



FULL TOWN COUNCIL MEETING – 21st JULY 2022

All members are summoned to attend the above meeting, which will be held on **THURSDAY 21ST JULY 2022**, in the Edward German Room, Whitchurch Civic Centre commencing at 7.15pm.

The meeting is held in public, and we welcome contributions in the relevant section of the meeting, as indicated on the agenda. If you wish to contribute to the meeting, as a member of the public, it would be helpful if you could advise the Proper Officer in advance so that an appropriate period is set aside for this purpose.

Members are respectfully asked to advise the Proper Officer, prior to the meeting, if they are unable to attend.

Date of Notice: 15th July 2022

Mike McDonald
Proper Officer / RFO
Whitchurch Town Council

Meeting Notes:

1. Occasionally, contractual, staffing or other matters have to be held in a “Confidential” section of the Meeting, to the exclusion of the Press and Public
2. Councils cannot lawfully decide items of business that are not specified in the Summons / Agenda (LGA1972, Sch 12, Paras 10 (2) (b))
3. Recording: Please note that all Council Meetings are recorded to ensure accuracy of the Minutes; these recordings are not retained following approval of the relevant minutes. You are requested to inform the Proper Officer if you intend to record or film the meeting.



1. Standing Item: Apologies

To receive Councillor apologies

2. Standing Item: Declarations of Interest

To receive Councillors' Disclosure of Ordinary or Disclosable Pecuniary Interests in relation to the agenda items in this meeting

3. Standing Item: Mayor and Member Update

To receive an update on activity undertaken by the Mayor since the previous meeting. This item may also include an invitation for Members to give a brief update on their actions on behalf of the Town Council, should the Mayor determine

4. Standing Item: Minutes

- a) To confirm the minutes of the Full Council Meeting of 16th June 2022 and sign as an accurate record of that meeting
- b) To confirm the minutes of the Extraordinary Full Council Meeting of 30th June 2022 and sign as an accurate record of that meeting

5. Standing Item: Public Participation (including Shropshire Councillor Report & Local Policing Update, if available)

Standing Orders are suspended by the Mayor, whilst members of the public are invited to make representations, ask questions and give evidence in respect of business being transacted at the meeting and about any other matter for which the Council has responsibility. Standing Orders will be reinstated thereafter.

6. Governance Matters: Finance Advisory Group – Terms of Reference

To consider and approve the Terms of Reference of the Finance Advisory Group

7. Governance Matters: Committee Chair Reports and Minutes

- a) To receive a report from the Chair of the PARKS AND PUBLIC REALM Committee and the Minutes of the Committee Meeting of 7th July 2022 with recommendations therein, specifically:

WTC/PPR/10/2223 – Edgeley Gardens Play Area Improvements

WTC/PPR/11/2223 – Facilities Vehicle, included in Confidential Session

- b) To receive a report from the Chair of the CULTURE AND CIVIC Committee and the Minutes of the Committee Meeting of 7th July 2022 with recommendations therein

8. Governance Matters: Policing Panel Partnership

To consider the formation of a “Policing Panel Partnership” for Whitchurch, aligned to suggested agenda received from Inspector Claire Greenaway. It is an opportunity to highlight concerns members of the public have shared with their town councillors, based on 3 top priorities. To agree that the Mayor, Deputy Mayor, Committee Chairs and Proper Officer represent the Council on this Partnership Group

9. Financial Matters: 2021/22 Audit and Annual Return

- a) To receive the and consider the Internal Audit report from John Henry and agree actions based on recommendations therein
- b) To consider, complete and approve the Accounting Statements 2021/22 and Annual Governance & Accountability Return (AGAR) for the same period for submission to External Auditors, PKF Littlejohn
- c) To note the efforts of the Accounts Officer in completion of the above
- d) To note that 2022/23 year-to-date Management Information will be presented at the August Full Council Meeting – to include Payments & Receipts and a CiL Summary for further consideration

10. CONFIDENTIAL BUSINESS

To resolve that under the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information or staff matters

11. Governance Matters: Committee Chair Reports and Minutes - Personnel

To receive a report from the Chair of the PERSONNEL Committee and the Minutes of the Committee Meeting of 23rd June 2022

12. Parks & Public Realm: Replacement Facilities Vehicle (WTC/PPR/11/2223), from Item 7

To consider the Committee recommendation and decide further action

13. Parks & Public Realm: Grounds Maintenance Contract

To receive an updated position and agree further actions

14. Culture & Civic: CCTV

To receive a verbal report and agree ‘potential’ budget for requirements

15. Culture & Civic: Blackberry Fair

To receive a written summary of Blackberry Fair 2022 Event Proposals

Associated Papers:

Draft Minutes: FC Meeting, 16th June 2022 (4a)

Local Policing Report in lieu of meeting attendance (5)

Draft Minutes: PPR Committee Meeting, 7th July 2022 (7a)

Policing Panel (8)

Confidential:

Draft Minutes: Personnel Meeting, 23rd June 2022 (11)

Blackberry Fair 2022 (15) *TO FOLLOW*

Draft Minutes: EFC Meeting, 30th June 2021(4a)

Finance Advisory Group: Terms of Reference (6)

Draft Minutes: CC Meeting, 7th July 2022 (7b)

Internal Audit – 3 papers (9a and b)

Replacement Facilities Vehicle (12) *TO FOLLOW*