



# whitchurch town council

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## FULL TOWN COUNCIL MEETING – 20<sup>TH</sup> OCTOBER 2022

All members are summoned to attend the above meeting, which will be held on **THURSDAY 20<sup>TH</sup> OCTOBER 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: 14<sup>th</sup> October 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.



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AGENDA: FULL TOWN COUNCIL MEETING, THURSDAY 20<sup>TH</sup> OCTOBER 2022

**This agenda contains some items carried forward from the meeting of 15<sup>th</sup> September (\*), which was unable to take place due to the period of national mourning following the sad death of HM Queen Elizabeth II**

**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 18<sup>th</sup> August 2022 and sign as an accurate record of that meeting
- b) To confirm the minutes of the Extraordinary Full Council Meeting of 25<sup>th</sup> August and sign as an accurate record of that meeting

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

*To resolve that Standing Orders are suspended, 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. Resident Representations: Anti-social Behaviour (\*)**

To consider and determine actions in relation to correspondence received from a Whitchurch Resident in relation to recent incidents

**7. Planning Matters**

- a) To note that a response was submitted to Planning Application ref 22/03708/FUL (\*) - Erection of 53 new residential dwellings and public open, land to the north of, Waymills Industrial Estate, Whitchurch – pursuant to the Town & Country Planning Act 1990. The response, as agreed by emails, suggested that developers address access issues to Whitchurch Railway Station as part of the final stages of this development.
- b) To consider a response, if any, to Planning Application ref 22/04360/FUL – Residential development of 561 dwellings (land west of Tilstock Road)

**8. Governance Matters: Committee Chair Reports and Minutes (\*)**

- a) To receive a brief verbal report from the Chair of the CULTURE & CIVIC Committee and to receive and note minutes from the meeting of 1<sup>st</sup> September 2022. *Councillors are specifically signposted to ratification of a "Chairs Action" and recommendation the Committee (WTC/CC/04/2223), tabled on agenda as a confidential matter due to contractual sensitivity*
- b) To receive a brief verbal report from the Chair of the PARKS & PUBLIC REALM Committee and to receive and note minutes from the meetings of 8<sup>th</sup> September 2022 and 13<sup>th</sup> October 2022 (Extraordinary), some of which appear later in this agenda.
- c) To receive a brief verbal report from the Chair of the PERSONNEL Committee and to receive and note minutes from the meetings of 6<sup>th</sup> October and 13<sup>th</sup> October (Extraordinary), some of which appear later in this agenda.

**9. Governance Matters: Civility and Respect Pledge (\*)**

To consider and determine that Whitchurch Town Council commit to the SLCC/NALC/OVW proposed "Civility and Respect Pledge", having met its criteria

**10. Governance Matters: Risk Management Scheme 2022-23**

To consider and accept the WTC Risk Management Scheme for the 2022-23 Council Year.

**11. Governance Matters: Governance & Scrutiny Working Group**

To note that the previously established Governance & Scrutiny Working Group will meet shortly to commence the review of WTC Policy Documents for presentation to Full Council in tranches prior to the end of the Civic Year.

**12. Governance Matters: Health & Social Care Working Group (C. Purt)**

To establish a "Health and Wellbeing" Working Group to work with Health and Social Care organisations, exploring Health and Social Care issues and ensuring a voice in Place-Based discussion for the new NHS Integrated Health Board

**13. Financial Matters: 2021/22 Annual Accounts (\*)**

To consider the Annual Accounts for the 2021/22 Financial Year, produced by DCK Accounting Solutions and consistent with recently approved AGAR returns for the same year, and approve signature by the Chairman and Responsible Financial Officer.

**14. Financial Matters: 2022/23 Financial Management Information**

To receive year-to-date Financial Information from Rialtas.

**15. Parks & Public Realm Matters: Harry Richards**

To consider and approve proposed works in the Harry Richards Garden by Voluntary Group/s

## 16. 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. For this section, the Council resolves itself into Committee, per s1 (6) of the Act.

## 17. Confidential Session Notes

To confirm the notes of the Full Council Confidential Session of 18<sup>th</sup> August 2022 and sign as an accurate record of that Session

## 18. Culture & Civic Committee: Ratification of Recommendation and Chairs Action (\*)

To receive a verbal update from the Proper Officer and ratify the Chairs Action taken thereon. **WTC/CC/04/2223 and Agenda item 8(a) refers**

## 19. Governance Matters: Committee Chair Reports, Minutes and Recommendations

- a) To receive a verbal update from the Chair of the PARKS & PUBLIC REALM Committee and to receive confidential notes from the meeting of 13<sup>th</sup> October 2022.
- b) To receive a verbal update from the Chair of the PERSONNEL Committee and to receive confidential notes from the meeting of 13<sup>th</sup> October 2022.
- c) To determine matters raised jointly by the Chairs of the PARKS & PUBLIC REALM and PERSONNEL Committees in relation to future Grounds Maintenance solutions.
- d) To note that Budget Setting discussions should be included on forthcoming Committee Meetings Agenda, if Committees haven't already done so

### Associated Papers:

(X) = Agenda Item

Draft Minutes: FC Meeting, 18<sup>th</sup> August 2022 (4a)  
Draft Minutes: EFC Meeting, 25<sup>th</sup> August 2022 (4b)  
Resident Correspondence (6)  
Planning Information 22/04360/FUL (7b) – headline details (with some printed off for meeting)  
Draft Minutes: CC Meeting, 1<sup>st</sup> September 2022 (8a)  
Draft Minutes: PPR Meeting, 8<sup>th</sup> September, and 13<sup>th</sup> October 2022 (8b)  
Draft Minutes: Personnel Meeting, 6<sup>th</sup> October, and 13<sup>th</sup> October (8c)  
Civility & Respect Pledge (9)  
WTC Risk Management Scheme 2022-23 (10)  
WTC 2021/22 Annual Accounts (13)  
WTC Financial MI (14) – TO FOLLOW OR DISTRIBUTED AT MEETING  
Proposal for future works within Harry Richards Garden (15)  
Draft Notes: FC Confidential Session, 18<sup>th</sup> August 2022 (17)  
Draft Notes: PPR Confidential Session, 13<sup>th</sup> October 2022 (19a)  
Draft Notes: PERSONNEL Confidential Session, 13<sup>th</sup> October 2022 (19b)