

14th May 2013

Sir/Madam

A meeting of the Town Council will be held on **Monday 20<sup>th</sup> May 2013 at 7.00 pm in the Council Chamber of the Guildhall, Oswestry.**

David J Preston  
Town Clerk

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Business of the meeting:

**PRAYERS**

Previous to the commencement of the meeting Prayers will be led by the Mayor's Chaplain, Reverend Simon Thorburn.

**PUBLIC SESSION**

For 15 minutes previous to the commencement of the meeting, members of the public are invited to question the Council on local issues etc. Questions will be answered by The Mayor, Chairmen of Standing Committees or Town Clerk.

1. **APOLOGIES**

2. **DISCLOSURE OF PECUNIARY INTERESTS**

To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

**3. MINUTES**

To confirm minutes of meetings held on:

25 <sup>th</sup> April 2013	-	<b>Copy OTC/13/13 to follow</b>
13 <sup>th</sup> May 2013	-	<b>Copy OTC/01/13 to follow</b>

**4. TO ANSWER ANY QUESTIONS**

To answer any questions in accordance with Standing Orders upon which formal notice has been given.

**5. SHROPSHIRE COUNCIL MATTERS**

Tim Smith, Area Commissioner North, Shropshire Council, will be in attendance to provide a presentation on "Working Together".

This is an opportunity for the new Town Council to formally meet our Local Area Commissioner and the presentation will look at emerging Shropshire Council issues and the role of the Elected Member.

**6. SCHEDULE OF MEETINGS 2013/14**

To formally receive and adopt a Schedule of Meetings.

**Copy report TC/2654/13 attached**

**7. TO TRANSACT ALL SUCH BUSINESS**

**a) Appointment of Committees and Sub Committees**

To appoint the following Committees and Sub Committees – retiring Members listed.

**i) Development and Planning**

All Members.

**ii) Amenities**

All Members.

**iii) Finance and General Purposes**

All Members.

**iv) Markets and Car Parks**

All Members.

v) **Chairman's Group**

The Mayor, Deputy Mayor, Chairmen or Vice-Chairmen of all Standing Committees.

vi) **Appeals Committee**

To be appointed on a need basis.

vii) **Disciplinary Committee**

To be appointed on a need basis.

viii) **Leisure and Amenities Sub-Committee (Youth Music Festival)**

Councillors M Bennett, Mrs E Channon, Mrs C Hawksley, J G Jones, C Schofield, D P Milner and two vacancies.

ix) **Markets 2010 Group**

Councillors Mrs C Hawksley, M Bennett, J G Jones, D P Milner and one vacancy.

x) **Audit and Performance Panel**

Councillors M Bennett, J G Jones, D P Milner and one vacancy.

xi) **Cae Glas Park Management Group**

Councillors M Bennett, Mrs C Hawksley, J G Jones, C Schofield and one vacancy.

xii) **Cemetery Management Group**

Councillors J G Jones, Mrs C Hawksley C Schofield, M Bennett and one vacancy.

xiii) **Tourism and Policy Monitoring Group**

Councillors Mrs E Channon, M Bennett, Mrs C Hawksley, C Schofield and one vacancy.

xiv) **Joint Economic Board**

Councillors Mrs C Hawksley, C Schofield, Mrs E Channon and J G Jones.

xv) **Neighbourhood Planning/Town Team**

Councillors Mrs E Channon, Mrs C Hawksley and C Schofield.

xvi) **Local Joint Committee**

Councillors Mrs E Channon, J G Jones and two vacancies.

xvii) **Local Joint Committee Reserve**

One vacancy.

xviii) **Gatacre Allotments**

Councillors V Hunt, Mrs E Channon, J G Jones, D P Milner and one vacancy.

xix) **Market Liaison**

All Members.

xx) **Street Lighting Review Group**

Councillors M Bennett, Mrs E Channon, Mrs C Hawksley, J G Jones and two vacancies.

b) **APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES**

To appoint representatives on outside bodies – retiring Members listed.

i) **Area Committee of Parish and Town Councils**

Councillors M Bennett and Mrs C Hawksley.

