

Whitchurch Town Council

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Whitchurch
SY13 1AX



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FULL COUNCIL

All members are summoned to attend the above meeting which will be held on **THURSDAY 20th SEPTEMBER 2018**, in the Edward German Room, Whitchurch Civic Centre commencing **at 7.15pm.**

There is an opportunity to meet informally with Councillors for tea, coffee and biscuits from 7pm.

The meeting is held in public and the public are encouraged to attend and participate. Just occasionally matters such as contractual or staffing matters do have to be held in the confidential part of a meeting.

Please note that all Council meetings may be audio recorded to ensure accuracy of subsequent minutes.

Date of Notice: 14th September 2018

Nicola Young
Town Clerk

AGENDA

1. APOLOGIES

To receive Councillor apologies.

2. DECLARATIONS OF INTEREST

To receive Councillors' Disclosure of Ordinary or Disclosable Pecuniary Interests in relation to the agenda items in this meeting.

3. MINUTES

- a. To confirm the minutes of the Council meeting held on **Thursday 19th July 2018** and sign as an accurate record of that meeting.
- b. To confirm the minutes of the Extraordinary Council meeting held on **Thursday 23rd August 2018** and sign as an accurate record of that meeting.

4. MATTERS ARISING

To deal with matters arising from those minutes not otherwise on the agenda.

5. MAYOR'S ANNOUNCEMENTS

To receive such communications as the Mayor may wish to bring before the Council.

6. CORRESPONDENCE

To receive correspondence from the 3 parties listed below:

- a. Mr Ken Holland, Beacon Church
- b. Rev Judy Hunt, St Alkmund's Church
- c. Prof John Whitelegg, Shropshire-wide 20mph Campaign

7. PUBLIC PARTICIPATION

Members of the public are invited to make representations, ask questions and give evidence in respect of business being transacted at the meeting and about any other matter for which the Council has a responsibility. The Mayor will at this point suspend Standing Orders to allow any members of the public to address the meeting.

8. VACANCIES & CO-OPTION

Whitchurch Town Council currently have one vacancy. To receive short statements from two prospective Town Councillors:

- Mr Mike Pearse
- Mr R Scott Radford

Councillors are requested to consider both verbal applications to become a town councillor and to vote accordingly. You will be provided with a voting slip.

9. REPORT FROM WEST MERCIA POLICE

To receive an update from the Safer Neighbourhood Team.

10. SHROPSHIRE COUNCILLORS REPORT

To receive a verbal update from members of Shropshire Council.

To reinstate Standing Orders

11. ACCOUNTS

To receive Months 4 & 5 Balance Sheets and Income & Expenditure Reports.

12. MINUTES FROM COMMITTEES

To receive the minutes from the following Committee meetings:

- a. Events & Entertainment Committee meeting held on 26th July 2018.
- b. Civic Centre Committee meeting held on 6th September 2018.
- c. Parks & Public Realm Committee meeting held on 6th September 2018.
- d. Finance Committee meeting held on 13th September 2018.
- e. Personnel Committee meeting held on 13th September 2018.
- f. Planning Committee meeting held on 17th September 2018.

13. MOTION 4 FROM COUNCILLOR RAYNES

In accordance with Standing Orders, Councillor Raynes has submitted the following motion, numbered 4 on the Record of Motions Requiring Written Notice:

That all Whitchurch Town Councillors have a visible presence on the Whitchurch Town Council website to improve our communication with citizens of the town and others seeking information about our town. Please see full motion attached.

14. BUSINESS PLANNING

To receive a summary of the Business Planning workshop from Kim Bedford. Council are requested to consider setting up an informal meeting to discuss a strategic plan for all Council assets and to begin to develop the Council business plan.

15. CHARITABLE TRUSTS

Having sought legal advice, Hibberts Solicitors LLP have confirmed that the wills of Frank Greaves and C J Berrington should be set up as charitable entities. Council are requested to decide whether to set the funds up as:

- a. Charitable Incorporated Organisation (CIO) whose only voting members are its charity trustees, or
- b. Charitable Trust with a Trust Deed

Charity Commission model Constitution and Deed attached to assist with decision-making.

16. UPDATED STANDING ORDERS

Further to a previous resolution, Council are requested to accept the Standing Orders which have incorporated the updates from NALC.

17. UPDATED STANDING ORDERS FOR CONTRACTS

Further to a previous resolution, Council are requested to accept the Standing Orders for Contracts which have incorporated the updates from NALC.

18. DRAFT PROTOCOL FOR RECORDING ALL COUNCIL FORMAL MEETINGS

Council are requested to make a decision on the questions asked within the draft protocol and either accept or amend and accept the draft Protocol for Recording All Council Formal Meetings.

19. SPORTS HALL/MARKET HALL LIGHTING

To receive a fixed price for the overall project cost to replace the lighting in the Sports Hall/Market Hall with LEDs following the Extraordinary Full Council meeting on 23rd August 2018 and agree the price and which fund the money will be taken from.

20. CONFIDENTIAL BUSINESS

To resolve 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.

21. BAR FRANCHISE

Following previous agreement at minute number P&CC/79/1718, Council are requested to agree a date for an informal briefing from someone within the professional licensing trade.

22. MEMBERS CODE OF CONDUCT

The Clerk made a verbal report to Personnel Committee, which will be repeated at full Council.

23. MEMBER TRAINING

Council are requested to consider hosting Councillor training at Whitchurch Civic Centre. Whitchurch Town Council has recently co-opted nine new Councillors and the session will also provide refresher training for more experienced Councillors. The Clerk will provide a report.