

CRAVEN ARMS TOWN COUNCIL

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

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Minutes of the Annual Meeting of Craven Arms Town Council held on Tuesday 25th May 2021 commencing 7.00pm held Craven Arms Community Centre.

Councillors:

Cllr D Mills (Chairman), Cllr N Carter, Cllr D Evans, Cllr N Stephens, Cllr V Bailey
Cllr R Conway, Cllr J Rickson, Cllr A J Willetts, Cllr A Jolley

In Attendance:

Mr C E Williams (Clerk)

Apologies:

Cllr S Demos

One member of the public was present at the meeting.

All members signed the Declaration of Acceptance of Office as Town Councillors following the election of Parish and Town Councillors held on the 6th May 2021.

Members of the Public:

Cllr D Mills welcomed everyone back to this first face to face meeting since the initial lockdown due to the Coronavirus in March 2020 in what had proved to be a difficult and testing period for all communities.

A member of the public attended the meeting to express concern at the planned erection of a telecommunications mast on land at Euro Quality Lambs which will provide improved mobile network coverage to the area.

The concerns related to the visual impact and health and safety aspects with the mast being close to nearby properties and the local school.

Euro Quality lambs had ensured that the proposed mast meet all required safety aspects and that the mast would be well screened but were willing to meet and listen to the concerns of any members of the public as the provision of the mast was seen as helping the local community.

The Chairman explained that the mast did not require planning consent from Shropshire Council.

01/21 Declarations of Interest:

Cllr D Evans declared a Personal Interest as Chairman of the Southern Area Planning Committee.

02/21 Election of Chairman for the ensuing year:

Cllr D Mills was proposed as Chairman by Cllr R Conway and seconded by Cllr D Evans and was unanimously approved by the Town Council.

Cllr D Mills signed the Acceptance of Office as Chairman for the ensuing year.

03/21 Election of Vice-Chairman for the ensuing year:

Cllr N Stephens was proposed as Vice-Chairman by Cllr D Evans this was seconded by Cllr V Bailey and was unanimously approved by the Town Council.

04//21 Co-option of Town Councillor:

An application for co-option as a Town Council had been received from Mr A Jolley and had been circulated with the agenda.

Mr A Jolley was proposed as a co-opted Town Councillor by Cllr D Evans and was seconded by Cllr N Stephens and was unanimously approved by the Town Council.

Cllr A Jolley signed the Declaration of Office as a Town Councillor and joined the meeting.

05/21 Appointment of Representatives to other Organisations:

- a) South Shropshire Association of Parish and Town Councils – Cllr D Mills and Cllr N Stephens
- b) Craven Arms Youth Forum – Cllr A Jolley

06/21 Minutes:

The Town Council confirmed the minutes of the meeting held on the 30th March 2021.

07/21 Matter arising from the Minutes:

There were no matters arising from the minutes.

08/21 Chairman's Items:

Concern was expressed at the appearance of the Craven Arms Hotel and surrounds; this matter had been taken up with the owners by Shropshire Councillor Mr D Evans who was assured that it is the intention to open the hotel. It was agreed that the Clerk would send a letter to the owners expressing the Town Councils concerns.

09/21 Highway/Street Lighting Items:

- a) Following a site visit by several members of the Town Council it was agreed by the Town Council to provide a replacement streetlight adjacent to number 11 Onnybrook Drive Craven Arms at a cost of £1,246.13 plus VAT this will be provided by E-ON – Energy Solutions Ltd.
- b) Cllr N Carter reported that the maintenance work to improve the access to the watercourse grail at Stokesay Hotel had now been completed and that arrangements had been made for the regular clearance of the grill.

10/21 Amenity Items:

- a) **CCTV** – The Clerk reported that the installation of the three CCTV cameras in Craven Arms had now been completed with the cameras now fully operational.
- b) **Craven Arms Playing Fields** – The Clerk reported that the next meeting of CAPFA will be held on the 23rd June 2021.
- c) **Planters** – The Clerk had placed an order with Shrewsbury Town Council for the provision of 22 streetlight flower baskets at a cost of £42 per basket these will be installed at the beginning of June. The total cost for this financial year will be met from the Marches Covid 19 Grant.

11/21 Financial Items:

- a) The Clerk had produced a statement of Income and Expenditure which showed estimated balances of £267,000 as at the 25th May 2021.
- b) The following accounts for payment were agreed and will be paid through the online banking system with the Chairman verifying and releasing the payments setup by the Clerk.

G R Morris	1,190.00	Amenity Work
D F Campbell	336.00	Grass Cutting
Inland Revenue	120.00	Tax
C E Williams	659.00	Disbursement
K Adams	450.00	Audit Fee
Zurich Insurance	1,726.39	Annual Insurance
Craven Arms Community Centre COVID Grant	500.00	Covid Grant
Craven Arms Discovery Centre COVID Grant	500.00	Covid Grant
CAPFA - VAT adjustment	4,444.40	VAT Transfer 20/21

It was agreed that Cllr R Conway would independently certify the balances held by the Town Council with the monthly bank statements.

- c) The Clerk had forwarded a copy of the Annual Governance and Accountability Return 2020/21 and the Internal Audit Certificate to members with the agenda The Return was approved by the Town Council and signed by the Chairman this will now be forwarded to the External Auditors and made available for Public Inspection on the Town Councils website.

12/21 Planning Items:

There were no planning items to be considered.

13/21 Reports from other Organisations:

Cllr D Evans reported a new leader had been appointed at Shropshire Council and that he had been appointed as Chair of the Sothern Planning Committee.

14/21 Next Meeting:

The next meeting will be held on Tuesday 30th June 2021 commencing at 7.00pm