



# Whitchurch Town Council

High Street  
Whitchurch  
Shropshire SY13 1AX



Telephone:  
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## MINUTES OF A FULL TOWN COUNCIL EXTRAORDINARY MEETING

*Held at the Civic Centre on Thursday 7<sup>th</sup> July 2011*

### 1. Apologies and Reasons for Absence

Cllr Ruth Leach – illness  
No other apologies received

#### **Members Present:**

Councillors: P. Mullock, R. Hewson, D. Ankers, A. Chesters, T. Harris, P. Stokes, J. Stokes, A. Vickers, A. Young, A. Sedge, G. Von-Dinther, E. Fearnall and M. Winwood.

#### **Officers Present:**

The Town Clerk

### 2. Declarations of Interest

No declarations of interest received.

### 3. Chairman's Announcements

Cllr Mullock informed the council that she attended the inauguration of The Lions' Settlement.

### 4. Suspend Standing Orders for the Purpose of Public Participation

IT WAS RESOLVED:

To move to item 7 on the agenda because there was no public present.

### 7. To Receive Reports from Outside Bodies

Reports were received from:  
Cllr Fearnall (ref: Fair Trade)  
No other reports were received

### 8. To Receive Shropshire Councillor's Report

Shropshire Councillor not present.

### 9. To Receive Written Reports from Committees and Workshops

No report from workshops received. It was resolved to move onto item 10.

### 10. To Consider Terms of Reference for Each Committee. (Committees and membership identified on Appendix 'A'.)

**NB: The Town Clerk drew up and provided a complete set of Terms of Reference for the Town Council to consider. Council members were provided with copies three days prior to the meeting. Cllr Mullock proposed, that ALC had advised her that committees can carry**

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on as before with the same terms of references until the new terms of references were adopted for the new committees. The Town Clerk advised the council that the committee structures were new in terms of changed identity, which were approved by Full Council on 23/06/2011. If the council approve Cllr Mullock's proposal then we will now have new committees without terms of reference, none approved functions and delegated powers. The council has failed to observe item 15 of standing orders which is very likely to place the Town Council in a difficult position regarding written procedures and delegated arrangements, in terms of ensuring that decisions comply with statutory requirements. Let it be noted that the Town Clerk was not presented with this advice prior to the meeting so this information could not be provided for other councillors to consider.

IT WAS RESOLVED:

That the advice given to Cllr Mullock by ALC is approved and adopted.

## 11. Move into Confidential Matters

IT WAS RESOLVED:

To move into confidential matters.