

SHIFNAL TOWN COUNCIL

A G E N D A

4th February 2025

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 10th February 2025 at **5:30pm** 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

- ES586/24 Fire Safety Announcement**
- ES587/24 Public Session**
- ES588/24 Apologies received from Councillors.**
- ES589/24 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.
- ES590/24 To CONFIRM and sign the Minutes of the Estates Committee Meeting of the Town Council held on Monday 13th January 2025 (Attached).**
- ES591/24 Greenspace Maintenance & Works**
- i) To NOTE that a tree was blown over at St. Andrew's Churchyard over the weekend of 25th January 2025. The tree was felled by Benbow Brothers on Monday 27th January at a cost of £260.00 (+VAT) under financial regulation 4.5 (Budget Line: Repairs & Renewals: Outdoor Spaces (LGA 1894 s.8(1)(i)).
 - ii) To CONSIDER a report on the replacement STC noticeboard at Admirals. (Attached).
 - iii) To CONSIDER a report on the annual town centre millennium clock maintenance. (Attached).
 - iv) To CONSIDER a report on mole control at Jubilee Park, St. Andrew's Churchyard & Priorslee Cemetery. (Attached).
 - v) To CONSIDER a report on STC Hanging Baskets & Planters. (Attached).
- ES592/24 Shifnal Community Hub, Old Fire Station Hub, Public Toilets & Library**
- i) To CONSIDER a report on the Health and Safety Provision contract. (Attached).
 - ii) To CONSIDER a report on the Parish on Line subscription. (Attached).
 - iii) To CONSIDER a report on the renewal of the alarm and video door system maintenance. (Attached).
- ES593/24 Parks Working Group**
To CONSIDER a report from the Parks Working Group.(Attached)

- ES594/24 Shifnal Town Council Rates & Charges.**
To CONSIDER a report on STC rates and charges (Attached).
- ES595/24 St. Andrew's Churchyard Pathway Project**
i) To NOTE that further to ES/369/24 iii) the start of the project has been delayed from w/c 09.12.2024 to w/c 03.02.2025 due to budget clarification.
ii) To NOTE a copy of the letter sent to the Diocese of Lichfield by Cllr. R. Cox. (Attached).
iii) To NOTE the report from the CPO on the St. Andrew's Churchyard spending from 2020 to 2025. (Attached).
- ES596/24 Street Lighting Replacement Programme**
To NOTE that the order has been placed with Eon and works programme will be starting w/c 24/02/2025. With 2 to 4 lamp posts replaced per week.
- ES597/24 Shropshire Council Devolved Services**
To CONSIDER Shropshire Council Devolved Services with 2025 / 2026 budget restrictions.
- ES598/24 King's Yard Lease**
To NOTE that the Town Clerk is still awaiting a response from 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.
- ES599/24 Shire Service Cleaning Contract**
To NOTE that at the end of the Shire Services Cleaning contract on the 31st March 2026 the existing cleaning staff will be subject to TUPE regulations and will need to be transferred to the new contract.
- ES600/24 To Review Actions from Previous Committee Meetings (Attached)**
- ES601/24 Next Estates Committee Meeting**
Monday 10th March 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

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