

OAKENGATES TOWN COUNCIL
MINUTES OF THE COUNCIL MEETING
HELD ON Thursday the 29th April 2010
IN THE COUNCIL CHAMBER, OAKENGATES TOWN HALL,
THE PLACE THEATRE SQUARE, OAKENGATES

Present:

Chairman: Councillor Wood (Deputy Mayor)
Councillors: Booth, Doody, Ellis, Goodchild, Maddy, Norton,
Pearce, Trafford, Whitehouse and Willis.
Clerk: Michael Gledhill
Public: No members of the public

Minute number **Agenda Item No**
 Title & minute

1. WELCOME BY THE CHAIRMAN

868/10 At 7 pm the Deputy Mayor, Councillor Wood welcomed all those present.

2. APOLOGIES FOR ABSENCE AND REASONS

869/10 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. The following apologies were received:

Councillor Rhodes, reason – BTW meeting. Noted and accepted
Councillor Hine, reason – School Governors meeting Noted and accepted

3. DECLARATIONS OF INTEREST

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

870/10 No interests were declared

4. MINUTES

The following minutes were considered:

871/10 A.) Councillor Ellis proposed and Councillor Wood seconded the proposal "That the minutes of the Town Council meeting held in public session on the 15th March 2010 having previously been circulated be certified as a true record of the proceedings thereof." The motion was carried and the minutes were signed by the chairman.

872/10 B.) Councillor Ellis proposed and Councillor Trafford seconded the proposal "That the minutes of the Town Council meeting held in private session on the 15th March 2010 having previously been circulated, be certified as a true record of the proceedings thereof with the word "peruse" changed to "pursue" in minute no 812/09". The motion was carried and the minutes were signed by the chairman with the amendment.

873/10 C.) Councillor Trafford proposed and Councillor Ellis seconded the proposal "To receive the draft minutes having previously been circulated of the Grants Committee Meeting held on the 15th March 2010." The motion was carried and the minutes were received.

874/10 D.) Councillor Trafford proposed and Councillor Booth seconded the proposal "That the minutes of the Extra Ordinary Town Council meeting held in public session on the 31st March 2010 having previously been circulated, be certified as a true record of the proceedings thereof with the wording "and if possible to coincide with a farmers market and for Paul Shuttleworth Promotions Ltd to quote for arranging an event around Theatre Square." To be deleted in minute no 817/09." The motion was carried and the minutes were signed by the chairman with the amendment.

875/10 E.) The minutes of the Town Council meeting held on the 19th April 2010, due to be tabled at the meeting, were not available and are to be dealt with during the

- 876/10 meeting following the meeting on the 11th May 2010.
 F.) Councillor Maddy proposed and Councillor Willis seconded the proposal “To receive the draft minutes having previously been circulated of the Social and Events Committee Meeting held on the 13th April 2010.” The motion was carried and the minutes were received.

5. SUSPENSION OF STANDING ORDERS

- 877/10 It was resolved that, under standing order 75, standing order 15 be suspended for the remainder of the meeting.

6. FINANCE

- 878/10 The following financial report was tabled both electronically and on paper at the meeting:

Oakengates Town Council Financial Year 2009 / 2010				
Expenditure				
	Unadjusted Expenditure (net of VAT)	Year End Budget Value	End of Year budget position	
Office expenses	£ 1,821	£ 1,898	£	77
Telephone	£ 322	£ 500	£	178
Insurance	£ -	£ 3,100	£	3,100
Audit	£ 700	£ 1,025	£	325
Bank charges	£ 2	£ 2	£	0
Computer	£ 724	£ 1,000	£	276
Photocopier	£ 1,218	£ 1,250	£	32
ELECTIONS	£ 4,699	£ 4,700	£	1
SLCC	£ 135	£ 135	£	-
STAFF COSTS	£ 27,556	£ 28,030	£	474
CHAIR'S ALLOWANCE	£ -	£ -	£	-
CONFERENCES	£ 50	£ 150	£	100
Market	£ -	£ 5,000	£	5,000
MISCELLANEOUS	£ 33	£ 250	£	217
Publicity	£ 424	£ 7,000	£	6,576
Chain of office	£ 1,563	£ 1,563	£	-
ACCOMM. (INC. RESERVE)	£ 20,555	£ 33,510	£	12,955
SOCIAL COMMITTEE	£ 24,997	£ 29,865	£	4,868
COMMUNITY SAFETY	£ 75	£ 100	£	25
Street furniture	£ -	£ 500	£	500
PUBLIC TOILETS	£ 8,817	£ 12,250	£	3,433
Regeneration	£ 17,729	£ 25,000	£	7,271
YOUTH PROJECTS	£ 2,500	£ 2,500	£	-
Regeneration	£ -		£	-
Market	£ -		£	-
GRANTS (\$137)	£ 1,550	£ 1,800	£	250
Total Net Expenditure	£ 115,470			
VAT to be reclaimed	£ 10,908			
Revenue				
Precept	£ 141,865			
Interest	£ 2,841			
VAT reclaimed	£ 3,284			
Grants Received	£ 25,500			
Total Revenue	£ 173,490			
Surplus subsumed into reserves	£ 47,113			
Bank Balances at 31/03/2010	Bank Balances at 31/03/2009			
Current Account	£ 9,687		£	9,507
Deposit Account	£ 343,165		£	294,776
Funds Held	£ 352,852		£	304,283

Councillor Ellis gave his apologies and left the meeting to attend to other matters.

