

SHREWSBURY TOWN COUNCIL

**MEETING OF THE COUNCIL
HELD AT THE GUILDHALL, FRANKWELL QUAY, SHREWSBURY
AT 6.00PM ON MONDAY 12 NOVEMBER 2018**

PRESENT

Councillors P Nutting (Mayor), P Gillam (Deputy Mayor), P Adams, J Dean, Mrs H Fraser, N Green, I Jones, Ms J Mackenzie, Mrs P Moseley, A Mosley, K Pardy, A Phillips, K Roberts, H Taylor and D Vasmer.

IN ATTENDANCE

Helen Ball (Town Clerk), Gary Farmer (Operations Manager), Andy Watkin (Responsible Finance Officer), Rebecca Oliver (Committee Clerk), Eddie West (Principal Planning Policy Officer – Shropshire Council), one member of the press and three members of the public.

APOLOGIES

Apologies were received from Councillors N Laurens and Mrs R Wall.

PRAYERS

In the absence of the Council Chaplain prayers were not said.

43/18 DECLARATIONS OF INTEREST

Shropshire Councillors	Twin hatted members declared personal interests in matters relating to the Town Council's relationship with Shropshire Council
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44/18 MINUTES OF THE LAST MEETING

The minutes of the Town Council meeting held on 10 September 2018 were circulated as read.

RESOLVED:

That the minutes of the Town Council meeting held on 10 September 2018 be approved and signed as a correct record.

45/18 MATTERS ARISING

- 45.1 REF: MIN 32.1 SHREWSBURY INTEGRATED TRANSPORT PLAN** – the Town Clerk has raised the issues surrounding SCOOT facilities with Jason Hughes, Shropshire Council Highways. His response was circulated around all members prior to the meeting. Councillor Phillips explained the problems have not been resolved and he will continue to follow up the issues with the cabinet member.
- 45.2 Ref: Min 34/18 Public Questions** – The Town Clerk wrote to Councillor Davenport who confirmed that a task and finish group will be set up to review the '20 is plenty scheme' and all road safety aspects.
- 45.3 Ref: Min 35/18 Questions from Members** – With regards to the takeaway coffee cup scheme, the RFO (Responsible Finance Officer) has met with the group promoting the scheme and further talks will be held with the Business Improvement District (BID) for progressing the project.

46/18 ANNOUNCEMENTS

- 46.1 Mayor & Deputy Mayor's Engagements** - Details of the Mayor & Deputy Mayor's engagements for September and October were circulated to members.

RESOLVED:

That the Mayor and Deputy Mayor's schedule of engagements be noted.

- 46.2 Announcements from the Mayor and Town Clerk**
There were no announcements from the Mayor or Town Clerk.

- 46.3 Twinning with Zutphen Town**
Members were in receipt of a letter from the Council of Zutphen who have expressed their wish to end all twinning activities with Shrewsbury and all their international contacts.

RESOLVED:

Members noted this decision and raised no comments.

47/18 PUBLIC QUESTIONS/COMMENTS

The following question was received from Chris Raine, who was in attendance.

I'm a local resident who regularly walks along New Street and also a concerned grandparent whose grandchildren walk along New Street and indeed a concern for all the children who walk along the narrow pavement every school day as they walk to and from the Frankwell Nursery for before and after school care.

I'm aware that Shropshire Council are the Highways Authority and have recently cut budgets for smaller schemes in local areas but I would like to ask Shrewsbury Town Council for their support to bring pressure on Shropshire to reinstate the scheme for New Street in their budget for 2019/20 and to impose a 20mph speed limit.

Mrs Raine added that the pavement measures less than 1 meter wide which does not meet the Chartered Institute for Highways and Transportation guidelines which require a minimum of 1.8 meters and 2.6 meters preferred (as set out in their Designing for Walking Guidance section 4.2 March 2015).

A scheme which addresses concerns of local people for New Street has already been prepared by Shropshire Council Highways Engineers and has been discussed with local residents and the ward Councillor who are all supportive of the scheme. The site has also been submitted to Shropshire Council as a Site of Community Concern.

