

Whitchurch Town Council

Civic Centre
Whitchurch
SY13 1AX
website: www.whitchurchcouncil.uk



High Street
Shropshire
tel. 01948 665761
email: clerk@whitchurchcouncil.uk

FULL COUNCIL MEETING

14 August 2021

To: Members of Whitchurch Town Council

Dear Councillor,

Dated this fourteenth day of August 2021, you are hereby summoned to attend a meeting of Whitchurch Town Council to be held at 19:15 on the nineteenth day of August 2021.

The meeting will be held in the Edward German Room, Whitchurch Civic Centre, SY13 1AX.

If you are unable to attend the meeting, please provide prior notice of your apologies.

Yours sincerely,

A handwritten signature in cursive script that reads "Luke Trevaskis".

Mr Luke Trevaskis

Note to Public:

Due to Covid-19, capacity at public meetings may be limited.

Please note that meetings are audio recorded and you are requested to inform the meeting if you are recording or filming.

Permission to speak at a meeting during public participation will be at the discretion of the Chairman. No person shall speak on more than two items and for no longer than a total of three minutes. Any questions shall not require a response at the meeting nor start a debate. If any representations are considered outside the remit of Whitchurch Town Council, residents shall be referred to the principal authority or other appropriate body.

AGENDA

1. **Apologies** - to receive apologies for absence.
2. **Declarations** - to receive declarations of members' interests.
3. **Minutes** - to consider the minutes of the last meeting and sign as an accurate record.
4. **Public Participation** - members of the public are invited to make representations.
5. **Whitchurch Greaves Trust** - to note the Charity Commission is seeking further clarification regarding the application to register the Whitchurch Greaves Trust as a charity. The Charity Commission has requested further work be undertaken to facilitate the objects of the trust. The Council's application to register the charity was originally facilitated by Hibberts who have since advised they cannot provide assistance in this area of Charity Law.

OFFICER RECOMMENDATION

The Council is recommended to consider delegating resolution to the Proper Officer to retain the advice of an expert in Charity Law and conclude the finalisation of the paperwork for the Whitchurch Greaves Trust, to present back to Council for approval at a future meeting.

6. **Bubney Solar Farm** - to consider the formal offer of community benefit in relation to the proposed solar farm at Bubney and agree actions.
7. **Sedgeford** - to consider the response from Shropshire Council regarding Sedgeford and agree actions.
8. **Co-Option / Membership of Committees** - to consider applications received for co-option and agree committee membership. To ratify membership of Cllr Hewson to the Civic Committee.
9. **Finance**
 - i) To consider and accept the accounts.
 - ii) To receive and sign the total monthly purchase ledger, BACS, and manual cheque payments.
 - iii) To receive the credit card payments record and duly sign.
 - iv) To consider a grant request received from Blackberry Fair.
 - v) To consider a grant request received from Beechwood.
10. **Civic Committee** - to consider a recommendation from the Civic Committee to accept a quotation for the heating in the Market Hall of £17,614.79+VAT alongside an additional budget of £5,000 to remove the existing system.
11. **Parks and Public Realm Committee** -
 - i) to consider a recommendation from the Committee to purchase a set of goalposts for Jubilee Park from Mark Harrods at a cost of £897.60
 - ii) to consider a recommendation from the Committee to instruct Hibberts to complete the Land Registry transfer of the cemetery.

Exclusion of Press and Public - to consider, in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following business, on the grounds that it could involve the possible disclosure of exempt information as defined in paragraphs 1 and 2 of Schedule 12A of that Act.

- iii) to consider a report regarding the Grounds Maintenance Contract and agree actions.

12. HR -

- i) to consider the adoption of the Grievance and Disciplinary Procedures as prepared by NALC and ACAS.
- ii) to consider HR training at a cost of £900 for all members of Whitchurch Town Council to be delivered by Ellis Whittam to assist the Council in delivering its Duty of Care to employees and provide an opportunity for members to put questions to the contractor on matters of employment law.
- iii) to consider the recruitment process for the Proper Officer and Responsible Financial Officer and agree actions.