

# Whitchurch Town Council

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## FULL COUNCIL

### MINUTES OF THE FULL COUNCIL MEETING HELD ON THURSDAY 17<sup>th</sup> JANUARY 2019

#### PRESENT

Cllrs: T. Neville, T O'Neill, H Vasey, S Hamlyn, A Hall, J Sinnott, A Chesters, B Duffy

#### IN ATTENDANCE

Nicola Young – Town Clerk  
Phil Brenner – Wrekin Housing Trust  
Jane Kind – Wrekin Housing Trust

#### 1. Apologies

Cllr Broders  
Cllr Raynes  
Cllr Radford

#### 2. Declarations of Interest

Cllr Hamlyn declared he personally knew the co-option candidate, Ruth Shepherd.

#### 3. Minutes

After a proposal from Cllr Hamlyn, seconded by Cllr Vasey, **WTC/160/1819 RESOLVED** to sign the minutes as an accurate record of the meeting.

#### 4. Matters Arising

Cllr Hamlyn reported on the PV Cell installation project, saying that the tenders had been sent out and that planning permission was not required. Cllr Hamlyn wished the minutes to record a thank you to the Town Clerk for her work so far on the project.

Cllr Vasey reported that the names of Cllr Hamlyn and Radford should be added to Item 12, Cultural Strategy Working Group.

#### 5. Mayor's Announcements

Date	Mayor Appointment
21 <sup>st</sup> December 2018	Attended Whitchurch Infant School prize-giving ceremony
25 <sup>th</sup> December 2018	Whitchurch Community Hospital – distributed presents to patients
11 <sup>th</sup> January 2019	Civic Centre coffee morning in aid of the Mayor's Charities

The Mayor thanked Cllrs O'Neill and Duffy and the Civic Centre staff for all their help with the coffee morning on 11<sup>th</sup> January 2019.

Cllr Neville, read out a resignation letter from Dominik Pokladecki and formally accepted the resignation. Whitchurch Town Council wish Mr Pokladecki well with his studies.

## 6. Public Participation

After a proposal from Cllr O'Neill, seconded by Cllr Hamlyn it was **WTC/161/1819 RESOLVED** to suspend Standing Orders for public participation.

## 7. Report from West Mercia Police

No Police were present

After a proposal from Cllr Duffy, seconded by Cllr Hamlyn, it was **WTC/162/1819 RESOLVED** to move Item 8 – Vacancies & Co-Option, to after Item 10. Shropshire Councillors Report.

## 9. Presentation from Wrekin Housing Trust

Phil Brenner of Wrekin Housing Trust, gave an overview of the Pauls Moss scheme:

- It is a bold and innovative concept to have a medical centre, health services and supported accommodation for the over 55s.
- Care provision will be provided by Choices
- There will be 74 x 1 & 2 bedroom apartments which are self-contained for independent living.
- The communal housing element comprises of a private lounge, activity rooms with enhanced facilities, assisted bathrooms and spa-type bathrooms
- Housing is connected to private landscaped outdoor facilities.
- At the front of the development will be the Hub, with a restaurant/café area and communal space for activities and other health services.
- Community space will also include a pharmacy, the pharmacist has not yet been identified, but this will be linked through to the health centre.
- The Health Centre will be over 2 floors, with 21 consulting rooms, GP consulting rooms. The Centre is being built with a GP led design and will be modern with state-of-the-art facilities. All Whitchurch GP practices have been part of the design all the way through and the centre meets modern NHS standards.
- There will be parking for medical staff at the front of the medical centre and other parking will be on the other side of the site.

### Questions & Answers

Q. Gemma Thomas, 9 Pauls Moss Court:

Is patient parking included at the front within the 36 allocated parking spaces?  
How is provision being made to safeguard Pauls Moss Court parking spaces?

A. Equity Housing look after the parking for Pauls Moss Court as this is private parking.

Q. Eleanor Cooper, 11 Pauls Moss Court:

Within the Travel Plan, the figures are incorrect as 11 parking spaces have been allocated for staff, but there are 26 members of staff. The Travel Plan has looked at national statistics and considers there is enough parking for staff, which includes on-street parking.

