



PARKS & PUBLIC REALM COMMITTEE – 6TH NOVEMBER 2024

The members listed below are summoned to attend the above meeting, which will be held on **WEDNESDAY 6TH NOVEMBER 2024**, at **Whitchurch Town Hall & Community Hub, Station Road, Whitchurch, Shropshire, SY13 1RE (Meeting Room 2)** 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: 30th October 2024

Mike McDonald
Proper Officer / RFO
Whitchurch Town Council

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

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 12 (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, WEDNESDAY 6TH NOVEMBER 2024

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 18th September 2024 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 being 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 18th September 2024 (noted at Full Council on 16th October 2024):

- a. Town Signage Review and Actions **WTC/PPR/16/2223 – ON-GOING. TO RETURN TO COMMITTEE / FULL COUNCIL FOLLOWING WORKING GROUP DISCUSSIONS**
- b. Spring Planting Programme 24/25 / Biodiversity-aligned Activity **WTC/PPR/03/2425 – IN PROGRESS**
- c. Britain in Bloom – **IN PROGRESS, MEETING TO BE ARRANGED BY PROPER OFFICER TO ASSESS AS PART OF BUDGET PREPARATIONS WHERE NECESSARY**
- d. Streetlights: Electricity Supplier **WTC/FC/28C/2425 – COMPLETED, SUPPLY NOW CONTRACTED TO WEST MERCIA ENERGY**
- e. Dog Poo Bag Trial – **IN PROGRESS, VERBAL UPDATE TO BE GIVEN BY PROPER OFFICER**
- f. Shropshire Council PSPO Signage Installation – **IN PROGRESS, SIGNS AWAITED, VERBAL UPDATE TO BE GIVEN BY PROPER OFFICER**
- g. Anti-social Driving – **EXTERNAL ACTION. TO NOTE THAT THE PROPER OFFICER IS SEEKING AN UPDATE TO THE OCTOBER 2024 “ON THE BEAT” AND OTHER POLICE UPDATES ON ACTIVITY RELATING TO ASD. TO FURTHER NOTE THAT A ‘POLICING PANEL’ UPDATE MEETING WILL BE REQUESTED SHORTLY, WHICH INCLUDES ACD AS A “TOP 3” POLICING PRIORITY (ALONGSIDE “DRUGS” AND “ANTI-SOCIAL BEHAVIOUR”)**

6. Advisory Group Updates

To receive an update, if any, from the Cemetery Advisory Group Committee Lead (Cllr Lea).

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. Update on Confidential Action Points: For Information

To receive a brief verbal update on Confidential Action Points from the Proper Officer, if any, including:

- a. Shropshire Council Asset Transfer (**CONTRACTUAL / LEGAL**)

9. “Back to Basics” Programme Update (**CONTRACTUAL**)

To note WTC awaiting final reports and activity plans from contracted consultant.

10. Staffing Matter (**CONFIDENTIAL**)

To receive an update from the Proper Officer regarding confidential staffing matters and an associated recruitment campaign.

11. Budget 2025/26 (**CONTRACTUAL considerations included**)

To consider the formulation of the draft budget for items under the remit of the Parks & Public Realm Committee, to be submitted as part of Full Council Budget Proposals. **RFO recommendation:** to retain budget level for 2025/26 at 2024/25 levels where possible, to ensure minimal impact on precept levels, except for ‘known’ increases, e.g. floral displays (supported by WTC Reserves in 2024/25). Use of outstanding CiL / WTC Reserve monies where possible for any additional ‘project’ work, which would be subject to Proposal/s to be presented to Full Council for appropriate consideration.

Associated Papers:

Draft Minutes: PPR Committee, 18th September 2024 (3)

Summary of Planting – Autumn 2024 for Winter/Spring Displays (5b) – to be distributed at the meeting

Confidential:

Budget Summary PPR 2024/25 and YTD (11C) – to be distributed at the meeting

Floral displays – planting 2025/26 (11C) – to be distributed at the meeting