

OAKENGATES TOWN COUNCIL
MINUTES OF THE COUNCIL MEETING
HELD ON Monday 26th July 2010 at 7:00 pm
IN THE COUNCIL CHAMBER, OAKENGATES TOWN HALL,
THE PLACE THEATRE SQUARE, OAKENGATES

Present:

Chairman:	Councillor Wood (Mayor)
Councillors:	Booth, Ellis, Hine, Maddy, Pearce, Rhodes, Trafford and Willis.
Clerk:	Michael Gledhill
Visitors:	There were no visitors
Public:	There were no members of the public

Minute number	Agenda Item No Title & minute
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1. WELCOME BY THE CHAIRMAN

1136/10 At 7 pm the Mayor, Councillor Wood welcomed all those present and apologised for his appearance due to other events later that night. For future meetings he will also wear the chain of office

2. APOLOGIES FOR ABSENCE AND REASONS

To receive, consider and accept as appropriate, any apologies for absence in accordance with the terms of Section 85(1) of the Local Government Act 1972.

1137/10 The Town Clerk referred members to his report regarding the recording of apologies and the immediate introduction of an “Record of Apologies Received from Members” book. The following apologies were received:

1138/10 Councillor Whitehouse, apology noted in the apology book and accepted by the meeting.

1139/10 Councillor Norton, apology noted in the apology book and accepted by the meeting.

1140/10 Councillor Goodchild, apology noted in the apology book and accepted by the meeting.

3. DECLARATIONS OF INTEREST

To receive any disclosures of Members' personal and/or prejudicial interests.

1141/10 Councillors Ellis, Maddy and Wood declared a tentative interest in agenda item 10, Markets, due to their involvement in the Chamber of Trade.

1142/10 Councillors Pearce, Trafford and Willis declared a tentative interest in agenda item 11, Summer Outing, due to their qualification to attend as a resident of Oakengates.

4. MINUTES

1143/10 a). Councillor Trafford proposed and Councillor Ellis seconded the motion “That the minutes of the Town Council meeting held in open session on the 13th July 2010, already circulated be amended in item number 1099/10 to read “Councillor Hine proposed and Councillor ~~Maddy Booth~~ seconded” and after the alterations to be certified as a true record of the proceedings thereof.”. The motion was carried and the minutes were duly signed by the Chairman.

1144/10 b). Councillor Maddy proposed and Councillor Ellis seconded the proposal “To receive the draft minutes of the Planning and Regeneration Committee Meeting held on the 13th July 2010, already circulated and to consider any of their recommendations.”. The motion was carried and the minutes were duly received.

- 1145/10 c). Councillor Ellis proposed and Councillor Pearce seconded the proposal “To receive the draft minutes of the Social and Events Committee Meeting held on the 12th July 2010, already circulated and to consider any of their recommendations.”. Clarification was sought; on the time in item 1065/10 and it should read 7:00 pm, and on items 1072/10 and 1075/10, all of which are non financial and will be dealt with by the committee. The motion was carried and the minutes were duly received.

5. SUSPENSION OF STANDING ORDERS

- 1146/10 It was resolved that, under standing order 75, standing order 15 be suspended for the remainder of the meeting.

6. STANDING ORDER 15(F) – TO ANSWER QUESTIONS FROM COUNCILORS

- 1147/10 There were no questions posed and in response to the question raised at the meeting on the 13th July 2010:

"In view of the Government's recent statements on the "Building Schools for the Future Programme", does the Mayor know if the plan is yet confirmed to rip Secondary Education from the heart of the Oakengates Community and to move it all the way to the Borough Boundary, adjacent to the M54, a lake and fields? If he does not yet know, please could he find out and report back to the next meeting, to see if this plan can yet be amended to stop secondary education being removed from Oakengates?".

The Town Clerk on behalf of the Mayor provided the response that had been received from Clive Jones (Head of Regeneration & Housing, Telford & Wrekin Council) :

Reference our telephone conversation I can confirm that I would be happy to come along to a meeting of the Parish Council in September to discuss proposals for our Borough Towns Initiative Sports & Learning Communities in Priorslee (relocation of Wrockwardine Wood to Priorslee) and the Oakengates SLC (relocation of The Sutherland School to the Oakengates Leisure site).

Reference your specific questions re our proposals – Wrockwadine Wood secondary school currently sits on the edge of it attendance area and is very close to the Sutherland Secondary school. As a consequence many children and young people in the Sutherland attendance area attend Wrockwardine Wood whilst many pupils who should attend Wrockwardine Wood in Priorslee and St Georges attend Idsall Secondary School in Shifnal. This is one of the reasons why we plan to relocate both schools to sporsta nd learning community sites elsewhere. We plan rebuilding both the Wrockwardine Wood and Sutherland Schools within the next five years both and these will be very exciting projects which will include a range of learning and community facilities. We would welcome the views of the your parish council on how the facilities should work for the people of Oakengates.

