

WHITCHURCH TOWN COUNCIL

POLICY DECISIONS

(May 1967- to August 2013, but some years' Minutes not found. **Available Minutes in Bold**)

1967-68	1979-80	1991-92	2003-04
1968-69	1980-81	1992-93	2004-05
1969-70	1981-82	1993-94	2005-06
1970-71	1982-83	1994-95	2006-07
1971-72	1983-84	1995-96	2007-08
1972-73	1984-85	1996-97	2008-09
1973-74	1985-86	1997-98	2009-10-Special meetings
1974-75	1986-87	1998-99	2010-11 part
1975-76	1987-88	1999-2000	2011-12
1976-77	1988-89	2000-01	2012-13
1977-78	1989-90	2001-02	2013-14
1978-79	1990-91	2002-03	

The key policy decisions of the Town Council are listed below for reference purposes. Where policy decisions have become obsolete because they were time limited or have been superseded by a later minute, they have not generally been included.

<u>Date of Meeting</u>	<u>Minute No</u>	<u>Details of Decision Made</u>
23 rd May 1968	4.6	No objection to Whitchurch Coat of Arms being embodied in the insignia of the President of Whitchurch & District 41 Club, subject to conditions.
23 rd May 1968	4.9	North Shropshire RDC had agreed ownership of Deermoss Meadow was vested in Council.
23 rd May 1968	5.7	N. Shropshire RDC be advised that rent for Museum in new Civic Building too expensive
13 th June 1968	19	Chain link fence between park & Goodwin's dairy approved . Defer decision on Putting Coarse.
10 th October 1968	56	Agreed recommendation of Parks Committee to fence Stag Brook as it borders the Park.
14 th November 1968	60.4	Street Collections in Whitchurch limited to 8 in year.
12 th December 1968	66.5	North Shropshire RDC would no longer act as agents for Council for street lights.
12 th December 1968	70.3	Contracted for annual inspection of playground equipment.
9 th January 1969	79	Council accepts responsibility for outstanding public lighting loan for Phases 4 and 5.
13 th February 1969	83.3	Council accept responsibility for Public Lighting Loan for Phase 2.
13 th February 1969	84.9	On SALC's recommendation, copy of minutes to be placed in Library
13 th February 1969	84.1	Deeds for War Memorial & Victoria Park received.
10 th April 1969	107	Adoption of 5 wall lamps + 2 column lamps New Town/Yardington.
10 th April 1969	108	Photo's commissioned prior to demolition of old Town Hall.
22 nd May 1969	4	Council do not agree to act as road lighting agents for Salop County.

22 nd May 1969	8	Agreed to establish Brown Moss Joint Committee.
22 nd May 1969	15	Support for abolition of "Ultra Vires" rule
19 th June 1969	29	Following North Shropshire RDC terminating Museum Curator's contract, Council retained him to inspect exhibits weekly.
9 th October 1969	69	MANWEB asked to have the Council's streetlights lit for same period as those by County.
11 th December 1969	87	Authorisation to make short term investment arrangements for financial reserves.
21 st May 1970	4.5	Confirmed Council had street lighting powers.
18 th June 1970	22	Council meetings to remain monthly
19 th July 1970	34	Museum Committee formed
10 th September 1970	42.2	Decision to contribute to Christmas decorative lights.
10 th September 1970	43	Agreed to BBC's "Any questions" being broadcast from Town Hall.
10 th September 1970	45	Block bookings for Town Hall would be allowed , with safeguard for local booking.
8 th October 1970	54	When Paul's Moss Dodington no longer available, meetings should be held at new Civic Centre.
10 th December 1970	70	Noted N.Shropshire RDC had refused to have any gypsy camps
10 th December 1970	71.5	Council not proposing to erect any bus shelters – 71/72, but on in 72/73.
10 th December 1970	79	Council to consider purchasing land at Paul's Moss if a more realistic price can be negotiated.
25 th May 1972	6.5	Conveyance of former Central Kitchen to Council for a Museum, had been completed.
13 th July 1972	32	Requested quote to replace 100 watt tungsten street lights with 80 wall colour corrected mercury fluorescent lighting.
14 th September 1972	36	N. Shropshire RDC give permission for Whitchurch Coat of Arm to be sited in Edward German room.
9 th November 1972	57.2	Query over the Council being a Museum Authority.
14 th December 1972	66.5	NAPC now to be known as NALC.
11 th January 1973	78.3	No need for loan in current year, but application for 1973/74.
8 th March 1973	105	Council registered for VAT.
12 th April 1973	113	Agreed to form a Town Twinning Joint Committee.
8 th May 1975	5.3	Allowed substitution of aluminium light columns for concrete
12 th June 1975	19.4	Permission for open air church services in Jubilee Park
12 th June 1975	24	Approval of Town Guild
14 th August 1975	36.3	Boundary Commission proposals for 3 Town Wards, each with 4 Councillors.
9 th October 1975	59	Approved the principles of a conservation area for the Town
13 th November 1975	64.1	Former Central kitchen sold.
8 th January 1976	83.2	Allotment site off Queensway not proceeded with because of lack of demand.
8 th April 1976	116	Response to County Structure Plan
13 th May 1976	10	Mayor & Deputy Mayor ex-officio member of all committee and all committees had power to co-opt.
10 th June 1976	16.8	Donation to fund for Parish Church Clock.
10 th June 1976	24	Decision to appoint separate Finance Officer.
9 th June 1977	18.4	Approval of revised Street Cleansing Scheme, part of the cost charge to Council.
8 th September 1977	52	Resignation of RWT Johnson as Town Clerk.
10 th November 1977	69	Mrs M Forrester appointed Town Clerk.

