



Broseley Town Council

Minutes of the Estate Committee of Broseley Town Council to be held at The Birchmeadow Centre on Tuesday, 8th January 2019 commencing at 7.00pm.

Standard abbreviations used throughout: BMC – Birchmeadow Centre
 BCMC - Birchmeadow Centre Management Committee
 SC – Shropshire Council

PRESENT: Councillors Michael Garbett (Chair), Goodall, Taylor and West.

ALSO PRESENT:

Representative from the BCMC, Mr S Milan
Paul Russell – Locum Clerk

35 PUBLIC PARTICIPATION

There were no members of the public present.

36 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Burton and L Garbett, and Ms Bagnall.

37 DECLARATIONS OF INTEREST

No Declarations of Interest were made.

38 MINUTES OF THE MEETING OF THE ESTATE COMMITTEE

RESOLVED to approve the minutes of the meeting held on 20th November 2018 as a true record.

39 MATTERS ARISING

The following matters arising were noted:

- Committee noted that an Expression of Interest form to request CIL funding for the Cemetery extension and upgrading works would be ready for signing at the Full Council meeting on 15th January 2019. It would be included under the Clerk's Report;
- Committee noted that the street light at 44 Sycamore Road had now been repaired;
- Committee noted that the lighting in the main hall at the Birchmeadow Centre required attention. This was considered under Minute 41(iv).

40 REPORT FROM THE BIRCHMEADOW CENTRE MANAGEMENT COMMITTEE (BCMC)

- (i) BCMC report** – An update report was received. Bookings continued to perform well and were looking healthy.
- (ii) BCMC Accounts** – Committee noted that there were no accounts available for consideration. These would be available at the meeting in March 2019.
- (iii) Solar Panel Readings** – Committee noted that since installation a total of 17.54 megawatt hours of electricity had been generated. Unfortunately the panel had been offline for five months following the change of Wifi so exact details of monthly generation was not available. The fixed tariff income would be received by the Town Council in the next month.

41 BIRCHMEADOW CENTRE MAINTENANCE

- (i) Soundproof Doors** – Committee noted that the BroADS Committee had offered to contribute £500 towards the provision of new soundproof doors. A further contribution would be available from the BCMC with the balance being funded by the Town Council. A quote was awaited.

- (ii) **Access Doors and Fixings Replacement** – Committee noted that quotations were currently being sought for this work.
- (iii) **Window Replacement** – Committee noted the quotations received to repair/replace the window. Following discussion, it was **RESOLVED** to replace the window at a cost of £564 + VAT.
- (iv) **Electrical Testing/Lighting Replacement** – Committee noted the quotations received to repair/replace the window. Following discussion, it was **RESOLVED**:
- To commission Gra-bern Electrical to undertake the electrical testing at a cost of £829 + VAT;
 - To commission Gra-bern Electrical to replace the 20 existing fluorescent tube light fittings with 20 new LED flat panels at a cost of £1,067.00 + VAT;
 - That the above works only be commissioned once it had been confirmed at Full Council on 15th January 2019 that adequate funding to meet the costs was available, either from the relevant cost centre or from balances.

42 **MULTI-USE GAMES AREA (MUGA)**

Committee noted that an update report from the MUGA Group was not available.

43 **ENVIRONMENTAL MAINTENANCE GRANT**

Committee noted that applications for 2018/19 would be accepted up until the end of this calendar year and any of the grant unspent this financial year would be carried over to next financial year in recognition of the shortened timescales. The applications process for 2019/20 would commence in January 2019. It was agreed to submit an application from the Town Council.

44 **LIBRARY/OFFICE MAINTENANCE**

- (i) **New Door** – Committee noted the quotation received to repair the door. Following discussion, it was **RESOLVED** to commission SMC Windows and Doors to carry out the works at a cost of £168.00 + VAT.
- (ii) **New Fridge** – Committee noted that the current fridge had broken down and, following discussion, it was **RESOLVED** to purchase a new fridge at a cost of £150 to £200 + VAT

45 **FLAGPOLE**

Committee noted the quotations obtained for a flagpole and new flag. Following discussion, it was **AGREED**

- To appoint a Task & Finish Group to review this matter;
- To set up an informal meeting with the Church to discuss the possibility of erecting a flagpole at that site;
- To consider alternative sites, including the Library site;
- To report back to Full Council with recommendations.

46 **CEMETERY**

Committee noted that an Expression of Interest to apply for CIL funding was currently being developed and needed to be completed by the end of February 2019. The following items would be undertaken:

- A meeting with the Valuation Office would be held on Thursday 10th January 2019 when an estimate of the value of the land would be obtained;
- Costs to provide basic infrastructure to the cemetery extension, including paths and planning, would be obtained;
- The cost for a modular building to house a DDA compliant toilet, storage and a mess room would be obtained;
- Investigations would be undertaken regarding options to provide additional infrastructure for the cemetery to ensure best use of the land.

47 CORRESPONDENCE

Committee noted that there had been some concern that the proposed extension to the Birchmeadow Centre might require the use of land owned by Shropshire Council. However, it was confirmed that this was not the case.

There being no other business the Chair thanked members for their attendance and closed the meeting at 8:10pm.

CHAIR

DATE