Mrs Raine would like to see a 20mph speed restriction imposed, the pavement widening and the road made one-way. She would also like to see a chicane considered to slow the traffic down and a pedestrian crossing before the road bends round in front of Majestic Wines.

Whilst Mrs Raine recognises Shropshire Council has cut funds for such projects and they prioritise road improvements based on road traffic accidents and fatalities, she urged the Town Council to pressurize Shropshire Council before a tragedy happens. Members are not happy with Shropshire Council's change in policy to prioritise based on these statistics as they want make changes to avoid accidents.

The Town Clerk confirmed that the mapping of Sites of Community Concerns is in progress but stalled by updates on each scheme from Shropshire Council being unobtainable. Once the information is received, the map will be created.

Members thanked Mrs Raine for attending and sympathised with her concerns but had different views about how to address the concerns. After a debate it was proposed and agreed;

RESOLVED:

That the Town Clerk writes to Shropshire Council requesting that the 5 worked schemes, to include New Street as discussed, which were cancelled by the change in policy, be reinstated as a matter of urgency. The letter should also promote Members' worries about Road Safety generally and concerns with the change in policy by Shropshire Council.

48/18 QUESTIONS FROM MEMBERS

There were no questions received from members for consideration.

49/18 LOCAL PLAN REVIEW – PREFERRED OPTIONS

The meeting was joined by Eddie West (Principal Planning Policy Officer – Shropshire Council) who briefed members on the Local Plan Review Preferred Options; these will go out to consultation for 9 weeks at the end of the month.

The Local Plan is a requirement of Shropshire Council as a regulatory issue. The Review is currently at the pre-submission consultation stage with the final plan being produced in 2019. This will go to an Independent Examination with the hope that the Local Plan will be adopted late in 2020.

The document:

1. Outlines a Housing policy direction to improve the delivery of local housing needs, particularly low cost housing;
2. Establishes development guidelines and development boundaries for Shrewsbury, Principal and Key Centres and each proposed Community Hub;
3. Sets out the preferred sites to deliver the preferred scale and distribution of housing and employment growth during the period to 2036.

Shrewsbury will remain the County's Strategic Centre and will therefore have an important role in supporting Shropshire's housing and economic growth aspirations up to 2036.

After considering existing development commitments including the Sustainable Urban Extensions and the Site Allocation & Management of Development allocations, there is still a requirement to provide 3,645 dwellings (8,625 gross including commitments) and 50 hectares of employment land (91 hectares gross including commitments).

Maps detailing where such housing and employment sites are proposed were circulated and highlighted where the sites crossed over into other parish councils. It is anticipated that at some stage there will be a review of Town and Parish Council boundaries but this would not be undertaken by the Planning Authority.

The Local Plan Review will set the scale and growth for the town and identify site allocations to support delivery. However, the Big Town Plan which was adopted by Shropshire Council on 07 November, will influence the Development Strategy despite not being a formal part of the Development Plan. Members hope the plans will not be developer led.

In order to deliver the Big Town Plan's aspirations of balanced growth, 'windfall' development of around 40% of the total additional land required will be delivered on

sites within the town's development boundary. This equates to around 1,500 dwellings until 2036. Members consider the Windfall developments will have a significant impact on infrastructure so members request comments be added about the need for the North West Relief Road.

Mr West explained the percentage of affordable housing allocation will remain the same and that the plan will be updated regularly with household projections to ensure the housing list is being addressed.

Sometimes protected employment sites can be changed to a different use if the applicant can meet certain requirements and demonstrate that the benefits outweigh the protection. The transport links to employment sites are considered and the *type* of employment is a crucial factor.

A member of the public asked about a site in Bicton Parish Council presented by Berry's which is contributing to the Berrick House restoration. It is planned that 25% will be affordable housing but Mr West confirmed that at this moment it will not be 'enabling development'.

Mr West is attending several other public consultation meetings and hopes to link into the Local Joint Committee meetings too. A working group consisting of The Town Clerk, Councillors Taylor, Mrs P Moseley, Green and Roberts have met to discuss each parcel of land and the transport links to each. Mr West thanked this working group for their input which was very beneficial.

