

## Madeley Town Council

Minutes of the Meeting of Madeley Town Council held on Monday 4 July 2022 commencing 7pm at Jubilee House, High Street, Madeley.

**Councillors Present:** H Morgan (Mayor), R Coates, A England, N England, R Evans, J Jones, K Middleton, A MacKenzie, C MacKenzie, R Meadows, P Taylor, S Taylor, P Watling, D White, D Wright

### 22/27 Apologies

Councillor S Chadwick - unwell

#### **Resolved:**

Councillors unanimously resolved that the apologies received were accepted.

### 22/28 Remarks from the Mayor

The Mayor thanked Councillors for attending the meeting and reminded Councillors that this was the last Full Council before the summer recess.

### 22/29 Public Discussion

No members of the public were present at the meeting.

### 22/30 Declarations of Interest.

CLlr J Jones – Agenda item 22/38.2 Madeley Library and Agenda item 22/35.6.2 Disabled Access Control  
CLlr R Evans – Agenda item 22/38.2

### 22/31 Councillor Co-option

*To approve the recommendation from the Co-option Interview Panel to co-op Peter Cogings to the casual vacancy at Madeley Town Council*

CLlr Watling apologised to Councillors that Peter Cogings was unable to attend the Full Council meeting as they had a prior commitment and informed Councillors that the approval of the co-option to the casual vacancy could go ahead pending signing of declaration of office and declaration of interest paperwork at the next meeting.

#### **Resolved:**

Councillors resolved that Peter Cogings is co-opted to the casual vacancy at Madeley Town Council pending the signing of declaration of office and declaration of interest forms. CLlr Wright abstained from the vote.

### 22/32 Minutes

*To confirm and approve the minutes of the Meeting of Council held on 6 June 2022.*

#### **Resolved:**

Councillors unanimously resolved that the minutes of the Meeting of Madeley Town Council held on 6 June 2022 be confirmed and approved for signature (Appendix A).

### 22/33 Action Plan

The Clerk presented the Full Council Action Plan for Councillor information (Appendix B) highlighting:

- The Strategy Action Plan will be updated and presented to the next Full Council meeting.
- Following the recent Internal Audit Action Plan, a review of all Town Council policies will be carried out and the findings presented to the next Full Council meeting.
- Safer Streets 2 has now concluded in Sutton Hill. There is a monthly Safer Stronger Communities initiative in Sutton Hill. All relevant partners meet monthly to discuss the project.

Noted.

## **22/34 Committee Minutes**

### **34.1 Draft minutes from Finance & General-Purpose Committee held on 4 July 2022**

The Clerk presented to Councillors the draft minutes from the Finance & General-Purpose Committee held on 20 June 2022 for information (Appendix C).

Noted.

## **22/35 Budget & Finance – Financial Reports**

### **35.1 Expenditure Transactions**

The Town Clerk had prepared an expenditure transactions list for noting for the period 1 April 2022 to 27 June 2022 (Appendix D).

Noted.

### **35.2 Income Transaction**

The Town Clerk had prepared an income transactions list for noting for the period 1 April 2022 to 27 June 2022 (Appendix E).

Noted.

### **35.3 Budget Cashbook**

The Town Clerk had prepared the Financial Summary – Cashbook report for the period 1 April 2022 to 27 June 2022 for information (Appendix F).

Noted.

### **35.4 Budget Comparison Report**

The Town Clerk had prepared the Financial Comparison Report for the period to 1 April 2022 to 27 June 2022 for information (Appendix G).

Noted.

### **35.5 2021-22 Internal Audit Report & Action Plan**

The Town Clerk presented the final version of the 2021-22 Internal Audit Report & Action Plan, which was formally approved by the Finance & General-Purpose committee on 20 June 2022.

Noted.

The Town Clerk confirmed that the 2021-22 Financial Annual Return has now been sent to the external auditors and the Notice of public rights and publication of audited accounts notice has been displayed on the Town councils notice boards and websites.

## **35.6 Expenditure for Approval**

### **35.6.1 Christmas Lights**

The Town Clerk presented a quote from the Christmas Lights supplier showing suggestions for improvements to the current Christmas Lights infrastructure. The Town Clerk confirmed that there was currently £10,000 in reserves towards these improvements.

Cllr White asked if alternative options could be looked into rather than a Christmas Tree and offer for this to be 50% funded by their Pride in your Community Funding. Cllr Evans said that a Christmas Tree at The Park Lane Centre could also be funded 50% from their Pride in your Community Funding.

Cllr A. England suggested that a Christmas Lights celebration could be installed to celebrate key workers.

#### **Resolved:**

Councillors unanimously resolved to purchase:

- Additional Christmas lights for the catenary lines in Russell Square, Madeley
- Christmas Tree in Woodside
- Christmas Tree/Decoration in Sutton Hill
- Additional tree lights along Park Avenue, Madeley

### **35.6.2 Disabled Access Control at The Anstice**

Cllr Jones declared an interest in this agenda item.

