



# Whitchurch Town Council

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## FULL COUNCIL

All members are summoned to attend the above meeting which will be held on **THURSDAY 21<sup>st</sup> SEPTEMBER 2017**, in the Edward German room Whitchurch 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 have to be held in the confidential part of the meeting.

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

**Date of Notice: 15<sup>th</sup> September 2017**

Nicola Young  
Town Clerk

### AGENDA

**1. APOLOGIES**

To receive councillor apologies and reason for absence.

**2. DECLARATIONS OF INTEREST**

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

**3. MINUTES**

To confirm the minutes of the Annual Town Council meeting held on **20<sup>th</sup> July 2017** and sign as an accurate record of that meeting (copies attached).

**4. MATTERS ARISING**

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

**5. MAYOR'S ANNOUNCEMENTS**

**6. 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.

**7. PRESENTATION WHITCHURCH HERALD EDITOR**

To hear a presentation on a proposal for a Community & Business Award Scheme in Whitchurch.

**8. PRESENTATION FROM THE POLICE CRIME COMMISSIONER**

To receive a presentation from West Mercia Police Crime Commissioner, Mr John Campion, including answers to the questions submitted from Whitchurch Town Council.

**9. SHROPSHIRE COUNCILLOR'S REPORT**

To receive a verbal report from members of Shropshire Council.

To reinstate Standing Orders.

**10. CORRESPONDENCE**

To receive correspondence and agree response as appropriate:

- a. Letter from Russ Symons – Whitchurch Town Twinning Association
- b. Letter from Shropshire Council regarding new street names
- c. Thank you letter from Whitchurch Waterway Trust
- d. Verbal request to keep Civic Centre open on Saturday afternoons

**11. OUTSTANDING FULL COUNCIL RESOLUTIONS**

- a. Civic Centre Freehold
- b. Skateboard Park
- c. Increased Town Centre Signage

**12. FUTURE MEDICAL PROVISION**

Standing item on the agenda.

**13. ACCOUNTS**

To receive Month 4 and 5 accounts (attached).

**14. EXTERNAL AUDITOR'S REPORT**

To receive the 2016-17 year report from the auditor, Mazar's.

**15. MINUTES FROM COMMITTEES**

- Finance Committee – 29<sup>th</sup> June 2017
- Parks & Public Realm – 29<sup>th</sup> June 2017
- Civic Centre Committee – 13<sup>th</sup> July 2017
- Heritage Committee – 20<sup>th</sup> July 2017
- Planning Committee – 8<sup>th</sup> August 2017

**16. REPORT FROM MEMBERS ON OUTSIDE ORGANISATIONS**

To receive reports from Cllrs who represent the Council on outside bodies

**17. SHROPSHIRE COUNCIL PARKING STRATEGY CONSULTATION**

To discuss and agree a Council response on the Parking Strategy:

- Proposal 1 - The introduction of a set price per hour (known as 'linear' pricing)
- Proposal 2 - A standard countywide car parking banding/ranking system
- Proposal 3 - Parking tickets for unrestricted periods
- Proposal 4 - Introduce linear (set price per hour) charges between 9am and 8pm
- Proposal 5 - The extension of on-street loading and taxi bay provision in the evenings and early mornings
- Proposal 6 - Removal of the 15-minute 'pop and shop' period
- Proposal 7 - The extension of opening hours in Raven Meadows multi storey car park in Shrewsbury

**18. PROPOSED CHANGES TO PARKING RESTRICTIONS**

To receive information from Shropshire Council Highways on the proposed introduction of loading/unloading bays and make comment.

## **19. TOWN COUNCIL INSURANCE**

To discuss whether Whitchurch Town Council employ the services of a valuer for specific items insured.

## **20. STANDING ORDERS AMENDMENT**

To amend Standing Orders:

Currently paragraph 30. Committees and Sub Committees, sub-paragraph a.(ii) states “*May appoint persons other than Members of the Council to any Committee (except Finance Committee), but such persons will not have the power to vote;*”. Therefore only full Council can co-opt members to Committees. The recommendation is that Committees and Sub-Committees can co-opt/appoint persons other than Members of the Council to that Committee only.

Recommendation to change Standing Orders paragraph 30. Sub-paragraph a.(ii) to paragraph 30 sub-paragraph i. to read “*Every committee and sub-committee may appoint persons other than Members of the Council to their own committee (except Finance Committee), but such persons will not have the power to vote.*”

## **21. TERMS OF REFERENCE**

To discuss the Heritage Committee Terms of Reference – should the management of the Heritage Courtyard Retail Units be included within this Committee?

## **22. PLANNING NEGOTIATIONS**

Proposal from Cllr B Duffy:

Whitchurch Town Council needs a proactive relationship with the Planning Authority. The proposal is:

Whitchurch Town Council writes to Shropshire Council planning officers to request that planning officers tell the developers that this Council would like the opportunity to discuss our plans for Whitchurch. That these meetings take place when developers have preapplication meetings with Shropshire Council planners concerning developments in Whitchurch.

## **23. BAR LOUNGE REDECORATION**

From Civic Centre Committee - to recommend to full Council that the staff can take on the work to provide a design, understand the feasibility and provide costs to redecorate the Bar Lounge.

## **24. H&S**

The Civic Centre Committee received quotes from companies who provide Fixed Fee Health & Safety Support to businesses. The Civic Centre Committee recommends that Council accept the quote from Ellis Whittam, for a fixed 3-year term in line with the HR Advice contract.

## **25. 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.

## **26. JUBILEE PARK PLAY AREA EXTENSION**

To receive a report from the Clerk on Parks & Public Realm Committee’s recommendation to accept the design chosen by the majority at the public consultation.

## **27. IS THIS COUNCIL WORKING EFFECTIVELY?**

Proposal from Cllr B Duffy to discuss the effectiveness of how the Council operates and how it could be working and managing its wider remit.

## **28. TOWN COUNCIL EMAIL ADDRESSES FOR COUNCILLORS**

To receive a proposal from Cllr L Broders that Whitchurch Town Councillors have their own Town Council email addresses.