The Town Clerk confirmed that Berry's will be attending the Planning Committee meeting on 20 November and suggested deferring a response to the consultation until it is re-presented to the Planning Committee on 08 January and ratified at Full Council on 21 January 2019.

RESOLVED:

That the Council considers formal response at its next meeting following inout from the Planning Committee.

50/18 LOCAL POLICING IN SHREWSBURY

Inspector Saf Ali, the new Safe Neighbourhoods Team Inspector, was due to attend this evening but had sent his apologies. The Police and Crime Officer will be attending the next Full Council meeting on 21 January 2019.

The Mayor informed Members that the Police and Crime Commissioner has access to funding for Highway Safety projects, which their Wards could benefit from.

51/18 FINANCE AND GENERAL PURPOSES COMMITTEE

The minutes of the Finance & General Purposes Committee meeting held on 15 October 2018 were submitted as circulated and read. The following updates were given:

51.1 Ref: Min: 38/18 – Community Grant Fund – The grant of £1750 awarded to Home Start Shropshire who have since become insolvent, has been fully recovered by the Town Council.

51.2 Ref: Min: 39/18 – Expansion of the in-house engineering functions – interviews are taking place this week for an Assistant Mechanic.

51.3 Ref: Min: 41/18 – Budget Preparation – the Group Leaders have met twice to discuss the priorities plan and strategic objectives and will write to each Member for their comments and ideas, particularly in regards to spending CIL funds.

51.4 Ref: Min: 46/18 – Hills Lane Toilets – The Heads of Terms for Hills Lane Toilets has been agreed and the 20p charging system is now operational. Signage has been put up to inform the public.

RESOLVED:

That the minutes of the Finance & General Purposes Committee meeting held on 15 October 2018 be accepted and approved.

52/18 RECREATION & LEISURE COMMITTEE

The minutes of the Recreation & Leisure Committee meeting held on 10 October 2018 were submitted as circulated and read. The following updates were given:

Ref: Min: 36/18 – Shrewsbury In Bloom – The Mayor congratulated the Town Council on achieving a Gold Award in this competition despite the challenging climatic conditions presented this year. All staff involved were commended for their input.

Ref: Min: 28.5 – Beech Tree in the Dingle – A planning application for carrying out work on this prestigious tree has been submitted. The works are hoped to prolong the existence of the specimen but due to the signs of stress it is showing, the Tree Officer is doubtful the tree can be saved. The felling of this tree will be a last resort as it will have a significant impact on the vista in the Dingle.

Ref: Min: 30.1 – Upton Lane Recreation Ground – Quotes for conducting a feasibility study for redesigning the BMX track at Upton Lane have been received but are unrealistic. Officers will discuss this with the Ward Member.

Ref: Min: 31/18 – Bus Shelters – The Town Clerk is liaising with Arriva regarding obtaining footfall figures on all bus shelters but she advised this will take time as there are a lot of bus shelters.

Ref: Min: 35/18 – Team Shrewsbury – Local users of Monkmoor Recreation Ground have requested that a defibrillator be installed at this site in memory of their colleague. Discussions with the Ward Member will take place regarding possibly funding the project.

Ref: Min: 37/18 – Christmas – A new scheme is being tested whereby Town Council staff wear body cameras for high profile events. The cameras only record when activated at the point of confrontation and the data will be handled in line with the legal requirements of the Data Protection Act and CCTV Code of Practice. The Town Clerk circulated a draft Policy for CCTV Body Worn Cameras. Staff have undergone initial training for using these cameras but they have not been used in a live event. Officers requested that the policy be adopted and the cameras be tested at this year's Christmas Light Switch on event, on 14 November 2018.

RESOLVED:

- (i) That the minutes of the Recreation & Leisure Committee meeting held on 10 October 2018 be accepted and approved.**
- (ii) That Members support the Body Worn Cameras being tested at the Christmas Light Switch on event on Wednesday 14 November.**
- (iii) That the Council adopts the policy for CCTV Body Worn Cameras.**

53/18 PLANNING COMMITTEE

The minutes of the Planning Committee meetings held on 18 September, 09 October and 30 October 2018 were submitted as circulated and read.

