



**MINUTES OF THE TOWN COUNCIL MEETING**

**HELD AT WRIBBENHALL PARISH ROOMS, KIDDERMINSTER ROAD, BEWDLEY, DY12 1DQ**  
**7 MARCH 2022 at 7.00PM**

**PRESENT**

Council Members     The Mayor, Cllr P Harrison, Cllrs J Byng, C Edginton White, P Gittins MBE, H Lacy, I Latimer, E Seldon and R Stanczyszyn (Deputy Mayor)

In attendance:        T Bodley - Town Clerk

**9633    APOLOGIES FOR ABSENCE**

Apologies were received and recorded below:

<b>Cllr</b>	<b>Reason</b>
Billet	Unable to attend
R Coleman	Unable to attend
E Davies	Unable to attend
Morehead	Unable to attend

Apologies were also received from WCC Cllr Hardiman

**9634    DECLARATIONS OF INTEREST**

Councillors were reminded to submit their Register of Interests and to declare any Disclosable Pecuniary and/or Other Disclosable Interests in items on the agenda and their nature.

Cllrs Byng, and Edginton White have a standing declaration in their role as a member of Wyre Forest District Council and in their role as Trustee to Friends of Riverside North Park; any comments made at town council meetings on Localism or Riverside North Park are made prior to possession of the full facts and would not amount to pre-determination.

**9635    COUNCILLORS' DISPENSATIONS**

Following a declaration of interest at minute reference 9634, it was noted that Cllrs Byng, and Edginton White have a dispensation in place up to May 2023 for discussion and voting on agenda items covering Localism and Riverside North Park.

**9636    OPEN SESSION TO HEAR FROM:**

- i) Members of the Public – No questions were asked.
- ii) Representatives from Principal Authorities –
  - a) Worcestershire County Councillor Hardiman was not present but provided a report attached, page 1198.
  - b) Wyre Forest District Councillors – No reports were given.
- iii) Representatives from Supporting Services – PC Thomas not present.

**9637    APPROVE ADOPTION OF PREVIOUS MINUTES**

To approve adoption of the minutes of the Town Council meeting held 7 February 2022.

RESOLVED: That the minutes of the Town Council Meeting be approved as an accurate record and signed by the Chairman.
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**9638 FINANCE**

- i) To approve the schedule of accounts including approval of invoices to be paid, invoices paid as a matter of urgency and to note recurring expenditure to meet contractual obligations since the previous meeting. Please refer to schedule of payments page 1199.

RESOLVED: That the schedule of payments as at 7 March 2022 be approved.

- ii) Grant Applications

RESOLVED: That ratification of the schedule of grants as recommended by the Finance Committee be approved.

- iii) Insurance Renewal 2022

Circulated in advance of the meeting members were provided with the annual agreement which was in its last year of a three year contract.

RESOLVED: That the insurance renewal be noted and the invoice approved for payment.

- iv) Speed Awareness Stickers

RESOLVED: That the purchase of 300 stickers be approved with delegated authority given to the Road Safety Group to select sticker choice and distribute to targeted areas within the town boundary.

**9639 COMMITTEE AND GROUP REPORTS**

To receive minutes and meeting notes held since the last Council Meeting.

- i) **Planning Committee**

It was **RESOLVED** that the minutes from the Planning Committee meeting held on 16 February 2022 be confirmed as a correct record.

- ii) **Finance Committee**

It was **RESOLVED** that the minutes from the Finance Committee meeting held on 16 February 2022 be confirmed as a correct record.

- iii) **Road Safety Group** to receive notes from the meeting held on 22 February. The meeting notes were **noted**.

- iv) **Platinum Jubilee Group** to receive verbal progress report.

Cllr Edginton White reported that the group would meet again shortly to progress outstanding arrangements. An update was received confirming that Bewdley Concert Band had been booked to play on Sunday 5 June as part of the Party in the Park celebration in Jubilee Gardens and would be advertised as part of the programme of events. Outstanding arrangements include progression of silent fireworks and feedback is awaited from the Rowing Club. Cllr Gittins reported that he had been unable to secure permission from the landowner of the intended site to install a beacon and that he had also not been able to make contact with the metalworker who was thought could make a suitable brazier, therefore this part the project will not go ahead. The Town Clerk reported that as street party road closure notifications were released from WFDC that they would be placed in an information table on a dedicated page on the Council's website along with other Town Council Platinum Jubilee events. The update was **noted**.

**9640 FINANCE AND FACILITIES COMMITTEE**

It was stated that the newly merged committee would consist of 7 members with members asked by the Chairman for a show of hands to express their interest in being considered as a committee member.

