

Whitchurch Town Council

Civic Centre
Whitchurch
SY13 1AX



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FULL COUNCIL

All members are summoned to attend the above meeting which will be held on **THURSDAY 20th DECEMBER 2018**, in the Edward German Room, Whitchurch Civic Centre commencing **at 7.15pm.**

There is an opportunity to meet informally with Councillors for tea, coffee and biscuits from 7pm.

The meeting is held in public and the public are encouraged to attend and participate. Just occasionally matters such as contractual or staffing matters do have to be held in the confidential part of a meeting.

Please note that all Council meetings are audio recorded to ensure accuracy of subsequent minutes.

Date of Notice: 14th December 2018

Nicola Young
Town Clerk

AGENDA

1. APOLOGIES

To receive Councillor apologies.

2. DECLARATIONS OF INTEREST

To receive Councillors' Disclosure of Ordinary or Disclosable Pecuniary Interests in relation to the agenda items in this meeting.

3. MINUTES

To confirm the minutes of the Council meeting held on **Thursday 15th November 2018** and sign as an accurate record of that meeting.

4. MATTERS ARISING

To deal with matters arising from those minutes not otherwise on the agenda.

5. MAYOR'S ANNOUNCEMENTS

To receive such communications as the Mayor may wish to bring before the Council.

6. 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 a responsibility. The Mayor will at this point suspend Standing Orders to allow any members of the public to address the meeting.

7. REPORT FROM WEST MERCIA POLICE

To receive an update from the Safer Neighbourhood Team.

8. SHROPSHIRE COUNCILLORS REPORT

To receive a verbal update from members of Shropshire Council.

To reinstate Standing Orders

9. ACCOUNTS

To receive Month 8 Balance Sheets and Income & Expenditure Reports.

10. MINUTES FROM COMMITTEES

To receive minutes from the following Committees:

- a. Events & Entertainments Committee held on 25th October 2018
- b. Parks & Public Realm Committee held on 1st November 2018
- c. Civic Centre Committee held on 1st November 2018
- d. Finance Committee held on 8th November 2018
- e. Heritage Committee held on 13th November 2018
- f. Planning Committee held on 21st November 2018

11. WTC MOTION 9 FROM COUNCILLOR RADFORD

Proposal to make changes to the format of minutes for full Council & Committees, that where the Council or Committee resolves that an action is required, the minutes record:

- a. the priority level for that action (high/low)
- b. the owner(s) of that action
- c. the anticipated month in which the owner(s) will report back to Council
- d. the budget & cost code for the project

Cllr Radford defines a High Priority action as any which:

1. requires prompt or immediate closure
 2. involves possible legal action and/or non-compliance of the council or committee, or
 3. involves any current or future loss of funds not otherwise budgeted for
- with the proposal that any High Priority actions are the responsibility of the Town Clerk.

For Low Priority items, as I understood from the recent Councillor training, the Council or Committee may appoint two or more councillors, or the TC and councillor(s), to act as a 'project team'.

Further proposal that a regular agenda item is added to each agenda to hear reports on any actions due to be reported on in that month.

12. WTC MOTION 10 FROM COUNCILLOR VASEY

Proposal that Whitchurch Town Council set up a working group to develop, by mid-2019, a five-year cultural strategy for Whitchurch; to agree its membership; and plan its implementation.

13. UPDATE ON SOLAR PANEL PROJECT

To receive a verbal update on the Solar Panel Project from Cllr Simon Hamlyn.

14. MARKET HALL RELIGHTING PROJECT

The Civic Centre received the following Agenda item at their meeting on 6th December 2018:

“Prior to any works commencing, an asbestos refurbishment survey will need to be carried out to inspect areas that a management survey would not inspect. Committee are requested to agree that PSG can proceed with completing this survey for procurement reasons and arrange for the subsequent removal of asbestos if required.”

The Civic Centre Committee has recommended that “the whole market hall relighting project be put back to full Council for discussion due to escalating costs and extra work that is required to enable the project to take place”. 2 votes for & 2 abstentions

Therefore, put before Council are 8 quotes that have been received by PSG in response to the tender being sent out. Also put before Council is a background report to enable newer Councillors to have an overview of the project.

Council are requested to discuss and decide:

- a. On whether to proceed with an asbestos refurbishment survey for the market hall kitchen roof void and arrange for subsequent removal of asbestos if required.
- b. On which quote to accept following the PSG tender process.

15. EGERTON PLACE, WHITCHURCH

To receive plans and explanatory letter from Shropshire Housing Group to redevelop the garage area at Egerton Place and build bungalows on the site. Shropshire Housing Group would like to purchase further land from Whitchurch Town Council that would then allow the creation of a more meaningful development scheme similar to the bungalow complex on the opposite side of Deermoss Park. In addition, SHG would also like to purchase a small tranche of land that would allow entrance improvements and a bin collection area as requested by the local authority in pre-application discussions.

Council are requested to discuss the matter, whether there is agreement with the proposed development for the area and acceptance of the proposed offer. Council are requested to agree a way forward.

16. 2019-2020 BUDGET

The Finance Committee have reviewed the 2019-2020 budget and removed capital projects to reduce the total budget amount.

Council are requested to review the revised 2019-2020 budget, make amendments as necessary and propose acceptance to enable this Council to submit its precept request to Shropshire Council in a timely manner.

17. 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.

18. COMPLAINTS

Council are requested to decide on the process that will be applied to deal with two complaints which have been received.