



SHIFNAL TOWN COUNCIL

A G E N D A

3rd December 2024

TO ALL ESTATES COMMITTEE MEMBERS OF SHIFNAL TOWN COUNCIL

YOU ARE HEREBY SUMMONED to attend the Estates Committee meeting of the Town Council to be held on Monday 9th December 2024 at **5:00pm** at Shifnal Community Hub, Tudor Way, Shifnal TF11 8DJ.

Yours faithfully

Denise Reynolds
Town Clerk
SHIFNAL TOWN COUNCIL.

NOTE TO THE PUBLIC:

Members of the public and press are most welcome to attend meetings of Shifnal Town Council. To ensure that meetings do not become prolonged, Standing Orders provide that members of the public are permitted to make representations, raise and answer questions and give evidence **only in respect of any item of business included in the agendas** during this public session which covers all meetings held on this date. However, public participation must be confined to this section of the meeting only.

The period of time which is designated for public participation in accordance with Standing Orders shall not exceed 15 minutes. Each member of the public is entitled to **speak once only in respect of business itemised on the agendas** and shall not speak for more than 3 minutes. A person shall raise his hand when requesting to speak and stand when speaking (except when a person has a disability or is likely to suffer discomfort). The Chairman of the meeting may at any time permit a person to be seated when speaking.

A question asked by a member of the public during a public participation session at a meeting shall not require a response or debate although the Chairman may direct that a response to a question posed by a member of the public be referred to a Councillor for an oral response or to the Town Clerk for an oral response.

- NB:**
1. Standing Orders are available on the Council's website, or on request from the Town Clerk or Council Office and are subject to periodic review, taking advice from the National Association of Local Councils;
 2. Temporary exclusion of the public and press may be necessary at any meeting to discuss matters of a special and/or confidential nature;
 3. **Due to limited seating capacity (10 seats), please contact the Council to book your place. Email address info@shifnaltowncouncil.gov.uk or telephone 01952 461420**

Office Hours 10am – 1pm (Monday to Friday)

Tel: 01952 461420
E-mail: info@shifnaltowncouncil.gov.uk
www.shifnaltowncouncil.gov.uk



Shifnal Community Hub
Tudor Way
Shifnal
Shropshire
TF11 8DJ

- ES441/24 Fire Safety Announcement**
- ES442/24 Public Session**
- ES443/24 Apologies received from Councillors.**
- ES444/24 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.
- ES445/24 To CONFIRM and sign the Minutes of the Estates Committee Meeting of the Town Council held on Monday 11th November (Attached).**
- ES446/24 Greenspace Maintenance & Works**
- i) To NOTE that Brewood Landscapes have completed the works on the town centre and town entrance planters.
 - ii) To NOTE that the 6 monthly fire inspection took place in November 2024. The Town Clerk approved the sum of £340.00 (+VAT) for remedial works under financial regulations 4.1 (Budget Line: Old Fire Station & Community Hub (LGA 1894 s.8(1)(i)).
- ES447/24 Shifnal Community Hub, Old Fire Station Hub, Public Toilets & Library**
- i) To NOTE that the CPO has contacted Shropshire Council Health and Safety Team to set a meeting for Wednesday 11th December concerning the Legionella Risk Assessment and also is scheduled to hold meetings with Contractors about remedial works in the STC estate.
 - ii) To CONSIDER a report on Shire Services cleaning charges for 2024/2025 (attached).
- ES448/24 Shifnal Town Council Rates & Charges.**
 To CONSIDER a report on STC rates and Charges (Attached).
- ES449/24 2025 / 2026 Precept**
 To CONSIDER the budget line: IT Systems (Attached).

- ES450/24 Shifnal Parish Magazine**
To CONSIDER a report on advertising in Shifnal Parish Magazine in 2025 (Attached).
- ES451/24 Shropshire Council Devolved Services**
To NOTE that the CPO has emailed the two Shropshire Councillors requesting assistance on the town centre street scene maintenance. There has been a meeting set with Shropshire Council, the CPO and Town Clerk for the 9th December 2024.
- ES452/24 CPRE Hedging Project**
To NOTE that the CPRE have confirmed the hedge planting project will now take place in February 2025.
- ES453/24 King's Yard Lease**
To NOTE that the Town Clerk has held a Teams meeting with Shropshire Council about the lease on King's Yard Car Park. Shropshire Council are investigating the annual RPI maintenance charge and also the terms of maintenance. The Town Clerk is awaiting a reply.
- ES454/24 To Review Actions from Previous Committee Meetings (Attached)**
- ES456/24 Next Estates Committee Meeting**
Monday 13th January 2025 – 5:30pm – Shifnal Community Hub.

Circulation:-

Committee: Cllr R. Cox (Chairman), Cllr E. Bird, Cllr K. Booker, Cllr B. Haddon, Cllr J. Horne, Cllr L. Jenks, Cllr D. Marriott Cllr T. Tarran, Cllr. Z. Turner, Cllr P. Williamson, D. Gough (CPO).

For Information:

Councillors: Cllr J. Coulson, Cllr. G. Kerr, Cllr. J. Lake, Cllr. E. Moore, Cllr G. Tonkinson

Officers: D. Reynolds, Town Clerk and Responsible Finance Officer
H. Howse, Administration Officer