



Broseley Town Council

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

ESTATES COMMITTEE MEETING

Minutes of the Estates Committee Meeting held on Tuesday 17th September 2019 commencing at 19:00 hours in the Birchmeadow Centre, Broseley, TF12 5LP.

MEMBERS PRESENT: Councillors Goodall (Chair), Michael Garbett, Linda Garbett, Harris, West and Childs.

IN ATTENDANCE: C Bagnall, S Milan, and B Webb. Dr Kate Howe (Town Clerk).

1. PUBLIC PARTICIPATION

One member of the public was in attendance. A request was made for the grass cutting schedule to be made public to limit the level of concern currently being voiced.

2. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Alan Taylor.

3. DECLARATIONS OF INTEREST

There were no additional declarations of interests made that were not currently entered in the member's register of interests.

4. MINUTES OF THE MEETING

Committee **RESOLVED** to approve the minutes of the meeting held on 16th July 2019 as a true record of the proceedings.

5. MATTERS ARISING

There were no matters arising from the minutes of the meeting held on 16th July 2019.

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

(a) BCMC Report from the Chair

The following report was **NOTED**:

- It's the quietest time of year with the exception of the extended Play Scheme.
- Bookings are busy and the diary really quite full up to Christmas.
- A wedding booking came in from outside the area, from a recommendation, which is very positive.
- Gigs are booked for early next year.

(b) BCMC Treasurer Report

The following report was **NOTED**:

- It's the slowest period. Main account: £5,753. One large outstanding invoice is from BTC for the Play scheme.
- Accounts are audited and published on Charity Commission website.
- Request to include the Treasurer on agenda circulation.

- (c) **Solar Panel Readings** – Committee **NOTED** that 779 kw hours had been generated, Lifetime reading of 28.66 mw hours saving 11,233 kilos of CO2, representing 37.54 trees planted. Feed in tariff for last quarter (March-June 2019) is £331.57. In total £1,595.17.
7. **BIRCHMEADOW CENTRE MAINTENANCE**
Committee **noted** the following items:
- a) Replacement external doors are now fitted, fitting of the door access device has been chased.
 - b) A window was broken. The culprits were caught on camera and recognised. The Mayor was assured the police would make contact with BMC but have not, he will follow up.
 - c) Still awaiting alternative quotes on fitting of acoustic doors. Action: Admin Officer to chase.
8. **BIRCHMEADOW PARK**
Committee **noted** the following items:
- a) Contractors were finishing the upper section and seeding the banks.
 - b) Ed Andrews will provide a final project report.
 - c) BMPC are currently producing a grant application to BTC for top up funding for the path.
9. **MULTI-USE GAMES AREA (MUGA)**
Committee **noted** the following items:
- a) MUGA and BMPC are working in partnership on party bookings for the changing rooms and kitchen. Kirsty will take photos with user's permission to upload to website.
10. **LIBRARY /OFFICE MAINTENANCE**
Committee **NOTED** the following report from the Clerk:
- a) Car Park sign in library car park still has an SC logo: **ACTION:** this to be changed by covering with a BTC waterproof sticker. Clerk to notify SC of the change.
 - b) Car park cross hatching in front of fire doors still outstanding. **ACTION** Ground works team to undertake work.
 - c) Quotes for redecorating interior of library are required **ACTION:** RFO
11. **OUTDOOR SPACES / PROPERTY**
Committee **NOTED** the following items:
- a) The Flag pole has been fitted.
 - b) Clerk read out quotes obtained for pollarding trees on Memorial Green All were between £1600 – £2000. **ACTION:** Clerk authorised to let contract on basis of best value. Work to be completed early October due to Christmas Lights timetable.
 - c) Waiting on SC permission to use street light columns for new Christmas lights. All was within budget.
12. **STREETLIGHTS**
Committee **NOTED** the following items:
- a) No further work had taken place.
 - b) Bridgnorth are reported to be replacing 259 lights for £50,000 which needs investigating further. Is this just lamp heads? We have 170 to do at an estimated cost of £1600 each.
 - c) Councillor Harris referred to quote from Highline for 2 x solar powered lights at a cost of £2,500 each which includes the cost of disconnection. But it was pointed out that BTC were to get a free sample to trial as additional lights to augment current footpath provision. **ACTION:** Councillor Harris to chase this up.
 - d) Committee agreed 3 street lights in Wilkinson Avenue. **ACTION:** Admin Officer to chase progress with Prismium.
13. **CEMETERY**
Committee **NOTED** the following items and **RESOLVED** to delegate the Clerk to undertake required actions:
- a) The Groundsman's vehicle has been specified and a budget set for replacement.

- b) Clerk has spoken to solicitor on the Options Agreement and communicated his advice to Balfours and arranging a meeting with Richard Earle a potential consultant.
- c) Groundsmen have suggested installation of an additional tap for convenience of visitors to avoid carrying heavy water cans. **ACTION:** Groundsmen to install
- d) Councillor Burton has sourced a Jackleg (not standard shipping) container for use by Groundsmen for £500 including delivery. **ACTION:** Councillor Burton to confirm delivery with vendor and notify the office of purchase arrangements. Clerk to arrange new floor, electrical installation, and cosmetic improvement. £2,000 project budget previously agreed by Full Council.
- e) Memorial Benches
 - A number of requests have been received from the public for BTC to review their policy on Memorial Benches.
 - It was agreed at Full Council that the Estates Committee would recommend a new policy as there is no existing written policy.
 - There is limited space in the cemetery and benches take up space which is needed for ashes internment.
 - Existing benches are a H&S risk as their condition has deteriorated.
 - **ACTION** Groundman to Clerk to obtain policies from local council's and draft a new policy based on best practice and bring it back to Estates for approval.

14. BROSELEY IN BLOOM

- a) B in B Committee reported they have stopped watering planters a week early.
- b) Current Groundsman's vehicle was offered to Broseley in Bloom for their exclusive use which they have declined.
- c) Committee want to install new planter outside Spar. **ACTION:** Councillor West will respond with advice on ownership of pavement.

15. PILL BOX

Committee **NOTED** the following items and **RESOLVED** to delegate the Clerk to undertake required actions:

- a) Councillor Burton reported that Full Council's preferred location of Jackfield Triangle was not welcomed by the Jackfield community.
- b) Councillor West advised that this is not a Broseley historic object. It is a strategic machine gun originally sited at the Power Station protecting the river, hence its historic relevance should be acknowledged when seeking a new location.
- c) **ACTION:** Clerk to write formally to Haworth's ask requesting they consider incorporating the Pill Box in their landscaping. In the interim move it to Morris Corfield for storage.

16. TELEPHONE BOX

- a) Committee NOTED a local resident had agreed to maintain the surrounding plot if BTC Groundsmen landscaped it. **ACTION:** Clerk to arrange landscaping.
- b) **ACTION:** Clerk to obtain costs to install a wind up telephone providing audio interpretation of the Jitties and a pictorial information panel

16. CORRESPONDENCE

A letter had been received from BMPC agreeing to a public notice board being located by the changing rooms, subject to agreement on the exact location.

17. DATE OF NEXT MEETING

7pm Tuesday 19th October at the Birchmeadow Centre.

There being no other business the Chair thanked members for their attendance and closed the meeting at 9.25 pm.

CHAIR:

DATE: