



## SHIFNAL TOWN COUNCIL

**Minutes of the Estates Committee Meeting of the Town Council held on  
Monday 8<sup>th</sup> July 2024, Commencing at 5:30pm at the Shifnal Community Hub,  
Tudor Way, Shifnal, TF11 8DJ.**

**Present:** Councillors: R. Cox (Chairman), B. Haddon, J. Moore,  
T. Tarran, P. Williamson, L Jenks, J Horne

**In Attendance:** C. Furnival (Locum Clerk)

### **ES068/24 Fire Safety Announcement**

This was given by the Chairman, Cllr R. Cox.

### **ES069/24 Public Session**

None present.

### **ES070/24 Apologies received from Councillors.**

Cllr K Booker – Holiday NOTED

### **ES071/24 Declaration of Members' Interest**

To receive declarations and requests for dispensations about any items under consideration on this agenda in accordance with the Localism Act 2011, the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 and Shifnal Town Council Code of Conduct. Declarations may be of a pecuniary or non-pecuniary nature.

Members are reminded that subject to provisions of the current Code of Conduct that they are required to; not speak, participate in the discussion or voting on the matter and leave the room in the event of a declaration of pecuniary interest and not speak (unless in the public session if applicable), participate in the discussion or voting on the matter and leave the room in the event of a non-pecuniary interest.

Pecuniary – Cllr J Horne declared an interest on the agenda item ES073/24 line 6 because his property backs onto Wheatfield Park.

Non-Pecuniary – None.

Signed by the Chairman; .....  
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**ES072/24 To CONFIRM and sign the Minutes of the Estates Committee Meeting of the Town Council held on Tuesday 7<sup>th</sup> May 2024**

The Minutes of the Estates Committee Meeting held on Tuesday 7<sup>th</sup> May 2024 were CONFIRMED and signed by the Chairman.

**ES073/24 Greenspace Maintenance & Works**

- i) To CONSIDER report relating to St Andrew's Churchyard pathway assessment. The Locum Clerk explained that this report provides a cost for the works required to bring the footpaths to a suitable condition, if acceptable this evening, three quotes will be sought. Cllr J Moore felt that at the last meeting of this committee this request was for a health and safety inspection of the footpaths and not a request for a quote of works. Members agreed for the Locum Clerk to arrange a site visit with Shropshire Council health and safety officers to advise on the condition of these footpaths.

- ii) To CONSIDER report on refurbishment of the Poppy Bench. Cllr Williamson noted that this bench is in a very poor condition and in a prominent location. It was AGREED to clarify if the budget covers the works of this quote.

It was agreed that the Locum Clerk would go back to P&P Engineering to ask for clarification of proposed colour of the poppies on the bench and if it doesn't include colour then we seek a new quote for the colouring of the poppies.

It was agreed that the Locum Clerk would clarify how much is left in the Repairs and Renewals budget for 2024/25 and which actions are outstanding that would have a financial impact on this budget.

- iii) To CONSIDER email received from resident concerning the benches in the Town Centre. Agreed to forward this matter to Shropshire Council and advise the resident of the action taken.

- iv) To NOTE that the Jubilee Park roundabout was repaired on Wednesday 26<sup>th</sup> June 2024. NOTED.

- v) To CONSIDER report on the annual tree survey. Members APPROVED this report and the request to appoint the tree surveyance for 2024.

Cllr Horne left the room at 17:55

- vi) To CONSIDER report and verbal update from the Parks Working Group. The group are waiting for a meeting with Derek Owen to be confirmed. Once options for improvements to parks in the area are available they will consult these proposals with schools, residents and other groups in the town.

A discussion took place regarding the potential of a skate park in the area and asked that this item be re-include in working groups agenda.

Cllr Horne returned to the meeting at 18:05

Signed by the Chairman; .....  
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**ES074/24      Shifnal Community Hub, Old Fire Station Hub & Library**

- i) To NOTE date for the Legionella Risk Assessment is awaited. NOTED.
- ii) To CONSIDER a report from the Town Clerk on the installation of solar panels at the Shifnal Community Hub and Marches Energy Grant offer.

APPROVED to make the recommendation to Full Council to award a contract to Fusion for the total amount of £15,954.14 plus VAT for installation of solar panels with a budget contribution of £13,254.14 to be funded from CIL Neighbourhood Fund and the Marches Energy grant contribution of £2,700 from Worcester County Council (LGA 1892 s.8 (1)(i)). The project to be started at the earliest convenience in line with the workload and priorities of the Council.

**ES075/24      Priorslee Road Cemetery**

- i) To CONSIDER report from the Administration Officer regarding quotations received to extend Ashes and Burial plots within the Cemetery. APPROVED.

**ES076/24      Street Lighting Joint Energy Agreement**

- i) To NOTE the 2024-2025 Street Lighting Joint Energy Agreement renewal of £20,897.69. Agreed that the Locum Clerk would confirm what inventory of lights have been upgraded to LED and ensure that Shropshire Council have an up to date inventory of our street lighting, including those updated with LED. Members requested an update on this matter for the September 2024 meeting.

Cllr J Haddon left the meeting at 18:16

**ES077/24      STC Website**


- i) To CONSIDER increasing file storage for STC website by a further 2GB. APPROVED.

**ES078/24      To Review Actions from Previous Committee Meetings**

Members agreed that the following actions be closed as completed; 927, 942, 976, 977 and 978.

Members agreed that the following actions be updated;

980: Locum Clerk to re-issue clarification on the lease agreement fee and update members on the status of an 18 month break clause.

Signed by the Chairman;  .....  
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981: Town Clerk to set up a meeting with the Estates team at Shropshire Council to address the request for a variation to the lease agreement for Kings Yard Car Park to clarify responsibilities.

**ES079/24      Next Estates Committee Meeting**

Monday 9<sup>th</sup> September 2024 @ 5.30 pm

Cllr Cox noted that a new bin had been installed at Innage Road.

The following items were requested for the committees agenda in September 2024; update on forming an Allotments Committee/Society, CPRE hedging project update, community garden update, updates relating to the removal of the phone box from the High Street.

Cllr Jenks noted that the hedging surrounding Shifnal Town FC fields and the schools had not yet been cut back and this was preventing access to public footpaths. It was requested that the Town Council writes to Shropshire Council to request these works be carried.

Meeting closed at 18:40



Signed by the Chairman; .....  
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