8 th December 1977	79.10	Photograph of Civic dignitaries now stored by Council.
12 th January 1978	88.1	Whitchurch & District (Civic) Society formed.
8 th February 1979	127	No need for Conservation Area in the Town
14 th June 1979	24	Principle of Mayor's Personal Allowance & Council's Civic Entertainment allowance.
12 th July 1979	38	Adventure Playground, Jubilee Park open
12 th July 1979	47	Museum Liaison Committee established
13 th September	52	Ownership of 'Old Dodington' painting established and loaned to WTC.
11 th October 1979		In principle assurance to Youth Hostel Association that WTC would support if they establish a Youth Hostel in Town
10 th January 1980	106	Award for High Attainments established
9 th May 1980	4.4	Entries were being received for Whitchurch In Bloom
9 th May 1980	6.2	Annual subscription to Whitchurch Archaeological Group
5 th June 1980	20.2	Decision in principle to take over management of Civic Centre
12 th June 1980	29	Decision to establish Wayland Road Play Area
12 th June 1980	24d	25 years lease to Council on H. Richards Memorial Garden
10 th July 1980	46	Agree to a best kept business premises award
9 th October 1980	70.2	Decisions to demolish urinal in Smallbrook Road
13 th November 1980	77	Financial support for Whitchurch Festival 1981
11 th December 1980	96.2	Agreed to lease former allotments at rear of Queens Way
14 th May 1981	12	Decision to help fund Youth Employment Officer
10 th September 1981	45.6	Electoral Review, increase to 15 Councillors
10 th September 1981	45.10	Authority to sign agreements on Jubilee Park, Wayland Road Play Area and Queensway Small Play Area.
14 th January 1982	101.3	Decision to fund TIC
11 th February 1982	104.2	Decision to oppose adding fluoride to water
8 th April 1982	132 & 133	Setting up Harry Richards Trust
8 th April 1982	139	Long term policy to re-open the Canal
13 May 1982	7	Permission for sewer to pass under Park
9 th September 1982	9	Object to electoral warding system and increase in councillors to 15. in Parish Review
22 nd September 1982	6,7,8 & 9	Support for a feasibility study on re-opening Whitchurch Arm of Llangollen Canal
14 th October 1982	69	Council in favour of CAB
13 th January 1983	101	Support for a Museum in Whitchurch
27 th January 1983	118	Amended route for feasibility study of Canal
10 th February 1983	128.5	Final Copy of Higginson Charity from Charity Commission
5 th July 1983	32	Subject to Financial Arrangements, the Canal be brought as near to the Town Centre as possible
14 th July 1983	37.7	Old Dodington painting given to Town Council
14 th April 1988	via Grants & Finance. 137	Harry Richards Bequest fund to be built up to capital + 10%
9 th June 1988	163B	Policy not to water hanging baskets of local businesses due to cost
9 th June 1988	169	Support for British Summertime to apply all year round on safety grounds
14 th July 1988	180	Merit Awards policy
14 th July 1988	180	No need to provide a free room in Civic Centre for councillors surgeries

