

Madeley Town Council

Extract of Minutes of the Annual General Meeting of Madeley Town Council held on
Monday, 9th May 2016, at Jubilee House, High Street, Madeley
commencing at 7.00 p.m.

Present **Councillors:** **J Jones (Chair), S Biles, R Coates, D Edwards,**
 A A England, A R England, R Evans, K Guy, S Harrington,
 P Taylor, S Taylor, P Watling, D White
 Clerk to the Council
 Committee Secretary

16/17 **Anstice**

To upgrade the building to modern standards, while retaining the character of the building, and to develop it into a building that the local community will want to use.
A revised and updated Action Plan for the Full Council was presented (see Appendix I).
Noted.

**Madeley Town Council – Annual General Meeting
Chair's Annual report 2015/2016**

Objectives of the Council

Strategic Direction – to steer and co-ordinate the work of the Committees to ensure that strategic aims are being addressed and to develop policies and procedures that will enable the organisation to function effectively as an employer, service provider and community representative.

Representation – to consult with and be accountable to the community through open communication and to advocate on behalf of the Town & its residents.

Profile – to promote and publicise the work of the Town & the area it serves.

Introduction

I have been proud to continue as Madeley Town Council's Chairman during 2015-16 which, with the acquisition of the Anstice Hall, has proved to be a momentous year for the Council and the people of Madeley.

During the year the Council has continued to work proactively in partnership with Telford and Wrekin Council and in support of our special interest groups and the organisations and businesses within our communities.

The Council met on seven occasions during the year. The following report represents a small selection of the business conducted at those and other meetings. Further details can be seen in the appropriate minutes.

Strategic Direction: The Council continued to pursue the overall strategy it agreed in September 2013 and the focus of our activities remains on our core values of 'originating, enabling and supporting' partnership working:

Anstice Hall: Having acquired the former Anstice Working Men's Club for the community, the officers of the Council have worked tirelessly throughout the year to establish and support the development of the Anstice Community Trust (ACT). Particular note is made of the work that has been led by the Clerk, in undertaking the complex and demanding activities involved in supporting ACT to transform the Anstice Memorial Hall into a thriving community asset once again. A valuation and condition survey was commissioned and carried out, as was a fire risk assessment and an asbestos survey to ensure the safety of the public, which enabled the Council and ACT to hold a number of very successful events in the hall, including our Christmas Market.

PCPT Architects were appointed to undertake an options appraisal and a number of briefing and feedback meetings have taken place. A successful bid for £7,600 was submitted for a Heritage Lottery Fund Start Up Grant to pay for trustee training and expert assistance with business planning, which was approved on 29th February 2016. The Finance & General Purposes Committee resolved to set aside £1,000 for matched funding to support this.

We were also delighted the Anstice Community Trust gained charitable status during the year and we are now close to providing them with a licence to formalise their use of the building.

Following an approach from Telford and Wrekin Council, Madeley Town Council resolved in principle to take on the management of Madeley Library (in a new venue) in the future. To assess the implications of this a working group has been constituted to consider the implications of the Borough's offer of devolving the Madeley Library and Market services to us. This group will report shortly to the Full Council

After consideration of our planned activities and the economic climate, Madeley Town Council agreed a budget of £416,830 for the 2016-17 financial year; a precept of £412,005 and, allowing for a reduced Local Council Tax Support grant of £53,765, a precept order in the amount of £358,240.

A number of policies were also reviewed and adopted during the year. These included our Media Protocol, Complaints Procedure, and Local Government Pension Scheme (Employer Discretions) Policies. The Council's Standing Orders and Financial Regulations were also updated.

Representation: At the Annual General Meeting in May 2015, members were appointed to the Council's five committees to oversee the business of the Council. Representatives were appointed to 16 local agencies, charities and community groups. Representatives were also appointed to several internal and Council supported groups, where members have a management role.

Madeley Town Council continued to look for ways to engage with **young people** in our area and the joint youth event which took place at the Anstice with Madeley Town Council and Anstice Community Trust in October was particularly positive and successful.

