



whitchurch town council

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FULL TOWN COUNCIL MEETING – 20TH DECEMBER 2023

All members are summoned to attend the above meeting, which will be held on **WEDNESDAY 20TH DECEMBER 2023**, in **Bargates Hall, Church Street, Whitchurch, SY13 1LB** 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 December 2023

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.



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 18th October 2023 and sign as an accurate record of that meeting.
- b) To confirm the minutes of the Extraordinary Full Council Meeting of 3rd November 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 draft minutes from the meeting of 9th November 2023, to be ratified at the next Committee Meeting. *Members are specifically signposted to the recommendation of the Committee (WTC/PPR/08 (C)/2324), tabled as item 8 on this agenda.*
- b) To receive a brief verbal report from the Chair of the OVERSIGHT Committee and to receive and note draft minutes from the meeting of 6th December 2023, to be ratified at the next Committee Meeting.
- c) To note that the following Committee Meetings were cancelled due to the impact of the Whitchurch Civic Centre RAAC investigative and associated works - Culture & Civic (23rd November). Appropriate notices were posted, and urgent items presented on this agenda, if appropriate.
- d) To receive a brief verbal report from the Chair of the HEALTH & WELLBEING Advisory Group and to receive note from the meeting of 6th September 2023.

7. Governance Matters: Policy Approval (Biodiversity)

To consider and approve the proposed Biodiversity Policy to meet obligations of Section 40 of the Natural Environment and Rural Communities Act 2006, updated by Section 102 of the Environment Act 2021.

8. Parks & Public Realm Matters: Recommendation WTC/PPR/08(C)/2324

To consider and approve the recommendation to assign the cost of an additional streetlight on Caldecott Crescent to CiL EMR (£3,455 net). Installation agreed following a resident request.

9. Finance / Governance Matters: Small Community Grants (Round 2) 2023/24

To note recently approved Grants by the Oversight Committee (6th December 2023 – WTC/O/ WTC/O/07/2324):

Whitchurch Singers £500	Whitchurch Senior Citizens £500
St John’s Methodist Church £500	Wingate Trust £200
Bradbury Care Centre £1,025	Whitchurch Cricket Club £2,000
Watergate Centre £500	
ROUND 2 DISTRIBUTION £5,225	

10. Finance Matters: Budget & Precept Request 2024/25

To consider and approve the 2024/25 Budget and Precept Request.

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. Personnel Matters: Update (Personnel)

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

Associated Papers:

(X) = Agenda Item

Draft Minutes: FC Meeting, 18th October 2023 (4a)

Local Policing Report (5)

Draft Minutes: Oversight Committee, 6th December 2023 (6b)

WTC Biodiversity Policy (7)

Draft Minutes: EFC Meeting, 3rd November 2023 (4b)

Draft Minutes: PPR Committee, 9th November 2023 (6a)

Notes: Health & Wellbeing Adv/Group, 6th September 2023 (6d)

Budget and Precept Request 2024/25 (8)

Confidential Notes: FC Meeting 18th October (11 **conf**)

Confidential Notes: EFC Meeting 3rd November (11 **conf**)

Confidential Notes: PPR Committee, 9th November 2023 (11 **conf**)

Confidential Notes: Oversight Committee, 6th December 2023 (11 **conf**)