

Whitchurch Town Council

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FULL COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD ON THURSDAY 18th OCTOBER 2018

PRESENT

Clrs: T Neville, B Duffy, N Raynes, H Vasey, A Chesters, J Sinnott, S Hamlyn, L Broders, D Pokladecki, A Hall, S Radford, J Martin, T O'Neill

IN ATTENDANCE

Nicola Young – Town Clerk

Barrie White – Journalist, Whitchurch Herald

Peggy Mullock – Shropshire Councillor

Mark Barrow – Executive Director of Place, Shropshire Council

1. Apologies

None received

2. Declarations of Interest

None received.

3. Minutes

After a proposal from Cllr Neville, seconded by Cllr Broders, **WTC/93/1819 RESOLVED** to amend para 21, 2nd line, to read 'contacts' not 'contracts' and accept and duly sign the minutes of the full Council meeting held on 20th September 2018.

4. Matters Arising

There were no matters arising.

5. Mayor's Announcements

Date	Mayor Appointment
28 th September 2018	Set off Memory Walk for Alzheimer's Society
6 th October 2018	Attended Blackberry Fair
7 th October 2018	Attended St Alkmund's Church
10 th October 2018	Attended Alport FC Ethelston Charity Cup Final

6. Correspondence

After a proposal from Cllr Neville, seconded by Cllr Hall, it was **WTC/94/1819 RESOLVED** to agree to give Whitchurch Community Hospital 24 hour access to the Civic Centre in an emergency.

7. Public Participation

After a proposal from Cllr Neville, seconded by Cllr O'Neill it was **WTC/95/1819 RESOLVED** to suspend Standing Orders for public participation.

8. Report from West Mercia Police

See below.

After a proposal from Cllr Neville, seconded by Cllr Hamlyn, it was **WTC/96/1819 RESOLVED** to reinstate Standing Orders.

After a proposal from Cllr Neville, seconded by Cllr Duffy, it was **WTC/97/1819 RESOLVED** to bring forward Item 16, as Cllr Raynes was not well and wished to leave the meeting as soon as possible.

After a proposal from Cllr Hall, seconded by Cllr Chesters, it was **WTC/98/1819 RESOLVED** that Item 16 be discussed within Confidential session.

Cllr Raynes left the meeting.

9. Accounts

- a. After a proposal from Cllr Neville, seconded by Cllr Chesters, it was **WTC/99/1819 RESOLVED** that Month 6 Balance Sheets and Income & Expenditure Reports be accepted and duly initialled.
- b. After a proposal from Cllr Chesters, seconded by Cllr Sinnott, it was **WTC/100/1819 RESOLVED** to agree the virement report and vire funds as detailed, noting that provision for a youth pod will be made in 2019/20 Budget.
- c. After a proposal from Cllr Chesters, seconded by Cllr Duffy, it was **WTC/101/1819 RESOLVED** to receive the AGAR 2017/18 from the External Auditor, PKF Littlejohn.

10. Minutes from Committees

Discussion took place as to when Committee minutes come to full Council. After a proposal from Cllr Hall, seconded by Cllr Sinnott, it was **WTC/102/1819 RESOLVED** that minutes will go to Committee first for agreement and signature, then come to full Council. It was further noted that draft minutes could be uploaded to the Town Council website prior to being signed.

- a. **Events & Entertainment Committee.** After a proposal from Cllr Hall, seconded by Cllr Vasey, it was **WTC/103/1819 RESOLVED** to accept the minutes from the Events & Entertainment Committee held on 27th September 2018.
- b. **Parks & Public Realm.** After a proposal from Cllr O'Neill, seconded by Cllr Duffy, it was **WTC/104/1819 RESOLVED** to accept the minutes from the Parks & Public Realm Committee meeting held on 4th October 2018.
- c. **Civic Centre Committee.** After a proposal from Cllr Sinnott, seconded by Cllr Hamlyn, it was **WTC/105/1819 RESOLVED** to accept the minutes from the Civic Centre Committee meeting which took place on 4th October 2018.
- d. **Heritage Committee.** After a proposal from Cllr Duffy, seconded by Cllr Martin, it was **WTC106/1819 RESOLVED** to accept the minutes from the Heritage Committee meeting which took place on 9th October. Cllr Duffy brought to the attention of Council the quotes which had been received for painting of the exterior windows and walls.
- e. **Finance Committee.** After a proposal from Cllr Chesters, seconded by Cllr Sinnott, it was **WTC/107/1819 RESOLVED** to accept the minutes of the Finance Committee held on 11th October 2018. Cllr Chesters stated he had received a reply from the Council's Accountants, DCK Accounting Solutions, stating that the process to take a direct debit from the main account to pay for the credit card was not 'set in stone' and this Council can review how credit card payments are made. The Clerk stated

that she will bring this to the next Finance Committee meeting in November 2018 along with the Council's Financial Risk Assessment which will need updating if the current process is altered.

- f. **Personnel Committee.** After a proposal from Cllr Broders, seconded by Cllr O'Neill, it was **WTC/108/1819 RESOLVED** to accept the minutes from the Personnel Committee meeting held on 11th October 2018.

11. Committee Vacancies

- a. After a proposal from Cllr Chesters, seconded by Cllr Duffy, it was **WTC/109/1819 RESOLVED** that Councillors Vasey and Radford fill the two vacancies on the Parks & Public Realm Committee.
- b. After a proposal from Cllr Hall, seconded by Cllr Hamlyn, it was **WTC/110/1819 RESOLVED** that Councillor Pokladecki fill the vacancy on the Entertainment & Events Committee.