The Ecological Plan gives no outdoor lighting.

A. There will be full external lighting and this is done at the detailed design stage.

Phil Brenner is aware of the issue with external lighting, but this is nothing to do with him personally. There will be a consultation regarding the external lighting on site.

Q. Andy Allen

At the entrance to the site, on-street parking will block the view of the new exit. The modern design is out of keeping with the conservation area, and the medical centre needs to be put further back on the site. Put community facilities/pharmacy in Pauls Moss House.

Q. Julie Owen, 6 Pauls Moss Court

The 3-story flats opposite her house overlook her house and into her bedroom window, are the balconies are definite item?

A. With regards to the 3-storey buildings, discussions can take place.

Q. Jeff Still, Dodington

Mr Still is concerned with the restricted vision onto the highway, as well as access to his garage, which opens onto the new highway.

A. Phil Brenner has discussed this with Mr and Mrs Still, but is happy to look at various solutions, ie, pedestrianised area or bollards.

Cllr Sinnott commented:

- Tesco is not a public car park and cannot be used within the parking documentation as such.
- There are no car parking spaces available on the road at present.
- Keep house in the memory of E P Thompson

A. Phil Brenner explained that Wrekin Housing purchased the site 2 years ago, and at that time the house lacked investment. The architects have looked at ways with the GP practices on how to incorporate the house.

Cllr Hamlyn commented:

- Has an Environmental Impact Assessment been done, and all assessments on ecology been done for the planning process?

Clare Bellingham:

Misjudged the value of Pauls Moss House to people in the town. Why weren't alternative plans for the house discussed with people of the town, especially during the consultation period.

A. Phil Brenner informed the meeting that there had been two full days of public consultation held in the Civic Centre, and feedback in terms of the house at these consultations was very limited.

Cllr Hall commented:

- Medical provision is needed and the supported housing is needed
- What does the Conservation officer say?

A. Phil Brenner said that there was a report from the Conservation Officer completed through the planning process – the pre-app identified the building as important to the conservation area and an independent study completed by a historian professor – this document is also on the planning portal – gives a view that the house does not add anything to the conservation area.

Andy Allen commented – cannot see how a modern building adds to a conservation area, she had fed back at the consultation that she did want to get rid of the building

Cllr Duffy commented:

- Losing Pauls Moss House is sad, but the growing population of Whitchurch needs a medical centre which is fit for purpose

## 10. Shropshire Councillors Report

Shropshire Councillor Gerald Dakin reported:

- Shropshire Council are increasing the Council Tax by 3.9 % - 2% increase on Council Tax and 1.9% will be directly for Adult Social Care.

Cllr Sinnott said that he had been waiting 9 months for a Planning Officers reply to a question regarding the AD plant. Cllr Dakin said he would take this back.

## 8. Vacancies & Co-option

Ruth Shepherd provided information on her background and stating why she would like to become a Town Council. After a proposal from Cllr Neville, seconded by Cllr Sinnott, and a unanimous vote it was **WTC/163/1819 RESOLVED** to co-opt Ruth Shepherd onto Whitchurch Town Council and she duly read out the Councillor Declaration.

After a proposal from Cllr Sinnott, seconded by Cllr O'Neill, it was **WTC/164/1819 RESOLVED** to reinstate Standing Orders.

## 11. Accounts

After a proposal from Cllr Neville, seconded by Cllr Chesters, it was **WTC/165/1819 RESOLVED** that Month 9 Balance Sheets and Income & Expenditure Reports be accepted and duly signed, recording a total equity of £1,055,127 from the Detailed Balance Sheet.

## 12. Minutes from Committees

- a. The minutes from the Parks & Public Realm Committee meeting held on 6<sup>th</sup> December need to be taken to Committee first.
- b. The minutes from the Civic Centre Committee meeting held on 6<sup>th</sup> December need to be taken to Committee first.
- c. After a proposal from Cllr Chesters, seconded by Cllr O'Neill, it was **WTC/166/1819 RESOLVED** to accept the minutes from the Finance Committee meeting held on 13<sup>th</sup> December 2018.