ii) **Association for the Elderly**

Councillor Mrs M E Chamberlain and one vacancy.

iii) **Oswestry Twinning Association**

Councillor P Cherrington and two vacancies.

iv) **Oswestry and District Arts Association**

Councillor Mrs C Hawksley and one vacancy.

v) **Shrewsbury-Chester Rail Users' Association**

Councillor P Cherrington.

vi) **Cambrian Heritage Railways Trust**

Councillors P Cherrington and D P Milner.

vii) **Oswestry and District Sports Council**

Councillor Mrs E Channon.

viii) **Oswestry and District Access Group**

Councillor Mrs E Channon.

xiv) **Memorial Hall Trust**

Councillor Mrs E Channon.

x) **Oswestry Youth Café**

Councillor Mrs E Channon.

xi) **Oswestry Borderlands Tourism**

Councillor Mrs M E Chamberlain and one vacancy.

xii) **Oswestry Town Charities**

Two vacancies.

**8. GENERAL POWER OF COMPETENCE**

Report from the Town Clerk formally inviting the Council to renew the General Power of Competence that is a requirement at the start of each new Council Term following an Election.

**Copy report TC/2664/13 to follow**

**9. STANDING COMMITTEES**

To adopt the below minutes:

**Markets and Car Parks Committee**

9 <sup>th</sup> January 2013	-	<b>MCP/06/13 (previously supplied)</b>
20 <sup>th</sup> February 2013	-	<b>MCP/07/13 (previously supplied)</b>
10 <sup>th</sup> April 2013	-	<b>Copy MCP/08/13 attached</b>

### Finance and General Purposes Committee

14<sup>th</sup> January 2013 - **FGP/06/13 (previously supplied)**  
8<sup>th</sup> April 2013 - **Copy FGP/07/13 attached**

### Development and Planning

17<sup>th</sup> December 2012 - **DPC/14/12 (previously supplied)**  
25<sup>th</sup> February 2013 - **DPC/15/13 (previously supplied)**  
13<sup>th</sup> March 2013 - **DPC/16/13 (previously supplied)**  
3<sup>rd</sup> April 2013 - **DPC/17/13 (previously supplied)**  
15<sup>th</sup> April 2013 - **Copy DPC/18/13 attached**

### Amenities

23<sup>rd</sup> January 2013 - **AC/07/13 (previously supplied)**  
6<sup>th</sup> March 2013 - **Copy AC/08/13 attached**

### Oswestry Town Council

11<sup>th</sup> February 2013 - **OTC/10/13 (previously supplied)**

**Members are asked to bring to the meeting copies of minutes as previously circulated. Duplicate copies are available, if necessary, in advance of the meeting, from the Office.**

## **10. SHROPSHIRE COUNCIL ROAD SAFETY POLICY**

Information from Victoria Merrill, Transport Planner, Transport Policy, Plans and Programmes Team at Shropshire Council, confirming that Shropshire Council's Road Safety Policy was approved by Shropshire Council's Cabinet on 20<sup>th</sup> February 2013. A final version of the policy document can be downloaded at [www.travelshropshire.co.uk/media/121799/road\\_safety\\_policy\\_march\\_2013.pdf](http://www.travelshropshire.co.uk/media/121799/road_safety_policy_march_2013.pdf)

The key change resulting from the new policy is that road safety concerns will now be filtered by Town and Parish Councils prior to further investigation from Shropshire Council. This community led concern element of the Road Safety Policy is intended to strengthen the role of Town and Parish Councils. A guidance note is provided with information on how local road safety concerns will now be dealt with. This can be downloaded at [www.travelshropshire.co.uk/media/121802/road\\_safety\\_policy\\_guidance\\_for\\_town\\_and\\_parish\\_councils.pdf](http://www.travelshropshire.co.uk/media/121802/road_safety_policy_guidance_for_town_and_parish_councils.pdf)

A key point to highlight at this stage is that submissions of community led concerns will be made to Shropshire Council at the end of February, May and September each year, with the first submission being at the end of

May 2013. Shropshire Council recognise that this will be the first attempt at putting together lists of concerns and that it may be difficult to meet the end of May deadline, so on this occasion Shropshire Council will accept submissions until the end of June 2013.

