



Broseley Town Council

The Library Building, Bridgnorth Road, Broseley, Shropshire TF12 5EL

To Members of the Estate Committee:
Councillors M Garbett (Vice Chair), M Garbett,
Mayor
cc. Birchmeadow Centre Mgt Cttee: C Bagnall, S Milan
MUGA Group: G Price
To all other Councillors for information

Dr. Kate Howe
Town Clerk

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12th November 2019

You are hereby summoned to attend a meeting of the Estate Committee of Broseley Town Council to be held at **The Birchmeadow Centre** on **Tuesday 19th November at 7.00pm.**

Yours faithfully,

Dr Kate Howe
Town Clerk

AGENDA

1. PUBLIC PARTICIPATION

Members of the public will have the opportunity to raise matters within the remit of the Estate Committee for 10 minutes in accordance with the Council's Standing Orders. Members of the public may make representations, answer questions and give evidence without prior notice on matters which are on the agenda of the meeting. If members of the public wish to speak on matters which are not on the agenda, they must give notice in writing to the Town Clerk at least three clear days in advance of the meeting, with details of the subject on which they wish to speak. Members of the public are not allowed to present or circulate documents at Town Council meetings. This session is not intended as a forum for debate and issues requiring a response may be referred to the next meeting of the Council.

2. APOLOGIES FOR ABSENCE

To receive apologies for absence.

3. APPOINTMENT OF CHAIR/VICE CHAIR

4. DECLARATIONS OF INTEREST

To receive any Declarations of Interest from Councillors.

5. MINUTES OF THE MEETING OF THE ESTATE COMMITTEE HELD ON 17TH September 2019

For decision: to approve the minutes of the meeting held on 17th September 2019.

6. MATTERS ARISING FROM THE MINUTES OF THE ESTATE COMMITTEE MEETING HELD ON 17TH September 2019.

To note any matters arising from the minutes of the meeting held on 17th September 2019 not appearing elsewhere on the agenda.

7. REPORT FROM THE BIRCHMEADOW CENTRE MANAGEMENT COMMITTEE (BCMC)

- a. **To note** a report from the BCMC.
- b. **To note** the BCMC accounts.
- c. **To note** the solar panel readings.

8. BIRCHMEADOW CENTRE MAINTENANCE / ALTERATIONS

- a. **To note** 3 x boilers serviced.

9. BIRCHMEADOW PARK

- a. **To note** the final invoice has been received.

10. MULTI-USE GAMES AREA (MUGA)

- a. **To note** a report from the MUGA Group and **to consider** any matters arising.

11. LIBRARY / OFFICE / CARPARK MAINTENANCE/ALTERATIONS

- a. **To consider** maintenance/ security issues and to consider matters arising.
i. **To consider** draft library hire policy.

12. OUTDOOR SPACES / PROPERTY

- a. **To note** maintenance issues and matters arising from meeting 17th September 2019
i. **To note** any updates on Guest Road play equipment (SEN).

13. STREETLIGHT ISSUES

- a. **To note** Wilkinson Avenue streetlights ordered.

14. CEMETERY

- a. **To note** any updates regarding the cemetery and to consider any matters arising from 17th September Estates Meeting.
i. **To note** progress with bench policy.

b. **To note** the need to purchase a new boiler for cemetery cabin.
c. **To note** an update on the groundsmens' vehicle.
d. **To note** container is now on site and facilities are being looked into.
e. **To note** quote for gazebo.
f. **To note** the need for new grave running boards and **to consider** any quotes received.
g. **To note** the need for a scissor lift for use by the groundsmen.
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15. BROSELEY IN BLOOM

- To note** an update on Broseley in Bloom.

16. PILL BOX

- To note** any updates on the Pill Box.

17. TELEPHONE BOX

- To note** any updates on the Telephone Box.

18. CORRESPONDENCE

- To note** any correspondence received and **to consider** any matters arising.

19. DATE OF NEXT MEETING

- 21st January 2020.