**RESOLVED:**

- i) That committee membership consists of Cllrs Byng, Edginton White, Gittins, Harrison, Latimer, Seldon and Stanczyszyn.
- ii) That Cllr Stanczyszyn be elected as Chairman.
- iii) That Cllr Edginton White be elected as Vice-Chairman
- iv) That the Committee Terms of Reference and Scheme of Delegation be approved subject to minor typographical amendments.

**9641 PLANNING COMMITTEE VACANCY**

**RESOLVED:** That the appointment remain vacant until the new municipal year.

**9642 LOCALISM**

There were no further updates provided at this time.

**9643 TOWN CLERK UPDATES**

- i) Bench Refurbishment Update. The report was **noted**.
- ii) Section 137 Local Government Act appropriate sum for 2022/2023 set at £8.82 per elector. The report was **noted**.
- iii) Damage to Street Pole Load Street. A further update provided following circulation of the agenda reported that the pole outside the Real Ale Tavern had now been removed on Health and Safety grounds and has been taken to a local Ringway storage depot. The report was **noted**.
- iv) Remote/Hybrid Meetings. Following a request from Cllr Davies that the council should support the petition to request that Government change legislation to allow for flexibility to hold remote and hybrid meetings the majority were concerned of the implications regarding an upgrade in IT in order to meet the needs of hosting remote meetings also stating that physical meetings were the preferred method despite the former providing a more inclusive platform for wider community participation.

**RESOLVED:** That the Council does support the petition calling on the Government to change the law to allow for flexibility to hold such meetings.

- v) Bewdley Heritage Trust Meeting Update. A further update was provided following the circulation of the agenda reporting that the Chairman of the Trust had requested postponement of the meeting as key Trust members could not attend on the arranged date. It was remarked that there was a concern that discussion was happening in the background with the Trust and WFDC with the exclusion of BTC. The report was **noted**.
- vi) Christmas Illuminations Tender. The report was **noted**.
- vii) Riverside North Park – Waste Collection price increase.

**RESOLVED:** That a future tender document be drafted based on a three-year fixed price.

**9644 JUBILEE GARDENS – TREE FUND DONATION**

It was proposed and supported that BTC should provide its own Platinum Jubilee tree and plaque to be planted in Jubilee Gardens in order that the plaque would make mention of the Town Council's contribution.

**RESOLVED:** That Cllr Gittins and Stanczyszyn progress purchase of a tree and plaque and make a request to WFDC regarding permission to plant in Jubilee Gardens.

**9645 BEWDLEY TOWN MARKET**

Proposed dates were circulated to members for two festival style 2-day markets being 18 – 19 June and 3 – 4 September. The market provider also proposed a one-day Christmas market on 17 December and that a flat fee of £500 for each market be paid to BTC.

RESOLVED: That approval be granted to hold markets on 18 – 19 June, 3 – 4 September and 17 December and an agreement be drafted to this effect subject to the Christmas market not being located in the town and keeping to the riverside locations.

**9646 VEHICLE ACTIVATED SPEED SIGN**

It was reported that further roads had been identified that may benefit from a VAS sign and that there was also a sum of £2,965 remaining in the Capital Expenditure budget reserved for VAS Signage.

The Chairman of the Road Safety Group stated that further investigation was required to identify if there was a need to install temporary signs and requested that this be reverted to the Road Safety Group prior to committing to expenditure in haste.

RESOLVED: That a sum of £3,000 be placed in restricted reserves for 2022/2023 from the capital underspend of the VAS Signs Budget for 2021/2022 for the Road Safety Group to undertake further work to support the need of a temporary sign.

**9647 MAYOR’S DIARY AND FUTURE EVENTS**

- i) To receive an update on the Mayor’s diary and past events

DATE	EVENT
04/03/2022	Mayor of Kidderminster Charity Ball
06/03/2022	Civic Service – Worcester Cathedral
12/03/2022	Stourport Bingo Night
20/03/2022	Wychavon Civic Service
25/03/2022	Worcester Concert Brass
01/04/2022	Stourport Mayor's Ball
22/04/2022	Droitwich River Boat Cruise
29/04/2022	Worcester Charity Dinner
06/05/2022	Bromsgrove Charity Dinner
14/05/2022	Redditch Civic Dinner

- ii) Bewdley Mayor Events

DATE	EVENT
05/03/2022	Quiz Night
28/04/2021	Mayor’s Afternoon Tea

**9648 DATE AND TIME OF NEXT ORDINARY MEETING –**

Monday 4 April 2022 at 7pm, Wribbenhall Parish Rooms.

