

## Market Drayton Town Council

**Minutes of a Services and Facilities Committee Meeting  
held at The Town Hall, Frogmore Road on Thursday 23 January 2025 at 7.30pm.**

**PRESENT:** Councillors: B. Chapman, M. Erwin, P. Glover, G. Groves,  
T. Manton (Chairman), I. Nellins, and A. Sanderson.

**ABSENT: Councillors:** R. Aldcroft, Mrs. J. Beckett, T. Beckett, R. Hughes & W. Love.

0 member of the public were present and 1 member of the public listening via Teams.

**In Attendance:** Sue Thomas, Town Clerk, and Kate Harvey, Assistant Clerk.

### **1.SF APOLOGIES**

Members **NOTED** the following apologies:

Councillor R. Aldcroft	-	Prior Arrangement
Councillor J. Beckett	-	Prior Arrangement
Councillor T. Beckett	-	Illness
Councillor R. Hughes	-	Prior Arrangement
Councillor W. Love	-	Prior Arrangement

### **2.SF DISCLOSABLE INTERESTS**

- i. No disclosable interests were declared.
- ii. No dispensations were received for consideration.

### **3.SF PUBLIC SESSION**

No members of the public had requested to speak.

### **4.SF MINUTES**

Councillor Chapman proposed, Councillor Glover seconded, and it was **RESOLVED** with 1 abstention:

**To agree and confirm the minutes of the Services and Facilities Committee meeting held on the 12 December 2024.**

### **5.SF TOWERS LAWN TOILETS**

Councillor Manton, Chairman of the Towers Lawn Toilets Working Group gave a verbal update to members on the progress of the toilet refurbishment.

He reported:

- The planning application submitted to Shropshire Council has now been approved.

- The internal design of the toilets has been circulated to members of the working group.
- The detailed specification is now being prepared
- The next stage is the production of a tender document for the works; tender documents received will be brought to a future meeting for consideration.

Councillor Chapman requested the detailed specification be considered by Council before the tender documents are finalised.

Councillor Nellins reported to members that he has been in contact with the Transport Team at Shropshire Council. Shropshire Council has funding to improve bus stations, following a site visit to the bus station they have suggested this funding could be used to install new bus shelters and a new real time digital bus timetable display board in Market Drayton. Some of the funding could also be used towards the refurbishment of the toilets; it was suggested that a drivers rest room be included as part of the refurbishment, this would enable the town to be considered for the On Demand Bus Service. The Shropshire Council officer pointed out that the area around the bus station is maintained extremely well by the town council

The Chairman said receiving a significant contribution towards the refurbishment of Towers Lawn toilets is fantastic news for Market Drayton and having the rest room for bus drivers will also help achieve coach friendly status.

Councillor Chapman asked if there would be any alterations needed on the outside of the building to accommodate the rest room.

The Clerk said there is no requirement with planning regarding the internal works, this would consist of partitioning part of the store space off, purchasing a kettle, a microwave, some chairs, and a table. She will enquire with the planning department to see if any changes need to be submitted for an additional external door.

## **6.SF SKATEPARK LIGHTING**

The Clerk left the Chamber.

The Clerk entered the Chamber and re-joined the meeting.

- Members considered the three quotes received for the installation of a lighting column next to the toilet block on Newport Road to illuminate the skatepark and youth shelter.

The quotes were shown on the projector for members to see and discuss.

After an in-depth conversation members swayed towards quote B because it was for the installation of an 8mtr column, and it included the wiring for the CCTV cameras.

Councillor Chapman proposed, Councillor Groves seconded, and it was **RESOLVED:**

**To accept Quote B for the installation of a lighting column next to the toilet block at Newport Road to illuminate the skatepark and youth shelter at a cost of £3,592.69.**

**To look into whether planning permission is required for the installation of an eight-meter column.**

- ii. Members consider where funding for the installation of the lighting column should be taken from.

After a brief discussion:

Councillor Chapman proposed, Councillor Sanderson seconded, and it was **RESOLVED:**

**To fund the installation of the lighting column from 347 CIL Neighbourhood Fund within Earmarked Reserves.**

#### **7.SF FESTIVAL OF LIGHTS**

- i. Members discussed holding the Festival of Lights on Saturday 15 November 2025.

Councillor Chapman proposed, Councillor Sanderson and it was **RESOLVED:**

**To hold the Festival of Lights Event on 15 December 2025.**

- ii. Members considered a quote for the provision and erection of stalls for the festival of lights as set out in Appendix SF140.

The Chair said this is the same company used last year; they were extremely professional, the stalls looked unified, and everyone worked well together to make the event run smoothly and there has been no increase in price.

Councillor Nellins proposed, Councillor Sanderson seconded, and it was **RESOLVED:**

**To accept the quote of £3,809 for the provision and erection of 50 x10ft Gazebos including tables, back sheets, side sheets and lighting plus 1 x 15ft gazebo for the entertainment stall.**

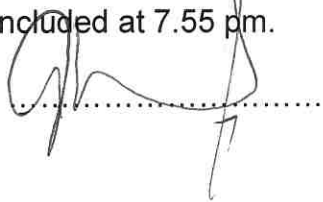
**8.SF UPDATES/INFORMATION**

Members **NOTED:**

- Hampton Drive Trees have been ordered. Communication is ongoing regarding planting of trees around the play area.
- The installation of new equipment on Grotto Road Play area has now started.

The meeting concluded at 7.55 pm.

Chairman:



Date:

06-03-25