



**Community and  
Governance Meeting**

**Agenda Item: 13.CG**

**APPENDIX CG140**

**Town Centre Working Group  
Notes**

**Tuesday 28<sup>th</sup> February 2023, 10am at the Town Hall**

**Present:** Cllrs Chapman, Love, Manton, Sanderson and Sue Thomas, Clerk

**Apologies:** Cllr Erwin

**1. To appoint a Chairperson**

Councillor Chapman was appointed as Chairperson.

**2. To hear a verbal report on work undertaken to date**

Councillor Chapman gave a verbal update, he explained that Council resolved to carry out 6 monthly inspections of buildings with the town centre. The initial survey was undertaken and letters sent to properties where issues had been identified asking the tenants or property owners to politely rectify the issues.

All the issues were logged on a spreadsheet along with responses received as a result of the letters.

The importance of improving the overall appearance of the town centre was discussed and how imperative this work is to improve tourism.

**3. Correspondence received from Shropshire Council**

Letters have been received from Tracy Darke and Samantha Jones about joint working and possible funding.

It was discussed and agreed that a meeting should be arranged with officers from SC conservation team and funding team along with a representative from Visit Shropshire to discuss both issues in more detail and ask about the lack of enforcement within the conservation area.

The possibility of other funding sources was discussed and it was agreed that the Clerk would explore if CIL Local could be used for town centre enhancements.

**4. To consider undertaking a second Town Centre audit of the buildings**

It was discussed and agreed that a second audit should be undertaken as this would log work completed as well as possibly identifying additional issues. The chair to contact all councillors asking if anyone who would like to volunteer to help with the next inspection, which will take place sometime during March at a time and day to suit those who wish to participate.

Upon completion of the second audit letters of congratulations to be sent out where the works have been undertaken. A second letter requesting the work to be undertaken, explaining in more detail why it is important to improve the appearance of the town centre, to be sent to properties where work is outstanding.

Issuing certificates of distinction to properties in the town which have a high standard of repair was also discussed as this could incentivise businesses to improve the appearance of their shops, or to request improvements from their landlords.

## **5. Any other business**

It was agreed to contact the member of the public who volunteered to help undertake the original audit to see if she would like to continue her involvement with the project.