



Whitchurch Town Council

Civic Centre
Whitchurch
SY13 1AX



High Street
Shropshire
tel. 01948 665761

website: www.2shrop.net/whitchurchtowncouncil

email: townclerk@whitchurch-shropshire-tc.gov.uk

MINUTES OF THE HERITAGE COMMITTEE MEETING HELD ON Monday 19th May 2014

PRESENT

Councillors: B Duffy (Chairman), T Neville (Vice Chairman), T O'Neill and R Hewson.

IN ATTENDANCE

M Wilson (Town Clerk)

1. Election of Chair

After proposal by Cllr O'Neill and seconded by Cllr Hewson **It was RESOLVED HC/1/1415** that Cllr Duffy would be nominated as the chairman of the Heritage Committee.

2. Election of Vice Chair

After proposal by Cllr Hewson and seconded by Cllr O'Neill **It was RESOLVED HC/2/141/5** that Cllr Neville would be nominated as the vice chairman of the Heritage Committee.

3. APOLOGIES

Cllr C Hitchiner Working
Cllr P Lea – none given
Cllr J Ebbs – Another engagement

4. DECLARATIONS OF INTEREST

Chairman Cllr Duffy reminded councillors that she was involved in the Friends of Whitchurch.

5. MINUTES

After a proposal by Councillor Hewson and seconded by Councillor O'Neill. **It was RESOLVED HC/3/1415:** That the minutes of the meeting of the Heritage Committee held on 20th February 2014 be agreed and signed as a true record.

6. MATTERS ARISING

None

7. PUBLIC PARTICIPATION

None

8. OUTSTANDING ITEMS

None.

9. Lease.

A number of issues raised by Cllr Ebbs were discussed.

- a. The break clause is not in the head of terms but when it is prepared by the solicitor that either party can break it before the 5 years if circumstances are such that the Museum are unable to continue. It should be reviewed every year with the Friends of Whitchurch.
- b. An issue around VAT; it was agreed that the lease should ask the tenant to pay VAT on their invoices. If they can claim it back that is not a problem.

- c. The insurance for the Heritage Centre is covered on a blanket insurance covered by Zurich and listed in their schedule.
- d. The upkeep of the property will be the responsibility of the Town Council and we have a handyman now who will be assisting in the areas that need addressing.
- e. The grant given to the Friends will be used to assist in running costs
- f. The CCTV camera will be the responsibility of the Town Council;
- g. The Museum staff will be responsible for switching on and off alarms and look after the museum artefacts.
- h. Cllr Ebbs was concerned that the collection would be lost, however the museum items do not belong to Whitchurch Town Council. If the museum closed the items would be spread out amongst other museums.
- i. An inventory of items is kept by the museum staff. Some items that do belong to the Town Council are listed in the insurance.
- j. A question was raised about the legality of 'landlord will not be liable for any damage occasioned to any items on the property or damaged or injury to any visitors to the property. This will be raised with the solicitor.
- k. The craft units are in use with Age UK and Down to Earth and they are not to have their tenancy agreement terminated unless they wish to move. Any review of the rent must be agreed by the Town Council. Also the rooms upstairs in the Heritage Centre should the Friends wish to rent them out they must seek permission from Whitchurch Town Council.
- l. Cllr Duffy expressed a concern of lack of money being available to the Friends of Whitchurch. It was discussed that the Town council would support them in running cost by way of a grant which should be reviewed each December. The Friends would explain the need for the continued grant and budget needed before applying for the precept.

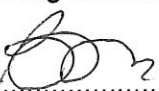
After a proposal by Councillor Neville and seconded by Councillor O'Neill.

It was **RESOLVED HC/4/1415** that after the amendments were agreed that the lease be prepared.

10. CONFIDENTIAL BUSINESS

None

The meeting closed at 12:05 pm.

Chairman 

Dated 4.9.14