

## Oswestry Town Council

**Minutes of a meeting of the Town Council held on Wednesday 19<sup>th</sup> July 2021 at 7.00 pm in the Council Chamber, The Guildhall, Oswestry.**

**Present:** Councillors S Chadwick, J Cockburn,  
F Davis, S Froggatt, M Isherwood, M Jones,  
D Kerr, S Kerr, L Maguire, J Michie, D P Milner,  
J Moore, J Price, O Rose, G Stackhouse and  
J Upton

**In the Chair:** The Mayor, Councillor M Jones

**In attendance:** Arren Roberts, Town Clerk  
Adele Nightingale, Oswestry BID  
Simon Cranmer, Operations Manager (via Zoom)  
Sandra Trevor, Office Manager (via Zoom)  
Members of the Public and Press

### **Prayers**

Previous to the commencement of the meeting Prayers were read by the Mayor's Chaplain, Reverend S Williams.

### **Public Session**

For 15 minutes previous to the commencement of the meeting, members of the public were invited to question the Council on local issues, etc.

Questions to be answered by Mayor, Chairmen of Standing Committees, or Town Clerk.

Mr Alan Lewis from Adrenaline Sporting Events informed Members that on the back of the last three local sporting events held, Midnight Ride,

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Brynkinalt Running Festival and the recent Pedal Pushers in which 100 ladies took part, he now proposes to hold a Shropshire Santa 5K Run on the first Sunday of December to compliment and coincide with Christmas festivities in the town. This would take place following the Friday Christmas Live event and Saturday Christmas Parade. It is aimed at being a family orientated run with no age restrictions and each entrant would receive a santa suit, a number and a medal for the entrant fee. The start and finish would be at the Cae Glas Park gates and there would be a maximum of 1500 entries.

The Mayor thanked Mr Lewis for informing Council of his proposal.

## 15. Apologies

Apologies for absence were received from:

**Councillor G Cassin**

**Councillor R Radford – family commitments**

**Resolved** the apologies be accepted.

## 16. 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.

**Resolved** no disclosures of Pecuniary Interests were made.

## 17. Speaker

Adele Nightingale, Oswestry BID Manager, provided elected Members with an overview of the work of the Oswestry Business Improvement District (BID) in the last three years. Her presentation

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gave details on the BID's involvement in past, current and future projects and plans, a few of which included:

- The One Oswestry Website
- Free Oswestry Wi-fi
- New Oswestry Brand
- Business Training
- New Town Map Signage
- Business Training
- Footfall Intelligence
- Successful video promos
- Oswestry Balloon Carnival Support
- Business Grant Support
- Pubwatch and Shopwatch
- Town Masterplanning
- Tourism Partnership

The above are just a few of the many projects the BID has been involved in and continue to develop.

A copy of the full presentation was provided for Members to take away and thanks were given by the Mayor for the BID Manager's time and enthusiasm.

## **18. Minutes**

Minutes of a meeting held on [19th May 2021 - OTC/01/21](#) were confirmed and signed.

## **19. To Answer Any Questions**

No questions were submitted in accordance with Standing Orders.

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## 20. Shropshire Council Updates

Update from local Shropshire Councillors M Isherwood, D Kerr, and J Price on any policies, consultation or general matter relating to Shropshire Council.

Councillor D Kerr informed Members of the following matters:

- Council Homes Strategy.
- Potholes and roads in general to be repaired.
- Cabinet will meet next week to decide whether the options of a wheely bin or container for recycling will be made available and free of charge.
- Planning permission has been given for Mile End.
- £30k has been received for the Welcome Back fund to help Oswestry get back onto its feet.
- Shopfront grants are currently being issued.
- A place is currently being sought to home an incubating unit for September to home 20 desks for people to hot desk.
- A 20mph zone will be introduced in Church Street.

## 21. Standing Committees

**Resolved** to adopt the below minutes

Development and Planning Committee

**26<sup>th</sup> April 2021** **DPC/12/21**

**19<sup>th</sup> May 2021** **DPC/01/21**

**26<sup>th</sup> May 2021** **DPC/02/21**

Finance & General Purposes Committee

**24<sup>th</sup> March 2021** **FGP/03/21**

**19<sup>th</sup> May 2021** **FGP/01/21**

Markets & Town Centre Committee

19<sup>th</sup> May 2021

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## 22. Oswestry Town Council Website

Report **TC/4002/21** from the Town Clerk set out the parameters for the development of the Town Council's website. Although the Council meets the current requirements, it was recognised that the site requires a re-build to meet both current and future needs. It was recognised that the approach to communicating with the public needs to be more engaging and following discussion it was **resolved** to approve the recommendations in report **TC/4002/21**.

