



# BEWDLEY

## Town Council

### MINUTES OF THE TOWN COUNCIL MEETING

HELD ON 3<sup>rd</sup> SEPTEMBER 2018 AT 7.00PM IN THE GUILDHALL BEWDLEY

#### PRESENT

Councillor Mr R Coleman (Mayor)  
Councillor Mr P Edmundson (Deputy Mayor)  
Councillor Mr J Beeson  
Councillor Mr J Byng  
Councillor Mrs L Candlin  
Councillor Mr S Clee  
Councillor Mrs A Coleman  
Councillor Mrs E Davies  
Councillor Mrs C Edginton-White  
Councillor Mr P Harrison  
Councillor Mr D Killingworth  
Councillor Mr G Yarranton

In attendance: Miss Star Powell, Young Mayor  
PC S Thomas  
9 Members of the Public  
David Moore, Treasurer  
Lewis Scandrett, Administration Assistant  
Gill Lungley, Temporary Office Manager

**8647**

#### **CHAIRMAN'S OPENING REMARKS**

The Mayor, Cllr Mr R Coleman, welcomed everyone to the meeting and shared the details of that day's attendance as a guest of Wyre Forest District Council. This included the Merchant Navy Flag Flying Ceremony, four road naming ceremonies at the new development on Silverwoods in memory of those from the Wyre Forest awarded a Victoria Cross, including a VC winner born in Bewdley, and the unveiling of a paving stone to commemorate the award of the Victoria Cross to Private John Francis Young.

Newly elected town councillor Mr Rodney Stanczyszyn was congratulated on his election

**8648**

#### **APOLOGIES FOR ABSENCE**

Cllr Mr R Stanczyszyn  
Miss Erin Boddice, Deputy Young Mayor

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#### **DECLARATIONS OF INTEREST**

None

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#### **COUNCILLORS' DISPENSATIONS**

None

**8651**

#### **PUBLIC QUESTION TIME**

i. **Members of the public.** Three members of the public took the opportunity to speak, as follows:

- a) Concerns about customers of the Horn and Trumpet PH smoking at the front of the building; the resident would prefer smokers to be required to use the accommodation at the rear of the building.
- b) Concerns about the bridge: the length of time being taken for repairs to be effected and the apparent lack of investigation into alternative options other than temporary traffic lights being installed.
- c) Concerns about the removal of bollards, about ten in number, from Severn Side South which has made the parking situation worse; the resident would like the bollards re-instated.

**ii. Representatives of support services**

**PC S Thomas advised:**

- speeding checks can be carried out if requested;
- the Riverside North event during the summer had been well attended and he thanked the Town Council for their support;
- there is currently an issue about the gardens being left open;
- road safety is an ongoing issue;
- crime has reduced since the introduction of SmartWater, although there has been a spate of drivers driving off without paying for fuel;
- (responding to a question about the '20 is plenty' scheme) all arterial routes into the town centre are checked.

**iii. Representative members of the principal authorities**

**a) District Councillor Nick Harris.** Having sent his apologies for absence, Councillor Harris' report was read out by the Mayor and included the awareness of speeding problems in Dowles Road and at sites outside the town boundary.

**b) County Councillor Rebecca Vale** reported as follows:

- Meetings have been held with county officers and the Police and Crime Commissioner's Community Ambassador on the subject of road safety in Bewdley.
- Dame Julie Moore has joined the Worcestershire Acute Hospitals NHS Trust.
- Attempts are being made to resolve the complicated issues of the Leisure Centre.
- County Councillor Mrs Vale is keen not to lose the threatened bus services.
- (responding to a question about the bridge site meeting) Ms Vale was disappointed to have missed the site meeting but had been on annual leave.

**8652**

**MINUTES**

**AGREED**

- (i) To note that the minutes of the Town Council meeting held 2<sup>nd</sup> July 2018 were currently unavailable.
- (ii) The minutes of the Town Council's Extraordinary Meeting held on 27<sup>th</sup> July 2018 were agreed as a true record of the proceedings and signed by the Mayor.

**8653**

**OFFICE UPDATE**

The Temporary Office Manager, providing part-time cover during the Town Clerk's absence, explained there had been no opportunity to provide an in-depth report to ongoing matters. The Administration Assistant was thanked for his support. The Mayor thanked both for their work.

**8654**

**ACCOUNTS**

The Council was presented with information from the Treasurer, including:

- i. To receive and consider for approval the current schedule of accounts including approval of invoices to be paid;
- ii. To note the Town Council's cash balances;
- iii. To note the most recent bank reconciliation;
- iv. To note the actual financial position compared to the agreed budget for 2018/19.

**AGREED**

- (i) to approve the schedule of accounts which was signed by the Mayor with authority thereby given for the requisite cheques to be drawn;
- (ii) to note the cash balances to the end of August 2018 as follows:
  - with Unity Bank current account of £ £61,253.85
  - with Unity Bank deposit account of £10,569.87
  - with Scottish Widows deposit account of £30,345.52
  - with Cambridge Building Society saver account of £30,000.00
  - with HMRC (VAT) of £19,351.30
- (iii) to note the reconciliation statement;
- (iv) to note the Council's income and expenditure for the current financial year compared to budget, from 1<sup>st</sup> April 2018 to 31<sup>st</sup> August 2018.

