MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON THURSDAY 11th MAY 2017

PRESENT

IN ATTENDANCE
Zoë Dean – Acting Town Clerk
Barrie White – Whitchurch Herald

Cllr McDonald welcomed John Martin to the Town Council. Cllr Neville thanked Cllr McDonald for all of his hard work during his time in office.

1. To Elect the Town Mayor
   After a nomination from Cllr O'Neill, seconded by Cllr Smith,
   It was WTC/1/1718 RESOLVED: to elect Cllr Tony Neville as the Town Mayor for 2017/2018 Council Year.

2. To Receive the Elected Mayor’s Declaration of Acceptance of Office
   The newly elected Mayor signed his declaration of acceptance of office as Mayor and read the declaration aloud.

3. To Elect the Deputy Town Mayor
   Cllr O’Neill proposed himself, seconded by Cllr McAuley.
   Cllr Chesters proposed Cllr Duffy, seconded by Cllr Sinnott.
   A closed ballot was undertaken. 6 votes were received for Cllr Duffy, 3 votes were received for Cllr O’Neill.
   It was WTC/2/1718 RESOLVED: to elect Cllr Duffy as the Deputy Town Mayor.

4. To Receive the Elected Deputy Mayor’s Declaration of Acceptance of Office
   The newly elected Deputy Mayor signed her declaration of acceptance of office as Deputy Mayor and read the declaration aloud.

5. Apologies
   Cllr Dakin – Shropshire Council.

6. Declarations of Interest
   None received.

7. Unfilled Vacancies
   There were unfilled vacancies after the election in both South Ward and West Ward.
   After a proposal from Cllr Duffy, seconded by Cllr McDonald,
   It was WTC/3/1718 RESOLVED: to fill the remaining vacancies by election.

8. Minutes
   After a proposal from Cllr Chesters, seconded by Cllr McDonald,
It was WTC/4/1718 RESOLVED: to accept the minutes of the Full Council meeting held on the 20th April 2017 and sign as an accurate record of that meeting.

9. Matters Arising
There were none.

10. Mayor's Announcements
The newly elected Mayor had no announcements.

11. Remaining Business
There was none.

12. Outstanding Council Resolutions
   - Civic Centre Freehold – an email had been received from Keith Parry of Shropshire Council. The item would need to go to Shropshire Council’s Cabinet for a decision as it had previously only been discussed by officers and not the legal department.
   - Skateboard Park – funds had now been found for the project which would be managed by Red Kite and go out to tender to be built in September. Some funds would be maintained from the budget for lessons with Ramped.
   - Increased Town Centre Signage – ongoing with Whitchurch Town Team.
   - Land at Sherrymill Hill – ongoing.
   - Coffee Machine – the Acting Town Clerk had contacted Unicorn who had no objections subject to conditions specified in attached email as machine would be new and electrically tested. It was agreed to send the item back to the committee which had recommended it for a decision.

13. Public Participation
There were no members of the public present.

14. Appointment of Members to Committees
Members asked the Acting Clerk to seek clarity on whether the Ex-Officio can vote on committees. Members considered not appointing councillors to committees until the remaining vacancies had been filled. The Acting Town Clerk urged councillors to assign members to the Finance & Resources Committee in order for the committee to meet to discuss grants.

Finance & Resources Committee
After a proposal from Cllr Sinnott, seconded by Cllr Smith,
It was WTC/5/1718 RESOLVED: to appoint the following members onto the Finance & Resources Committee:
Cllr Chesters
Cllr Martin
Cllr McAuley
Cllr Sinnott
Cllr Smith

Governance, Scrutiny & Policy
After a proposal from Cllr McDonald, seconded by Cllr McAuley,
It was WTC/6/1718 RESOLVED: to appoint the following members onto the Governance, Scrutiny & Policy Committee:
Cllr Duffy
Cllr Martin
Cllr McAuley
Cllr Sinnott
Cllr Smith

