

# Whitchurch Town Council

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## FULL COUNCIL

All members are summoned to attend the above meeting which will be held on **THURSDAY 15<sup>th</sup> NOVEMBER 2018**, in the Edward German Room, Whitchurch Civic Centre 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 a meeting.

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

**Date of Notice: 9<sup>th</sup> November 2018**

Nicola Young  
Town Clerk

### AGENDA

**1. APOLOGIES**

To receive Councillor apologies.

**2. DECLARATIONS OF INTEREST**

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

**3. MINUTES**

To confirm the minutes of the Council meeting held on **Thursday 18<sup>th</sup> October 2018** and sign as an accurate record of that meeting.

**4. MATTERS ARISING**

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

**5. MAYOR'S ANNOUNCEMENTS**

To receive such communications as the Mayor may wish to bring before the Council.

**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. REPORT FROM WEST MERCIA POLICE**

To receive an update from the Safer Neighbourhood Team.

## **8. PRESENTATION FROM WREKIN HOUSING TRUST**

To receive a presentation from Phil Brenner, Wrekin Housing Trust, on developments and progress regarding the proposed new medical centre in Whitchurch.

## **9. SHROPSHIRE COUNCILLORS REPORT**

To receive a verbal update from members of Shropshire Council.

## **10. VACANCIES & CO-OPTION**

Whitchurch Town Council currently have one vacancy. Councillors are requested to consider the verbal application from Ms Hannah Parkinson to become a Town Councillor and to vote accordingly. You will be provided with a voting slip.

To reinstate Standing Orders

## **11. ACCOUNTS**

To receive Month 7 Balance Sheets and Income & Expenditure Reports.

## **12. SHROPSHIRE COUNCIL CONSULTATION ON PREFERRED SITES FOR THE SHROPSHIRE LOCAL PLAN**

To receive a report entitled Consultation on Preferred Sites for the Shropshire Local Plan Review which was presented to Shropshire Council Cabinet on 7<sup>th</sup> November 2018 and the Shropshire Local Plan Review Consultation on Preferred Sites, please note only the Whitchurch relevant pages have been included in the papers. Council are requested to consider the consultation and agree how to feedback any comments.

## **13. WTC MOTION 8 FROM COUNCILLOR SINNOTT**

That Whitchurch Town Council consider adopting this alternative lighting scheme for the Market/Sports Hall as a fall-back position in the event that it decides that it cannot afford the PSG scheme.

## **14. AMEND STANDING ORDERS & FINANCIAL REGULATIONS**

Council are requested to amend the following paragraphs in Standing Orders and Financial Regulations:

- a. Standing Orders, Para 30.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" – proposed to be amended to state "May appoint persons other than Members of the Council to a Committee (except Finance Committee & Personnel Committee), and in limited situations they may vote at meetings which concern the following:
  - i. Management of land owned or occupied by the council;
  - ii. Functions of the Council relating to the promotion of tourism;
  - iii. Functions of the Council relating to the management of a festival; and
  - iv. Advising the Council in respect of the discharge of any of its functions."
- b. Standing Orders, Para 33.b states "Any Council member shall, unless the Council otherwise orders, be entitled to be present as a spectator at the meetings of any

committee or sub-committee of which he/she is not a member. The Council member may speak on an item on the Agenda with the permission of the Chairman but may not join in the debate or vote.” - proposed additional sub para 33.c to state: “A councillor who is not a member of a committee or sub-committee has the same rights to attend a meeting of the committee or sub-committee as a member of the public. They can participate in the meeting if the public can, subject to standing orders about public participation. See Standing Orders para 41.”

- c. Financial Regulations para 6.18 states: “Any corporate credit card or trade card account opened by the Council will be specifically restricted to use by the Town Clerk and shall be subject to automatic payments in full at each month-end. ....” – Proposed addition to this paragraph to read: “..... and shall be subject to payment in full by the due payment date. The payment will be paid from the TSB Petty Cash Account and the Accounts Officer will request the full amount to be transferred from the Unity Trust bank account with two signatories authorising the payment .”

#### **15. CHRISTMAS LIGHTS REPORT**

To receive a recommendation from Finance Committee held on 08/11/18 to agree the overspend of £2,442 for the 2018 Christmas lighting scheme. Details are contained within the Town Centre Manager’s Christmas Lights Expenditure Report (attached).

#### **16. CENTRE NORTH EAST COMMUNITY ASSET TRANSFER**

To receive an update from the Town Clerk regarding the Community Asset Transfer Expression of Interest for Centre North East from Whitchurch Town Council.

#### **17. NAME FOR CENOTAPH**

The Town Clerk has received a request from the granddaughter of Fred Lyth to ask if his name could be placed on the Whitchurch Cenotaph. Fred Lyth was born in Whitchurch and his parents are buried in the cemetery, but he moved to Stoke when he got married and therefore joined up from Stoke. Please can Council make a decision on whether Fred Lyth can be added to the Cenotaph, pending confirmation of Mr Lyth’s details.

#### **18. FOOTPATH FROM MILL STREET TO JUBILEE PARK**

Council are requested to consider acquiring ownership of the footpath from Mill Street to Jubilee Park, for maintenance and upkeep. The part of the footpath from Mill Street to the dog-leg is owned by a neighbouring business and the rest of the footpath to Jubilee Park is not owned. If Council agree to this proposal, the Town Clerk will contact the business to make enquiries as to the possibility of the transfer.

#### **19. LAND AT SHERRY MILL HILL**

Council are requested to consider, once again, investigating into taking on the ownership of the walled land at the bottom of Sherry Mill Hill.

#### **20. COUNCILLOR TABLETS**

To receive quotes from IT companies regarding handheld devices for Councillors to receive meeting papers rather than printing many copies of all the meeting paperwork, .

#### **21. REPLACEMENT PHOTOCOPIER**

To receive a recommendation from Finance Committee to assess the attached comparison spreadsheet and quotes to purchase a new or reconditioned photocopier and quotes for leasing a new or reconditioned photocopier. Council are requested to consider all the

quotes and compare the payments we are currently making and make a decision on the most cost-effective route for the Council.

## **22. 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.