

whitchurch town council

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FULL TOWN COUNCIL MEETING – 24TH APRIL 2024

All members are summoned to attend the above meeting, which will be held on **WEDNESDAY 24TH APRIL 2024**, 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.

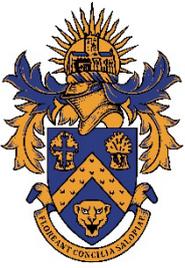
Members are respectfully asked to advise the Proper Officer, prior to the meeting, if they are unable to attend.

Date of Notice: 18th April 2024

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

To confirm the minutes of the Full Council Meeting of 21st February 2024 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 7th March 2024, to be ratified at the next Committee Meeting.
- b) To receive a brief verbal report from the Chair of the CULTURE & CIVIC Committee and to receive and note draft minutes from the meeting of 21st March 2024, to be ratified at the next Committee Meeting. *Members are specifically directed to note Committee Resolution WTC/CC/06(C)/2324, together with recommendations WTC/CC/07(C)/2324 and WTC/CC/08(C)/2324, all of which appear as agenda items in this meeting.*
- c) To receive a brief verbal report from the Chair of the OVERSIGHT Committee and to receive and note draft minutes from the meeting of 11th April 2024, to be ratified at the next Committee Meeting. *Members are specifically directed to recommendation WTC/O/11(a-e)/2324, which also appears as an agenda item in this meeting.*

7. Culture & Civic Committee: Resolution WTC/CC/06(C)/2324 – relocation of CCTV Control

To note the resolution of the Culture & Civic Committee (21st March 2024) under Financial Regulations 4.5 and 11.1, as minuted, in relation to the relocation of CCTV Control Room facilities.

8. Culture & Civic Committee: Resolution WTC/CC/07(C)/2324 – Youth Service: Delivery of “Thriving Children & Families” grant-supported Project

To note the recommendation of the Culture & Civic Committee (21st March 2024) and resolve that Cllr Andy Hall acts as project lead in his professional capacity for this grant-funded project, overseen by the Proper Officer/RFO.

9. Culture & Civic Committee: Resolution WTC/CC/08(C)/2324 – Heritage Centre Repairs

To note the recommendation of the Culture & Civic Committee (21st March 2024) and, having confirmed that Financial Regulations are satisfied, resolve that Whitchurch Town Council commission repair works to Whitchurch Heritage Centre as quoted (£19,650 ex VAT; additional costs £4,560 ex VAT, scaffolding (indicative) and £170 ex VAT scaffold licence).

10. Oversight Committee: Resolution WTC/O/11(a-e)/2324 – Approval of Policies

To note the recommendation of the Oversight Committee (11th April 2024) to approve and adopt the following Policies, as presented:

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|--|-------------------------------------|
| a. Expenses | b. Investment & Treasury Management |
| c. Income Collection & Debt Recovery | d. Gifts & Hospitality |
| e. Persistent & Vexatious Communications | |

11. Motion Cllr A. Hall: CiL and Trust Fund Allocation – Astro Pitch, SJT School & Sixth Form

That Whitchurch Town Council allocate £60K of its Community Infrastructure Levy Funds (CiL) and £20K from the Frank Greaves Trust Fund, held by WTC, as part-funding towards a proposed installation of a new Astro pitch, for public benefit, at Sir John Talbots School & Sixth Form.

12. 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.

13. Whitchurch Town Council Strategic Review (Sensitive)

To note that the Proper Officer has commenced a Strategic Review of Town Council Services and related Establishment, which will be presented to Committees and Full Council in the new Civic Year.

14. Whitchurch Town Council – Parks & Public Realm Investment (Sensitive)

To receive background information and determine an appropriate amount for investment into the development of the Town Council’s Parks & Public Realm service/s.

Associated Papers:

(X) = Agenda Item

Draft Minutes: FC Meeting, 21st February 2024 (4)

Local Policing Report (5)

Draft Minutes: PPR Committee, 7th March 2024 (6a)

Draft Minutes: CC Committee, 21st March 2024 (6b)

Draft Minutes: Oversight Committee, 11th April 2024 (6c)

Policies for approval x 5 (10)

Motion (Cllr A Hall) supporting information (11)