

# Whitchurch Town Council

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## FULL COUNCIL MEETING

### MINUTES OF THE FULL Council MEETING HELD ON THURSDAY 15<sup>TH</sup> OCTOBER 2020

Held online via Zoom due to Coronavirus Government Guidance

#### PRESENT

Cllrs: B. Duffy, L. Broders, A. Chesters, A. Cooper, C. Gregory-Peake, S. Hamlyn, A. Hall, M. Haynes, J. Martin, W. McDonnell, S. Radford, J. Sinnott and H. Vasey

#### IN ATTENDANCE

Shropshire Councillor, Gerald Dakin  
Gillian Bailey – Locum Clerk  
Harry Wright – Journalist, Whitchurch Herald  
Peter Cooper – DCK Beavers  
3 members of the public.

In line with the Council's Meeting Recording Policy, the Chairman confirmed that the meeting was being recorded. The Chairman asked if anyone else was recording the meeting, Cllr Hall confirmed he was recording the meeting.

#### 92. Apologies

Apologies were received and accepted from:  
Cllr R. Shepherd – work commitment  
Cllr R. Snell – ill health

#### 93. Declarations of Interest

There were no declarations of interest.

#### 94. Mayors Announcements

The Mayor reported that the High Sheriff, Mrs D Harris, had visited Whitchurch on 25<sup>th</sup> September. Thank you to Cllr Snell and Haynes for their contributions in showing Mrs Harris the town. The Mayor attended the harvest festival on 4<sup>th</sup> October on behalf of the Town Council.

#### 95. Minutes

After a proposal from Cllr Duffy, seconded by Cllr Hamlyn, it was **WTC/99/2021 RESOLVED** to accept and sign the minutes from the Full Council meeting held on 17<sup>th</sup> September 2020 as a true record of the meeting with the following amendment:

*To move the section dealing with presentations by Mr William McDonnell and Mr Alan Cooper to item 65 public participation.*

In response to a question from Cllr Hall, the Locum Clerk made the following statement:

*On Tuesday morning the Chair made me aware of a material matter in relation to the draft minutes of the Extraordinary Full Council Meeting held on the 30<sup>th</sup> of September. I took the decision that in the interests of the Council these minutes should be amended. They were updated on the website and all Councillors were issued with the amended minutes.*

After a proposal from Cllr Duffy, seconded by Cllr Hamlyn, it was **WTC/100/2021 RESOLVED** to accept and sign the minutes from the Extraordinary Full Council meeting held on 30<sup>th</sup> September as a true record of the meeting. There were two abstentions.

**96. Public Participation**

After a proposal from Cllr Duffy, seconded by Cllr Chesters, it was **WTC/101/2021 RESOLVED** to suspend Standing Orders to allow any members of the public to address the meeting.

**97. Update from Local Policing Team**

None present.

**98. Shropshire Councillor's Reports**

Cllr Dakin reported that Dodington surgery closed last week, this will be very difficult for the residents of Whitchurch. There has been a lot of hard work by partners to put an alternative in place at Pauls Moss. This has been to judicial review and is now waiting judgement. There is no indication of a timescale for the decision.

**99. Presentation from Mosaic Partnership**

Mo Aswat was not in attendance.

After a proposal from Cllr Duffy, seconded by Cllr Hamlyn, it was **WTC/102/2021 RESOLVED** to reinstate Standing Orders.

**100. Accounts**

After a proposal from Cllr Chesters, seconded by Cllr Sinnott, it was **WTC/103/2021 RESOLVED** to accept the Month 6 accounts.

