

16th May 2017

Sir/Madam

A meeting of the Town Council will be held on **Monday 22nd May 2017 at 7.00 pm in the Council Chamber of the Guildhall, Oswestry.**

David J Preston
Town Clerk

Business of the meeting:

PRAYERS

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

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 a meeting held on:

30th January 2017

Copy OTC/05/17 attached

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**

Update from local Shropshire Councillors C Aspinall, V Hunt, D P Milner and J Price on any policies, consultation or general matter relating to Shropshire Council.

6. **SCHEDULE OF MEETINGS 2017/18**

To formally receive and adopt a Schedule of Meetings.

Copy report TC/3331/17 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)**
- The Mayor, Councillor V Hunt, The Deputy Mayor, Councillor Mrs R Evans
Councillors P Cherrington, C Schofield, M Jones and four vacancies.
- ix) **Markets Policy and Performance Group**
- The Mayor, Councillor V Hunt, The Deputy Mayor, Councillor Mrs R Evans
Councillor C Schofield and seven vacancies.
- x) **Audit and Performance Panel**
- The Mayor, Councillor V Hunt, The Deputy Mayor, Councillor Mrs R Evans
Councillor Mrs S Best and three vacancies.
- xi) **Cae Glas Park Management Group**
- The Mayor, Councillor V Hunt, The Deputy Mayor, Councillor Mrs R Evans
Councillors P Cherrington, C Schofield,
Mrs S Best and two vacancies.
- xii) **Cemetery Management Group**
- Councillors P Cherrington, C Schofield,
Mrs S Best and two vacancies.

xiii) Tourism and Policy Monitoring Group

The Mayor, Councillor V Hunt, The Deputy Mayor, Councillor Mrs R Evans
Councillors C Schofield, Mrs S Best and three vacancies.

xiv) Joint Economic Board

Councillor C Schofield and three vacancies.

xv) Neighbourhood Planning/Town Team

Councillors Mrs S Best, C Schofield and one vacancy.

xvi) Local Joint Committee

The Mayor, Councillor V Hunt.
Councillor J Price and two vacancies.

xvii) Local Joint Committee Reserve

One vacancy.

xviii) Gatacre Allotments Liaison Committee

The Mayor, Councillor V Hunt, The Deputy Mayor, Councillor Mrs R Evans
Councillor D Kerr and three vacancies.

xix) IT Procurement Group

4 vacancies.

xx) Street Lighting Review Group

Councillors C Schofield, D Kerr and three vacancies.

xxi) Oswestry Health Group

Councillors D Kerr and C Schofield

xxii) Procurement Committee

Mayor, Deputy Mayor, Councillors C Schofield, Mrs S Best and one vacancy.

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

To appoint representatives on outside bodies – retiring Members listed.

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

The Mayor, Councillor V Hunt.
One vacancy.

ii) **Oswestry in Bloom**

Councillor P Cherrington and C Mason.

iii) **Oswestry Twinning Association**

The Mayor Councillor V Hunt.
Councillor C Schofield and one vacancy.

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

Councillor P Cherrington.

v) **Oswestry and District Access Group**

One vacancy.

vi) **Oswestry Borderland Tourism**

Two vacancies.

vii) **Oswestry Chamber of Commerce**

The Mayor, Councillor V Hunt.

vii) **Oswestry Townscape and Tourism**

Councillors C Schofield and one vacancy

xi) **Christmas Lighting**

Councillors Mrs R Evans and three vacancies.

8. STANDING COMMITTEES

To adopt the below minutes:

Markets and Car Parks Committee

8th February 2017	Copy MCP/06/17 attached
15th March 2017	Copy MCP/07/17 attached

Development and Planning Committee

25th January 2017	Copy DPC/09/17 attached
15th February 2017	Copy DPC/10/17 attached
5th April 2017	Copy DPC/11/17 to follow

Amenities Committee

25th January 2017	Copy AC/06/17 attached
1st March 2017	Copy AC/07/17 attached

Finance & General Purposes Committee

16th January 2017	Copy FGP/06/17 attached
6th March 2017	Copy FGP/07/17 to follow

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/3335/17 attached

9. ROYAL MAIL

Letter from a local resident advising of changes to access by public vehicles at the Oswestry Delivery Depot, Royal Mail with adjacent parking spaces now for staff and blue badge only.

Concern is made that this will make life difficult for people who have to try and collect something from the depot especially the elderly not all of whom are disabled but may not be able to walk far.

The Town Council is asked to consider the issue and perhaps make some formal representations on behalf of residents who could be inconvenienced.

10. NABMA – CHIEF EXECUTIVE

The Council has a Service Level Agreement that extends into 2018 to provide administrative, finance and event management for the National Association of British Market Authorities.

The Council is made aware that Graham Wilson, Chief Executive will retire formally in September 2017 and that Hilary Paxman will commence duties as the Chief Executive of NABMA with effect from the 1st June.

The Council is asked to note that negotiations will take place at an early date regarding a possible extension of this contract and a report will be made in due course.

11. TOWN COUNCIL TRAINING PLAN

To receive a report from the Town Clerk on an outline training plan for newly elected and returning Town Councillors.

Copy report TC3334/17 attached.

12. TOWN COUNCIL WORK PLAN

Report from the Town Clerk outlining the draft work plan for the Council into the current civic year for information purposes.

Copy report TC/3332/17 attached.

13. HIGHWAY MAINTENANCE – ENGLISH WALLS AND SMITHFIELD STREET

Letter from the Senior Engineer, Mouchel, the engineering consultants for Shropshire Council who have been asked to provide a highway maintenance design for English Walls and Smithfield Street in Oswestry to address the failing carriageway.

Before any detailed design they wish to take the opportunity to meet with the Town Council and gather any feedback they may have regarding this area of the town centre and to discuss thoughts on any potential design proposals.

Due to the elections Mouchel agreed to hold over a meeting and this has been provisionally scheduled for the afternoon of Thursday 25th May.

Members available to attend are asked to note.

14. FRIENDS OF ST OSWALD

Letter from the Reverend Prebendary Simon Thorburn confirming that a meeting has been set up to establish a Friends of St. Oswald's Parish Church scheduled for Monday 12th June between 12 - 2pm. Any interested elected member is invited to attend.

15. 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.