



## PARKS & PUBLIC REALM COMMITTEE – 5<sup>TH</sup> JANUARY 2023

The members listed below are summoned to attend the above meeting, which will be held on **THURSDAY 5<sup>TH</sup> JANUARY 2023**, in the Edward German Room, Whitchurch Civic Centre commencing at **7.00pm**.

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: 23<sup>rd</sup> December 2022**

**Mike McDonald**  
Proper Officer / RFO  
Whitchurch Town Council

**Councillors: J. De-Wyrall, C. Doyle, A. Hotchkiss, P. Lea, M. Ridgway, G. Sullivan**

### 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.



# whitchurch town council

AGENDA: PARKS & PUBLIC REALM COMMITTEE MEETING, THURSDAY 5<sup>TH</sup> JANUARY 2023

## 1. Apologies / Committee Vacancy

To receive any apologies and reasons for absence.

To note a Committee vacancy, following a resignation – to be considered once co-option process completed.

## 2. Declarations of Interest

To receive any Disclosure of Ordinary or Disclosable Pecuniary Interest in relation to any item on the Agenda

## 3. Minutes

To confirm the minutes of the Parks & Public Realm Committee Meeting held on 3<sup>rd</sup> November 2022 and sign as an accurate record of that meeting

## 4. Public Participation

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.

## 5. Action Point Update

To receive an update on actions agreed at the Parks & Public Realm Committee of 3<sup>rd</sup> November 2022 (ratified at Full Council on 17<sup>th</sup> November 2022):

- a. Football Pitches **WTC/PPR/02/2223 – IN PROGRESS**
- b. Jubilee Park – Solar Lighting **WTC/PPR/04/2223 – COMPLETED DECEMBER 2022**
- c. Jubilee Park – Gym Equipment Relocation **WTC/PPR/05/2223 – ON HOLD**
- d. Dog Fouling **WTC/PPR/06/2223 – PENDING SHROPSHIRE COUNCIL DECISION**
- e. Deermoss Meadow Play Area **WTC/PPR/08/2223 – IN HAND WITH NEW PARKS TEAM**
- f. RoSPA Maintenance Schedule – **IN PROGRESS WITH NEW PARKS TEAM**
- g. Town Signage Review **WTC/PPR/16/2223 – WORKING PARTY, JANUARY 2023**

## 6. 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

## 7. Confidential Action Point Update

To receive an update on actions agreed at the Parks & Public Realm Committee of 3<sup>rd</sup> November 2022 (ratified at Full Council on 17<sup>th</sup> November 2022):

- h. Deermoss Meadow (Developers) – **PROPER OFFICER UPDATE**
- i. Edgeley Gardens Play Area **WTC/PPR/10/2223 – COMPLETED NOVEMBER 2022**
- j. Park Avenue – Long Stay Car Park – **SEE AGENDA ITEM 8**
- k. Jubilee Park Play Area **WTC/128/2122 – ON HOLD, BUT IN PROGRESS**
- l. Grounds Maintenance Contract – related matters – **SEE AGENDA ITEM 9**

#### **8. Shropshire Council – Outstanding Asset Discussions**

To note a further meeting on 19<sup>th</sup> January 2023 (re-arranged from December 2022) regarding Asset Transfer considerations, namely Park Avenue Car Park and Contractors Area/Car Park at Sherry Mill Hill (Jubilee Park)

#### **9. Grounds Maintenance Contract – related matters**

To determine:

- a. Tender Process – Jubilee Park (mowing) and Cemetery Upkeep 2022/23
- b. Provision and pricing of Hanging Baskets 2022/23
- c. Planting Schemes – Parks & Open Spaces 2022/23

#### **10. Personnel Update**

To receive a brief update from the Proper Officer on the new Facilities (Public Realm) Team and discuss any feedback

#### **Associated Papers:**

- a. Draft Minutes: PPR Committee, 3<sup>rd</sup> November 2022 (item 3)