**8655**

**COMMITTEE REPORTS**

To receive draft minutes, reports and/or updates since 2<sup>nd</sup> July 2018 from:

- i. **Planning and Licensing Committee**  
Cllr Mrs Edginton-White spoke to the draft minutes of meetings held 04/07/2018 and 01/08/2018.
- ii. **Community Development Committee**  
Cllr Mrs Candlin spoke to a report on the work of this committee which included the Neighbourhood Plan, a calendar of events, the Heritage Festival, soup trail, the Stanley Baldwin exhibition and plans for the Heritage Weekend.
- iii. **Staffing Committee**  
Cllr Mrs Davis spoke to the draft minutes of meetings that had been held on the 6<sup>th</sup>, 13<sup>th</sup>, 20<sup>th</sup> and 29<sup>th</sup> August. Councillors were asked:
  - a) To ratify the decisions made relating to office cover and staffing arrangements during the Town Clerk's absence

**AGREED**

Decisions made relating to office cover and staffing arrangements during the Town Clerk's absence were ratified.

- b) To approve the staffing-related Sickness Absence Policy

**AGREED**

To defer this item to the next meeting of the Town Council.

- iv. **Finance and General Purposes Committee**

Cllr Mr Clee spoke to the draft minutes of the meeting held 29/08/2018. The next meeting of this committee will be held on 26/09/2018.

**8656**

**COMMITTEE STRUCTURE**

- i. **To consider the Town Council's future committee structure following on from the Extraordinary Town Council meeting held on 27/07/2018;** including
  - a) reappraisal of the Community Development Committee's purpose and remit;
  - b) reversion of the 'Planning and Licensing Committee' to 'Planning Committee' to avoid confusion.

**AGREED**

- a) to reappraise the purpose and remit of the Community Development Committee;
- b) the substantive motion to revert from 'Planning and Licensing Committee' to 'Planning Committee' was amended twice. The second amendment, to forward all licensing issues to the full Town Council meetings for consideration, was supported, negating the first amendment that sought to change the committee's title to 'Planning and Licensing Consultation Committee'.

The substantive motion to revert to 'Planning Committee' was carried.

**ii. To appoint a member to fill the vacancy on the Community Development Committee**

It appeared there was no vacancy on this committee, however it was proposed to increase the committee membership by two voting (council) members to seven.

**AGREED**

Membership of the Community Development Committee was increased to seven voting council members (plus up to five non-voting, non-council members); the two new councillor members being Cllr Mrs L Davis and Cllr Mr R Stanczyszyn.

**iii. To appoint a member to fill the vacancy on the Planning Committee**

**AGREED**

Cllr MR R Stanczyszyn was appointed to fill the Planning Committee vacancy.

**iv. To appoint a member to fill the vacancy on the Staffing Committee**

**AGREED**

Cllr Mr G Yarranton was appointed to fill the Staffing Committee vacancy.

**8657**

**BUS SERVICES**

To comment on the proposal to remove the no. 2 bus service (Diamond Bus)

**AGREED**

To write to Diamond bus services to support no reduction in the local bus services.

**8658**

**ENVIRONMENTAL MATTERS**

**i. To consider the installation of the David Ogilvie 'Remembrance Bench' currently stored in the BTC storage unit.**

Surprise was expressed that the Town Council had this bench in storage. It was proposed to install it at Beale's Corner for 11/11/2018 and for a veteran member of the Armed Forces to unveil it; this was not seconded.

A second proposal which was seconded was put, that subject to Highways approval the bench is installed outside the Mayor's Parlour, Guildhall and it will be unveiled by the Mayor, the Young Mayor and a veteran member of the Armed Forces.

**AGREED**

Subject to Highways approval the Remembrance Bench is installed outside the Mayor's Parlour window on the pavement in Load Street and it will be unveiled by the Mayor, the Young Mayor and a veteran member of the Armed Forces.

**ii. Bewdley Bridge: update and opportunity to comment on the condition of the bridge which is on the English Heritage 'At Risk' register.**

**AGREED**

To write to Worcestershire County Council expressing the Town Council's views on this matter.

**Councillor Mr P Edmundson left the meeting**

iii. **Millennium Green update**

No update was provided to the meeting.

iv. **Wyre Hill Play Area update**

An update was presented by Cllr Mrs Edginton-White, augmented in the meeting by Cllr Mrs A Coleman who would be putting together a budget for this play area for consideration during budget discussions later in the year.

**Councillor Mr P Edmundson re-joined the meeting**

v. **Welch Gate planting community report**

Cllr Mrs A Coleman spoke to this community-led initiative to improve the appearance of Welch Gate which has received compliments and has reduced the amount of littering.

**Councillor Mr D Killingworth left the meeting**

Bewdley Civic Society was thanked for providing a tree and Mr Mansell was thanked for his support.

**Councillor Mr D Killingworth re-joined the meeting**

vi. **To provide a response to the Wyre Forest DC environment questionnaire  
AGREED**

Councillors J Beeson, S Clee, P Edmundson, D Killingworth would meet with the Mayor to formulate a response.

**8659 ACCEPTANCE OF GIFT**

Members were asked to consider accepting the gift from the Bewdley Civic Society of the statue of Stanley Baldwin on 27/09/2018, accompanied by the sum of £7,000 for future maintenance requirements.

**AGREED**

The Town Council would accept the gift from the Bewdley Civic Society of the statue of Stanley Baldwin on 27/09/2018, accompanied by the sum of £7,000 for future maintenance requirements.

**8660 GOVERNANCE**

i) **To appoint a second Town Council member to represent Bewdley Town Council on the Wyre Forest District Council (WFDC) Local Plans review panel.**

Cllr Edginton-White already represents BTC on this panel and Cllr Harrison is a member of the panel in his capacity as District Councillor.

Upon receipt of information that WFDC annually asks its three Town Councils to appoint two members to the Local Plans review panel, the proposal was put and seconded to appoint Cllr Mr D Killingworth and Cllr Mr R Stanczyszyn.

An amendment was put to appoint the member who is chairman of the Planning Committee, currently Mrs C Edginton-White, and Cllr Mrs L Candlin.

Cllr Mrs L Candlin withdrew her nomination.

Members were asked to vote on the three nominations as follows:

- Cllr Mr D Killingworth received 8 votes
- Whichever member is Chairman of Planning Committee received 5 votes
- Cllr Mr R Stanczyszyn received 9 votes.

**AGREED**

Councillors Mr D Killingworth and Mr R Stanczyszyn would represent Bewdley Town Council on the WFDC Local Plans Review Panel.

**8661 MAYOR'S DIARY AND FUTURE EVENTS**

- i) Members received an update on the Mayor's diary including the Civic Service on 09/09/2018; the Train Trip; Statue un-veiling 27/09/2018; WMSP Charity Event.

**Point of Order: Standing Order 3x**

With the time being 9.55pm it was proposed and agreed to extend the duration of the meeting by 25 minutes.

**Councillor Mr J Beeson left the meeting**

**8662 In accordance with the Public Bodies (Admission to Meetings) Act 1960, s1(2)**

it was resolved to exclude the public and the press from the meeting to allow for discussion of confidential matters relating to any of staff, legal matters or contractual arrangements.

Members of the public left the meeting; the Young Mayor was asked to remain for item (a).

- a) **The Mayor** advised members of the visit of the Duke of Gloucester on Thursday 27<sup>th</sup> September for the unveiling of the statue of Stanley Baldwin.

**Councillor Mr J Beeson re-joined the meeting**

The Young Mayor left the meeting

- b) **Urgent business:** the Town Council's Events and Community Development Officer had requested funding of £1,958.24 to purchase 11 gazebos for the Heritage Weekend's Community Market starting 15/09/2018, to be paid out of the sum of £4,995 received from the WFDC Town Centres Manager, which was one third of the remaining 'flood fund'.

Members were concerned about the lack of transparency on this issue.

It was proposed and seconded that this request be referred to the Finance and General Purposes Committee.

**Councillor Mrs C Edginton-White left the meeting**

**Point of Order: Standing Order 3x**

It was agreed to continue with the meeting until completion of business.

**Councillor Mrs C Edginton-White re-joined the meeting**

**AGREED**

To refer the request for funding of £1,958.24 (net of VAT) for the purchase of gazebos to the Finance and General Purposes Committee.

A named vote was requested. Members voted as follows:

Councillor Mr R Coleman (Mayor): for  
Councillor Mr P Edmundson (Deputy Mayor): abstained  
Councillor Mr J Beeson: against  
Councillor Mr J Byng: for  
Councillor Mrs L Candlin: against  
Councillor Mr S Clee: for  
Councillor Mrs A Coleman: for  
Councillor Mrs E Davies: for  
Councillor Mrs C Edginton-White: against  
Councillor Mr P Harrison: for  
Councillor Mr D Killingworth: for  
Councillor Mr G Yarranton: for

**c) Staffing Matters**

Members of the Staffing Committee spoke to this item.

The 2014 Staffing Scrutiny report will be forwarded to members.

The current staffing situation was discussed and a way forward was recommended. It was proposed and seconded that the Town Council appoint a qualified employment solicitor to act on behalf of the Town Council in this matter and in keeping with the intra vires delegation arrangements Cllr Mr S Clee and Cllr Mr P Edmundson were appointed to oversee the process.

**8663 ITEMS OF URGENCY OR TO NOTE FOR FUTURE MEETINGS**

Urgent Business had been dealt with above, 8662 (b).

Members' items to note for future meetings:

- a) Cllr C Edginton-White had raised her concerns about speeding in High Street during Public Question Time.

**8664 DATE AND TIME OF NEXT MEETING**

Monday 1<sup>st</sup> October 2018, 7pm.

There being no further business this meeting was closed at 10.50pm

**Signed.....**  
**Mayor/Chairman**  
**Meeting of the Town Council – 1<sup>st</sup> October 2018**