15. Appointment of Representatives to Outside Bodies
Members were appointed to the following Outside Bodies:

<table>
<thead>
<tr>
<th>GROUP</th>
<th>REPRESENTATIVE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Town Twinning</td>
<td>Cllrs McDonald, Neville</td>
</tr>
<tr>
<td>Whitchurch Chamber of Trade</td>
<td>Cllr McAuley</td>
</tr>
<tr>
<td>Whitchurch Waterways Trust</td>
<td>Cllr O’Neill</td>
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<tr>
<td>Fair Trade</td>
<td>Cllr O’Neill</td>
</tr>
<tr>
<td>Queensway Playing Fields</td>
<td>Vacancy</td>
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<tr>
<td>Beechtree Community Centre</td>
<td>Vacancy</td>
</tr>
<tr>
<td>Higginson’s Church of England School</td>
<td>Cllr Harris</td>
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<tr>
<td>Samuel Higginson Almshouse</td>
<td>Cllr Smith</td>
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<tr>
<td>Jane Higginson Charity</td>
<td>Cllr Harris</td>
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<tr>
<td>Jane Higginson Almshouse Charity</td>
<td>Cllr Harris</td>
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<tr>
<td>Town Team</td>
<td>Cllrs; Duffy &amp; Smith</td>
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<tr>
<td>Whitchurch Relief in Need</td>
<td>Cllr O’Neill</td>
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<tr>
<td>Local Joint Committee</td>
<td>Cllr Duffy</td>
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<tr>
<td>Joint Cemetery Board</td>
<td>Cllr Smith &amp; Duffy</td>
</tr>
<tr>
<td>Joint Economic &amp; Commissioning Board</td>
<td>Cllr Sinnott</td>
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<tr>
<td>Markets &amp; Events Group</td>
<td>Cllr O’Neill</td>
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<tr>
<td>Whitchurch Patients Group</td>
<td>Cllr Duffy</td>
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16. General Power of Competence
After a proposal from Cllr McDonald, seconded by Cllr Duffy,
It was **WTC/7/17/18 RESOLVED**: that Whitchurch Town Council, being satisfied that it
meets the eligibility criteria of the Localism Act 2011 s8, and Parish Councils (General
Power of Competence) (Prescribed Conditions) Order 2012, in that it has equal to two
thirds of its councillors elected and has a suitably qualified Town Clerk appointed, now
resolves to adopt the General Power of Competence provisions of s1 of the Localism Act
2011. Furthermore, the Town Council realises that it will be required to make a further
declaration of its continued eligibility at each subsequent annual council meeting after
any all-out election.

17. Calendar of Meetings
Change to the draft calendar of meetings:
Finance & Resources Committee would be brought forward to take place on 18\(^{th}\) May at
7pm.
After a proposal from Cllr Duffy, seconded by Cllr Sinnott,
It was **WTC/8/17/18 RESOLVED**: to accept the calendar of meetings in its complete form.

18. Minutes from Committees
There were none.

19. Correspondence
There was none.
20. Annual Accounts
The Annual Accounts were received by members. It was agreed to defer this item until the June meeting in order to allow members to digest the information contained therein.

21. Payments
After a proposal from Cllr McDonald, seconded by Cllr Duffy,
It was WTC/9/1718 RESOLVED: to authorise the approval of payments.

22. Volunteers
Members discussed the Council’s 2013 Volunteer Policy. Cllr Smith questioned the relevance of the current policy. Cllr McDonald noted that it was essential to have one. However, the policy is aimed at regular volunteers, not ad-hoc volunteers for theatre events. Members concurred that a two tier system was required and guidance would need to be sought on revising this.
After a proposal from Cllr McAuley, seconded by Cllr Smith,
It was WTC/10/1718 RESOLVED: to create a calendar for revision of Council policies via the Governance, Scrutiny & Policy Committee.

23. CONFIDENTIAL BUSINESS
There was none.

Cllr Chesters thanked Zoë Dean, the Council’s Acting Town Clerk, for holding everything together under extreme pressure during the last nine months and for all of her hard work and dedication. The sentiment was echoed by all.

Considering there was no further business the meeting closed at 8.15pm.

Chairman.................................................

Date.................................................. 15-6-2017