



whitchurch town council

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FULL TOWN COUNCIL MEETING – 20TH JULY 2023

All members are summoned to attend the above meeting, which will be held on **THURSDAY 20TH JULY 2023**, 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: 14th July 2023

Mike McDonald
Proper Officer / RFO
Whitchurch Town Council

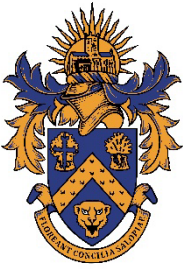
PLEASE NOTE THAT THE MEETING WILL BE PRECEDED BY A PRESENTATION TO FULL COUNCIL FROM EMMA BROAD (ECOLOGY & BIODIVERSITY OFFICER, WREXHAM BC & LOCAL RESIDENT) IN RELATION TO CURRENT AND FORTHCOMING BIODIVERSITY RESPONSIBILITIES.

PLEASE NOTE:

THE PUBLIC WILL BE ADMITTED AT 7.15PM FOR THE PUBLIC SESSION OF THE FULL COUNCIL MEETING.

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 20TH JULY 2023

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

To confirm the minutes of the Extraordinary Full Council Meeting of 26th May 2023 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. Governance Matters: Committee, Working and Advisory Chair Reports and Minutes

- a) To receive a brief verbal report from the Chair of the PARKS & PUBLIC REALM COMMITTEE and to receive and note minutes from the meeting of 8th June 2023, including recommendations for items on this agenda.
- b) To receive a brief verbal report from the Chair of the PERSONNEL COMMITTEE and to receive and note minutes from the meeting of 13th June 2023, including recommendations for items on this agenda.
- c) To receive a brief verbal report from the Chair of the CULTURE & CIVIC COMMITTEE and to receive and note minutes from the meeting of 22nd June 2023, including recommendations for items on this agenda.
- d) To receive a brief verbal report from the Chair of the OVERSIGHT COMMITTEE and to receive and note minutes from the meeting of 6th July 2023, including recommendations for items on this agenda.
- e) To receive a brief verbal report from the Chair of the HEALTH & WELLBEING ADVISORY GROUP and to receive and note minutes from the meeting of 6th June 2023, together with any associated recommendations.

7. Finance Matters: Financial Management Information (Q1)

To note Month 1 -3 Financial MI (M1 and 2 having been presented to the Oversight Committee on 6th July 2023).

8. Pre-Meeting Presentation: Biodiversity Responsibilities

To note that a Biodiversity Policy will be presented to Full Council in due course, via WTC Oversight Committee, which will reflect any points raised from the pre-meeting presentation in relation to the Environment Act 2021 and/or local biodiversity responsibilities.

9. Policing Matters: Police & Crime Commissioner “Town & Parish Council Survey 2023”

To consider and delegate response, if necessary, to the PCC Town & Parish Council Survey 2023.

10. Policing Matters: Policing Panel Update

To note the initial meeting of the Policing Panel on 28th June 2023 and any resultant action points requiring attention.

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.

12. PPR Matter: Solar Lighting Project (Jubilee Park) – WTC/PPR/03/2324 (Contractual)

To consider and determine a recommendation, for the provision of 2no. solar lights in the vicinity of the skatepark and 1no. in the Harry Richard’s Garden (both Jubilee Park) as an extension to the previous Solar Lighting Project. REF PPR MINUTES.

13. CC Matters: Civic Centre Electrical Works – WTC/CC/03/2324 (Contractual)

To consider and determine a recommendation for essential works under ‘preferred supplier’ provisions. REF CC MINUTES.

14. CC Matters: Friday Market (Contractual)

To receive an update from the Chair of the Culture & Civic Committee in relation to the Friday Market and consider any action necessary following stallholder representation. REF CC MINUTES.

15. CC Matters: Heritage Craft Units (Contractual)

To receive an update from the Chair of the Culture & Civic Committee in relation to the Whitchurch Heritage Craft Units and determine actions thereafter.

16. Whitchurch Place Plan Review: Working Group (Confidential Papers)

To consider creation of a small working group to determine amendments and additions to the Whitchurch Place Plan, as outlined in recent Committee meetings, prior to a 7th August deadline.

17. CC Matters: DVSA Update (Contractual)

To receive a verbal update from the Proper Officer in relation to the DVSA occupation of Whitchurch Civic Centre Facilities and consider a “Licence to Operate” following separate legal advice.

18. Personnel Matters: Appraisal Update (Personnel)

To receive a verbal update from the Chair of the Personnel Committee.

19. Governance Matters: Code of Conduct / External Bodies

To receive a verbal update from the Chair of the Council.

Associated Papers:

(X) = Agenda Item

Draft Minutes: EFC Meeting, 26th May 2023 (4)

Draft Minutes: PPR Committee, 8th June 2023 (6a)

Draft Minutes: CC Committee, 22nd June 2023 (6c)

Meeting Notes: H&W Advisory Group, 6th June 2023 (6e)

PCC Town & Parish Survey 2023 (9)

Local Policing Report (5)

Draft Minutes: Personnel Committee, 13th June 2023 (6b)

Draft Minutes: Oversight Committee, 6th July (6d)

I&E and Bal Sheet, Months 1- 3 (7)

Quotation: Solar Lighting Project **CONF** (12)

Quotation: Civic Centre Electricals **CONF** (13)

Heritage Craft Units Background Info **CONF** (15)

Whitchurch Current Place Plan and databased items – for review – x2 documents **CONF** (16)

Place Plan Guidance and FAQs – x 2 documents **CONF** (16)

Licence to Operate and associated correspondence (if any) **CONF** (17)