**Other Meeting Reminders:**

The Annual Town Meeting – Monday 25 April at 7pm, The Friends Meeting House

The meeting concluded at 20:26hrs

Signed.....  
Mayor  
4 April 2022

**Minute Reference: 9636 ii) a)**  
**County Cllr Ian Hardiman's Report to Bewdley Town Council**

**7<sup>th</sup> March, 2022, County Cllr Ian Hardiman's Report to Bewdley Town Council**

**Local Issues:**

**Zebra Crossing, Catchems End, Tactile Studs:**

Further to my report last month, I now believe that at last the Disability Tactile Studs will soon be installed. I have been given various reasons for the delay in dealing with this subject but having discussed this with Highways Engineer Paul Green last week, and agreed to use my County Councillor's Devolved Highway Fund, an order has been placed on 28<sup>th</sup> February for the relevant studs. Each one of these will have to be screwed into a resin plug to make them secure in the newly constructed tarmac pavement.

**Blackstone Island Repairs Update:** The repairs to the Island's wall surround which had suffered a vehicle collision will now be carried out on 28<sup>th</sup> March. Highways have apologised for the delay as they had intended to complete this work by Christmas but were faced with urgent priority works.

**Catchems End / Kidderminster Road, Wall Repairs Outstanding:** I have for some time been reminding the Highways Engineer that following the vehicle collision in June last year which caused damage to the Sandstone Walling at this junction, nothing has yet been done to rectify this. In response The Highways Engineer has now assured me that he has passed a works order for the wall to be reconstructed suitably as soon as possible.

**Blackstone Car Park/ Picnic Area Benches:** The two benches here that were reported as being unsound and unsafe have been removed by the County Council. Upon requesting replacement benches, I was informed that these could only be provided if I was prepared to use my County Councillor's Fund to cover the costs. As I feel dearly that it is appropriate for this Car Park to continue to provide some seating and picnic amenity, I have agreed to access the Fund to purchase two replacement benches.

End.

## Minute Reference: 9638 Finance i) Approval of Scheduled Payments

Voucher Code	Minute	Description	Net	VAT	Total
343 Office Energy	BACS	Utilities	220.16	11.01	231.17
344 Subscriptions	BACS	Subscriptions	315.00	63.00	378.00
346 Service Charge & Business Rates	BACS	Electricity	29.67	0.00	29.67
347 Software & Support	DD	IT Support	31.67	6.33	38.00
348 Town Clock	BACS	Town Clock maintenance	559.00	111.80	670.80
349 Mayor's Expenses	BACS	Charity Event - Sue Bish Bash	8.00	0.00	8.00
350 Software & Support	DD	IT Support	145.56	29.11	174.67
351 Election Costs	BACS	Election Fees	1,974.56	0.00	1,974.56
352 Broadband & Landline	DD	Telephone	40.00	8.00	48.00
353 Mayor's Expenses	BACS	Charity Ball Tickets	80.00	0.00	80.00
354 Mayor's Expenses	BACS	Dinner Dance	100.00	0.00	100.00
355 Mayor's Expenses	BACS	Dinner Dance	100.00	0.00	100.00
356 Mayor's Expenses	BACS	Dinner Dance	80.00	0.00	80.00
357 Mayor's Expenses	BACS	Concert	20.00	0.00	20.00
358 Staff Costs	BACS	Salary	1,528.82	0.00	1,528.82
359 Staff Costs	BACS	Salary	407.99	0.00	407.99
360 Staff Costs	BACS	Salary	4,882.24	0.00	4,882.24
361 Staff Costs	BACS	Salary	1,288.71	0.00	1,288.71
362 Staff Costs	BACS	Payroll	40.00	8.00	48.00
364 Broadband & Landline	DD	Broadband	33.95	6.79	40.74
365 General Admin	BACS	Petty Cash Top Up	241.48	0.00	241.48

## Minute Reference: 9638 Finance ii) Ratification of Grant Applications

### F-45 Grant Applications

The following grant applications were considered with recommendations to be ratified at the Town Council Meeting on 7 March 2022.

	Organisation Name	Grant Request	Award Recommendation	Notes
5	Community Transport Helpline Ltd	£1,000	£1,000	When notifying of award state that the organisation is welcome to re-apply in the next financial year.
6	The Bewdley School	£1,000	£1,000	N/A
7	Kidderminster and Wyre Forest Armed Forces & Veterans Breakfast Club	£1,000	£500	Subject to the provision of a set of accounts and expansion of detail on the project.
8	Wyre Forest Citizens Advice Bureau	£2,000	£1,000	When notifying of award state that the organisation is welcome to re-apply in the next financial year.
9	Bewdley & District Horticultural Society	£300	£300	N/A
<b>Total</b>		<b>£5,300</b>	<b>£3,800</b>	
<b>Grant fund budget remaining</b>			<b>£8,700 (Grant underspend)</b>	