



PARKS & PUBLIC REALM COMMITTEE – 7TH SEPTEMBER 2023

The members listed below are summoned to attend the above meeting, which will be held on **THURSDAY 7TH SEPTEMBER 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: 31st August 2023

Mike McDonald
Proper Officer / RFO
Whitchurch Town Council

Councillors: J. De-Wyrall, A. Hotchkiss, A. Jackson, P. Lea, J. Morris

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 (PPR) COMMITTEE MEETING, THURSDAY 7TH SEPTEMBER 2023

1. Apologies

To receive Councillor apologies in relation to this meeting.

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 Meeting held on 8th June 2023 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 beings 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 8th June 2023 (noted at Full Council on 20th July 2023):

- a. Bus Users Shropshire / Tesco (PPR MINUTES – 2 MARCH 2023) – ACTION COMPLETE WITH BENCH INSTALLED (AUGUST 2023)
- b. Football Pitches WTC/PPR/02/2223 – IN PROGRESS (CLLR PT)
- c. Dog Fouling WTC/PPR/06/2223 – PENDING SHROPSHIRE COUNCIL DECISION (DUE SEPTEMBER / OCTOBER 2023)
- d. Town Signage Review WTC/PPR/16/2223 – ON-GOING; CANAL SIGNAGE COMPLETE (WITH REVISED TOWN MAP), DIRECTIONAL SIGNAGE IN PROGRESS
- e. Solar Lighting Extension WTC/PPR/03/2324 & FC WTC/FC/22C/2324 – COMPLETED JULY 2023
- f. Jubilee Park, Automatic Irrigation WTC/PPR/04/2324 – COMPLETE AND SUPPLIED TO COMMUNITY GROUP TO PROGRESS, JULY 2023
- g. RoSPA Maintenance Schedule – SEE AGENDA ITEM

6. RoSPA Maintenance Schedule

To note the recent completion of RoSPA Playground inspections (July 2023) and further note the accompanying “Action Tracker” to inform progress of any maintenance outside ‘normal’ schedule/s. To note activity in progress and agree further actions if necessary.

7. 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.

8. Jubilee Park Knotweed

To note the ongoing treatment of Contractor Yard Knotweed and receive an update from the Proper Officer in relation to related matters, with associated actions.

9. Learnings from Summer 2023 PPR activity

To discuss any learnings from a staffing / public realm perspective of “Year 1” PPR Team activity and note planned actions for Autumn – Spring activity. Any subsequent actions to be progressed in consultation with the PPR Team. To further receive a verbal update from the Proper Officer in relation to correspondence received and agree proposed activity.

10. Shropshire Council – Asset-related activity

To note ongoing discussions in relation to Community Assets and that developments will be discussed at Full Council level when appropriate (FC March Minutes refer).

11. Harry Richards Garden – Fountain Maintenance

To receive a verbal update from the Proper Officer and agree immediate actions.

12. Cemetery Maintenance Update

To receive a verbal update from the Proper Officer and agree immediate actions.

13. Budget – 2024/25 Financial Year

To note commencement of the budget planning cycle for the 2024/25 Financial Year and propose projects for inclusion, if any.

Associated Papers:

- a. Draft Minutes: PPR Committee, 8th June 2023 (3)
- b. RoSPA Report Set (x9 documents) with associated “Action Tracker” (8)