

Whitchurch Town Council

Civic Centre
Whitchurch
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ANNUAL FULL COUNCIL

MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON THURSDAY 17th MAY 2018

PRESENT

Cllrs: J Martin, A Hall, T O'Neill, A Chesters, T Neville, B Duffy, N. Raynes, M. Fewster

IN ATTENDANCE

Nicola Young – Town Clerk

Zoe Dean – Assistant Town Clerk/Town Centre Manager

1. To Elect the Town Mayor

After a nomination by Cllr Hall, seconded by Cllr O'Neill, it was **WTC/1/1819 RESOLVED** to elect Cllr Tony Neville as the Town Mayor for 2018/2019 Council Year.

2. To Receive the Elected Mayor's Declaration of Acceptance of Office

Cllr Neville read and signed the Declaration of Acceptance of Office.

3. To Elect the Deputy Town Mayor

After a nomination by Cllr O'Neill, seconded by Cllr Neville, it was **WTC/2/1819 RESOLVED** to elect Cllr Bev Duffy as the Deputy Town Mayor for 2018/2019 Council Year.

4. To Receive the Elected Deputy mayor's Declaration of Acceptance of Office

Cllr Duffy read and signed the Declaration of Acceptance of Office.

5. Apologies

Cllr J Sinnott – holiday

Cllr L Broders – work commitment

Cllr M Barker – prior commitment

6. Declarations of Interest

None received.

7. Minutes

After a proposal from Cllr O'Neill, seconded by Cllr Duffy, it was **WTC/3/1819 RESOLVED** to accept the minutes of the Full Council meeting held on **Thursday 19th April 2018** and sign as an accurate record of that meeting.

8. Matters Arising

There were no matters arising.

9. Mayor's Announcements

The Mayor attended the following events representing the Council:

Tuesday 24th April – Supervision Training provided by SALC, Shirehall

Saturday 28th April – Wem Mayor's Ball

Sunday 29th April – Window Dedication Service, St Alkmund's Church

Signed 1

Wednesday 9th May – Funeral of former Town Mayor
Friday 11th May – Whitchurch Walking Festival launch
Saturday 12th May – Start off Helsby Running Club Sandstone Trail race

At this point in the meeting, Cllr Neville invited Mr Harvey Vasey to present to Council his reasons for becoming a Town Councillor. After a proposal from Cllr Neville, seconded by Cllr Duffy, and a unanimous vote by Council it was **WTC/4/1819 RESOLVED** to accept Mr Harvey Vasey as a Whitchurch Town Councillor and he was invited to sit at the meeting table.

Cllr Vasey read and signed the Declaration of Acceptance of Office.

10. Remaining Business

There was no remaining business.

11. Outstanding Full Council Resolutions

- a. Civic Centre Freehold. The Clerk informed Council that Shropshire Council Cabinet had approved a report to transfer the Civic Centre freehold to Whitchurch Town Council and that Shropshire Council Senior Surveyor had send through Draft Heads of Terms, which had been circulated to all members. After a proposal from Cllr Chesters, seconded by Cllr Duffy, it was **WTC/5/1819 RESOLVED** that the Clerk organise an Extraordinary full Council meeting with the Senior Survey or more senior member of the Estates Team to discuss the Draft Heads of Terms.
- b. Skate Park. The Town Clerk informed Council that the contractors, Canvass Spaces, had proposed a start date to build the skate park of 29th May 2018 and that the build will take 6 weeks.

12. Public Participation

After a proposal from Cllr O'Neill, seconded by Cllr Duffy it was **WTC/6/1819 RESOLVED** to suspend Standing Orders for public participation.

Mr Finch raised the issue of inaccessibility to the southbound platform at Whitchurch Railway Station. The Clerk was requested to support Mr Finch and write to The Rt Hon Owen Paterson MP regarding the matter.

After a proposal from Cllr Neville, seconded by Cllr Martin, it was **WTC/7/1819 RESOLVED** to reinstate Standing Orders.

13. Appointment of Members to Committees

After a proposal from Cllr Hall, seconded by Cllr O'Neill, it was **WTC/8/1819 RESOLVED** to accept the report from the Clerk to set up an Entertainment & Events Committee and to include all @theCivic event organisation within this Committee.