**11. TRAINING**

Report from the Town Clerk on training events, as planned and proposed, for Elected Members.

**Copy report TC/2665/13 to follow**

**12. OSWESTRY TOWN COUNCIL - VISION EVENT**

The Council is asked to agree that a vision event be held during June/July for all Members of the Town Council to meet informally to look at the next four-year term and where the Council would like to be positioned at the end of this period.

The event, ideally, would be held on a Saturday, looking at the aspirations of Elected Members and the community demands being placed upon the Council through strategic documents, such as Oswestry 2020. The Council will then be asked to identify a new vision, targets and also identify the resources in terms of the planning for the four-year period.

It is suggested that possibly some independent facilitation be provided for this meeting to enable a comprehensive plan, with targets, to be set as an outcome.

The Council is invited to agree the concept and suggest dates so that early arrangements can be made.

**13. OSWESTRY TOWN ROVERS**

As background, the Town Council was approached by Graeme Sutton confirming that a number of individuals were in the process of setting up a football team, to be called Oswestry Rovers. The Council was asked if permission could be granted to use the Town Council crest with some art work to be added to it to enable the Oswestry Rovers name to be prominent.

The Council gave permission in principal, subject to certain caveats.

An update will be provided on progress and in addition the Council is asked to agree the design of the new team badge.

**Copy information attached Appendix 'A'**

**14. TOWN COUNCIL INSURANCE**

The Town Council insurance is due for renewal on the 1<sup>st</sup> July 2013. The Council is invited to formally delegate the tendering and letting of this contract for a three-year period with an option of a two-year extension to the Audit & Performance Panel.

**15. NORTH SHROPSHIRE AND OSWESTRY DESTINATION TOURISM STRATEGY**

The above strategy was compiled by leadership with Shropshire Council during 2012. A number of key actions were provided.

The new Town Council is invited to formally receive the strategy in terms of Oswestry with the Town Council having contributed £2,000 towards its completion.

The Council is invited to now receive the document, to assess its priorities and also the role of the Town Council in delivery.

**16. LARGE GRANT SCHEME – SEVERN HOSPICE**

Application from the Severn Hospice for funding from the Large Grant Scheme.

**Copy information attached Appendix 'B'**

**17. FORMAL CONSULTATION – SHROPSHIRE COUNCIL DRAFT DOG CONTROL ORDERS**

Information from Carmen Eccleston, Street Scene Manager (Central), Environmental Maintenance of Shropshire Council. Shropshire Council is encouraging people to have their say about where and how dogs should be controlled across the county following a move to simplify the current system.

At the moment there are many different orders across the county which give guidance on issues such as dogs off their leads, dogs in public spaces and dog fouling. Three new orders have now been proposed to replace these, covering the whole Shropshire Council area. These include:

- a) The Fouling of Land by Dogs (Shropshire Council) Dog Control Order 2013 – the offence of failing to remove dog faeces.
- b) The Dogs on Leads by Direction (Shropshire Council) Dog Control Order 2013 - the offence of not putting and keeping a dog on a lead when directed to do so by an authorised officer.



- c) The Dogs Exclusion (Shropshire Council) Dog Control Order 2013 - the offence of permitting a dog to enter land from which dogs are excluded.

If adopted they will provide a consistent legal framework to allow the Council to easily tackle a variety of issues and target the minority of irresponsible dog owners.

The Council is asked to make representations/comments regarding these orders. The consultation will end on Monday 10<sup>th</sup> June 2013.

**Copy of each of the existing orders attached for information Appendix 'C'**

**18. EXCLUSION OF PUBLIC AND PRESS**

In view of the confidential nature of business about to be transacted which would involve the likely disclosure of confidential information as defined in the Public Bodies (Admission to Meetings) Act 1960, the public and press be temporarily excluded from the meeting and they be asked to withdraw.

**COUNCIL IN PRIVATE SESSION**

19. **PRIVATE SESSION MINUTES**

20. **LEASE – FORMER WOOLWORTHS PROPERTY**