Officers continued to investigate funding opportunities to fund the refurbishment and extension of hard landscaping around the **war memorial**. The Living History Project made a successful bid for Pride in Your High Street funding, however, this will not cover all of the planned costs and ways in which further funding or reduced costs can be achieved are currently being investigated. We very much hope that the long awaited work should be completed ready for this year's Remembrance Sunday service.

The Council continued to support the Madeley Partnership, with the somewhat diminished group allocating funding in partnership with T&W Council to planned improvements to pedestrian routes around Madeley Centre e.g. Park Avenue and taking action to protect the verges of Russell Green. Expressions of interest from anyone interested in joining the Madeley Partnership would be welcome.

Profile:

Madeley Matters – continues to be popular both in terms of contributors & readership. However, due to the difficulty of finding a cost-effective means of delivering the publication, it is going to be published on-line in future, with printed copies available to pick up at local community venues.

I am pleased to say that the Council's new **website** went live during the year and has received positive feedback.

Investors in People: During the year the Council Investors in People status was successfully renewed with the assessors providing extremely positive feedback.

Staffing: The work of Officers is essential to the achievement of the desired objectives of the Town Council and in this respect, once again, all the Staff of the Town Council have been admirable in their energy, enthusiasm, skills and support, without them there would be no Council!

Rae Evans Chair - Madeley Town Council

APPENDIX I

Area of Interest C4 – Anstice Memorial Hall**Strategic Aim**

To upgrade the building to modern standards, while retaining the character of the building, and to develop it into a building that the local community will want to use.

Ongoing work	Key Project	Target Date for Completion	Notes
Consultation with the local community as to their aspirations for the building.	Survey of local people's aspirations for the building		2015 - Survey carried out - No responses from people under 18 Youth consultation on 28/10
	Presentation of the Options Appraisal proposals/ideas and community consultation event	June 16	
Develop plans for the refurbishment and reconfiguration of the building.	Options Appraisal by PCPT Architects		26/10/15 - PCPT Architects appointed 4/11/15 - Inception Meeting with Architects 10/3/16 – Creative Workshop 04/05/16 – Client Feedback Meeting
Building Maintenance	Refurbishment of the Stewards Quarters	September 2016	
	Renovation of the dance floor	September 2016	Quotes are being obtained. ACT will pay for the renovation.
	Compliance with Health & Safety regulations		Ongoing
	Compliance with fire regulations	April 2016 May 2016	Fire door replacement in progress.
	Review utilities contracts	April 2016	Complete

	Electrical safety checks and remedial work	April 2016	Complete
Building Maintenance (cont.)	Obtain funding for the building work		<p>Bid submitted by ACT to Pride in Your High Street, for the renovation of the porch. Bid unsuccessful.</p> <p>Bid for Heritage Lottery Fund Start Up Grant to pay for trustee training and expert assistance with business planning. 16/11/15 F&GP Committee resolved to set aside £1,000 for matched funding for the bid. Bid successful.</p>
Anstice Community Trust (ACT)	Negotiate a lease	April	<p>The ACT may lease all or part of the building. Initially this will be a short term lease until the renovation of the building starts. Chair of Council and Chairs of Committees will negotiate the terms of the lease with the ACT on behalf of MTC. 17/11/15 – first meeting to discuss the lease, broad terms agreed, for presentation to Full Council 11/01/16 Terms of lease agreed at Full Council Subsequently, having discussed it with the solicitor and with ACT, it was agreed that a licence to occupy the building would be more appropriate than a lease. MTC's Solicitor is currently drawing up the licence- draft licence under consideration.</p>

Ongoing work	Key Project	Target Date for Completion	Notes
Provide support for the Anstice Community Trust	Administration of meetings of the Trust and its working groups		Organisation of fundraising events Periodic updates for members of the community.
	Fundraising events throughout 2016		Confirmed: - 14 th May – Fruit Machine (live music) 4 th June – Tea Party for Queen’s Birthday 18 th June – Soul Night 14 th August – Food & Craft Market/Victorian Fair 3 rd December – Madeley Christmas Lights
	Programme of training events to be organised		To be funded through HLF Start up grant
	Production of a Business Plan		To be funded through HLF Start up grant

