



whitchurch town council

MINUTES: FULL TOWN COUNCIL MEETING, WEDNESDAY 17TH JULY 2024

MINUTES OF THE FULL TOWN COUNCIL MEETING HELD ON WEDNESDAY 17TH JULY 2024

PRESENT

Councillors: J. De-Wyrall C. Doyle A. Gilmore A. Hall R. Hall
A. Jackson A. Hotchkiss J. Morris M. Phipps C. Purt

Proper Officer: Mike McDonald

IN ATTENDANCE: No SC Councillors in attendance 0 Members of the Public

The meeting was held at Bargates Hall, Whitchurch, whilst the Civic Centre is currently closed and was preceded by a presentation to Councillors by Mandy Thorn MBE DL, Trustee of Shropshire Community Foundation.

Councillor A. Hall opened the meeting at 7.15pm and welcomed those attending.

1. Standing Item: Apologies

Apologies were received from Cllrs Ebbs and Lea for this meeting.

2. Standing Item: 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.

3. Standing Item: Mayor and Member Update

31 st May 2024	Whitchurch Alport – greeting visitors from Neufchatel en-Bray (Twin Town Visit)
2 nd June 2024	Presentation of Twin Town Football Competition trophies
7 th June 2024	Official Show Home Launch - Barratt Homes / David Wilson Homes development
8 th June 2024	Opening of Fountain and Community Garden - Harry Richard's Garden
8 th June 2024	Whitchurch D-Day Party in the Park
13 th June 2024	Delivery of completed Civic Centre Surveys (Shropshire Council – Shirehall)
25 th June 2024	Awards Presentation – Triathlon UK Kids Fun Triathlon (Alderford)
18 th June 2024	BizEd CIC – Canva Training session (with Cllr Gilmore)
25 th June 2024	Grant Valentine and Den Leonard (500 mile Challenge) – Whitchurch Rugby Club
29 th June 2024	Ash Village Summer Fair opening
29 th June 2024	Armed Forces Day - Whitchurch Cricket Club
6 th July 2024	St Alkmund's Church Annual Trip to Llandudno
9 th July 2024	Shropshire Council Whitchurch Civic Centre Working Group Meeting (Shirehall)
12 th July 2024	Meeting with Helen Morgan MP (with Proper Officer)
15 th July 2024	Whitchurch Locality Meeting (addressing ASB challenges in Whitchurch)

Members:

Cllr Rose Hall (Deputy Mayor):

24th May 2024 – Opening of "Plagued with Gelousy" (Bredwood Arcade)
2nd June 2024 – Twinning Association meal with visitors
3rd June 2024 – Departure of visitors from Neufchatel en-Bray

Cllr Rose Hall (cont.) 5th June 2024 – Anniversary Celebration, Lily’s Beauty Salon, High St
8th June 2024 Fountain and Community Garden - Harry Richard’s Garden (HRG)
8th June 2024 Whitchurch D-Day Party in the Park
17th June 2024 Bottle Greenhouse (HRG) visit from SJT pupils

4. Standing Item: Minutes

The Minutes of the Extra Ordinary Full Town Council Meeting held on 22nd May 2024 were unanimously agreed and signed as an accurate record of that meeting. Proposed Cllr A. Hall, seconded Cllr Hotchkiss.

5. Standing Item: Public Participation

It was resolved that Standing Orders were suspended (Proposed Cllr A. Hall, seconded Cllr R. Hall – 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.

(Key: MoP = Member of the Public; SC = Shropshire Council; WTC = Whitchurch Town Council).

In the absence of Shropshire Councillors, several questions have been forwarded for written response:

- 1) *Regarding the recruitment and establishment numbers at the Clayton Health Centre (Pauls Moss)*
- 2) *Regarding arrangements to hold Shropshire Council contractor to account for verge/open space maintenance.*
- 3) *Regarding replacement and suggested traffic management signage in the Town Centre.*

There being no further items, Standing Orders were reinstated. Proposed Cllr A. Hall, seconded Cllr R. Hall – all in favour

