

**CRAVEN ARMS TOWN COUNCIL**

**Clerk: Mr C E Williams 2 Jockeyfields Ludlow Shropshire SY8 1PU**

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**Minutes of the Annual Public Meeting and Annual Meeting of Craven Arms Town Council held on Tuesday 28<sup>th</sup> May 2019 commencing 7.30pm in the Community Centre Craven Arms**

**Councillors:**

Cllr D Mills (Chairman)

Cllr N Carter

Cllr R Conway

Cllr S Demos

Cllr M Trafford

Cllr D Evans

Cllr N Stephens

Cllr A J Willetts

Cllr V Bailey

Cllr A Rao

**In Attendance:**

Mr C E Williams (Clerk)

**Apologies:**

No apologies

**1/19 Annual Report of the Chairman:**

The Chairman Cllr D Mills reported that the last twelve months had been a relatively quiet with no large projects undertaken. The Council had contained its spending within budget and that there was no increase in the Councils precept for 2019/20.

The Council had responded to the planning applications that had been received during the year and had also revisited the Shropshire Council Local Plan and the Craven Arms and surrounding area Place Plan.

A defibrillator had been approved to be installed at Tuffins Store and there is a planned upgrade to the current CCTV system.

HALO had taken over as tenants of the Community Centre and the Council wishes and encourages the town to support them.

Due to changes at Shropshire Council with the discontinuation of the Community Engagement Team the Council had lost the valuable support of the local co-ordinator Lisa Bedford.

The Chairman thanked fellow Councillors and the Clerk for their support during the year.

**2/19 Financial Report:**

The Clerk had produced a summary of Income and Expenditure for the Financial Year 2018/19 which showed that the Council held balances of £203,250 at the 31<sup>st</sup> March 2019.

**3/19 Report from Shropshire Councillor Mr D Evans:**

Cllr D Evans reported on Shropshire Council Matters referring to the Local Place Plans, the reduction of the Planning Committees from 3 to 2 with there being a South and North Planning Committee from 1<sup>st</sup> September 2019, restructure of the Highways Team, a Climate Change Task and Finish Group and that Cllr L Chapman was now the Cabinet Portfolio Leader for the Transformation of the Council.

**4/19 Guest Speaker Mr M Barrow Executive Director Place Shropshire Council:**

Mr M Barrow is responsible for Planning, Housing, Highways, Transport, and explained the role of the Place Plan Team and the purpose of the Local Place Plans, the creation of the Housing Development Company, work being undertaken on Climate Change, Transport Budget and the need for a Tourism Officer. Mr M Barrow then answered questions relating to Housing and the Budget.

The Chairman thanked Mr Barrow for attending the meeting.

The Annual Public meeting was then closed.

## **Annual Meeting of Craven Arms Town Council**

### **5/19 Members of the Public:**

Representatives of the Craven Arms Community Garden attended the meeting to explain the grant application which is to be considered by the Town Council later in the meeting.

### **6/19 Election Of Chairman:**

Cllr D Mills was re-elected Chairman for the Year.

### **7/19 Election of Vice-Chairman:**

Cllr N Stephens was elected Vice-Chairman for the Year.

### **8/19 Appointment of Representatives to the following Committees/Organisations:**

- a) Finance Committee, Planning and Environment Committee, Amenities Committee, CAPFA Committee (It was agreed that all members of the Council are entitled to sit on the Committees should it be necessary to arrange a meeting)
- b) Craven Arms Youth Group – M Trafford, A Rao.
- c) South Shropshire Association of Parish and Town Councils – Chairman and Vice-Chairman
- d) Footpaths Officer – S Demos

### **9/19 Declarations of Interest:**

Personal Interest Cllrs S Demos and N Stephens – Grant application Craven Arms Community Gardens.

### **10/19 Minutes:**

The minutes of the meeting held on the 30<sup>th</sup> April 2019 were agreed by the Town Council and signed by the Chairman as a correct record.

### **11/18 Matters arising from the Minutes:**

No matters arising

### **12/19 Chairman's Items:**

- a) The Chairman reported the resignation of Cllr K Pugh who was thanked for the contribution she had made as a Town Councillor. The Clerk would advertise the appropriate Notice of Vacancy.
- b) The Chairman referred to the Police Commissioners Survey which needs to be completed by August 2019, Councillors to notify Clerk of individual responses to the survey who would then produce a response on behalf of the Town Council.

### **13/19 Highway Items:**

Cllr N Carter was still pursuing the repairs and planting of the planters with Rail Transport for Wales.

### **14/20 Amenity items:**

- a) The Clerk reported that the defibrillator should be installed at Harry Tuffins before the next meeting.
- b) The Clerk reported that work on the upgrade to the CCTV system should be undertaken during June/July.
- c) The Clerk reported that the fence that borders the Outdoor Gym Equipment Area at Craven Arms Community Centre should be replaced by the beginning of June 2019.
- d) The Clerk reported that Shropshire Council Footpaths team would advise on the required repairs to the steps which border the River Onney in the Car Park/Picnic Area Corvedale Road Craven Arms, access has been closed and diversion notices put up. The footpath is classed as a Permissible Footpath and can therefore be closed by the Council as owners of the land.
- e) Flood Investigation Report Craven Arms – Cllr N Stephens reported on the meeting that had been held to discuss the Flood Investigation Report which had been produced as a result of flooding to properties last year and from which it is hoped that Shropshire Council can obtain appropriate funding from The Department of the Environment to make improvements to the water courses to help eliminate future problems. Cllr A J Willetts was concerned that the Report did not consider the future impact of housing development within Craven Arms however it was pointed out that this report had been produced as a statutory requirement to deal with immediate issues because more than five properties had been flooded.

### **15/19 Planning Items:**

- a) 19/02003/TC – Re-pollard Lime Tree – Stokesay Primary School – No Objection
- b) 19/02064/VAR106 – 3 Sycamore Close Craven Arms – Variation of S106 agreement attached to planning permission SS/1/03/14583/F – Object to the variation.

**16/19 Financial Items:**

a) The following accounts were approved for payment:

K L Adams	80	440.00	Audit Fee
Water Plus	81	91.57	Water Rates Toilet
Arrow County supplies	82	188.94	supplies
G R Morris	83	1,190.00	Amenity
Eon	84	295.69	Street-light
Eon	85	180.49	Street-light
Inland Revenue	86	120.00	Tax
C E Williams	87	728.00	Disbursement
Water Plus	bank	210.40	Water Rates
British Gas	bank	355.22	Electricity
Barclays	bank	11.82	Charges
Barclays	bank	13.36	Charges
Barclays	bank	12.61	Charges
DC Gardening Services	88	336.00	Grass Cutting

b) A grant application had been received from Craven Arms Community Garden for a grant of £800 to help with the Regeneration of the Garden which involves installing new security fences. It was proposed by Cllr A J Willetts and seconded by Cllr N Carter and agreed by the Town Council that a grant of £800 be approved for Craven Arms Community Garden. Cllr S Demos Abstained.

**17/19 Councils Standing Orders and Financial Regulations and Code of Conduct:**

The Town Council agreed and adopted the Standing Orders, Financial Regulations and Code of Conduct which had been revised to meet current legislation and based on the Model Orders produced by the Association of Local Councils

**18/19 Next Meeting:**

Next meeting: Tuesday 25<sup>th</sup> June 2019 at Craven Arms Community Centre commencing at 7.30pm

Chairman