



Broseley Town Council

The Library Building
Bridgnorth Road
Broseley
Shropshire
TF12 5EL
01952 882172

<http://www.broseleytowncouncil.co.uk>

NOTICE IS HEREBY GIVEN that an Estates Committee meeting of the above named Town Council will be held by Zoom video, commencing at 7 pm on Tuesday **19 May 2020** and Members are hereby summoned to attend for the purpose of transacting the following business. The link to the meeting is:

<https://us02web.zoom.us/j/81527309592>

Signed:

Sharon Clayton MPA, BA (Hons), Fellow SLCC
Locum Town Clerk

Date of issue: 12 May 2020

AGENDA

FILMING AND RECORDING OF COUNCIL MEETINGS AND THE REQUIREMENTS OF THE DATA PROTECTION ACT 2018

Any person present at a Council meeting may not orally report or comment about a Council meeting as it takes place but otherwise may; film photograph, or make an audio recording of a meeting; use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; report or comment on the proceedings in writing during or after a meeting, or orally report or comment after the meeting. Anyone making a recording for non-domestic purposes is advised to seek advice on their obligations to ensure any processing of personal information complies with the Data Protection Act.

Anyone who objects to being filmed or recorded should notify the Clerk prior to the commencement of the meeting.

1. Election of Chairman

2. Election of Deputy Chairman

3. Apologies for absence

To receive apologies for absence

4. Disclosure of Pecuniary Interests

Members are required to declare a disclosable pecuniary interest in a matter to be discussed at this meeting and which is not included in the Register of Interests. Members should leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the Register of Members' Interests maintained by the monitoring officer

5. Minutes

To consider and approve the minutes from an Estates Committee meeting held on 17 March 2020

6. Shropshire Council

To receive a verbal report from Shropshire Councillor, Simon Harris

7. Birchmeadow Centre Management

To receive a verbal update from the chair of the BMCM

8. Birchmeadow Centre Maintenance/ Alterations

- a) To receive a verbal update from the chair
- b) To NOTE the purchase and installation of acoustic doors and two windows is to be confirmed

9. Birchmeadow Park

- a) To receive a verbal update from the chair
- b) To NOTE that the Swing Weave basket is awaiting parts to be repaired

10. Multi-Use Games Area (MUGA)

- a) To receive a verbal update from the MUGA group and to consider for approval any action required
- b) To NOTE that the office has requested a breakdown of the Town Council's MUGA equipment for inclusion on the Town Council's asset register

11. Library/office/carpark maintenance alterations

To receive an update regarding the library/office/car park maintenance

12. Broseley in Bloom

To NOTE an update concerning Broseley in Bloom

13. Insurance

To consider and approve a review of the Council's insurance

- a) To NOTE that any use of the Town Council's vehicle is recorded with sign in and out times and miles travelled
- b) To NOTE the weight limit of the trailer is 1400kg and the weight limit of the van is 2940kg the maximum train weight is 3500kg combined

14. Correspondence

To NOTE any correspondence received and to consider and approve any action required

15. Agenda Items for Next Meeting

Members are invited to suggest items for inclusion on the agenda for the next meeting

16. Date for Future Meeting

To NOTE that the next meeting will take place on 21 July 2020

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Section 1(2) of the above Act and due to the confidential nature of the following business to be transacted it will be PROPOSED, SECONDED and RESOLVED that the public and press should not be present

17. Electrical Testing at the Cemetery Chapel

To consider quotations for electricity safety testing at the cemetery chapel

18. Cemetery

- a) To NOTE any updates regarding the cemetery and to consider and approve any action required from the last committee meeting
- b) To consider the cost in legal fees to transfer the cemetery land to the town council

19. Website

To consider the purchase of a new compliant Town Council website and a gov.uk domain name and to make a recommendation to the Town Council

20. Outdoor Spaces / Property

- a) To NOTE any maintenance issues and approve any action required
- b) To consider the purchase of suitable signage for Guest Road Play Area

21. Street Lighting

- a) To receive a verbal update from Cllr Simon Harris
- b) To consider the purchase of a replacement streetlight column on Wilkinson Avenue
- c) To consider the purchase of a replacement streetlight column on Redfield Close

22. Broseley Town Council - New Work Vehicle

To consider rental quotations for a new work vehicle