



whitchurch town council

MINUTES: FULL TOWN COUNCIL MEETING, THURSDAY 20th JULY 2023

MINUTES OF THE FULL TOWN COUNCIL MEETING HELD ON THURSDAY 20th JULY 2023

PRESENT

Councillors: J. De-Wyrall C. Doyle A. Hall R. Hall A. Jackson
P. Lea J. Morris M. Phipps M. Ridgway G. Sullivan
P. Sample P. Tew

Proper Officer: Mike McDonald

IN ATTENDANCE: P. Mullock – Shropshire Councillor (Whitchurch North) 3 Members of the Public

The meeting was preceded by a Presentation from Emma Broad, Ecology & Biodiversity Officer, Wrexham Borough Council (and local resident) in relation to current and forthcoming biodiversity responsibilities. As published, members of the public were admitted at 7.15pm.

Councillor A. Hall opened the meeting at 7.20pm. It was agreed by all that Item 17 (DVSA) would be brought to the beginning of the Confidential Session and Shropshire Councillor, Peggy Mullock, permitted to attend for that item.

1. Apologies

Apologies were received Cllrs Hotchkiss and Purt for this meeting

2. Declarations of Interest

No declarations of Councillors' Disclosure of Ordinary or Disclosable Pecuniary Interests in relation to the agenda items in this meeting were received.

3. Mayor and Member Update

14th July 2023 Meeting visiting French Students on Bastille Day for presentations and promotion of our Town Twinning

Member Update:

Cllr R. Hall Welcomed the visiting French Students to the town at the Civic Centre on Monday 10th July 2023
Cllr Sullivan Attended the recent meeting of the Whitchurch Waterway Trust

4. Minutes

The minutes of the Extraordinary Full Town Council Meeting held on 26th May 2023 were unanimously agreed and signed as an accurate record of that meeting. Proposed Cllr A. Hall, seconded Cllr Doyle

5. Public Participation

It was resolved that Standing Orders were suspended (Proposed Cllr A. Hall, seconded Cllr R. Hall – all in favour), whilst members of the public were 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 a responsibility.

(Key: MoP = Member of the Public).

<i>MoP</i>	<i>A Friday Market Stallholder, spoke in support of proposals to be discussed later in this meeting.</i>
<i>SC Cllr Peggy Mullock</i>	<i>Noted the progress being made on both the Swimming Pool and Medical Centre developments. Outlined proposals to request speed limit reduction on Tilstock Road and support of WTC requested (unanimously agreed by all with the Proper Officer to write in support).</i>
<i>Questions to SC Cllr</i>	<i>Cllr Ridgway – High Street Paving Cllr Phipps – Talbot Street junction Both items noted by Cllr Mullock for future update/s.</i>

There being no further items, Standing Orders were reinstated. Proposed Cllr A. Hall, seconded Cllr R. Hall – all in favour

6. Governance Matters: Committee Chair Reports and Minutes

- a) Cllr Lea gave a brief overview of the PARKS & PUBLIC REALM Committee Meeting of 8th June 2023 and items contained within this agenda. The minutes of the meeting were received and noted, pending approval by the Committee at their next meeting. Proposed Cllr Lea, seconded Cllr Sullivan – all in favour.
- b) Cllr R. Hall gave a brief overview of the PERSONNEL Committee Meeting of 13th June 2023 and items contained within this agenda. The minutes of the meeting were received and noted, pending approval by the Committee at their next meeting. Proposed Cllr R. Hall, seconded Cllr A. Hall – all in favour.
- c) Cllr Phipps gave a brief overview of the CULTURE & CIVIC Committee Meeting of 22nd June 2023 and items contained within this agenda. The minutes of the meeting were received and noted, with minor amendment, pending approval by the Committee at their next meeting. Proposed Cllr Phipps, seconded Cllr Doyle – all in favour.
- d) Cllr R. Hall gave a brief overview of the OVERSIGHT Committee Meeting of 6th July 2023 and items contained within this agenda. The minutes of the meeting were received and noted, pending approval by the Committee at their next meeting. Proposed Cllr R. Hall, seconded Cllr A. Hall – all in favour.

e) In the absence of their Chair, the minutes from the HEALTH & WELLBEING Advisory Group Meeting of 6th June 2023 were received and noted, pending approval by the Advisory Group at their next meeting. Proposed Cllr Doyle, seconded Cllr R. Hall – all in favour.