After a proposal from Cllr Martin, seconded by Cllr Chesters, it was **WTC/9/1819 RESOLVED** to appoint the following members onto the Committees as listed below:

Parks, Public Realm & Civic Centre Committee

Cllr Hall	Cllr O'Neill
Cllr Neville	Cllr Duffy
Cllr Fewster	Cllr Chesters
Cllr Sinnott	

Finance & Personnel Committee

Cllr Hall Cllr O'Neill
Cllr Duffy Cllr Chesters
Cllr Sinnott Cllr Martin
Cllr Vasey

Heritage Committee

Cllr O'Neill Cllr Neville
Cllr Duffy Cllr Martin
Cllr Barker

Planning

Cllr Hall Cllr O'Neill
Cllr Raynes Cllr Duffy
Cllr Martin Cllr Barker
Cllr Neville

Entertainment & Events Committee

Cllr Hall Cllr Fewster
Cllr Raynes Cllr Vasey
Cllr Duffy

Tourism Working Group

Cllr Hall Cllr O'Neill Cllr Fewster

After a proposal from Cllr Chesters, seconded by Cllr Duffy, it was **WTC/10/1819 RESOLVED** to remove from the Committee list the GDPR Working Group.

After a proposal from Cllr Duffy, seconded by Cllr Raynes, it was **WTC/11/1819 RESOLVED** to remove from the Committee list the Civic Freehold Working Group.

14. Appointment of Representatives to Outside Bodies

Members were appointed to the following outside bodies:

Outside Body	Representative
Town Twinning	Cllr N Raynes / Cllr T Neville
Whitchurch Chamber of Trade	Cllr A Hall
Whitchurch Waterways Trust	Cllr M Barker
Whitchurch Fairtrade Town Group	Cllr T O'Neill
Queensway Playing Fields Association	Cllr M Fewster
Beechtree Community Centre	Cllr N Raynes
Whitchurch Town Team	Cllr B Duffy / Cllr N Raynes
Whitchurch Area Local Joint Committee	Cllr T Neville / Deputy Cllr A Hall
Whitchurch Joint Cemetery Committee JANE	Cllr B Duffy / Cllr T Neville / Cllr J Martin
Joint Commissioning & Economic Board	Cllr J Sinnott / Cllr N Raynes
Whitchurch Patients Group	Cllr B Duffy
Whitchurch Well-being Forum	Cllr N Raynes
Whitchurch Walkers (affiliated membership)	Cllr M Fewster
White Lion Meadow Community Centre	Cllr A Hall
Higginson Charities & Whitchurch Relief in Need	Clerk to ascertain if a Councillor is required to be nominated to these charities

15. Calendar of Meetings

After a proposal from Cllr Hall, seconded by Cllr Duffy, it was **WTC/12/1819 RESOLVED** that, following the amendment of the time of full Council meetings to 7.15pm and Entertainment & Events Committee January meeting time to 5pm, the calendar of meetings be accepted.

16. Minutes from Committees

a. **Heritage Committee.** After a proposal from Cllr Duffy, seconded by Cllr Neville, it was **WTC/13/1819 RESOLVED** to accept the minutes from the Heritage Committee held on 19th April 2018.

After a proposal from Cllr Chesters, seconded by Cllr Neville, it was **WTC/14/1819 RESOLVED** to give a vote of thanks to Cllr Duffy for all her hard work with the Heritage Committee.

17. Correspondence

After a proposal from Cllr Neville, seconded by Cllr Duffy, it was **WTC/15/1819 RESOLVED** to accept the letter from Shropshire Council confirming the precept of £459,079.00 and CIL Neighbourhood Fund Allocation of £90,789.82.

18. Annual Accounts

After a proposal from Cllr Neville, seconded by Cllr Duffy, it was **WTC/16/1819 RESOLVED** to accept Month 12 (2017/18) and Month 1 (2018/19) Income & Expenditure Reports and Balance Sheets.

19. Payments

After a proposal from Cllr Duffy, seconded by Cllr O'Neill, it was **WTC/17/1819 RESOLVED** to approve the list of regular beneficiaries, noting that the Regular Supplier 'Eventmen' should be costed to Blackberry Fair and not Food & Drink Festival.

20. General Data Protection Regulations GDPR

After a proposal from Cllr Neville, seconded by Cllr Raynes, it was **WTC/18/1819 RESOLVED** to accept the Information and Data Protection Policy.

After a proposal from Cllr Duffy, seconded by Cllr O'Neill, it was **WTC/19/1819 RESOLVED** to accept the Retention & Disposal of Documents Policy.

After a proposal from Cllr Fewster, seconded by Cllr O'Neill, it was **WTC/20/1819 RESOLVED** to accept the Management of Transferrable Data Policy.

After a proposal from Cllr Fewster, seconded by Cllr O'Neill, it was **WTC/21/1819 RESOLVED** to accept the Social Media & Electronic Communications Policy

21. CONFIDENTIAL BUSINESS

There was no Confidential business.

Meeting closed at 8.40pm

Chairman.....

Date.....