14 th July 1988	181	Policy of purchasing litter bins and seats in the Town
21 st July 1988	186	New heating system for Civic Centre agreed
8 th September 1988	190	Support for Whitchurch General Improvement Area
13 th October 1988	209 via Parks Committee	Policy of seat cleaning & repair in the Town Junior Footballers may undertake additional grass cuts if they have their own liability insurance
12 th September 1996	46c	Town Council does not adopt street lighting in Bluegates Passage
12 th September 1996	50	Policy of not allowing aparking on High Street frontage during markets be re-affirmed
6 th May 2009	10	Decision in principle for Shropshire Council Customer Service Point in Heritage Centre
6 th May 2009	12	To advertise Grounds Maintenance Contract
20 th May 2009	11	Issues re TUPE in relation to Grounds Maintenance Contract
6 th August 2009	9	Council prepared to hire the Hall for films but not at reduced rates.
6 th August 2009	18	Permission to apply for a public works loan re possibility of purchasing United Reform Church.
21 st October 2010	21	To consider a hearing loop system for the Civic Centre
18 th November 2010	20	Response to consultation on Local Development Framework
20 th January 2011	14	Pay membership fees to Shropshire Preservation Trust
17 th February 2011	17	Oppose car parking charges on Sunday
17 th March 2011	23	To adopt Town & Parish Plan
17 th March 2011	29	To convert 1 st Floor of Heritage Centre to small start-up offices
17 th March 2011	31	To agree a combined investment for Harry Richards, Berrington and Frank Greaves Trusts accounts
21 st April 2011	17	Adopted powers of s87 Public Health Act re toilets
23 rd June 2011	10	Agreement in principle to taking over Sherryhill Carpark
28 th July 2011	22	Ring fenced funding for Civic Centre including £7k feasibility funding, also £20k for Heritage Centre feasibility Scheme.
13 th September 2011	13	Approved 4 year contract for Christmas lights
13 th September 2011	14	Paid £500 to Town Website
31 st May 2013	19	Approved Zurich Municipal as insurers for 3 years
13 th September 2012	65	Car Park at rear of Civic Centre for staff, volunteers and users of building only
1 st November 2012	85	Final proposals for Civic Centre Phase 1 approved
1 st November 2012	86C	Terms for transfer of White Lion Toilets from Shropshire Council approved & contract with Healthmatic for cleaning.
1 st November 2012	90	Town Council do not wish to adopt new bus shelters
11 th April 2013	Finance & Strategy 10	Approve Internal Audit Terms of Reference
25 th April 2013	183 Via Staffing Committee	Volunteers Policy and a Child and Vulnerable Adults Protection Policy be adopted.
25 th April 2013	183 via Finance & Strategy	Equality Policy, Document Retention Policy, Customer Care Policy, Quality Policy and a Complaints Procedure, be adopted.
25 th April 2013	183 via Finance & Strategy	That the Town Council continue to liaise with BT and Shropshire Council to help bring superfast broadband to the whole of Whitchurch and where necessary act as an advocate for the Town and help facilitate the work.

