MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON THURSDAY 21st May 2015

PRESENT
Councillors: M McDonald (Mayor), A Chesters, B Duffy, J Ebbs, T Harris, R Hewson, T Neville, T O’Neill, J Sinnott, B Slater, L Stones and G Stockton.

IN ATTENDANCE
M Wilson (Town Clerk)

1. **To elect the Town Mayor**
   The retiring Mayor gave thanks to the Councillors and all their hard work throughout the year and thanked the staff for their support and their hard work. He went on to say he had raised £3,000 for his charities this year, Air Ambulance, Cystic Fibrosis, Youth cricket and Youth Rugby all receiving a cheque for £750 each.
   After nomination from Cllr B Slater and seconded by Cllr Neville it was **RESOLVED WTC/1/1516** that Cllr M McDonald be elected as Mayor for Whitchurch Town Council. Mayor McDonald gave the retiring Mayor and his wife a gift and thanked him for his tireless work throughout the past two years. Cllr J Ebbs gave a vote of thanks.

2. **To elect the Deputy Town Mayor**
   Two nominations for deputy mayor were received, Cllr Duffy and Cllr Neville. After a voting the two contenders were Cllr Duffy and Cllr Neville, by ballot it was **RESOLVED WTC/2/1516** that Cllr T Neville would be the Deputy Mayor for Whitchurch Town Council.

3. **Apologies**
   Cllr Rigley – On holiday
   Cllr Dakin (Shropshire Councillor) – On Holiday
   Cllr Leerton – Working

4. **Declarations of Interest**
   None

5. **Minutes**
   After a proposal by Councillor Chesters and seconded by Councillor Sinnott **WTC/03/1516 RESOLVED** accept the minutes of the meeting held on 16th April 2015 which included confidential minutes and the Extra Ordinary meeting of the 29th April 2015.

6. **Matters Arising**
   None

7. **Mayor’s Announcements**
   None

8. **Outstanding Actions**
   None
9. Public Participation

After nomination from Cllr M McDonald and seconded by Cllr R Hewson it was RESOLVED WTC/4/1516 to suspend standing orders. Resident Terry Evason gave a talk around names to be added to the cenotaph as in item 10. Two names were requested as these have been missed off any memorial

After nomination from Cllr M McDonald and seconded by Cllr R Hewson it was RESOLVED WTC/5/1516 to return to standing orders.

10. WW1 names on cenotaph

A discussion took place about the two individuals especially one who had died in training. After nomination from Cllr J Sinnott and seconded by Cllr L Stones it was RESOLVED WTC/06/1516 that Jacob Griffiths should be names on the cenotaph and that William Mulhall should not be named on the cenotaph.

11. Report from Members on Outside Organisations.

Cllr Harris reported back from the Jane Higgenson Trust and informed councillors that 33 Dodington had now been refurbished and is available for anyone over 60 with limited means.

12. Minutes from Committees

- Civic and Markets. Cllr Sinnott
  After a proposal by Councillor O'Neill and seconded by Councillor Harris WTC/7/1516 RESOLVED: That the minutes of the meeting held on the 30th April 2015 be accepted.

- Parks
  After a proposal by Councillor Harris and seconded by Councillor O'Neill WTC/8/1516 RESOLVED: That the minutes of the meeting held on the 30th April 2015 be accepted.


To be decided after consultation with newly elected Chairman and Vice Chairman. A discussion around the CCTV and Christmas lights committee as the CCTV cameras are almost completed and the need for a separate committee. It was agreed to put the Christas lights committee with the Civic and markets committee.

14. Appointment of representative to outside bodies.

To be decided after consultation with newly elected Chairman and Vice Chairman.

15. Appointment of representatives to events

To be circulated by the clerk when all nominations received.

16. Annual Calendar of Meetings

After a proposal by Councillor Chesters and seconded by Councillor Sinnott WTC/9/1516 RESOLVED: to accept the calendar of dates (which could be subject to change for committees)

17. Correspondence

- Notes from Terry Evason concerning the names on the cenotaph
- Barbers letter concerning the offer on the land

18. Councillor Badges

The clerk explained that to give the Town Council a higher profile that when councillors attend events wearing the lanyard with Whitchurch Town Council and a badge would show those in attendance that the Town Council is involved in the activity.

After a proposal by Councillor Chesters and seconded by Councillor Hewson WTC/10/1516 RESOLVED: to agree to purchase the lanyards and photo holders.

19. Events

As item 15 above.
20. Grants
The clerk explained that Heritage lottery funding have seminars on grant applications and they are on certain days in the week; two councillors expressed an interest in attending these seminars and would like their expenses for travelling to be paid. After a proposal by Councillor McDonald and seconded by Councillor Chessters WTC/11/1516 RESOLVED to cover the cost of travel.

21. Wire around cenotaph
After a proposal by Councillor Harris and seconded by Councillor O'Neill WTC/12/1516 RESOLVED It was agreed to let the British Legion secure the poppy wreaths by placing wire around the cenotaph. The British Legion must be informed to use stainless Steele as they may ruin the brickwork on the cenotaph if anything else is used.