7. Finance Matters: Financial Management Information (Q1)

Months 1 – 3 Financial Information was received and noted. The Proper Officer reminded Council that Financial MI is scrutinised in detail by the recently established OVERSIGHT Committee.

8. Pre-Meeting Presentation: Biodiversity

Council thanked Emma Broad for her interesting presentation prior to this meeting. After consideration it was **unanimously resolved** that biodiversity responsibilities should receive on-going consideration at the PARKS & PUBLIC REALM Committee as a delegated matter, to ensure continued compliance with legal obligations of a Town & Parish Council. Proposed Cllr Jackson, seconded Cllr Doyle. **WTC/FC/19/2324**

9. Policing Matters: Police & Crime Commissioner “Town & Parish Council Survey”

After consideration it was **unanimously resolved** that the Proper Officer shall complete responses to the survey on the Council’s behalf. Councillors requested to provide any specific feedback prior to Friday 28th July 2023. Proposed Cllr A. Hall, seconded Cllr Sullivan. **WTC/FC/20/2324**

10. Policing Matters: Policing Panel Update

It was noted that the initial meeting of the Panel had taken place to establish working protocols and that the completion of an “Information Sharing Agreement” was in progress to enable effective discussions on concerns. Future meeting dates will be established and distributed with subsequent reports presented to Full Council.

11. 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. Proposed Cllr A. Hall, seconded Cllr R. Hall – all in favour.

Summary of Points tabled (with separate notes as appropriate, due to the specific nature of items discussed):

17. CC Matters: DVSA Update (brought forward - SC Cllr Mullock in attendance)

The Proper Officer and SC Cllr Mullock presented an update on recent actions on behalf of the Town Council and Shropshire Council respectively. After consideration of the “Licence to Operate” and related advice from the Council’s legal advisors, it was **unanimously resolved** that the matter should be deferred to the Proper Officer, under delegated powers, to take the matter to its conclusion. Proposed Cllr A. Hall, seconded Cllr Jackson. **WTC/FC/21(C)/2324**

12. PPR Matters: Solar Lighting Project (Jubilee Park), WTC/PPR/03/2324

After consideration, it was **unanimously resolved** to ratify the installation of additional solar lighting in the vicinity of the Skatepark and Harry Richards Garden as a Community Infrastructure Levy Project. As an extension to the previously awarded contract, it was further resolved to award the contract to Highline Electrical at £4,924.80 (net) relying on exemptions contained with the Council's Financial Regulations (11/05/2023, WTC/FC/ACM/04/2324), specifically 11.1 (iv). Proposed Cllr Lea, seconded Cllr Doyle. **WTC/FC/22(C)/2324**

13. CC Matters: Electrical Works – WTC/CC/03/2324

After discussion, it was agreed to defer the matter pending further consideration to specific Landlord/Tenant responsibilities and the Civic Centre Lease, dated 18th February 2011.

14. CC Matters: Friday Market

After discussion, it was **unanimously resolved** to undertake a full Options Appraisal for further consideration, with specific actions separately noted. The matter to be brought back to Full Council via the Culture & Civic Committee when completed. The Proper Officer will progress as appropriate. Proposed Cllr Phipps, seconded Cllr Morris. **WTC/FC/23(C)/2324**

Cllr Tew left Meeting at 8.20pm

15. CC Matters: Heritage Craft Units

After consideration, it was **unanimously resolved** to complete several actions, separately noted because of commercial or contractual sensitivities. Proposed Cllr A. Hall, seconded Cllr Phipps. **WTC/FC/24(C)/2324**

16. Whitchurch Place Plan Review: Working Group

After consideration, it was **unanimously resolved** to establish a Task & Finish Group for the completion of initial responses to the consultation, meeting in public forum as soon as practicable. Working Group: Cllrs De-Wyrall, A. Hall, Morris, Phipps and Sullivan. Proper Officer to progress prior to 7th August deadline. **WTC/FC/25C/2324**

18. Personnel Matters: Appraisal Update

The outcomes from a recent confidential Appraisal were noted following an overview by Cllr R. Hall, Chair of the Personnel Committee, separately noted.

19. Governance Matters: Code of Conduct / External Engagement

Cllr A. Hall reminded Councillors of the need to comply with the established Code of Conduct both within the Council Chamber, and externally, as part of on-going assurances for good governance.

There being no further business, the meeting closed at 8.37pm

Signed as a true record of the meeting:

Chair: _____

Date: _____