



whitchurch town council

MINUTES: AMENITIES & EVENTS COMMITTEE MEETING, 19TH JUNE 2024

MINUTES – AMENITIES & EVENTS COMMITTEE MEETING HELD ON WEDNESDAY 19TH JUNE 2024

PRESENT

Councillors: C. Doyle A. Gilmore M. Phipps C. Purt
Proper Officer: Mike McDonald

IN ATTENDANCE:

Councillors: R. Hall A. Hotchkiss J. Morris Public: N/A

The meeting was opened at 7.00pm by former (Culture & Civic) Committee Chairman, Cllr Phipps

1. Election of Committee Chairman

Following a nomination by Cllr Doyle, seconded by Cllr Purt, it was unanimously **resolved** to elect Cllr Phipps as Committee Chairman for the 2024/25 Civic Year.
WTC/AE/01/2425

2. Election of Committee Vice-Chairman

Following a nomination by Cllr Phipps, seconded by Cllr Purt, it was unanimously **resolved** to elect Cllr Doyle as Committee Vice-Chairman for the 2024/25 Civic Year.
WTC/AE/02/245

3. Amenities & Events Committee – Terms of Reference and Scope

The Terms of Reference, and scope, of the Amenities & Events Committee, aligned to other WTC governance policies ¹, ratified by Full Council on 15th May 2024, were noted.

4. Heritage Advisory Group

- a) The Terms of Reference, and scope, of the Heritage Advisory Group, alongside Committee responsibilities aligned to other WTC governance policies ², ratified by Full Council on 15th May 2024, were noted.
- b) Membership of the Heritage Advisory Group, as ratified by Full Council on 15th May 2024 (WTC/FC/ACM/06/2425), was noted (appended for clarity) ⁱ.
- c) It was agreed that Cllr Gilmore, being both a member of the AE Committee and Heritage Advisory Group, would act as Committee lead for the Heritage Advisory Group during the 2024/25 Civic Year, to expedite an appropriate meeting schedule.

¹ WTC/FC/ACM/09/2425 – Standing Orders, Financial Regulations, Scheme of Delegation and Councillor Code of Conduct

² WTC/FC/ACM/09/2425 – Standing Orders, Financial Regulations, Scheme of Delegation and Councillor Code of Conduct

5. Apologies

No Apologies were received for this meeting.

6. 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.

7. Minutes

After a proposal by Cllr Doyle, seconded by Cllr Phipps, the minutes of the former Culture & Civic Committee Meeting held on 21st March 2024 were approved and signed by the Chairman as a true record of that meeting.

8. Public Participation

It was resolved that Standing Orders were suspended (Proposed Cllr Phipps, seconded Cllr Doyle – 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.

No questions or comments were raised by Members of the Public, including non-Committee WTC Members.

There being no further items, Standing Orders were reinstated. Proposed Cllr Phipps, seconded Cllr Purt – all in favour

9. Declaration of Climate Emergency

Following consideration and an outline of principles by the Proper Officer, it was unanimously **resolved** to recommend to Full Council the adoption of the Declaration of Climate Emergency to inform future Whitchurch Town Council decisions and engagement. Proposed Cllr Phipps, seconded Cllr Purt. **WTC/AE/03/2425**

The Proper Officer's recent completion of Carbon Literacy Project certification was noted.

10. Market Rights: Proposal (JDL Mini Markets)

Following consideration of the proposal presented, and an outline of Market Rights responsibilities by the Proper Officer, it was unanimously **resolved** to support the initiative aligned to existing WTC Policies under delegated powers. Proposed Cllr Phipps, seconded Cllr Doyle. **WTC/AE/04/2425**

11. CONFIDENTIAL BUSINESS

*Following a proposal from Cllr Phipps, seconded by Cllr Purt, it was **RESOLVED** 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.*

12. Confidential Action Point Update

The Committee discussed a verbal update from the Proper Officer on actions from previous meetings:

- a. Whitchurch Civic Centre / Leasehold Premises
- b. Heritage Centre Repairs

A summary of the updates received being separately noted.

There being no further business, the meeting closed at 7.30pm.

Signed as a true record of the meeting:

Chair: _____

Date: _____

ⁱ MEMBERSHIP OF HERITAGE ADVISORY GROUP – Civic Year 2024/25 (WTC/FC/ACM/06/2425), Agenda Item 4(b):

WTC REPRESENTITIVES

Clr Gilmore
Clr Lea
Clr Morris
Clr Ridgway
Clr Sullivan

EXTERNAL REPRESENTITIVES

1 x Heritage Centre
2 x Whitchurch Residents (to be recruited)