RESOLVED:

That the minutes of the Planning Committee meetings held on 18 September, 09 October and 30 October 2018 be accepted and approved.

54/18 YOUTH SERVICES COMMITTEE

The minutes of the Youth Services Committee meetings held on 09 November 2018 were submitted as circulated and read. Councillor Mosley thanked the Caterpillar CSR

Team who repainted many of the rooms at the youth centre. Further works to upgrade the kitchen are proposed.

Members were asked to consider projects in their ward that may benefit from the help of the Caterpillar CSR Team who are willing to provide manpower. Councillor Mosley was keen to find out if any youth funding will be available during 2019/20 from Shropshire Council.

RESOLVED:

That the minutes of the Youth Services Committee meetings held on 09 November 2018 be accepted and approved.

55/18 GRIEVANCE COMMITTEE

Following an employee complaint, the creation of a Grievance Panel consisting of Councillors D Vasmer, J Dean, Mrs H Fraser, K Roberts and I Jones was proposed and agreed. The Town Clerk has circulated potential dates for this meeting to these Councillors.

RESOLVED:

That a Grievance Panel consisting of Councillors Vasmer, Dean, Mrs Fraser, Roberts and Jones be set up purely to hear the employee complaint.

56/18 TOWN COUNCIL REPRESENTATIVES

56.1 Shrewsbury to Aberystwyth Rail Liaison Committee

A request for a Town Council representative on the Shrewsbury to Aberystwyth Rail Liaison Committee has been received.

RESOLVED:

That Councillors Ms J Mackenzie be appointed as the Town Council representative on the Shrewsbury to Aberystwyth Rail Liaison Committee.

56.2 St Chads & St Alkmunds Charity

Following recent retirements, a vacancy has arisen for one of the two Town Council representatives on the St Chad's & St Alkmunds Charity. Councillor Mrs R Wall had expressed an interest in being a Trustee.

RESOLVED:

That Councillors Mrs R Wall be appointed as Town Council representative on the St Chad's & St Alkmund's Charity.

57/18 BIG TOWN PLAN

The final version of the Big Town Plan, which has been out to public consultation, was circulated prior to the meeting. Shropshire Council's cabinet formally adopted the document without amendment.

The document was well received by the Town Council, who has been involved in the development of the Big Town Plan since the start, 3 years ago. Whilst the disabled may not have been mentioned specifically, the Plan has been created with input from Shropshire Disability Network. Members recognised this is an evolving process and the proposals need to attract investment to be successful.

The Mayor announced that Councillor Laurens who has been instrumental in this project has chosen to resign from the cabinet to focus on his own business. The Mayor and Councillor Steve Charmley will cover the post until a new Portfolio Holder is appointed. Members were saddened to hear of Councillor Laurens' resignation but respected his decision and agreed to write to him to thank him for his work.

The Mayor reminded Members to consider all opportunities to spend CIL funds which will be managed by Town and Parish Council auditors, not Shropshire Council. The Town Clerk requested that when CIL money is received, the Town Council be informed where the funds have been generated from enabling Officers to plan and monitor the CIL payments.

As part of the Big Town Plan, Councillor Phillips expressed his wish for seed core funding to be revisited in support of the independent traders in Shrewsbury.

Councillor Dean announced that there will be an annual sponsored walk in the town, starting in Spring 2019 to celebrate Shrewsbury's green spaces.

The Big Town Plan stakeholders will meet again within the next few weeks to draw up an action plan of the next steps.

RESOLVED:

That the Town Council adopts the final version of the Big Town Plan without amendment.

58/18 ADOPTION OF CASTLE STREET TELEPHONE BOX

Members were asked to consider the adoption of Castle Street's telephone box for conversion into a defibrillator station. It costs £1 to adopt a phone box and BT will

maintain the power to the box for the next 7 years. As the phone box on Castle Street is listed, the Town Clerk is awaited clarification if listed building consent is required.

The box will be repainted, the glass replaced with plastic panels and the box upgraded to accommodate a defibrillator. The site is covered by CCTV. Officers are looking into insurance and the option to self-insure.

RESOLVED:

Members unanimously agreed with the upgrading of this telephone box to accommodate a defibrillator.