Please get back to my PA (Sue Wright 01952 380900) if you would like me to come along in September. If I can be of any further assistance ahead of your July meeting please do not hesitate to get back to me

In the light of the response it was resolved that Clive Jones should be requested to attend a future council meeting in September in order that questions regarding the changes could be put to him and that the press should also be requested to attend.

7. REPRESENTATION ON OUTSIDE COMMITTEES

- 1148/10 Councillor Ellis proposed and Councillor Booth seconded the proposal “That membership of the Wrekin Area Committee is to be the same as membership of the Parish Forum (The Mayor with the Deputy Mayor as deputy for the members plus the Town Clerk with the Deputy Town Clerk as deputy for the officers) and for the representatives to be given authority to accept voting rights at the Wrekin Area Committee meetings to allow the representatives from Oakengates Town Council to vote on behalf of the Town Council at the meetings”. The motion was carried.

8. FINANCE

1149/10 The following financial report was tabled with the attached comments:

OAKENGATES TOWN COUNCIL BUDGETS					
Includes payments to be processed on		Monday 26 July 2010			
Budget Area	Spend to Date	Budget	Balance	Spent	
Office expenses	£ 426.88	£ 2,350	£ 1,923.12	18.17%	
Telephone	£ 195.99	£ 600.00	£ 404.01	32.67%	
Insurance	£ 3,845.10	£ 4,000.00	£ 154.90	96.13%	
Audit	£ 128.00	£ 800.00	£ 672.00	16.00%	
Computer	£ -	£ 1,500.00	£ 1,500.00	0.00%	
Photocopier	£ 454.29	£ 1,000.00	£ 545.71	45.43%	
Elections	£ 4,663.40	£ 5,000	£ 336.60	93.27%	
Staff Costs	£ 14,209.52	£ 25,000	£ 10,790.48	56.84%	
Chairman's Allowance	£ 144.21	£ 500	£ 355.79	28.84%	
Training and Conferences	£ -	£ 1,600	£ 1,600.00	0.00%	
Society of Local Council Clerks (Subscriptions)	£ 29.00	£ 200	£ 171.00	14.50%	
Publicity	£ 1,037.66	£ 7,500	£ 6,462.34	13.84%	
Ceremonial	£ 40.00	£ 250	£ 210.00	16.00%	
Accommodation	£ 8,078.82	£ 48,000	£ 39,921.18	16.83%	
Community Activities	£ 9,201.00	£ 25,000	£ 15,799.00	36.80%	
Street Furniture	£ -	£ 500	£ 500.00	0.00%	
Public Toilets	£ 4,076.47	£ 8,000	£ 3,923.53	50.96%	
Youth Projects	£ -	£ 2,500	£ 2,500.00	0.00%	
Regeneration	£ -	£ 1,000	£ 1,000.00	0.00%	
Oakengates Market	£ -	£ 7,000	£ 7,000.00	0.00%	
Grants (Section 137)	£ 300.00	£ 2,000	£ 1,700.00	15.00%	
TOTALS	£ 46,830.34	£ 144,300.00	£ 97,469.66	32.45%	

Globally we are 4 months into the financial year and the spend to date is 32.4% of the total budget. Some payments are yearly payments, such as insurance and these will obviously show as being greater than 33% spent.

However there are four areas that are over the 33% threshold.

Photocopier, due to the leasing arrangements we are awaiting a refund of the final lease payment, and when received should bring this back into the projected spend.

Staffing is running at 56% of budget and this in part was underestimated due to the office workload currently running at 44 hours per week. In 2008 there were 37 council meetings in total, in 2009 there were 42 meetings. From the 1st April 2010 to today there have been 23 council meetings and it is projected that if the trend continues, the total for 2010 will be in the order of 69, nearly double the 2008 figure. At the projected rate the staff costs could result in an overspend of 30%.


Community Activities is running at 37% of budget. As the events are specific and fall within various times throughout the year a detailed report will be produced by the committee.

Public Toilets this is running at 51% of budget. Some of the one off expenses are included such as rates and service agreements for the hand washers/driers. However, the unknown factors are repairs and these are running at a higher level than anticipated due to deliberate blockages. In part the use of lockable toilet roll dispensers should remove some of the temptation to block the toilets with toilet rolls.

1150/10 In order to look at solutions to the Staffing Budget area the Town Clerk was requested to convene a meeting at the earliest opportunity of the "ad-hoc" Personnel Committee.

1151/10 i). Councillor Ellis proposed and Councillor Maddy seconded the motion "To approve payment of invoices, salary and office expenses and to receive for information any direct debits on the following list that had already been authorised, and validated by Councillor Rhodes, and for the cheques to be signed and for Councillor Wood to negotiate with Telford and Wrekin Council in an endeavour to have the payment of £99.88 either nullified or reduced". The motion was carried and the cheques signed.

Oakengates Town Council Minutes – Council Meeting dated Monday 26th July 2010

Payments and Transactions to be authorised on 26/07/2010			
Date	Payee	Description	Cheque or Transaction Value
Invoices			
26/07/2010	Telford & Wrekin Council	Theatre brochure insert 21/11/2010	£ 99.88
	Cheque cancelled destroyed	Mayor's charity funds paid out chq 010614	-£ 316.20
26/07/2010	Telford & Wrekin CVS	Replacement Cheque for 010614	£ 316.20
26/07/2010	Vaughtons	Restraining Chain	£ 26.71
26/07/2010	Concept Steam Cleaning Ltd	Public toilet cleaning - June 2010	£ 442.10
26/07/2010	Concept Industries Ltd	Toilet products	£ 68.15
26/07/2010	I Will Print	Newsletter printing July 2010 7000 copies	£ 424.00
26/07/2010	M Gledhill	Cash for summer outing lunches	£ 1,500.00
		Sub Total Invoices	£ 2,560.84
Staff Costs			
		Sub Total Staff Costs	£ 3,657.96
15/07/2010	Telford & Wrekin Council	rent, service charges July 2010	£ 911.94
08/07/2010	Tiscali	broadband refund part month	-£ 7.05
		Direct Debits Total	£ 904.89
		Expenditure Total	£ 7,123.69
22/07/2010	Interbank	Internal transfer from deposit to current	£ 10,000.00
	Prepared By	Validated By	
			
	Clerk / RFO	Councillor	

1152/10 ii). Mayor Wood gave a presentation on the Funding of a community facility at Ketley Bank, Queenswood School. Councillor Maddy proposed and Councillor Ellis seconded the motion “ That this item requires more detailed information and better tendered quotes before any consideration may be given to this topic”. The motion was carried.

1153/10 iii). The funding of CCTV and mobile video cameras. Mayor Wood gave a presentation regarding the background to this item and confirmed that these cameras were not intended to produce evidence for court use, but to supply visual information in support of complaints to organisations such as the Wrekin Housing Trust. After discussion Councillor Ellis proposed and Councillor Maddy seconded the motion “That the Town Clerk receive advice from Paul Fenn and for the topic to be an agenda item at a meeting in September 2010”. The motion was carried.

9. OAKENGATES IN THE PARK

1154/10 a.) Update on the event including successes and failures. After discussion it was felt that despite the clash with Culture Fest that the event was reported as “a good day”

1155/10 b.) To review any urgent actions that may need to be taken. After discussion, it was resolved that a “thank you” letter be sent to P S Promotions Ltd.

10. MARKETS

1156/10 To consider and decide upon any issues regarding the running of the Markets until the Market Managers are in post. After discussion Councillor Booth proposed and Councillor Trafford seconded the motion to move on. The motion was carried.

11. SUMMER OUTING

1157/10 a.) Update on the tickets issued. The Town Clerk reported “The two days of issuing tickets had gone well. A big thank you to those who helped to issue the tickets. Close on

300 tickets have been issued. A quick poll last Friday identified that for future events involving buses we may wish to consider alternative pick up points. This time round the poll gave 32% for the Place Car Park, 28% for Ketley Bank Shops, 38% for Teagues Bridge and 2% for other locations.

- 1158/10 b.) To review any urgent actions that may need to be taken. Discussion took place and it is to be established by the Deputy Town Clerk as to who will produce the signage for the buses. A thank you is to be given to those who assisted in the issuing of the tickets. Stewards on the day to be Councillors Maddy, Willis, Rhodes, Whitehouse, Wood and the Town and Deputy Town Clerks.

12. COMMUNITY CENTRE.

- 1159/10 To discuss any issues raised regarding provision of a community centre, and the roll and powers of the Planning and Regeneration Committee. Discussion took place regarding the roll and powers of the Planning and Regeneration Committee. Councillor Ellis proposed and Councillor Maddy seconded the motion "That the Planning and Regeneration Committee should bring proposals to full council and shall have authority to make and deliver opinions upon planning issues". The motion was carried.

1160/10 SUSPEND STANDING ORDERS

It was resolved "that as the time was approaching 9:00 pm that standing orders be suspended in order that the meeting may be allowed to continue beyond 9:00pm by 5 minutes to allow the meeting to be concluded".

1161/10 13. STREET CLEANLINESS

To discuss the cleanliness of the streets and in particular chewing gum and cigarette ends and to decide on actions to be taken. After discussion it was agreed that the matter to be deferred to a future meeting.

1162/10 14. CAR PARKS

The To discuss the issues of car parks and to decide on actions to be taken. After discussion it was agreed that the matter to be deferred to a future meeting.

15. CORRESPONDENCE

- 1163/10 The Town Clerk informed members that a full list had been included in the Town Clerks report.

19. AGENDA ITEMS FOR THE NEXT MEETING

To raise any items for the next council meeting and to confirm the date.

- 1164/10 Next meeting ratified as Tuesday 7th September 2010 at 7:00 pm with a public session starting at 6:45 pm.

- 1165/10 Items for the next meeting to include: No additional items were proposed.

There being no further business, the meeting was closed at 9:01 pm.

Chairman

Date