



MINUTES OF THE TOWN COUNCIL MEETING

HELD 4th MARCH 2019 at 7.00PM BEWDLEY CRICKET CLUB

PRESENT

Council Members Councillors R Coleman - Town Mayor and Meeting Chairman
J Byng, L Candlin, A Coleman, L Davies, C Edginton-White, P
Harrison, D Killingworth, R Stanczyszyn

In attendance: Eighteen Members of the Public
Miss S Powell, Young Mayor
S Hudson - Town Clerk
D Moore – Treasurer
G Lungley - Temporary Office Manager

8774 CHAIRMAN'S OPENING REMARKS

Due to building works at the usual Guildhall venue everyone was welcomed to this alternative venue.
The opportunity was taken for the Mayor to thank Mr David Moore for his work over the last 15 years in the role of treasurer and he was presented with a leaving gift.

8775 PRESENTATION: John Pearce, Harris Lamb Property Consultants

Mr Pearce gave a presentation on behalf of their client EPIL who are interested in developing the triangle of land between A456 and Stourport Road, opposite the Leisure Centre. Plans for 100 houses are in the early stages; any future application must comply with the district local plan policies and Green Belt review.

Mr Pearce was thanked for his presentation and he left the meeting.

8776 APOLOGIES FOR ABSENCE

Councillors J Beeson (illness), P Edmundson – Deputy Mayor (illness), G Yarranton (illness)

8777 DECLARATIONS OF INTEREST

Members were reminded of the requirement to declare all interests.

- Cllr J Byng declared a Disclosable Pecuniary Interest as spouse of a member of staff.

8778 COUNCILLORS' DISPENSATIONS

Cllr J Byng has an ongoing dispensation to be allowed to stay in meetings, speak and vote on general issues relating to staff, unless any issue relates specifically to his spouse.

No new dispensation requests had been submitted prior to the start of the meeting.

8779 PUBLIC QUESTION TIME

- i. **Members of the public.** One member of the public took the opportunity to speak, as follows:

- BCARA Chairman spoke on two issues:
- a) Licensing: BCARA hope the Town Council will represent residents and comment on the WFDC licensing policy;
- b) Partnership: BCARA hope to develop a positive relationship with the Town Council.

ii. Representative members of the principal authorities

a) Mrs R Vale, WCC member for Bewdley division & WFDC member for Wribbenhall and Arley ward

- i) Delighted to hear the Town Council is proposing to contribute £800 to a topographical study to improve road safety on Dowles Road.
- ii) Believes statutory undertakers should be restoring roads following any work they do.
- iii) A blitz on dog mess is to be carried out at Jubilee Gardens.
- iv) Hopes to address the deterioration of Bewdley Bridge by working with Historic England through Worcs County Council.

b) Mr I Hardiman, WCC member for Cookley, Wolverley and Wribbenhall

- i) A456 Safety between Wribbenhall and Bewdley Hill
The two fatal accidents that occurred in 2015/2018, were not caused by vehicle high speeds and vehicle speed study shows no speeding issue to justify the introduction of a 40mph speed limit. Street lighting might be installed if finance can be approved.
- ii) Catchems End crossing tactiles
Domed 'tactile' studs will be installed to help the sight-impaired following re-tarmacking of pavement by the crossing. Work expected to start soon.
- iii) Bewdley Schools pupils' safety and parking update
Insufficient space for buses to manoeuvre in the Leisure Centre car park at peak times means it is not possible to install an extra entrance. Two further options are being considered - extend the existing car park at the leisure centre using plastic grass-crete vehicle support sections, or construct a buses only lay-by adjacent / outside the car park.
- iv) Kidderminster Road frequent flooding near pedestrian crossing
Highways officers have been reminded of the need for thorough investigation and improvements if found to be faulty.
- v) Kidderminster Road damaged safety barrier replacement
The replacement safety barrier has been ordered and should soon be installed for the safety of pedestrians and protection of the residences opposite the railway bridge.

c) Mrs A Coleman, WFDC member for Bewdley and Rock

The CCTV cameras are to be updated to digital within the next 12 months using funding provided by the Police and Crime Commissioner.

Town Councillors took the opportunity to speak:

- Can speed checks be carried out on Habberley Road
- Lines painted across the road may help to slow down traffic
- The proliferation of 'A' boards in the town centre should be curbed.

iii. Representatives of support services

Police report: No representative present.