## 13. 2019-2020 BUDGET

Following information received from Shropshire Council, where an additional £10,000 had been made available due to the number of houses that had been built, therefore spreading the percentage increase of the budget. After a proposal from Cllr Chesters, seconded by Cllr Hamlyn, it was **WTC/167/1819 RESOLVED** to allocate £7,500 to Facilities wages and £2,500 to Administration wages and to accept the % increase of 3.3%.

## 14. Council Tax Precept Requirement 2019-2020

Whitchurch Town Council have worked out that the precept would rise by 3.3% at an overall amount of £474,603 = precept requirement.

But when determining the Council 2019/2020 precept requirement the Council takes into consideration the amount of new houses built, information which is supplied from Shropshire Council. The figures are all based on a Band D Council Tax charge, therefore

in order to show a 0% increase in the Band D Council Tax charge on the 2019-20 Council Tax Demand Notices this Council's precept requirement for 2019-20 would need to be £484,226.

Therefore the suggestion that WTC increase the budget by £10,000 and this would allocated by adding £7,500 to the Facilities Team wages budget heading and £2,500 to the Administration wages budget heading. Therefore bringing this Council's precept requirement to £484,603, which is slightly over the 0% amount for Band D, but it is a pence raise rather than pounds.

After a proposal from Cllr Chesters, seconded by Cllr Hamlyn, it was **WTC/168/1819 RESOLVED** that the Precept Request form could be changed following the meeting and the Chair and Clerk could sign the form after the meeting.

#### **15. Motion 11 from Councillor Hamlyn**

Councillor Hamlyn suggest that Whitchurch Town Council investigate employing the services of a professional minute taker: the following comments were received:

- Cllr Chesters said that if the Clerk takes the minutes, she is au fait with them.
- Cllr Hall echoed Cllr Chesters thoughts.
- Cllr Duffy stated that it is the Town Clerk's job to advise Council on what is happening, which can make taking minutes quite difficult.
- Cllr Vasey said that the minutes do come late and have a minute-taker could create a more efficient Council meeting.

After a proposal from Cllr Hamlyn, seconded by Cllr O'Neill, it was **WTC/169/1819 RESOLVED** that the clerk would find out what other Councils do.

#### **16. Whitchurch Heritage Centre Lease**

After a proposal from Cllr Neville, seconded by Cllr Hamlyn, it was **WTC/170/1819 RESOLVED** that Cllr Neville go ahead and sign the lease on behalf of the Council. Cllr Duffy gave her thanks to Terry Fry of Whitchurch Museum & Archives CIO and the Town Clerk for working together to enable the museum to get to this point.

#### **17. CCTV in Jubilee Park**

After a proposal from Cllr O'Neill, seconded by Cllr Chesters, it was **WTC/171/1819 RESOLVED** to accept the quote from Barlows to undertake the installation of CCTV into Jubilee Park at as cost of £6,155 +VAT and that the payment will be taken from Rolling Capital Fund.

#### **18. CPRE Membership**

After a proposal from Cllr Sinnott, seconded by Cllr Hamlyn, it was **WTC/172/1819 RESOLVED** to become a member of CPRE and spend £36 on the joining fee.

#### **19. Freehold Projects**

After a proposal from Cllr Neville, seconded by Cllr Duffy, it was **WTC/173/1819 RESOLVED** to put money aside for the building once freehold has been taken over.

#### **20. CONFIDENTIAL Business**

After a proposal from Cllr Neville, seconded by Cllr Duffy, it was **WTC/174/1819 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.

**21. Land at Egerton Place**

In order to enable the Council to make a decision on the sale of the land identified in the plans, Council wish to have sight of the full Deeds, along with establishing the legal position on whether or not this Council can send the land and what the Covenants state. This Council also wishes to seek an independent view on what the value of the land is.

**Meeting closed at 8.51pm**

**Chairman** .....

**Date** .....