MINUTES OF THE FULL COUNCIL MEETING HELD ON THURSDAY 15th SEPTEMBER 2016

PRESENT
Cllrs: M. McDonald (Mayor), T Neville (Deputy Mayor), A. Chesters, J. Ebbs, B Duffy, J. McAuley, T. O’Neill, J. Sinnott, B. Slater, C Smith and G Stockton.

IN ATTENDANCE
Zoë Dean – Acting Town Clerk,
Cllr Gerald Dakin – Shropshire Council
Nicki Young – Shropshire Council
Barrie White – Whitchurch Herald
Amy Downward – Shropshire Star
4 x members of public

1. Acting Town Clerk
After a proposal from Cllr McDonald, seconded by Cllr Duffy,
It was WTC/54/1617 RESOLVED to appoint Zoë Dean as the proper officer and Acting
Town Clerk of Whitchurch Town Council with all associated delegated powers.

2. Apologies
Cllr M. Rigley – Out of area
Cllr T. Harris – Family commitment
Cllr J. Bache – No reason given

3. Declarations of Interest
Cllrs Ebbs and Stockton declared a personal interest in the items appertaining to the
WWI re-enactment group.

4. Minutes
Cllr Duffy noted that she did not attend the Chamber of Trade meeting. The Mayor
corrected this before signing the amended minutes.

After a proposal from Cllr McDonald, seconded by Cllr Stockton,
It was WTC/55/1617 RESOLVED to accept the minutes of the Full Council meeting held
on the 21st July 2016 and sign as an accurate record of that meeting.

After a proposal from Cllr McDonald, seconded by Cllr Stockton,
It was WTC/56/1617 RESOLVED to accept the confidential minutes of the meeting held
on 10th August 2016 and sign as an accurate record of that meeting.

5. Matters Arising
There were none.

6. Mayor’s Announcements
The Mayor announced that Cllr Lester Stones had stepped down from the Council due to
ill health. The Mayor acknowledged Cllr Stones’ work on behalf of the Council band
wished him all the best.
The Mayor had attended a number of events since the last meeting: Somme Anniversary where he laid a wreath at the cenotaph, launch of flag competition, Whitchurch Relay for Life, Kid’s Triathlon, Civic Reception for Neufchatel Town Twinning visitors, Nantwich Show, 24 Hour Tennisathalon, Whitchurch Boat Rally, Air Cadets Passing Out.

The Mayor had also opened the following new shops in the town:

Whitchurch Photography in Green End, Maxine’s Fruit & Veg and The Little Teapot, both in the High Street.

7. Public Participation
After a proposal from Cllr McDonald, seconded by Cllr Neville;
It was WTC/57/1617 RESOLVED to suspend standing orders.

Julia Gallacher, a resident of Whitchurch and patient of Richmond House spoke about the impending closure of Richmond House Surgery, noting the recent updates and some background information for members.

8. Shropshire Councillor’s Report
Cllr Dakin noted that the Council was now getting back to normal after the August holiday period.

Skatepark application has been made to Veolia Community Trust for £50,000 – total project costs are £78,757. Match funding is as follows: Next Generation Youth secured £16,440. £2,064 has been secured from Shropshire Council, total ring-fenced for preliminary works = £2,514. Shropshire Housing Community Group Fund: £2,867 to be applied for. Awards for All (Lottery funding) of £6,936 is to be applied for.

Whitchurch Area LJC meeting is to take place in Ash Village Hall, starting at 7pm on 19th October. Feedback from town centre parking issues will be discussed, as well as Richmond Surgery ‘now and in the future’. Karen Higgins from the CCG has confirmed attendance. Neil Willcox will provide a Locality Commissioning update.

Cllr McDonald thanked Nicki Young for her comprehensive work with the Veolia Skatepark funding application.

After a proposal from Cllr McDonald, seconded by Cllr O’Neill, It was WTC/58/1617 RESOLVED to reinstate standing orders.

9. Correspondence
Members noted the letter received from Mr Hulse regarding Whitchurch Swimming Pool.

10. Outstanding Council Resolutions
(a) Civic Centre Freehold – ongoing
(b) Skateboard Park – stage 1 funding application submitted to Veolia had been successful. Stage two has now been submitted.
(c) Training for Finance & Resources Committee – ongoing.
(d) Bull in the Bullring – Cllr Ebbs provided an update. The free loan of a bull had been secured for 12 months; Cllr Ebbs and Cllr Stockton had been consulting with Shropshire Council and businesses in the area and completed a lot of work towards this project in the interim. Digging up the highway was deemed unnecessary by Shropshire Council in case of emergency. The concept for foundations is not feasible
given the amount of utility connections below the surface. Project abandoned as not feasible.

(e) Increased Town Centre Signage – ongoing
(f) Letting Heritage Craft Units – units redecorated and now being advertised.

11. Accounts
The Chairman of Finance noted that the accounts had been covered in the Finance & Resources Committee Minutes.

After a proposal from Cllr McDonald, seconded by Cllr Stockton,
It was WTC/59/1617 RESOLVED to accept the accounts as presented.

12. VAT issue
All information had been circulated to members. Cllr Chesters noted that the Council had problems with VAT. The internal auditor had been contacted. The issue had been pointed out from two years previously and no action had been taken. Accountants are to go back over the past five years and rectify matters. VAT training to be arranged. Cllr Smith asked about liability and Cllr Chesters noted that the Council has provision in the accounts.

After a proposal from Cllr McDonald, seconded by Cllr Duffy,
It was WTC/60/1617 RESOLVED that the scrutiny of the issue remains with the Finance & Resources Committee.

13. Minutes from Committees
Chairman Cllr Duffy noted the key points from the draft Heritage Committee Minutes held on 15th September 2016. The units would be open during Blackberry Fair to showcase them. Museum volunteers held a successful Heritage Open Days event last weekend.

Chairman Cllr Chesters noted the key points from the Finance & Resources Committee Minutes held on 7th September 2016. The VAT issue is covered in item 7. Item 9 to establish the benefit of joining the SLCC for which the Town Council will fund the Acting Clerk’s personal membership, cost of which is in the region of £200, advice can then be sought. The committee agreed a temporary increase in the accounts clerk’s hours from 17.5 to 20 hours per week. An issue was raised by a previous employee regarding the council’s pension provision but this is down to Shropshire County Pension Fund and not the Town Council. A temporary salary adjustment for the Acting Town Clerk/Town Centre Manager was agreed.

After a proposal from Cllr Chesters, seconded by Cllr Duffy,
It was WTC/61/1617 RESOLVED to accept the Finance & Resources Committee Minutes.

Cllr Smith, the Vice Chairman of Estates, Markets & Public Realm Committee noted that the meeting on 26th July 2016 was the first meeting of this newly formed committee. The new Terms of Reference were accepted, the committee was approached to investigate jointly hosting a pantomime, after investigation it was decided not to pursue this.

After a proposal from Cllr Smith, seconded by Cllr McDonald,
It was WTC/62/1617 RESOLVED to accept the Estates, Markets & Public Realm Minutes.

Chairman Cllr O’Neill noted the key points from the Strategic Marketing & Events Committee Minutes. The new Terms of Reference had been accepted, a Marketing
Workshop for the Civic Centre had been set up and the Worldwide Whitchurch Weekend is to take place in June 2017.
After a proposal from Cllr O’Neill, seconded by Cllr Neville,
It was WTC/63/1617 RESOLVED to accept the Strategic Marketing & Events Committee Minutes.

14. Richmond House/Health Provision in Whitchurch
The Mayor outlined the progress on Richmond Surgery and the most recent update. He had worked with Cllrs Dakin and Mullock, also received two updates from Rt Hon Owen Paterson MP, as well as correspondence with Philip Dunne (MP for Ludlow) Jeremy Hunt, PM Theresa May, who had acknowledged receipt of the Mayor’s letter. Karen Higgins from the CCG attended the Keeping Well in Whitchurch Coffee Morning which was held at the Civic Centre at the beginning of September and had also been invited to attend the Full Council meeting. The Mayor noted that the Town Council would continue to monitor and intervene when necessary.

15. Planning
The Acting Town Clerk informed the meeting that the Shropshire Council Planning system is soon to change, where paper copies of planning applications will no longer be sent out. Instead, the projector will be used to view applications electronically at planning meetings. All councillors are invited to attend the next planning committee meeting when a Planning Officer from Shropshire Council will be in attendance to provide guidance on the new way of working.

16. Land at Edward German Drive
The Acting Town Clerk read out details obtained from the Council’s solicitor. Full Council has ascertained that no other land is owned in that area which may inflict rights of way on the land in order to access gas and electricity supplies. It was noted that a sewer runs under the plot but since this drain is adopted this should not affect the land.

After a proposal from Cllr Sinnott, seconded by Cllr Stockton,
It was WTC/64/1617 RESOLVED to accept the sale of the Land at Edward German Drive for £45,000.

After a proposal from Cllr Chesters, seconded by Cllr Smith,
It was WTC/65/1617 RESOLVED that the Mayor and Deputy Mayor would sign the contract on behalf of the Council.

17. Report from members on Outside Organisations
Cllr Duffy attended the Keeping Well in Whitchurch event and the Whitchurch Patients Group meeting.
Cllr Sinnott attended the JECB meeting (notes previously circulated) and the transfer meeting with Neil Willcox.

18. Town Council Vehicle
Cllr Ebbs noted that the Re-Enactment Group was previously permitted to use the van if diesel was paid for separately. The Acting Town Clerk noted that the insurance covered drivers who have express permission from the Town Council to drive the vehicle.
After a proposal from Cllr McDonald, seconded by Cllr Duffy,
It was WTC/66/1617 RESOLVED to devolve decision making on drivers of the Council’s vehicle to the [Acting] Town Clerk.
19. 2017 Re-enactment
Cllr Ebbs noted that a 2017 re-enactment event was in the very early stages and he wished to obtain the Council’s position on the proposed event and approval to start planning.
After a proposal from Cllr McDonald, seconded by Cllr Neville,
It was **WTC/67/1617 RESOLVED** to approve the event in principle, as long as it does not clash with any other event, details of which are to be devolved to the Strategic Marketing & Events Committee.

20. Trip to Belgium
This item had been abandoned due to cost implications.

21. DBS Check
Cllr Ebbs to obtain more information from the National Trust as to what DBS check level is required for the Re-Enactment Group’s activities and provide Full Council with the cost implication.

22. Locality Commissioning
Cllr Sinnott noted that a meeting had been held with Neil Willcox of Shropshire Council.
Many of the services provided in Whitchurch are used by people outside of the town.
This item is in progress.

23. Worldwide Whitchurch Weekend (June 2017)
The WWW Group requires a budget in order to progress marketing and advertising. The Council noted that this needs to be looked at and considered for next year’s budget.
After a proposal from Cllr McDonald, seconded by Cllr Stockton (1 abstention),
It was **WTC/68/1617 RESOLVED** a budget of £5,000 is allocated for the Worldwide Whitchurch Weekend event.

24. We are Whitchurch
Cllr Duffy suggested the Civic Centre host an event where all local societies, clubs and schools could come together and share information.
After a proposal from Cllr McDonald, seconded by Cllr Stockton,
It was **WTC/69/1617 RESOLVED** that, in principle, the Town Council was happy to host an event of this nature with involvement from the Town Team.

25. CONFIDENTIAL BUSINESS
After a proposal from Cllr McDonald, seconded by Cllr Stockton,
It was **WTC/70/1617 RESOLVED** that, in accordance with the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded for the following items on the grounds that they involve the likely disclosure of exempt information or staff matters.

There being further business the meeting closed at 8.30pm

Chairman: [Signature]

Date: 25th Oct 2016