25 th April 2013	183 via Planning	SAMdev, draft Development Management Policies Consultation Document response
25 th April 2013	186	To become member of Shropshire Rural Community Council
25 th April 2013	187	That a new Code of Conduct, option 2 of the report, and the Member Officer Protocol be adopted.
25 th April 2013	191	that expenditure towards the operation of the Museum for the financial year 2012/13, be made under s137 of the Local Government Act 1972.
16 th May 2013	1 & 2	Election of Mayor & Deputy Mayor
16 th May 2013	5	Standing Orders adopted
16 th May 2013	7	Terms of Reference/Delegation for Council & Committees adopted
16 th May 2013	9	Chairman and Vice Chairman of each committee are elected at the first meeting of that committee.
16 th May 2013	11	Process set out in the Locum Town Clerk's Report for dealing with meeting papers electronically wherever possible.
16 th May 2013	12	Format of the Constitution will be electronic unless any individual member requests a paper copy.
16 th May 2013	13	Approve the Planning Guide, without amendment for the "virtual" Planning Committee.
20 th June 2013	23	Annual Accounts for 2012-13, including the Annual Return Statement be approved
20 th June 2013	24	Annual Governance Statement for 2012-13, be approved.
20 th June 2013	25	Internal Audit Report for 2012-13 be received and the suggested response by the Locum Town Clerk be approved.
20 th June 2013	29 via Community & Environment	Adoption of an Environmental Policy
20 th June 2013	30 via R & A Committee	Review of the Town's CCTV cameras, proceeding with designs for a skateboard park and amphitheatre.
20 th June 2013	31 Via Fin & Strat	adoption of a Grants Policy, adoption of an Information & Data Protection Policy, authorisation of discussions on future tenure of the Civic Centre
20 th June 2013	31 Via Fin & Strat	Establish a Civic Centre Project Sub-Committee which has terms of reference to resolve both project and related operational issues on the Project Board. It should have the following delegated authority: To make decisions on specification, tender documents, appointment of contractors and revisions during the construction phase, providing the Scheme remains within budget.
20 th June 2013	31 Via Fin & Strat	Council a appoint 6 signatories for signing cheques, bank mandates and payment instructions in accordance with Financial Regulations: Mayor, Deputy Mayor and Chairmen of Finance & Strategy, Facilities & Services, Community & Environment and Recreation and Amenities committees.
20 th June 2013	34 via Personnel	Approval of an Officer Code of Conduct, recommendations on the recruitment, salary, job description and salary of the Town Clerk and review of the role of the Assistant Town Clerk.
20 th June 2013	34 via Personnel	in addition to Members who will require a DBS check under the Council's Policy, any other Member who believes that they may come in to contact with Children and vulnerable adults as a

		result of Council duties, may request being included for a DBS check.
20 th June 2013	41	Member & Development Scheme for 2013-14 be adopted.
20 th June 2013	43	Town Council, being satisfied it meets the eligibility criteria of the Localism Act 2011 s8, and Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, in that it has more than two thirds of its councillors elected and has a suitably qualified Town Clerk appointed, now resolves to adopt the General Power of Competence provisions of s1 of the Localism Act 2011. Furthermore, the Town Council realises that it will be required to make a further declaration of its continued eligibility at each subsequent annual council meeting”.
20 th June 2013	46	Council relocates its office temporarily to the Heritage Centre
18 th July 2013	52	That the revised Financial Regulations, Standing Orders for Contracts and Treasury Management Policy be adopted.
18 th July 2013	53 via R & A Committee	the proposal in principle to re-open the public toilets in Jubilee Park
18 th July 2013	55 via Personnel	Approval of Safety Policy & a revised role for the Assistant Town Clerk
18 th July 2013	57 Via Fin & Strat	adoption of a Publication Scheme; Information Guide and Procurement Policy.
18 th July 2013	61	Council co-ordinate and support a “Friends of Whitchurch” group through which volunteers are able to give time and expertise to improving
18 th July 2013	62	Flag Flying Policy adopted
18 th July 2013	65	Council arranges for the lower area of Jubilee Park and Harry Richards Gardens to be locked after 9pm or dusk, whichever is earlier by volunteers to reduce vandalism and opened each morning by our contractors and that appropriate signage be displayed.
18 th July 2013	67	Council approves the recommendations from Personnel Committee in relation to the posts of Assistant Town Clerk, Facilities Manager, Facilities Officer, Facilities Officer (Public Realm),
29 th August 2013	69	Council’s first Corporate Strategy, “Time to lead the community” be adopted.
29 th August 2013	70	Council’s Business Plan 2013-14, be adopted
29 th August 2013	71	The Mayors Allowance Scheme be adopted.
29 th August 2013	72 via Planning	Response to SAMdev Revised preferred options
29 th August 2013	82	Recommendations for the Administration Assistant/Accounts Clerk be approved
29 th August 2013	75	Communications & Marketing Strategy be adopted.
29 th August 2013	77	Council now agree to commit a further £20,000 to the Civic Centre Phase 1 project providing Shropshire Council commit the same amount
29 th August 2013	80	Appointment of Town Clerk
19 th September 2013	84 Via Fin & Strat	Neighbourhood Planning, ICT Policy, review of assets and relinquishing the current Civic Centre lease be approved
19 th September 2013	87 via Facil & Serv	Civic Centre opening Hours, Civic Centre Vision and Markets Right Policy approved