**101. Minutes from Committees**

- a. After a proposal from Cllr Hall, seconded by Cllr Chesters, it was **WTC/104/2021 RESOLVED** to accept the minutes for the Parks and Public Realm Committee held on 3<sup>rd</sup> September 2020.
- b. After a proposal from Cllr Vasey, seconded by Cllr Radford, it was **WTC/105/2021 RESOLVED** to accept the minutes for the Culture & Civic Committee held on 9<sup>th</sup> September 2020.
- c. After a proposal from Cllr Chesters, seconded by Cllr Hamlyn, it was **WTC/106/2021 RESOLVED** to accept the minutes for the Finance Committee held on 10<sup>th</sup> September 2020.
- d. After a proposal from Cllr Hamlyn, seconded by Cllr Broders, it was **WTC/107/2021 RESOLVED** to accept the minutes for the Personnel Committee held on 10<sup>th</sup> September 2020.

**102. Motion 27 – Cllr Hall – Allotments**

The motion was withdrawn by Cllr Hall prior to the meeting.

**103. Grounds Maintenance 2020**

- a. Members received an update on the process for the Grounds Maintenance Contract. After a proposal from Cllr Hamlyn, seconded by Cllr Broders, it was **WTC/108/2021 RESOLVED** to approve the documents as presented.
- b. After a proposal from Cllr Duffy, seconded by Cllr Hamlyn, it was **WTC/109/2021 RESOLVED** to agree the extension of the Grounds Maintenance Contract for Whitchurch Town up until 31<sup>st</sup> March 2021.
- c. After a proposal from Cllr Chesters, seconded by Cllr Hamlyn, it was **WTC/110/2021 RESOLVED** to agree the extension of the Cemetery Grounds Maintenance Contract up until 31<sup>st</sup> March 2021.

**104. Civic Centre Freehold**

Work on the lease is continuing and is awaiting the stopping up order for the front of the building. Town Council officers are working with Shropshire Council to investigate outstanding works to the building.

In response to a question from Cllr Hall the Locum Clerk advised that once costs are confirmed members would be able to make an informed decision. She was unable to comment on why Councillors had not been aware of discussions in the past.

Cllr Sinnott suggested that Whitchurch Town Council may wish to take legal advice. The Locum Clerk advised that this would need to be approved by Council as it would incur cost.

**105. Centre North East**

Shropshire Council have been advised that Whitchurch Town Council has agreed to proceed with the transfer of the leasehold for Centre North East.

Work will be undertaken on funding options, potentially a bid for CIL local, and to set up a charity to run the building alongside this work. It was agreed that Cllrs Mc Donnell and Vasey would set up a working group to progress this.

In response to a question from Cllr Hall regarding funding, it was agreed that the Locum Clerk would look at the resolutions made in March and September and provide a written reply.

**106. Appointment of Internal Auditor**

After a proposal from Cllr Duffy, seconded by Cllr Chesters, it was **WTC/110/2021 RESOLVED** to appoint JDH Business Services Ltd as Internal Auditor for 2020/2021.

**107. DCK Beavers Accounting**

After a proposal from Cllr Chesters, seconded by Cllr Hamlyn, it was **WTC/111/2021 RESOLVED** to note the increase in fees from DCK Beavers Accounting.

**108. Local Plan Consultation 2016-2038**

The Chair read a submission from Mr and Mrs Noden requesting support for their representation to Shropshire Council Local Plan. It was noted that the consultation period ended 30<sup>th</sup> September 2020.

**109. Confidential Business**

After a proposal by Cllr Duffy, seconded by Cllr Haynes, it was **WTC/112/2021 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.

Council confirmed that all recordings had stopped. Cllr Hall confirmed that he had stopped recording the meeting.

**110. Grounds Maintenance Review**

The Chair thanked all of those involved in producing this comprehensive report.

After a proposal by Cllr Hamlyn, seconded by Cllr McDonnell, it was **WTC/113/2021 RESOLVED** to accept the recommendations in the report.

**111. Staffing Matters**

Cllr Duffy read a statement regarding the Council's legal obligations.

**112. Appointment of Acting Town Clerk**

After a proposal by Cllr Hamlyn, seconded by Cllr Chesters, it was **WTC/114/2021 RESOLVED** to appoint Zoe Dean as Acting Town Clerk (Proper Officer and Responsible Finance Officer) as of 1<sup>st</sup> October 2020.