



Whitchurch Town Council

Civic Centre
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 OCTOBER 2016**, at 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 do 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: 13th OCTOBER 2016

Zoë Dean
Acting Town Clerk

AGENDA

1. APOLOGIES

To receive Cllr apologies and their 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 Town Council meeting held on **15th September 2016** 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 BY WEST MERCIA POLICE

To receive a presentation by Katrina Gilman, Equality & Diversity Advisor.

8. SHROPSHIRE COUNCILLOR'S REPORT

To suspend Standing Orders to enable Council to receive a report from members of the Shropshire Council

9. CORRESPONDENCE

- Church Stretton Town Council – Worsening Inequity of Council Tax funding across the country

10. WHITCHURCH WALKERS

Request from Whitchurch Walkers for MTRP funded information for Walkers board to be sited in the Bullring noticeboard.

11. OUTSTANDING FULL COUNCIL RESOLUTIONS

- (a) Civic Centre Freehold
- (b) Skateboard Park
- (c) Training for Finance & Resources Committee
- (d) Increased Town Centre Signage
- (e) Letting Heritage Centre Craft Units
- (f) Town Crier
- (g) DBS check
- (h) VAT

12. ACCOUNTS

To receive Month 6 accounts.

13. MINUTES FROM COMMITTEES

- Parks & Open Spaces 22/9/16
- Estates, Markets & Public Realm 29/9/16
- Strategic Marketing & Events 29/9/16
- Extraordinary Finance & Resources 13/10/16

14. CO-OPTION OF A COUNCILLOR

To receive nominations for co-option to fill the current vacancy for West Ward after there was no call for an election.

15. REPORT FROM MEMBERS ON OUTSIDE ORGANISATIONS

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

16. COUNCIL COMMITTEES

To fill remaining committee vacancies

17. SETTING UP A CIVIC CENTRE WORKING PARTY

To evaluate the ideas gathered in August/September for Marketing the Civic Centre sessions. (Cllr Smith)

18. LILY'S LUNCHES LTD

Request to hire the main kitchen on a full time basis up until 2018 (correspondence previously circulated).

19. STANDING ORDERS

To approve an amendment to Standing Orders for Contracts.

20. BUDGET 2017/2018

To receive updates.

21. ASSET REGISTER

To approve the new asset register.

22. FINANCIAL RISK ASSESSMENT

To approve the new Financial Risk Assessment document.

23. SALC MEMBERSHIP

To discuss joining the Shropshire Association of Local Councils

24. BUS ROUTES

To discuss Whitchurch local/rural community bus routes.

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. MINUTES

To confirm the Confidential Minutes of the **15th September 2016** Full Council meeting.
To confirm minutes of the Extraordinary Full Council meeting held on **5th October September 2016** and sign as an accurate record of that meeting.

27. CORRESPONDENCE REFERENCE JUBILEE PARK

To receive correspondence.

28. CHRISTMAS LIGHTS

To approve committee recommended contractor for the 2016 scheme.

29. STAFF SALARIES

To approve the new NJC pay scales.

30. ACCOUNTS ASSISTANT

To review terms and conditions of employment.