6. Governance Matters: Committee, Working and Advisory Chair Reports and Minutes

- a) Cllr Jackson gave a brief overview of the PARKS & PUBLIC REALM Committee Meeting of 5th June 2024. The Minutes of the meeting were received and noted, pending approval by the Committee at their next meeting. Proposed Cllr Jackson, seconded Cllr Hotchkiss – all in favour.
- b) Cllr Phipps gave a brief overview of the AMENITIES & EVENTS Committee Meeting of 19th June 2024 and highlighted recommendations on this meeting’s Agenda. The Minutes of the meeting were received and noted, pending approval by the Committee at their next meeting. Proposed Cllr Phipps, seconded Cllr Purt – all in favour.
- c) Cllr R. Hall gave a brief overview of the OVERSIGHT Committee Meeting of 3rd July 2024 and highlighted items on this meeting’s Agenda. The Minutes of the meeting were received and noted, pending approval by the Committee at their next meeting. Proposed Cllr R. Hall, seconded Cllr A. Hall – all in favour.
- d) Cllr R. Hall gave a brief overview of the PERSONNEL Committee Meeting of 3rd July 2024. The Minutes of the meeting were received and noted, pending approval by the Committee at their next meeting. Proposed Cllr R. Hall, seconded Cllr Jackson – all in favour.

7. Governance Matters: Armed Forces Community Covenant Pledge

Following consideration, it was **unanimously** resolved to adopt the Armed Forces Covenant, which was signed by the Chairman. Proposed Cllr A. Hall, seconded Cllr Jackson. Proper Officer to formally register. **WTC/FC/19/2425**

8. Amenities & Events Committee: Resolution WTC/AE/03/2425 – Declaration of Climate Emergency

Following consideration, it was **unanimously resolved** to approve ratification of the recommendation from the Amenities & Events Committee. The Chairman signed the “Declaration of Climate Emergency” as presented, to inform future Council actions. Proposed Cllr Phipps, seconded Cllr Jackson. Proper Officer to publish. It was also noted that the Proper Officer was certified as “Climate Literate” and ongoing climate considerations will continue under delegated power to the Amenities & Events Committee. **WTC/FC/20/2425**

9. Amenities & Events / Parks & Public Realm Matters: CCTV Working Group

Following consideration, it was **unanimously resolved** to establish a Working Group to enable a review of the town’s CCTV system at an appropriate future opportunity, as proposed, with resultant recommendations to Full Council in due course. Membership of the Working Group: Council Chairman, Committee Chairs: Amenities & Events and Parks & Public Realm, Proper Officer, external invitees (WTC CCTV provider, Police – Whitchurch SNT). Proper Officer to instigate when appropriate. Proposed Cllr A. Hall, seconded Cllr Hotchkiss. **WTC/FC/21/2425**

10. Financial Matters: Supplier Approval

Following consideration, it was **unanimously resolved** to approve the following, aligned to WTC Standing Orders and Financial Regulations:

- a) Barlows UK Ltd under Financial Regulations 5.10 - 5.13 (et al) and Scheme of Delegation, for urgent electrical works (total £3,000 net) at the Park Compound as part of an ongoing improvement programme (**WTC/FC/46(C)/2324 – 24th April 2024**).
- b) RJ Adams UK Ltd under Financial Regulations 5.10 – 5.13 (et al) as the recommended and preferred supplier of Park utility equipment as part of ongoing improvement programme (**WTC/FC/46(C)/2324 – 24th April 2024**).

Proposed Cllr A. Hall, seconded Cllr De-Wyrall. **WTC/FC/22/2425**

11. Financial Matters: Motion – Cllr Hotchkiss (Harry Richards Will Trust)

Following consideration, it was agreed to undertake a review of Trust Funds held for the benefit of Whitchurch residents, which may include distribution of interest received or capital amounts, dependant on individual Will Trust Deeds / objectives. The matter to be referred to the next Oversight Committee, alongside a Proper Officer overview, for scrutiny, consideration and recommendation to Full Council. Projects tackling loneliness and mental health/wellbeing were particularly cited as relevant. The Proper Officer, as Responsible Finance Officer, confirmed current return on investment with CCLA (Public Sector Deposit Account) of 5.20% pa for all Trust Funds (Berrington, Graves & Richards), reinvested cumulatively.

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. Proposed Cllr A. Hall, seconded Cllr R. Hall – all in favour.

13. Oversight Committee: Small Community Grant Programme, including Grant Allocations

The recommendations from the Oversight Committee were considered, alongside correspondence received. Separately noted for action by the Proper Officer. Action proposed by Cllr A. Hall, seconded by Cllr Morris, **unanimously resolved**. WTC/FC/23C/2425

14. Whitchurch Town Council – Parks & Public Realm Investment

A progress update was received and welcomed from the Proper Officer, separately noted.

15. SC Whitchurch Civic Centre Working Group / Premises – Councillor Update

Councillors were appraised of recent developments by the Chairman and Proper Officer, separately noted, including a recent meeting with Helen Morgan MP.

There being no further business, the meeting closed at 8.25pm

Signed as a true record of the meeting:

Chair: _____

Date: _____