The Town Clerk presented a quote for the instillation of a disabled door access system between the ballroom and disabled toilet lobby at The Anstice amounting to £3,910.

Cllr N. England asked for details of the quote to ensure best value which the Clerk is to present to the next Finance & General-Purpose committee.

## **22/36 Review of Standing Orders**

*To confirm and approve the revised model Standing Orders 2018 (England) updated April 2022.*

The Town Clerk presented the revised model Standing Orders as advised by SALC. The changes made are related to section 18 Financial Controls and Procurement and specifically relate to changes to the law following Brexit.

**Resolved:**

Councillors unanimously resolved to approve the revised model Standing Orders 2018 (England) updated April 2022.

**22/37 The Anstice Fire Risk Assessment**

The Town Clerk presented significant findings from the fire risk assessment action plan for The Anstice, carried out on the 14<sup>th</sup> March 2022, highlighting areas of concern, which Madeley Town Council need to ensure the significant findings are carried out.

Cllr N. England asked for an original copy of the whole of the fire risk assessment and offered support to the Town Clerk and The Anstice to ensure the significant findings are carried out.

Cllr Morgan suggested that a Health & Safety working group is setup for all Town Council-owned buildings. Cllr N. England asked if this is part of the BiT contract.

**22/ Exclusion of Press and Public**

**38 Resolved:**

Councillors unanimously resolved that, because of the confidential nature of the business about to be transacted, councillors consider a resolution to exclude press and public from the meeting in accordance with the Public Bodies (Admissions to Meetings) Act 1960 sec.1 to consider the following items:

**38.1 Staffing**

*To update and approve the recent staffing recruitment at Madeley Town Council*

The Mayor updated Councillors on the recent interviews for posts of Deputy Clerk – Community & Partnerships. The Clerk said that the interview panel had agreed to further the applications for one candidate and confirmed that references have been sort and returned with no concerns.

Cllr Middleton confirmed she has no relation to the candidate.

**Resolved:**

Councillors unanimously agreed to formally offer a contract of employment to the candidates successfully interviewed for the post of Deputy Clerk – Community & Partnerships.

**38.2 Madeley Library**

*To update and review the proposal received from Telford & Wrekin Council Library Services regarding Madeley Library*

Cllr Jones and Cllr Evans declared an interest in this agenda item.

The Mayor updated Councillors on the proposed SLA between Madeley Town Council and Telford & Wrekin Council for the library at The Anstice. The Mayor said there would be a working arrangement between Madeley Town Council and The Anstice for the day-to-day running of the library. Cllr A. England questioned point 1.1 of the SLA, mentioning the European Union. Cllr Coates asked if volunteers would be running the library. Cllr P. Taylor expressed concerns that there would be no professional librarian working in the library. The Mayor confirmed that Madeley library would still have access to Telford & Wrekin Council library services.

Cllr P. Taylor asked for the SLA to be amended to refer to Town Council throughout.

**Resolved:**

Councillors unanimously resolved that, following the above amendments, the Clerk to move forward with formalising the SLA for Madeley library between Madeley Town Council and Telford & Wrekin Council.

**Resolved:**

Councillors unanimously resolved that the Town Clerk can move forward with the working agreement between Madeley Town Council and The Anstice.

**22/39**    **Correspondence**

**Telford Crisis Support** – The Town Clerk updated councillors on the recent correspondents received from Telford Crisis Support asking for details of support offered by Madeley Town Council offered to the community. Cllr England said that Madeley Town Council needed a fallback system in the event of a winter crisis. Cllr Middleton said that Telford & Wrekin Council are working with partners across the borough to offer welfare support to the local community e.g., bed poverty, school uniform project, baby bank, new home setup. Cllr C. Middleton suggested the Town Council carried out an audit of borough-wide services available across to the local community. This will help the Town Council identify what other provision is needed across Madeley, Sutton Hill and Woodside. Cllr Jones suggested the Town Clerk works with The Hub on The Hill, The Park Lane Centre, and The Anstice on this project. Cllr White said that this will form part of the new Health & Wellbeing Officer role.

Cllr Watling expressed concern that the drastic rise in energy costs anticipated later in the year may not be included in community centre budgets.

Cllr P Taylor said that the Town Council need to use all means of communication to engage with the local community.

**22/40**    **Information**

The Clerk informed Councillors that the Telford & Wrekin Council proposal for Prohibition of Waiting Order – Roberts Road, Madeley. Cllr Jones said that local residents have raised concerns that the proposed order will displace the parking issue elsewhere in the area.

Cllr A. MacKenzie raised concerns about the new development in Ironbridge Road, Madeley. Cllr Watling confirmed that Telford & Wrekin Council Planning Department are aware of the issues raised.

**22/26 Date of Next Meeting**

The next meeting of Madeley Town Council is arranged for Monday 3 October 2022 commencing 7.00 pm at Jubilee House, High Street, Madeley.

There being no further business, the Mayor closed the meeting at 7.55 pm.

Signed:  
Mayor of Madeley Town Council

Dated: