MINUTES OF THE FULL COUNCIL MEETING HELD ON THURSDAY 15th JUNE 2017

PRESENT

IN ATTENDANCE
Nicola Young – Town Clerk
Zoë Dean – Town Centre Manager/Assistant Town Clerk
Peggy Mullock – Shropshire Council
Barrie White – Whitchurch Herald

The Mayor, Cllr Tony Neville, welcomed the Town Council’s new Town Clerk, Nicola Young, to her first meeting, stating “I hope it won’t be your last.”

1. Apologies
   Cllr Sinnott – Unwell
   Cllr Dakin – Shropshire Council

2. Declarations of Interest
   None received.

3. Minutes
   After a proposal from Cllr Chesters, seconded by Cllr O’Neill,
   It was WTC/11/1718 RESOLVED to accept the minutes of the Full Council meeting held on the 11th May 2017, as per the email, and sign as an accurate record of that meeting.

4. Matters Arising
   There were none.

5. Mayor’s Announcements
   Cllr Neville noted that he had attended the following engagements:
   The opening of Whitchurch Walking Festival – 14/5/17
   Whitchurch Food & Drink Festival – 20th/21st May 2017
   The opening of Worldwide Whitchurch Weekend: Bring & Share Supper & Concert 2/6/17
   The opening of Party in the Park – 3/6/17
   St Alkmund’s Church special service and the closing ceremony of Worldwide Whitchurch – 4/6/17
   Shirehall Chairman Skills – 12/6/17
   St Mary’s Shrewsbury, Young Textile Design Awards & Presentation Reception – 13/6/17
   Renaming Ceremony of Alderford Lake 14/6/17

   Cllr Neville thanked the deputy Mayor, Cllr Duffy, for attending the Rotary Charter evening at SJT School on 25th May in his absence.

   The Mayor noted that an Extraordinary meeting of the Council would be held on 22nd June 2017.

Signed ........................................ 1
6. Public Participation
After a proposal from Cllr Neville, seconded by Cllr Chesters
It was WTC/12/1718 RESOLVED to suspend standing orders.

Lee Broders made a presentation to Council with a view to joining the Council at the next meeting. Mr Broders explained he had been a resident of Whitchurch since 2003, where he has two businesses. Mr Broders spent 10 years in the military and 21 years in the ICT industry. As well as having a wealth of knowledge regarding business and project management, Mr Broders noted that he is also an accredited mediator. Since his law degree coming to an end, Mr Broders remarked that he now has time to dedicate to becoming a councillor.

7. Shropshire Councillor's Report
Cllr Mullock reported that Shropshire Council has a new cabinet leader, Peter Nutting, who is looking at Shropshire with a different view. When there is more information it will be brought to the Council. Already the Portfolio Holder for Communities is going out to the larger market towns to talk to the Clerks. Peter Nutting and the Chief Executive, Clive Wright, are planning to come to talk with the Councillors.

After a proposal from Cllr Neville, seconded by O'Neill
It was WTC/13/1718 RESOLVED to reinstate standing orders.

8. Correspondence
Correspondence had been received from Colin Channon regarding the story in last week's Herald and why it was linked to Party in the Park.
It was suggested that Mr Channon is to be invited to a future meeting for plans to create a 'Business Awards Day' in association with the newspaper and the Town Council which could be staged at the Civic Centre.

9. Outstanding Council Resolutions
(a) Civic Centre Freehold – no further updates.
(b) Skateboard Park – next meeting to be held on 13/6/17, Red Kite had been appointed to Project Manage the scheme.
(c) Increased Town Centre Signage – nothing further to report.

10. Future Medical Provision
Cllr Duffy noted that at the LJC meeting held on 14/6/17 Peter James had been in very productive talks with the CCG and NHS England. £1,000,000 had so far been allocated towards a new Whitchurch Medical Centre ready for 2019. The centre could cost up to £3,000,000. It was noted that a business plan is also required and the associated funding. The proposal is for all three surgeries to join up to form one medical centre.

11. Month 2 Accounts
The Chairman of Finance, Cllr Chesters noted that the accounts for month two were in order.
After a proposal from Cllr Chesters, seconded by Cllr O'Neill,
It was WTC/14/1718 RESOLVED to accept the accounts as presented.

12. Report from Members on Outside Organisations
Cllr Smith had attended the Samuel Higginson Trust's routine meeting on 14/6/17.
Cllr McAuley had attended the Chamber of Trade meeting on 31/5/17, it was noted that the Chamber's meeting in June will be the AGM.

Signed .................................. 2
Cllr Duffy attended the Town Team's Community Led Plan meeting on 24/5/17, as well as the Rotary's Interactive Charter evening at SJT on 25/5/17. Cllr Duffy presented certificates to the Museum & Archive Volunteers during 'Volunteers Week', as well as attending the LJC meeting 14/6/17.

