

Madeley Town Council

Minutes of Full Council held on Monday 7 April 2025 commencing 6.30pm at Jubilee House,
High Street, Madeley.

Councillors Present: H Morgan, A England, R Evans, A Harrison, S Harrison, S Heighway, J Jones, R Meadows, K Middleton, A Morgan, S Taylor, D White

Also Present: Alison Hinks, Town Clerk

25/88 Apologies

N England – work commitment

J Loveridge – prior commitment

P Watling – unwell

Cllrs C Ansah and P Cogings were not present at the meeting.

Resolved:

Councillors unanimously resolved that the apologies and reasons received were accepted.

25/89 Remarks from the Mayor

The Mayor thanked Councillors for attending the meeting and acknowledged that this is the last Full Council meeting of this Mayoral year.

25/90 Public Discussion.

No members of the public are present at the meeting.

25/91 Declarations of Interest.

Cllrs J Jones and S Taylor - agenda item 25/92 Member of The Anstice Community Trust Board

Cllrs J Jones and D White – agenda item 25/103.1 Member of The Hub on the Hill Development Board

Cllr K Middleton – agenda item 25/103.1 Cabinet Member with responsibilities for The Hub on the Hill Community Centre

25/92 Presentation by the Anstice Community Trust – Business Plan 2025-29

June Campbell, Secretary of the Anstice Community Trust Board and Lyndy Boden, The Anstice Manager presented the 2025-29 Anstice Community Trust Business Plan (see Appendix A). The Anstice Community Trust worked in partnership with Madeley Town Council to reopen the building. Madeley Town Council purchased the building and got a public works loan to refurbish the building. The Anstice Community signed a 25 year lease (excluding the library) with Madeley Town Council to run the building with a peppercorn rent, cleaning of the communal areas on the ground floor and 25% of the energy bills for the first 10 years.

All the Anstice Community Trust Board members live or work locally and employ 17 part time people (the equivalent of 10 FTE jobs) and have recruited 37 volunteers to help this function. The Trust had a £400,000 turn over in 2024-25 with £5000k of

external funding. The Anstice has on average 1000 visitors a week and are currently asking visitors to complete a questionnaire for feedback on the services provided.

June Campbell said that Madeley Town Council needs to decide on the future of The Anstice Youth Club.

The Anstice Community Trust are currently working on an Arts Council grant for new chairs, new ballroom floor, upgrade to the lighting/sound system and refurbishment of the backstage area

Cllr H Morgan acknowledged that the lease states that from 2029 the Anstice Community Trust need to be self sufficient. Cllr Middleton said that the Trust have a social responsibility to support the running costs of the building and asked what steps are being taken to ensure this. Lyndy Boden said that the offer needs to be affordable to the local community. The bar prices are competitive, and the ballroom is booked out every weekend. Lyndy Boden has also employed someone to help with the organisation of events and bookings.

Cllr White said that the café is always busy. Lyndy Boden said that the café employees 2 x full time and 4 x part time members of staff, but the Trust want to ensure that the food is affordable and that costs are not too high.

June Campbell said that the Trust wanted to be responsible for the building from 2019 but Madeley Town Council did not want this.. Cllr H Morgan said that Madeley Town Council have budgeted to offer financial support until 2029 and needed to be sure that the Anstice Community Trust would be able to sustain the costs associated to energy and repairs and maintenance of the building. June Campbell asked if these costs could be shared with the Trust.

Cllr H Morgan thanks June Campbell and Lyndy Boden for attending the meeting.

25/93 Minutes

To confirm and approve the minutes of the Meeting of Council held on 3 February 2025.

Resolved:

Councillors unanimously resolved that the minutes of the meeting of Madeley Town Council held on 3 February 2025 be confirmed and approved for signature (Appendix B).

25/94 Services Report

To note the report updating on services provided by Madeley Town Council

Councillors noted the Services report, giving an update from officers on all the services provided by Madeley Town Council (see Appendix C).
Noted.

25/95 Projects Report

To note the report updating on current projects provided by Madeley Town Council

Councillors noted the Projects report, giving an update from officers on all the current projects provided by Madeley Town Council (see Appendix D).
Noted

25/95 Committee Meetings

To note the minutes from committee meetings.

95.1 Draft minutes from Leisure & Committee held on 3 March 2025

The Town Clerk presented to Councillors the draft minutes from the Leisure & Community Committee held on 3 March 2025 for information (Appendix E).

Noted.

95.2 Draft minutes from Environment Committee held on 10 March 2025

The Town Clerk presented to Councillors the draft minutes from the Environment Committee held 10 March 2025 for information (Appendix F).

Noted.

95.3 Draft minutes from Finance & General-Purpose Committee held on 17 March 2025

The Town Clerk presented to Councillors the draft minutes from the Finance & General Purpose Committee held on 17 March 2025 for information (Appendix G).

Noted.

25/96 Budget & Financial Monitoring

96.1 Expenditure Transactions

The Town Clerk had prepared an expenditure transactions list for the period 1 January 2025 to 31 January 2025 (Appendix H).

Noted.

96.2 Income Transaction

The Town Clerk had prepared an income transactions list for the period 1 January 2025 to 31 January 2025 (Appendix I).

Noted.

96.3 Budget Cashbook

The Town Clerk had prepared the Financial Summary – Cashbook report for the period 1 April 2024 to 31 January 2025 for information (Appendix J)

Noted.