879/10

- a. To approve financial transactions, payment of invoices, salary and office expenses and to receive information on the direct debits for April 2010. A detailed list was tabled and presented electronically at the meeting.

Payments and Transactions to be authorised on 29/04/2010					
Date	Payee	Description	Cheque Value	Value	Type
07/04/2010	Interbank	Internal transfer from deposit to current		-£ 5,000.00	Transfer
08/04/2010	Telford & Wrekin Council	Furniture		£ 250.00	Direct Debit
13/04/2010		mayor's charity funds recd		-£ 316.20	Receipt
15/04/2010	Telford & Wrekin Council	Rent, service charge & insurance		£ 1,264.44	Direct Debit
29/04/2010	West Mercia Supplies	Gas for Dec 2009	£ 28.97	£ 28.97	Cheque
29/04/2010	Promofix Ltd	Promotional Pens	£ 193.88	£ 193.88	Cheque
29/04/2010	P S Promotions Ltd	Deposit re Oakengates in the Park 24/04	£ 2,937.50	£ 2,937.50	Cheque
29/04/2010	Shropshire Association of Local Councils	Affiliation Fees 2010/2011	£ 1,357.22	£ 1,357.22	Cheque
29/04/2010	Securasound Ltd	Erecting cross street bunting	£ 691.49	£ 691.49	Cheque
29/04/2010	BT Payment Services Ltd	Line rental (1/04 to 30/06) Calls to 04/03	£ 105.05	£ 105.05	Cheque
29/04/2010	Shires Fire & Safety Ltd	Annual service and parts	£ 66.78	£ 66.78	Cheque
29/04/2010	Performing Right Society	Licence for 10/04/2010	£ 28.55	£ 28.55	Cheque
29/04/2010	Telford & Wrekin Council	IP Phones March 2010		£ 29.05	
29/04/2010	Telford & Wrekin Council	Computers bundle - lease		£ 914.92	
29/04/2010	Telford & Wrekin Council	VOIP Headsets		£ 407.02	
29/04/2010	Telford & Wrekin Council	Cheque value =	£ 1,350.99	£ 1,350.99	Cheque
29/04/2010	CPRE	Membership fee	£ 29.00	£ 29.00	Cheque
		Sumarised Total Staff Costs =		£3,846.35	
30/04/2010	Interbank	Internal transfer from deposit to current		-£ 10,000.00	Transfer
		Value of Cheque Payments	£ 10,635.78		

The payments were validated by Councillor Trafford and the Town Clerk informed members that when authorising the payments, that members should note that a payment is included to P S Promotions Ltd. As this payment has not been ratified by full council, if authorised, they would also be ratifying the request made by the Social and Events committee.

The proposal to make the payments and to ratify the payment to P S Promotions was proposed by Councillor Willis and seconded by Councillor Whitehouse. The proposal was carried and the payments authorised and signed.

880/10

- b. A cost breakdown outlining the costs involved in the participation of the Town Council on the launch of visitoakengates.com was tabled and noted.

7. TOWN COUNCIL OFFICES OFFICIAL OPENING

881/10

- a. The Town Clerk gave a verbal progress report and advised that the installation has been delayed until Tuesday the 4th May. Shipment delays and ash clouds have been mentioned. Due to development constraints, the window will initially have 4 sections (OTC, Theatre, BTW and Elementary) each will have a square window running a powerpoint presentation. When a member of the public touches the presentation it will take them to the respective website and after a period of inactivity or by touching the home section on the window the screen will revert back to the opening screen.

882/10

- b. The Town Clerk gave a verbal progress report regarding the discord with Property and Assets at Telford & Wrekin Council over the Town Hall signange. Councillor Norton proposed and Councillor Goodchild seconded the motion "That if need be, the Town Clerk write to Alan Fox to confirm that the Town Council is fully supportive of the sign "Oakengates Town Hall" above the entrance doorway." The motion was carried unanimously and the Town Clerk is empowered to do what he can to ensure that the sign remains.

883/10

- c. After discussion in respect of the holding of an official opening of the Town Council Offices, Councillor Booth proposed and Councillor Doody seconded the motion "To abandon an official opening and to consider an open day at some point in the future." The motion was carried.

8. ANNUAL REPORTS

884/10 In addition to the the Town Council Annual Report, it was confirmed that the following annual reports are required in time for the Town Assembly from the chairmen of each of the following committees and working groups:

Social & Events Committee
Grants Committee
Standing Orders Working Group
Public Relations Working Group

As no meeting has been held by the Environment & Regeneration Working Group no report is required.

9. ROAD CLOSURES ON STATION ROAD, OAKENGATES

885/10 Discussion took place regarding the extent of the closures required during the resurfacing work starting on the 11th May for two weeks. It was agreed to monitor the situation as detailed copies of each phase have been provided locally and these are also available in the Town Council office.

10. DATE AND LOCATION OF THE NEXT MEETINGS

886/10 The next meetings are all on the same date as shown below.

Date	Time	Type	Venue
May 11 th Tue	6:30 pm	Annual Parish Meeting	The Salvation Army, Station Approach, Oakengates
May 11 th Tue	7:00 pm approx	Annual Parish Council Meeting	The Salvation Army, Station Approach, Oakengates
May 11 th Tue	7:45 pm approx	Full Council Meeting	The Salvation Army, Station Approach, Oakengates

11. CORRESPONDENCE

887/10 The Town Clerk reported that other than bills and invoices there has been nothing of consequence in the correspondence.

There being no further business, the meeting was closed at 8:40 pm.

Chairman

Date