## 23. Risk Management Strategy

Report **TC/4004/21** from the Town Clerk asked Members to consider and approve a Risk Management Strategy for Oswestry Town Council.

**Resolved** report **TC/4004/21** be approved and that Council adopt the Risk Management Strategy.

## 24. Strategic Risk Register

Council considered the Strategic Risk Register and following discussion it was agreed that the risks associated with an organisation skills gap and the long-term absence of key staff needed to be incorporated.

In terms of finances, it was also suggested that a medium-term finance strategy / plan be implemented so that future planning can be strengthened.

It was **resolved** to adopt the Strategic Risk Register including the issues raised by members.

## **25. Broadcasting Meetings and a Review of Standing Orders**

With Covid restrictions ending and the Council returning to the Guildhall for its meetings, Members were asked to consider whether they wished to continue to broadcast Full Council and Committee meetings.

It was agreed that if the meetings were to continue to be broadcast to the public via video conferencing then recording should also be considered and therefore the Standing Orders would need to be updated to reflect this.

It was **resolved** that the Audit, Procurement and Performance Panel would meet to review the Standing Orders but that meetings would not be recorded until revised Standing Orders were approved by Council.

## **26. National Association of Local Councils Updates**

**Resolved** the latest updates from NALC were considered.

## **27. The Queen's Platinum Jubilee Celebrations Weekend 2022**

In 2022, Her Majesty The Queen will become the first British Monarch to celebrate a Platinum Jubilee, seventy years of service, having acceded to the throne on 6th February 1952 when Her Majesty was 25 years old. There will be year-long Platinum Jubilee celebrations throughout the United Kingdom, the Commonwealth and around the world as communities and people come together to celebrate The Queen's historic reign.

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Council discussed a number of ideas concluding that rather than a single event in Cae Glas Park that members could consider organising a community tea party in each of their wards.

It was **resolved** that a Working Group would be formed to discuss in more detail and this would include Councillors Chadwick, Moore, Rose, Froggatt, Stackhouse, Milner, Maguire, Price, Michie, Upton and Cassin.

### **28. Cae Glas Park Management Group**

It was noted on the minutes of the Cae Glas Park Management Group **CGPMG/01/21** held on Thursday 17<sup>th</sup> June 2021, that Councillor S Froggatt had not been included as being in attendance.

It was **resolved** that:

- An amendment would be made in the minutes to include Councillor S Froggatt.
- The Oswestry Team Tennis (OTT) proposal to turn the storage shed in the Park into a Clubhouse for the use of OTT members be supported along with the subsequent recommendations as detailed in the minutes.
- The OTT project would now be taken to the next meeting of Cae Glas Charity on 28<sup>th</sup> July 2021.
- Minutes **CGPMG/01/21** be adopted.

**At 20:01 the Mayor suspended Council in order for the extra meeting of the Development & Planning Meeting to take place.**

**At 20:06 the Council meeting reconvened and the Mayor's Chaplain, Press, members of the public present and on zoom left the meeting.**

## 29. Exclusion of Public and Press

That by the Public Bodies (Admission to Meetings) Act 1960 (S1(2)) and in accordance with the provisions of Schedule 12A of the Local Government Act 1972 , the public and press be excluded for the remainder of the meeting for the following items of business on the grounds they involve the likely disclosure of exempt information as defined in the Acts.

It was **resolved** to exclude the public and press.

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**Council in Private Session**

**30. Establishment Matter**

**31. 12, The Cross (Former Cross Market Building)**

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## Council in Private Session

### 30. Establishment Matter

Report **TC/4003/21** from the Town Clerk sought approval from Councillors for a member of staff to take a period of unpaid leave.

After discussion it was **resolved** that report **TC/4003/21** and recommendations in the report be approved.

### 31. 12, The Cross (Former Cross Market Building)

Report **TC/4005/21** from the Town Clerk and Operations Manager appraised elected Members of the status regarding 12, The Cross.

After discussion it was **resolved** that report **TC/4005/21** and recommendations in the report be approved.

**The meeting concluded at 20:18.**

**The Mayor**  
**Councillor M Jones**  
**Chairman**