MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON THURSDAY 17TH MAY 2018

PRESENT

IN ATTENDANCE
Nicola Young – Town Clerk
Zoe Dean – Assistant Town Clerk/Town Centre Manager

1. To Elect the Town Mayor
   After a nomination by Cllr Hall, seconded by Cllr O’Neill, it was WTC/1/1819 RESOLVED to elect Cllr Tony Neville as the Town Mayor for 2018/2019 Council Year.

2. To Receive the Elected Mayor’s Declaration of Acceptance of Office
   Cllr Neville read and signed the Declaration of Acceptance of Office.

3. To Elect the Deputy Town Mayor
   After a nomination by Cllr O’Neill, seconded by Cllr Neville, it was WTC/2/1819 RESOLVED to elect Cllr Bev Duffy as the Deputy Town Mayor for 2018/2019 Council Year.

4. To Receive the Elected Deputy Mayor’s Declaration of Acceptance of Office
   Cllr Duffy read and signed the Declaration of Acceptance of Office.

5. Apologies
   Cllr J Sinnott – holiday
   Cllr L Broders – work commitment
   Cllr M Barker – prior commitment

6. Declarations of Interest
   None received.

7. Minutes
   After a proposal from Cllr O’Neill, seconded by Cllr Duffy, it was WTC/3/1819 RESOLVED to accept the minutes of the Full Council meeting held on Thursday 19th April 2018 and sign as an accurate record of that meeting.

8. Matters Arising
   There were no matters arising.

9. Mayor’s Announcements
   The Mayor attended the following events representing the Council:
   Tuesday 24th April – Supervision Training provided by SALC, Shirehall
   Saturday 28th April – Wem Mayor’s Ball
   Sunday 29th April – Window Dedication Service, St Alkmund’s Church

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Wednesday 9th May – Funeral of former Town Mayor
Friday 11th May – Whitchurch Walking Festival launch
Saturday 12th May – Start off Helsby Running Club Sandstone Trail race

At this point in the meeting, Cllr Neville invited Mr Harvey Vasey to present to Council his reasons for becoming a Town Councillor. After a proposal from Cllr Neville, seconded by Cllr Duffy, and a unanimous vote by Council it was WTC/4/1819 RESOLVED to accept Mr Harvey Vasey as a Whitchurch Town Councillor and he was invited to sit at the meeting table.

Cllr Vasey read and signed the Declaration of Acceptance of Office.

10. Remaining Business
There was no remaining business.

11. Outstanding Full Council Resolutions
   a. Civic Centre Freehold. The Clerk informed Council that Shropshire Council Cabinet had approved a report to transfer the Civic Centre freehold to Whitchurch Town Council and that Shropshire Council Senior Surveyor had send through Draft Heads of Terms, which had been circulated to all members. After a proposal from Cllr Chesters, seconded by Cllr Duffy, it was WTC/5/1819 RESOLVED that the Clerk organise an Extraordinary full Council meeting with the Senior Survey or more senior member of the Estates Team to discuss the Draft Heads of Terms.
   b. Skate Park. The Town Clerk informed Council that the contractors, Canvass Spaces, had proposed a start date to build the skate park of 29th May 2018 and that the build will take 6 weeks.

12. Public Participation
   After a proposal from Cllr O’Neill, seconded by Cllr Duffy it was WTC/6/1819 RESOLVED to suspend Standing Orders for public participation.

   Mr Finch raised the issue of inaccessibility to the southbound platform at Whitchurch Railway Station. The Clerk was requested to support Mr Finch and write to The Rt Hon Owen Paterson MP regarding the matter.

   After a proposal from Cllr Neville, seconded by Cllr Martin, it was WTC/7/1819 RESOLVED to reinstate Standing Orders.

13. Appointment of Members to Committees
   After a proposal from Cllr Hall, seconded by Cllr O’Neill, it was WTC/8/1819 RESOLVED to accept the report from the Clerk to set up an Entertainment & Events Committee and to include all @theCivic event organisation within this Committee.

   After a proposal from Cllr Martin, seconded by Cllr Chesters, it was WTC/9/1819 RESOLVED to appoint the following members onto the Committees as listed below:

   **Parks, Public Realm & Civic Centre Committee**
   - Cllr Hall
   - Cllr Neville
   - Cllr Fewster
   - Cllr Sinnott
   - Cllr O’Neill
   - Cllr Duffy
   - Cllr Chesters

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Finance & Personnel Committee
Cllr Hall        Cllr O’Neill
Cllr Duffy       Cllr Chesters
Cllr Sinnott     Cllr Martin
Cllr Vasey

Heritage Committee
Cllr O’Neill    Cllr Neville
Cllr Duffy      Cllr Martin
Cllr Barker

Planning
Cllr Hall       Cllr O’Neill
Cllr Raynes     Cllr Duffy
Cllr Martin     Cllr Barker
Cllr Neville

Entertainment & Events Committee
Cllr Hall       Cllr Fewster
Cllr Raynes     Cllr Vasey
Cllr Duffy

Tourism Working Group
Cllr Hall       Cllr O’Neill       Cllr Fewster

After a proposal from Cllr Chesters, seconded by Cllr Duffy, it was WTC/10/1819 RESOLVED to remove from the Committee list the GDPR Working Group.