96.4 2024-25 Budget Monitoring

To note the 2024-25 budget monitoring

The Finance Officer had prepared the budget monitoring and projected spend up to 31 March 2025 (see Appendix K).

Noted.

25/97 Madeley Place Plan Project Update

To discuss and agree the Madeley Place Plan Projects for 2025-26

Cllr White updated Councillors on a recent meeting with the Armed Forces Covenant who had expressed an interest in occupying The Fletcher Building which would be discuss further with the Leader of Telford & Wrekin Council (see Appendix L).

25/98 Policy Updates

To review and agreed policy updates presented below.

98.1 Draft Health & Safety Policy

The Town Clerk presented a copy of the draft Health & Safety Policy which was discuss and agreed at the Finance & General Purpose Committee on 17 March 2025, for recommendation that the Full Council formally adopt the policy and sign the Statement Policy (see Appendix M). This policy can now be rolled out to all staff.

Resolved:

Councillors unanimously adopt the Health & Safety Policy and Mayor and Town Clerk sign the Statement Policy.

25/99 Review of Madeley Town Council Meeting Structure

To discuss and agree the proposed changes to the Madeley Town Council meeting structure.

Cllr H Morgan updated Councillors on recent discussion that have taken place all committee meetings regarding the future meeting structure of the Town Council and suggested that Full Council, Finance & General Purpose Committee and Personnel Committee should remain bi-monthly and Leisure & Community Committee and Environment Committee should remain bi-monthly but every alternative meeting should become a planning meeting with staff.

Cllr White said that only worthwhile meetings should take place. Cllr H Morgan said that the agenda for Committees should be more informative to ensure that projects are moved forward.

Resolved

Councillors unanimously resolved to change the Madeley Town Council meeting structure as outlined above.

25/100 Telford & Wrekin Council Scrutiny Work Programme

To discuss and agree the proposed topics to be discussed at Telford & Wrekin Council Scrutiny Committees.

Councillors to forward to the Town Clerk any topics for discussion at the Telford & Wrekin Council Scrutiny Committees.

Noted.

25/101 Telford & Wrekin Council Community Governance Review 2025

To discuss and agree the Telford & Wrekin Council Community Governance Review.

Cllr H Morgan said that Madeley Town Council needed to submit their proposals for the 2025 Telford & Wrekin Council Community Governance Review by 14 April 2025.

Cllr Middleton said that The Gorge should become part of Madeley Town Council without Lightmoor, with The Gorge having its own Ward to retain its own identity. Cllr Evans said that The Gorge is part of the World Heritage Site and The Gorge Parish Council's overheads are high as they are a smaller organisation.

Cllr H Morgan said that she does not feel that it is appropriate for Brookside to become part of Madeley Town Council due to the geography of Brookside. Cllr Middleton said that Brookside is a better fit with Dawley Hamlett/Aqueduct.

Resolved:

Councillors unanimously resolved that Madeley Town Council should respond to the Telford & Wrekin Council Community Governance Review suggesting that The Gorge Parish Council, excluding Lightmoor, should become part of Madeley Town Council.

Cllr A Morgan left the meeting.

25/102 Telford & Wrekin Local Plan

To discuss and agree the Telford & Wrekin Local Plan.

Cllr H Morgan informed Councillors that they had received an email updating on the details in the Telford & Wrekin Local Plan.

Noted.

25/103 Exclusion of Press and Public

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:

103.1 The Hub on the Hill Community Cafe

To discuss and agree future arrangement for The Hub on the Hill Community Café.

Cllr H Morgan updated Councillors on a recent meeting with Telford MIND who would like to take over the running of The Hub on the Hill Community Café from 1 June 2025 (see Appendix N). Telford MIND has shared that they plan to recruit a Community Café Manager and TUPE the current member of staff into the Kitchen Manager post. They will also be investing £60,000 into upgrading the cafe space so that it is more appropriate to the needs of their service and the local community.

Resolved:

Councillor agreed that Telford MIND would be offered a 2 year pepper corn rent lease to run The Hub on the Hill Community Café. Cllr Jones, Cllr Middleton, and Cllr White abstained from the vote.

103.2 Staffing Update

Cllr Morgan updated Councillors on the staff feedback on the consultation on the staff reorganisation, which ended on 5 March 2025. Personnel Committee have met and agreed that the proposed structure will take effect from 1 June 2025. The vacant Library & First Point Officer and the new Hub

on the Hill Community Centre Manager to be advertised ASAP with a closing date of 22 April 2025.

Cllr White acknowledge that the new Hub on the Hill Community Centre Manager post will work alongside Telford MIND.

25/104 Correspondence
Nothing to report.

25/105 Information

105.1 Cllr White asked for the Town Clerk to formally write to the Shropshire & Telford Hospitals NHS Trust to complain about the increase in parking charges for patients and visitors to the hospital.

105.2 Cllr H Morgan updated Councillors on the work currently being undertaken with West Mercia Police on the increase in the number of used syringes being found in Madeley, including the public toilets and The Anstice.

25/106 Date of Next Meeting

The next meeting of Madeley Town Council is arranged for Monday 7 April 2025 commencing 6.30 pm at Jubilee House, High Street, Madeley.

There being no further business, the Mayor closed the meeting at 8.15 pm.

Signed:

Dated:

Mayor of Madeley Town Council