8780

MINUTES

- a) To approve the minutes of the Town Council meeting held 04/02/2019.

AGREED

The minutes of the Town Council's Meeting held 4th February 2019 were approved as a true and accurate record of that meeting.

8781

ACCOUNTS

The Treasurer presented information to 28/02/2019 as follows:

- i. The updated schedule of accounts including approval of invoices to be paid and approval of invoices paid as a matter of urgency.

APPROVED

- ii. To note the Town Council's cash balances

NOTED as follows (to 28/02/2019) –

- with Unity Bank current account of £52,002.96
- with Unity Bank deposit account of £10,589.29
- with Scottish Widows deposit account of £30,345.52
- with Cambridge Building Society saver account of £30,000.00
- with HMRC (VAT) of £ £9,671.92

- iii. To note the most recent bank reconciliation

NOTED

- iv. To note actual financial position compared to agreed budget for 2018/19

NOTED

- v. To agree appointment of Independent Internal Auditor for 2018/19 accounts

AGREED

To appoint DKE Audit Services to internally audit the 2018/19 accounts.

8782

TO APPROVE THE BUDGET FOR 2019/20

The recommendation from the Finance and General Purposes Committee is to approve a balanced budget of £168,301 + £9,254 drawn from reserves

AGREED

To approve the budget for 2019/20 as recommended by the Finance and General Purposes Committee.

8783

COMMITTEE REPORTS

To receive draft minutes, reports and/or updates since 04/02/2019 from:

- i. **Planning Committee**, meeting held 06/02/2019

Draft minutes were noted.

- ii. **Staffing Committee**, meeting held 22/02/2019

The draft minutes had been circulated; Cllr Davies would provide an update and recommendations for ratification at confidential session, minute no. 8790.

- iii. **Finance and General Purposes Committee**, meeting held 27/02/2019.

The draft minutes had been circulated; the committee Chairman, Cllr J Byng spoke to the committee's recommendations:

- Review of Grants Policy to bring decision dates into conformity with Council timetable (award decisions are to be made after Town Council elections)

AGREED

- Cancellation of Small Grants Awards (those of less than £100)

AGREED to re-allocate the fund to the Grants budget.

- To contribute £800 to road safety topographical survey at Dowles Road
AGREED to contribute £800 to a WCC-arranged topographical survey at Dowles Road.
- Wyre Hill Play Area: purchase of new play equipment £14,981.03
AGREED to purchase new play equipment for Wyre Hill Play Area at a cost of £14,981.03.
- Establish a working party to review last year's events relating to the music festival in Riverside North Park and the pantomime (internal audit recommendation)
AGREED to establish a working party to review last year's music festival in Riverside North Park and the pantomime as recommended by the internal auditor, consisting of Cllrs J Byng, R Coleman, C Edginton-White, D Killingworth.

8784 NEIGHBOURHOOD PLAN PROGRESS

An update was provided from group leader, Cllr R Stanczyszyn who commented on the unsuitability of current policies, that there is to be a meeting shortly following which the Finance & General Purposes committee would be updated on progress.

8785 LIBRARIES CONSULTATION

Feedback from meeting held with Worcs County Council representatives on 28/02/2019 at 1pm. WCC are committed to using the current site in Bewdley for ten years; there is no intention to close the library but there needs to be some agreement on staffing. There has been a good response to the public consultation and will likely be further opportunities to discuss in the future.

8786 TOWN CLERK'S UPDATES

Riverside North Paddling Pool

A meeting has been held with WFDC senior officer; the draft contract requires amendments.

Load Street toilets

A meeting has been arranged with WFDC officers regarding the contract for the Town Council to take ownership of this facility.

Bewdley Youth Café

Cllr D Killingworth advised the meeting the Youth Café has now closed

Town Council's Corporate Plan

To be reviewed after May 2019; the sub-group of the former Policy and Resources committee may provide some input.

8787 PROCEED WITH THE REFORMULATION OF THE COMMUNITY DEVELOPMENT COMMITTEE

After debate it was put to the Council that:

1. The Council take urgent action to implement the decisions made with regard to the CDC committee (ie minute no.8740 *"That the former CDC is reformulated with altered terms of reference. The reformulated committee would have the remit to encourage community action and events by facilitating local group in order to enable them to achieve their aims. For example, the music festival and the pantomime group. In addition to help the council fulfil its remit under the Localism Agenda."*) to ensure that the work undertaken by this committee and its working groups is progressed by the Council.

A named vote was requested:

In favour: Cllrs L Candlin, C Edginton-White

Against: Cllrs P Harrison, R Stanczyszyn

Abstentions: Cllrs J Byng, A Coleman, R Coleman, L Davies, D Killingworth

With no clear majority decision, the motion was **NOT CARRIED**.

2. The corporate plan objectives 2017-2019 should be reallocated to demonstrate the redistribution of responsibilities.

Motion withdrawn.

3. The CDC "reformulation" is completed and the suspension of its meetings lifted to continue with its new terms of reference.

A named vote was requested:

In favour: Cllrs L Candlin, C Edginton-White

Against: Cllrs A Coleman, R Coleman, L Davies, P Harrison, R Stanczyszyn

Abstentions: Cllrs J Byng, D Killingworth

The motion was **REJECTED**

8788

TOWN MAYOR'S DIARY AND FUTURE EVENTS

The Town Mayor's itinerary for February was circulated.

At this point in the meeting, the Town Mayor brought forward agenda item **8791**, an item of urgency, the details of which were circulated at the meeting as follows:

To secure use of the Guildhall

Point of Order: members agreed to suspend Standing Order 3x and complete the business of the meeting beyond the three-hour period.

The change of venue for this evening's meeting was due to the unavailability of the Guildhall due to building work; notification of which was received on the Saturday (2 days prior to the meeting). Even though the Town Council no longer uses the building for its day-to-day office function it continues to pay a monthly fee towards the running expenses and retains the lease for use of the premises. It was therefore recommended that the Town Council write to the Chief Executive of Wyre Forest District Council to request a meeting where the Town Council's position can be made clear to all parties.

AGREED

The Town Clerk would write to the Chief Executive of Wyre Forest District Council to request a meeting where the Town Council's position can be made clear to all parties.

Cllr A Coleman left the meeting and returned after 3 minutes.

8789

CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC AND PRESS

In accordance with the Public Bodies (Admission to Meetings) Act 1960, s1(2) it was **RESOLVED** to exclude the public and press from the meeting to allow for discussion of confidential matters relating to staff members.

The meeting was closed to members of the public at 9.50pm; all members of the public left the meeting.

8790

STAFFING COMMITTEE RECOMMENDATIONS

A report for Decision regarding the Town Council's future staffing structure from the Staffing Committee had been circulated to Town Councillors in advance of the meeting.

Cllr D Killingworth left the meeting and returned after 3 minutes.

Cllr L Davies introduction of the decision paper and the committee's three recommendations was followed by general discussion.

The three recommendations detailed below were put to the vote:

1. That the office-based staffing structure consists of Town Clerk supported by two administrative assistants part-time and an apprentice trainee: to be in place by 01/06/2019. All staff, including the toilets cleaner / caretaker to be directly managed by the Town Clerk.

This was **AGREED**.

2. That the role of Community Engagement and Events Officer becomes redundant from 31/03/2019; the officer to be provided with four weeks' paid notice to 02/04/2019 to allow them to seek alternative employment.

A named vote was requested:

In favour: Cllrs A Coleman, R Coleman, L Davies, P Harrison, D Killingworth, R Stanczyszyn

Against: Cllrs L Candlin, C Edginton-White

Abstentions: Cllr J Byng,

The motion was **CARRIED**

3. That through redundancy all matters relating to disciplinary action regarding the current holder of the post of Community Engagement and Events Officer are absolved.

A named vote was requested:

In favour: Cllrs A Coleman, R Coleman, L Davies, P Harrison, D Killingworth, R Stanczyszyn

Against: Cllr L Candlin

Abstentions: Cllr J Byng, C Edginton-White

The motion was **CARRIED**

8791 ITEMS OF URGENCY OR TO NOTE FOR FUTURE MEETINGS

As per minute no. 8788.

8792 FUTURE EVENTS / MEETINGS

- Annual Town Meeting: Monday 8th April 2019, 7pm at St George's Hall
- St George's Day Parade: it was hoped to arrange a St George's Day parade for Sunday 28th April, yet to be confirmed.
- Council elections are to be held on 2nd May 2019
- Annual Town Council Meeting and Mayor-Making will be on 10th May.

8793 DATE AND TIME OF NEXT ORDINARY MEETING – Monday 1st April 2019, 7pm.

There being no further business this meeting was closed at 10.30pm.

Signed.....
Mayor/Chairman
Meeting of the Town Council – 1st April 2019