



# whitchurch town council

MINUTES: PARK & PUBLIC REALM COMMITTEE MEETING, 6<sup>TH</sup> NOVEMBER 2024

## MINUTES - PARKS & PUBLIC REALM COMMITTEE MEETING HELD ON WEDNESDAY 6<sup>TH</sup> NOVEMBER 2024

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### PRESENT

Councillors: J. De-Wyrall A. Hotchkiss A. Jackson

Proper Officer: Mike McDonald

### IN ATTENDANCE:

Councillors: A. Hall J. Morris M. Ridgway Public: 0 x Members of the Public

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The meeting was opened at 7.00pm by Committee Chairman, Cllr Jackson

#### 1. Apologies

Apologies were received from Cllr Sullivan for this meeting.

#### 2. 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. Minutes

After a proposal by Cllr De-Wyrall, seconded by Cllr Hotchkiss, the minutes of the Parks & Public Realm Committee Meeting held on 18<sup>th</sup> September 2024 were approved and signed by the Chairman as a true record of that meeting.

#### 4. Public Participation

It was resolved that Standing Orders were suspended (Proposed Cllr Hotchkiss, seconded Cllr De-Wyrall – 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.

*Cllr Hall noted that the provision of a 'poo bag' dispenser (Jubilee Park) had been well received based on residents' comments. The Proper Officer reported that the trial continued, with monitoring, prior to extending provision (aligned to PSPO signage).*

*Cllr Morris noted historic lack of upkeep to a Shropshire Council asset, which will be reported on the Fix My Street portal.*

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

## 5. Action Point Update

The Committee discussed tabled and verbal updates from the Proper Officer on actions from previous meetings:

- a. Town Signage Review and Actions **WTC/PPR/16/2223** – it was noted that Working Group meetings will recommence shortly, followed by appropriate Committee / Full Council reports and proposals where necessary (based on provisions in the WTC Scheme of Delegation, Standing Orders and Financial Regulations)
- b. Spring Planting Programme 24/25 / Biodiversity-aligned Activity **WTC/PPR/03/2425** – it was noted that seasonal planting was in progress, a list being reviewed by the Committee, and the in-house team were scoping appropriate areas for bee/bird friendly wildflower planting, as directed
- c. Britain in Bloom – it was noted that the item was in progress, with a meeting to be arranged by Proper Officer to assess as part of 2025/26 budget preparations where necessary
- d. Streetlights: Electricity Supplier **WTC/FC/28C/2425** – it was noted that this item was **complete**, with supply now contracted to West Mercia Energy
- e. Dog Poo Bag Trial – with reference to the previous Agenda item, it was noted that the trial continued and was actively monitored prior to roll-out, aligned to PSPO (Public Space Protection Order) signage
- f. Shropshire Council PSPO Signage Installation – it was noted that signage from Shropshire Council is awaiting delivery, to be installed by the Facilities Team (and aligned to item 5e above)
- g. Anti-social Driving (ASD) – it was noted that external action continues. The Committee further noted that a ‘Policing Panel’ update meeting will be requested shortly, which includes ASD as a “top 3” policing priority (alongside “drugs” and “anti-social behaviour”)

## 6. Advisory Group Updates

In the absence of Cllr Lea (Cemetery Advisory Group representative), it was agreed to carry the item over to the next Committee Meeting for appropriate update/s. The Proper Officer noted that he had recently engaged with Marbury & District Parish Council in order to update on any Cemetery matters in the absence of an Advisory Group meeting.

## 7. CONFIDENTIAL BUSINESS

*Following a proposal from Cllr Hotchkiss, seconded by Cllr De-Wyrall, 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.*

## 8. Confidential Action Point Update

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

- a. Shropshire Council – Capital Asset Transfer (**CONTRACTUAL / LEGAL**) – **IN PROGRESS**  
It was noted that Cllr A. Hall and the Proper Officer had discussed this matter, at length, in previous Shropshire Council Civic Centre Working Group (SCCCWG) Meetings, with undertakings being given by SC Officers. Progress will be sought at the next SCCCWG Meeting and reported to the next Full Council meeting.

## 9. “Back to Basics” Investment Programme (CONTRACTUAL / SENSITIVE) (Full Council – **WTC/FC/46(c)/2324**)

It was noted that the Proper Officer has arranged a meeting with the consultant to discuss final programme reports and other agreed actions, separately noted.

## 10. Staffing Matter (CONFIDENTIAL)

The Committee noted a successful recruitment campaign to replace a former team member.

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

Year-to-date Financial Management Information figures were circulated to demonstrate favourable performance against current total budget figures. Following consideration, it was **unanimously resolved** that the Proper Officer / RFO prepares a budget proposal for 2025/26 retaining current levels, where possible, to ensure minimal impact on the WTC precept request for the next financial year. It was noted that future 'project' work would be considered outside the operational budget, for potential CiL/WTC Reserve funding. Known financial pressures on next year's WTC Budget were also discussed (increase in Employer NI, Election Costs etc), for which provision must be made. It was noted that the resultant Committee budget proposal will form part of the whole, being tabled at December's Full Council Meeting. Proposed Cllr De-Wyrall, seconded Cllr Hotchkiss.  
**WTC/PPR/04C/2425**

There being no further business, the meeting closed at 8.00pm

Signed as a true record of the meeting:

Chair: \_\_\_\_\_

Date: \_\_\_\_\_