13. Annual Accounts 2016/2017
Apart from the minor alterations for CIL,
After a proposal from Cllr Chesters, seconded by Cllr O'Neill,
It was WTC/15/1718 RESOLVED to accept the Annual Accounts 2016./2017.

14. Internal Audit
Cllr Chesters noted that the Town Council's new auditor had performed a very good audit.
After a proposal from Cllr Neville, seconded by Cllr Chesters,
It was WTC/16/1718 RESOLVED to accept the Internal Audit 2016/2017.

15. Annual Return
A copy of the Annual Return would be sent to all members.
After a proposal from Cllr Chesters, seconded by Cllr O'Neill,
It was WTC/17/1718 RESOLVED to accept the Annual Return 2016/2017.

Cllr Chesters noted that CIL had now been tied up in the accounts.
After a proposal from Cllr Chesters, seconded by Cllr O'Neill,
It was WTC/18/1718 RESOLVED to accept the Memorandum from John Henry dated 8th June relating to the Annual Return and Accounts.

16. Grant Applications
All grants had been looked at thoroughly by the Finance & Resources Committee. This year reports will be required from organisations who have been awarded a grant and monitoring forms will be sent out with the letters.
Town Clerk to investigate presenting future cheques at the Annual Town Meeting.
After a proposal from Cllr Chesters, seconded by Cllr O'Neill,
It was WTC/19/1718 RESOLVED to approve the list of grants as contained within the 18th May 2017 Finance & Resources Minutes (also noted below).

Grants Awarded
Whitchurch Community Centre Trusts - Brownlow Centre - £1,000 (Solar Money)
Whitchurch Walkers are Welcome Steering Group £390
Little Bears Day Care - Brownlow community Centre £500
Whitchurch Day Centre Age UK £200
St Johns Methodist Church £250
Whitchurch Rotary Club £500
Whitchurch Food Bank - "Eat well Spend Less" £500
Whitchurch Roller Skating Group £500
Whitchurch Town Twinning £150
Whitchurch Museum & Archives £500
Whitchurch Town Team £1000
Whitchurch Waterways Trust £319
The Bradbury Care Centre £500
Whitchurch Ruby & Hockey Club £500
Whitchurch Band £500
Blackberry Fair £2000
Whitchurch Scouts £500

Signed
17. New Committee Structure
Personnel – Cllrs O’Neill, McAuley, Smith and Neville.
Finance – Already appointed plus Cllr Duffy.
Heritage – Cllrs Duffy, O’Neill and Martin.
Civic Centre – Cllrs Smith, Chesters, Sinnott, Neville, Duffy and O’Neill.
Governance, Scrutiny & Policy – already appointed Cllrs Sinnott, McAuley, Duffy, Smith, Martin and as an addition Cllr Chesters.
Planning – Cllrs O’Neill, Sinnott, McAuley, Duffy.

Cllr Mullock noted that Shropshire Councillors will attend Town Council Planning Committees if required.

After a proposal from Cllr Neville, seconded by Cllr McAuley,
It was WTC/20/1718 RESOLVED to accept the new committee structure with the above membership, subject to new member additions

18. ICT Report
Cllr Chesters informed Council that the current office PC arrangements is unacceptable, the office computers are all running on varying systems. Office 365 is required on all machines and updated security systems.
After a proposal from Cllr Smith, seconded by Cllr Duffy,
It was WTC/21/1718 RESOLVED to accept the recommendations in the ICT report.

19. SALC Membership
After a proposal from Cllr Duffy, seconded by Cllr Chesters,
It was WTC/22/1718 RESOLVED to approve the SALC Membership.

20. Policies
The following updated policies were considered: (29) Volunteering Policy and (26) Communications and Marketing Policy.
After a proposal from Cllr McAuley, seconded by Cllr Duffy,
It was WTC/23/1718 RESOLVED to accept the updated policies

21. Chip & Pin Machine
The Town Clerk spoke about the information contained with the report. The current system on the Community Hub sees all monies bank by Shropshire Council then reclaimed up to 6 weeks after the original payment was made. If accepted, the cash float would be used by Whitchurch Town Council transactions only. It is a 24 month contract, in which transaction fees would apply.
After a proposal from Cllr Neville, seconded by Cllr McAuley,
It was WTC/24/1718 RESOLVED to accept the report in favour of the mobile terminal.
After a proposal from Cllr Duffy, seconded by Cllr O’Neill,
It was WTC/25/1718 RESOLVED that the Council will not accept card payments under the value of £5.00.

22. Members of Outside Bodies
Cllr C. Smith volunteered to represent Whitchurch Town Council on the Board of Trustees for the Beechtree Community Centre.

Signed ..................................
23. LIVE@THECIVIC
   After a proposal from Cllr Duffy, seconded by Cllr Smith,
   It was WTC/26/1718 RESOLVED to book a band for New Year’s Eve. (AC 1 abstention)

24. CONFIDENTIAL BUSINESS
   There was none.

Meeting closed at 8.16pm.

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

Date....................................................

2017-17

Signed............................................