22. Insurance for the Town Council
The clerk informed the Town Council that though asking for quotes only Zurich had arrived in time for the meeting and they are offering a discount if taken over three years. After a proposal by Councillor Chessters and seconded by Councillor Sinnott WTC/13/1516 RESOLVED to place insurance with Zurich for three years.

23. Web site
The Town Clerk explained that the website is now up and running and wanted to officially announce that it was now on line.

24. Whitchurch (Hampshire) Festival
Some residents had expressed an interest in attending this event and would like the Town Council to fund some or all of it. The clerk reported that expression of interest had been made but no numbers or for how long the event is on over three days. A discussion around the need to attend and the reason to attend this event. The clerk was tasked to find out more and report back.

25. Planning committee
Cllr Harris express concern over the current arrangements for the planning committee and requested nominated individuals to be the planning committee. After a proposal by Councillor Hewson and seconded by Councillor O'Neill WTC/14/1516 RESOLVED to have a planning committee consisting of Cllrs Harris, Stockton, Duffy, O'Neill and Sinnott.

26. Councillors and Facebook
All councillors were reminded that the Town Council have a communications policy and anything on Facebook should not be on behalf of Whitchurch Town Council. Cllr Haris reminded councillors that once the agenda has been sent then there can be no debate about items on the agenda by email.

27. Grant applications

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Amount awarded</th>
<th>Proposer and seconder</th>
</tr>
</thead>
<tbody>
<tr>
<td>Whitchurch Blackberry Fair- Request £1,500</td>
<td>1,500</td>
<td>Cllr Chessters and Harris</td>
</tr>
<tr>
<td>Whitchurch Community Service Association</td>
<td>1075</td>
<td>Cllr Chessters and Harris</td>
</tr>
<tr>
<td>(Beechtree Centre) -request £1075</td>
<td></td>
<td></td>
</tr>
<tr>
<td>North Shropshire Folk request £400</td>
<td>None</td>
<td>Cllr Chessters and Harris</td>
</tr>
<tr>
<td>Whitchurch Hockey Club – request £250</td>
<td>250</td>
<td>Cllr Chessters and Harris</td>
</tr>
<tr>
<td>Whitchurch Museum &amp; Archives request £2500</td>
<td>2500</td>
<td>Cllr Chessters and Harris</td>
</tr>
<tr>
<td>Whitchurch Rotary Club request £1600</td>
<td>1600</td>
<td>Cllr Duffy and Slater</td>
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</tr>
<tr>
<td>Home-Start Shropshire request £2500</td>
<td>None</td>
<td>Cllr Harris and Neville</td>
</tr>
<tr>
<td>Party in the Park request £510</td>
<td>510</td>
<td>Cllr Chester and Slater</td>
</tr>
<tr>
<td>Leisure Services - Shropshire Council request £500</td>
<td>500</td>
<td>Cllrs Sinnott and Chester</td>
</tr>
<tr>
<td>Whitchurch Town Twinning Association request £400</td>
<td>400</td>
<td>Cllrs Sinnott and Chester</td>
</tr>
<tr>
<td>3rd Whitchurch Guides request £600</td>
<td>600</td>
<td>Cllrs Sinnott and Chester</td>
</tr>
<tr>
<td>NS Wheelers ANY AMOUNT</td>
<td>500</td>
<td>Cllrs Harris and Chester</td>
</tr>
<tr>
<td>Citizens Advice Shropshire request £1,000</td>
<td>1000</td>
<td>Cllr Harris and Sinnott</td>
</tr>
<tr>
<td>Queensway Areas Residential &amp; Recreational Association request £500</td>
<td>500</td>
<td>Cllr Chester and Harris</td>
</tr>
<tr>
<td>Waterways Trust request £850</td>
<td>500</td>
<td>Cllr Chester and Harris</td>
</tr>
</tbody>
</table>

After a proposal by Councillor McDonald and seconded by Councillor Neville WTC/15/1516 RESOLVED to accept grants applications as above

The clerk informed councillors that both Cllr Chester and she had examined the accounts returned from the accountants and apart from some written explanations they were satisfied the accounts should be accepted. After a proposal by Councillor Chester and seconded by Councillor McDonald It was WTC/16/1516 RESOLVED Annual Accounts for 2014 2015 were agreed and signed subject to

29. Annual Governance statement
After a proposal by Councillor Chester and seconded by Councillor McDonald It was WTC/17/1516 RESOLVED The Annual Governance statement be approved and signed.

30. Annual internal audit
After a proposal by Councillor Chester and seconded by Councillor McDonald It was WTC/18/1516 RESOLVED To approve the Internal Audit Report for 2014-2015 for submission to the External Auditor.

31. To receive the Statement of Accounts for month 12 and 1. (Copy already circulated)
After a proposal by Councillor Chester and seconded by Councillor McDonald It was WTC/19/1516 RESOLVED To receive the Statement of Accounts for month 12 and 1

32. Confidential Business

Meeting closed at 8:35 pm

Signed .......................................................... Dated 18th June 2015