12. Committee Terms of Reference

- a. After a proposal from Cllr Sinnott, seconded by Cllr Chesters, it was **WTC/111/1819 RESOLVED** to remove para 6 in its entirety from the Civic Centre Committee Terms of Reference.
- b. After a proposal from Cllr Sinnott, seconded by Cllr Duffy, it was **WTC/112/1819 RESOLVED** to add "Markets at Events" to the title of paragraph 3 of the Terms of Reference for the Events & Entertainment Committee and to accept the Terms of Reference in their entirety.

13. Whitchurch Cemetery

- a. After a proposal from Cllr Duffy, seconded by Cllr Martin, it was **WTC/113/1819 RESOLVED** to accept the minutes from the Whitchurch Joint Cemetery Board (Joint Authority that is Not an Entity (JANE)) meeting held on 5th September 2018.
- b. After a proposal from Cllr Duffy, seconded by Cllr Martin, it was **WTC/114/1819 RESOLVED** to agree the list of Recommendations from Whitchurch Cemetery Board.

14. WTC Motion 5 from Councillor Duffy

Withdrawn

15. WTC Motion 6 from Councillor Duffy

Withdrawn

16. WTC Motion 7 from Councillors Raynes & Vasey

This item will be discussed in Confidential, see resolution **WTC/98/1819** above.

17. Charitable Trusts

The Town Clerk recommended that the Town Council proceed with setting up Charitable Trusts with Trust Deeds for each charity and will prepare the paperwork for the next meeting.

18. Operation London Bridge

After a proposal from Cllr Neville, seconded by Cllr Martin, it was **WTC/115/1819 RESOLVED** to use the model Op London Bridge for Whitchurch Town Council Guide and to include within this Guide that public laying of flowers will be in the Harry Richards Memorial Garden.

19. Centre North East Community Asset Transfer

After a proposal from Cllr Chesters, seconded by Cllr Duffy, it was **WTC/116/1819 RESOLVED** that Whitchurch Town Council will register an Expression of Interest with Shropshire Council for Centre North East and the Town Clerk will complete and submit this expression.

After a proposal from Cllr Neville, seconded by Cllr Vasey, it was **WTC/117/1819 RESOLVED** to suspend Standing Orders.

8. Report from West Mercia Police

CSO Hirons reported:

- A WW2 live hand-grenade had been found near Iceland and there had been a controlled explosion on Deermoss Park of the hand grenade. Whilst the object was moved to Deermoss Park the padlock was broken and the side gate damaged.
- Op SNAP is being launched throughout the West Mercia area, public are being encouraged to upload video footage of drivers causing harassment and distress, along with dangerous drivers and those causing ASB with vehicles.
- No reports of shed break-ins had been made within the last month.
- PACT surgeries will be themed on the run-up to Christmas.
- Police are aware of few particular drug users and are taking proactive action.
- That all victims should contact the nominated Police officer for their case or the local Safer Neighbourhood Team to find out what is happen with their particular case as individual incidents could not be discussed.
- Police are still based in Whitchurch Police Station and that the Station is open for 2-hourly periods when officers are on site.

20. Shropshire Councillors Report

Shropshire Councillor Peggy Mullock reported:

- Resurfacing of Waymills has begun
- Shropshire Council are working hard to resolve the sewerage issues in Whitchurch to assist especially with the Tilstock Road development
- Shropshire Council have met with the residents of the Brambles and working with them to get a resolution

Cllr Mullock then introduced Mark Barrow, the new Executive Director of Place for Shropshire Council.

Mark Barrow introduced himself, saying he has been a resident of Whitchurch for 7 years and is looking forward to liaising with the Town Clerk and working with Whitchurch Town Council, especially to help unblock any areas which need freeing.

After a proposal from Cllr Neville, seconded by Cllr Vasey, it was **WTC/118/1819 RESOLVED** to reinstate Standing Orders.

21. CONFIDENTIAL Business

After a proposal from Cllr Neville, seconded by Cllr Duffy, it was **WTC/119/1819 RESOLVED** to exclude the public & press from the remainder of the meeting in accordance with the Public Bodies (Admissions to Meetings) Act 1960.

22. Personnel Committee Recommendation

After a proposal from Cllr Sinnott, seconded by Cllr Duffy, it was **WTC/120/1819 RESOLVED** to discuss Item 22 and Item 16 (Motion 7 from Cllr Vasey & Cllr Raynes) together.

Cllr Vasey explained that Motion 7 was an enabling motion to provide greater resilience and speed.

Cllr Hall agree with what had been said, but hiring more people for more hours is not the answer and the use should be made of existing staff.

Cllr Broders proposed that the employment of the p/t admin staff for 4 hours per week should be considered.

Cllr Duffy stated that it was a false economy and waste of the Clerk's time and talent to undertake photocopying, typing of minutes, etc and the point made in the Motion frees up the Clerk to undertake more important things for this Council.

After a proposal from Cllr Chesters, seconded by Cllr Neville, it was **WTC/121/1819 RESOLVED** to extend the P/T (4 hours/week) admin support for the Town Clerk for a further 6 month period, ending in April 2019.

Meeting closed at 9.05pm

Chairman

Date