any doubt, seek advice from your returning officer and/or monitoring officer, legal or communications colleagues.

Ultimately, you must always be guided by the principle of fairness. It is crucial that any decision you take would be seen as fair and reasonable by the public and those standing for office.

NB. Summary of Details

From: Karen Westwood <karen.westwood@trinityteam.co.uk>

Date: Thursday, 16 January 2025 at 09:06

Subject: WMGA260018 Much Wenlock Gas Mains Replacement

Good Morning,

We have gas mains replacement proposed for the below location. Shropshire County Council have requested that we make you aware of these proposed works. The works are proposed to commence 31st March for approx. 9 weeks.

Scheme number	Site	Town	Permit Reference Number	Site Start Date	Site End Date	Permit TM Type
WMGA260018	Oakfield Park	Much Wenlock	AZ5041001399081-01	31.03.2025	30.05.2025	Road closure
WMGA260018	Racecourse Lane	Much Wenlock	AZ5041001394390-01	14.04.2025	25.04.2025	Multi-way signals
WMGA260018	Swan Meadow	Much Wenlock	AZ5041001394396-01	14.04.2025	09.05.2025	Multi-way signals
WMGA260018	Bridgnorth Road	Much Wenlock	AZ5041001394392-01	17.04.2025	25.04.2025	Multi-way signals

Regards,

Karen.



Karen Westwood

Planner

karen.westwood@trinityteam.co.uk | 07890 256509

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