After a proposal from Cllr Duffy, seconded by Cllr Raynes, it was WTC/11/1819 RESOLVED to remove from the Committee list the Civic Freehold Working Group.

14. Appointment of Representatives to Outside Bodies
Members were appointed to the following outside bodies:

<table>
<thead>
<tr>
<th>Outside Body</th>
<th>Representative</th>
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<tbody>
<tr>
<td>Town Twinning</td>
<td>Cllr N Raynes / Cllr T Neville</td>
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<tr>
<td>Whitchurch Chamber of Trade</td>
<td>Cllr A Hall</td>
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<tr>
<td>Whitchurch Waterways Trust</td>
<td>Cllr M Barker</td>
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<tr>
<td>Whitchurch Fairtrade Town Group</td>
<td>Cllr T O’Neill</td>
</tr>
<tr>
<td>Queensway Playing Fields Association</td>
<td>Cllr M Fewster</td>
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<tr>
<td>Beechtree Community Centre</td>
<td>Cllr N Raynes</td>
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<tr>
<td>Whitchurch Town Team</td>
<td>Cllr B Duffy / Cllr N Raynes</td>
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<tr>
<td>Whitchurch Area Local Joint Committee</td>
<td>Cllr T Neville / Deputy Cllr A Hall</td>
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<tr>
<td>Whitchurch Joint Cemetery Committee JANE</td>
<td>Cllr B Duffy / Cllr T Neville / Cllr J Martin</td>
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<tr>
<td>Joint Commissioning &amp; Economic Board</td>
<td>Cllr J Sinnott / Cllr N Raynes</td>
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<tr>
<td>Whitchurch Patients Group</td>
<td>Cllr B Duffy</td>
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<tr>
<td>Whitchurch Well-being Forum</td>
<td>Cllr N Raynes</td>
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<tr>
<td>Whitchurch Walkers (affiliated membership)</td>
<td>Cllr M Fewster</td>
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<tr>
<td>White Lion Meadow Community Centre</td>
<td>Cllr A Hall</td>
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<tr>
<td>Higginson Charities &amp; Whitchurch Relief in Need</td>
<td>Clerk to ascertain if a Councillor is required to be nominated to these charities</td>
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15. Calendar of Meetings
After a proposal from Cllr Hall, seconded by Cllr Duffy, it was WTC/12/1819 RESOLVED that, following the amendment of the time of full Council meetings to 7.15pm and Entertainment & Events Committee January meeting time to 5pm, the calendar of meetings be accepted.

16. Minutes from Committees
   a. Heritage Committee. After a proposal from Cllr Duffy, seconded by Cllr Neville, it was WTC/13/1819 RESOLVED to accept the minutes from the Heritage Committee held on 19th April 2018.

   After a proposal from Cllr Chesters, seconded by Cllr Neville, it was WTC/14/1819 RESOLVED to give a vote of thanks to Cllr Duffy for all her hard work with the Heritage Committee.

17. Correspondence
After a proposal from Cllr Neville, seconded by Cllr Duffy, it was WTC/15/1819 RESOLVED to accept the letter from Shropshire Council confirming the precept of £459,079.00 and CIL Neighbourhood Fund Allocation of £90,789.82.

18. Annual Accounts
After a proposal from Cllr Neville, seconded by Cllr Duffy, it was WTC/16/1819 RESOLVED to accept Month 12 (2017/18) and Month 1 (2018/19) Income & Expenditure Reports and Balance Sheets.

19. Payments
After a proposal from Cllr Duffy, seconded by Cllr O’Neill, it was WTC/17/1819 RESOLVED to approve the list of regular beneficiaries, noting that the Regular Supplier ‘Eventmen’ should be costed to Blackberry Fair and not Food & Drink Festival.

20. General Data Protection Regulations GDPR
After a proposal from Cllr Neville, seconded by Cllr Raynes, it was WTC/18/1819 RESOLVED to accept the Information and Data Protection Policy.
After a proposal from Cllr Duffy, seconded by Cllr O’Neill, it was WTC/19/1819 RESOLVED to accept the Retention & Disposal of Documents Policy.
After a proposal from Cllr Fewster, seconded by Cllr O’Neill, it was WTC/20/1819 RESOLVED to accept the Management of Transferrable Data Policy.
After a proposal from Cllr Fewster, seconded by Cllr O’Neill, it was WTC/21/1819 RESOLVED to accept the Social Media & Electronic Communications Policy.

21. CONFIDENTIAL BUSINESS
There was no Confidential business.

Meeting closed at 8.40pm