



# whitchurch town council

MINUTES: FULL TOWN COUNCIL MEETING, WEDNESDAY 18<sup>TH</sup> DECEMBER 2024

## MINUTES OF THE FULL TOWN COUNCIL MEETING HELD ON WEDNESDAY 18<sup>TH</sup> DECEMBER 2024

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### PRESENT

Councillors:	J. De-Wyrall A. Jackson	C. Doyle J. Morris	G. Ebbs M. Phipps	A. Gilmore C. Purt	R. Hall M. Ridgway
Proper Officer:	Mike McDonald				
IN ATTENDANCE:	N/A		0 Members of the Public		

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

#### 1. Standing Item: Apologies

Apologies were received from Cllrs A. Hall, Hotchkiss, Lea and Sullivan 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

In the absence of the Mayor, the item was partially held over until the Full Council Meeting scheduled for 19<sup>th</sup> February 2025.

**Members:** Cllr Rose Hall 8<sup>th</sup> November 2024 - Paul's Moss Time Capsule  
15<sup>th</sup> December 2024 – Service of 9 Lessons & Carols (St Alkmund's)

#### 4. Standing Item: Minutes

The Minutes of the Full Town Council Meeting held on 16<sup>th</sup> October 2024 were unanimously agreed and signed as an accurate record of that meeting. Proposed Cllr Morris, seconded Cllr Purt.

#### 5. Standing Item: Public Participation

No Members of the Public were in attendance for this meeting.

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

- Cllr Jackson gave a brief overview of the PARKS & PUBLIC REALM Committee Meeting of 6<sup>th</sup> November 2024. The Minutes of the meeting were received and noted, pending approval by the Committee at their next meeting. Proposed Cllr Jackson, seconded Cllr De-Wyrall – all in favour.
- Cllr Phipps gave a brief overview of the AMENITIES & EVENTS Committee Meeting of 20<sup>th</sup> November 2024. The Minutes of the meeting were received and noted, pending approval by the Committee at their next meeting. Proposed Cllr Phipps, seconded Cllr Doyle – all in favour.

c) Cllr R. Hall gave a brief overview of the OVERSIGHT Committee Meeting of 4<sup>th</sup> December 2024 and highlighted items on this meeting's Agenda (items 7 and 8). The Minutes of the meeting were received and noted, pending approval by the Committee at their next meeting. Proposed Cllr Hall, seconded Cllr Phipps – all in favour.

**7. Oversight Committee: Small Community Grants 2024/25 – Round 2 Awards**

Full Council specifically noted the awards granted by the Oversight Committee in their recent meeting (4<sup>th</sup> December 2024 – **WTC/O/07/2425**).

**8. Budget and Precept – Financial Year 2025-26**

The background paper and detail of the Budget Presentation / Precept Request was discussed. Following consideration, and recognising scrutiny by the Oversight Committee (4th December, **WTC/O/08C/2425** refers), it was **unanimously resolved** to adopt the 2025/26 Budget and Precept Request as presented (Proper Officer to progress):

Income £87,260 (£88,160)

Expenditure £679,536 (£649,892)

Precept Request £592,276 (£561,732) \*

Band D Precept £160.19 (£160.19) \*

*Bracketed figures – 2024/25 Budget provided for comparison*

*(\*) Supported from WTC Reserves to ensure no precept increase year-on-year*

Proposed Cllr Morris, seconded Cllr Ridgway. **WTC/FC/30/2425**

**9. Councillor Resignation and Associated Processes**

The resignation of Mr Pete Tew was noted (30<sup>th</sup> October 2024) alongside the Notice of Casual Vacancy published 1st November (no responses by 21st November 2024); Notice to fill Vacancy by Co-option published 27th November 2024 (closing date for acceptance of applications, 20th December 2024); and all Co-option applications will be considered by Full Council at the next scheduled meeting on 19th February 2025.

**10. Policy – Use of Artificial Intelligence**

Following consideration, it was **resolved by majority (9:1)** to adopt the proposed policy, aimed at futureproofing governance arrangements for the use of AI tools, where appropriate. Proposed Cllr Ebbs, seconded Cllr Gilmore. **WTC/FC/31/2425**

**11. 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 Phipps, seconded Cllr Ridgway – all in favour.

**12. Personnel Matters – Update (Sensitive)**

- a) Full Council noted that the Whitchurch Town Council had met obligations under the National Pay Settlement (“Green Book” Terms) in November 2024 aligned to previous resolution **WTC/FC/61C/2223**.
- b) The Proper Officer updated Council on a Personnel matter and will provide further updates once resolved.

**13. SC Whitchurch Civic Centre Working Group / Premises – Councillor Update (Sensitive)**

- a) In the absence of the Mayor, the Proper Officer updated Council on matters in relation to the Shropshire Council Civic Centre Working Group, which will also be subject to proposal/s considered by Shropshire Council / SC Cabinet early in the New Year.

- b) The meeting with Shropshire Council Leader, Cllr Lezley Picton on 19<sup>th</sup> December 2024, 6.30pm, was noted – to be attended by the Chair, Deputy Chair, Proper Officer and Committee Chairs (FC, 16<sup>th</sup> October, item 6 refers).

There being no further business, the meeting closed at 7.53pm

Signed as a true record of the meeting:

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

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

DRAFT