



Whitchurch Town Council

High Street
Whitchurch
Shropshire SY13 1AX



Telephone:
01948 665761
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MINUTES

Full Town Council Meeting held on Thursday 21st April 2011.

1. Apologies and reason for absence: Cllr Hewson, family problem, Cllr Walker, Holiday, Cllrs P&J.Stokes, Church duties, Cllr Sedge, Family problem, Cllr Young, work commitment.

Members present: D.Ankers, A.Chesters, P.Mullock, E.Fearnall, T.Harris, R.Leach, M.Winwood, G.Von Dinther,

Officers present: Town Clerk.

2. Chairman's Announcements: No announcements were received.
3. Declarations of Interest: No declarations of interest were received.
4. To suspend standing orders for the purpose of public question time.
IT WAS RESOLVED
To suspend standing orders.
5. To receive public participation.
Mr G.Handley, reference to consider moving the farmers market to the bull ring in Whitchurch.
6. To reinstate standing orders
IT WAS RESOLVED
To reinstate standing orders.
7. To confirm the minutes of the last meeting held on Thursday 17th March 2011 and sign as a true and accurate record of that meeting.
IT WAS RESOLVED
To confirm that the minutes are a true and accurate record of that meeting, the minutes were duly signed by the chairman.
8. Matters arising from those minutes.
Item 10, Cllr Mullock, has the Council received a response from age concern, the town clerk responded yes today.
Item 28, Cllr Mullock, has the council received a letter from the town band, the town clerk responded, no letter received.
Item 31, Cllr Chesters, what is happening about the replacement light unit, the town clerk responded, NWP has been given a purchase order to carry out the work.

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9. Correspondence received after the agenda was sent out.
No correspondence received.
10. To receive a report from the Shropshire Councillor.
Shropshire Councillor not in attendance.
11. To receive written report from member representatives of outside bodies.
Cllr Harris, reported on the last waterways trust meeting.
Cllr Ankers, reported that the Beech tree centre was unveiled.
12. To receive, consider and approve recommendations for committees and workshops.
No recommendations were received.
13. To receive written reports from committee chairmen.
No reports were received.
14. To consider adopting the NALC standing orders, this item was moved from the last meeting in order to allow Cllrs the opportunity to read them.
Cllr Ankers interpreted the chairmanship as being for one year only.
IT WAS RESOLVED
That a meeting to bring all councillors together is organised by the town clerk in order to allow members the opportunity to discuss the standing orders. Town clerk to arrange an evening.
15. To consider a request to move the farmers market.
IT WAS RESOLVED
To have a small working party to consist of the following Members and return any recommendations back to the next Full Town Council meeting.
 1. Cllr Mullock.
 2. Cllr Leach.
 3. Cllr Von Dinther.
 4. Cllr Ankers.Non Cllr and town representative Mr G.Handley.
Cllr Ankers was designated as chairman of the workshop.
16. To approve the cheque summary dated 21st March 2011 and payment of manual cheques.
IT WAS RESOLVED
To approve the payment summary and cheques.
To receive month 12 accounts statement.

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17. To consider quotations received for maintenance of public conveniences (white lion meadow) and instruct the town clerk.
- a) Approve a contractor for the purpose of cleaning the toilets
IT WAS RESOLVED
That Shropshire Council will continue with the current cleaning arrangement for the toilets. Current arrangements: £140 per week plus materials.
The town clerk advised the council, that shropshire council made clear to him that the arrangement was temporary and they may not wish to continue the provision of cleaning services, all he could do is ask if they are prepared to carry on with the service and for how long they could do this.
- b) The town clerk advised s87, public health act, public conveniences.
IT WAS RESOLVED
To agree and adopt the above statutory power.
- c) To agree how the maintenance will be funded.
IT WAS RESOLVED
To vire money from Jubilee Park contract toilet cleaning and property maintenance budget codes 4016 and 4036 for this purpose.
- d) To pay Shropshire council for maintenance in retrospect.
IT WAS RESOLVED
To pay Shropshire council for the complete service provided.
18. To consider the views outlined in the letter dated 4th April 2011, (SAMDev) and respond to the letter particularly the review of information for the council's area, which is attached to the letter.
IT WAS RESOLVED
That the council were happy with the letter / document.
19. To inform the town council regarding the land at Mill Street and receive any comments.
IT WAS RESOLVED
To receive the information, no comments were received.
20. To provide the town council with a breakdown of costs related to a grant awarded last year to home start and to consider an application for funding for the coming year 2011/12.
IT WAS RESOLVED
To receive the breakdown of costs and award £2500 to home start for financial year 2011/12. Grant budget code 107, 4702.

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21. To consider an application for funding from the Royal British Legion poppy appeal.
IT WAS RESOLVED
To award £33 pounds to the above organisation.
22. To consider and approve payment of the ALC annual affiliation fees £ 1'474.19.
IT WAS RESOLVED
To instruct the town clerk to provide an assessment of what the council has achieved from the past years membership.
23. To consider an application for funding from the s137 grant allocations for the blackberry fair event.
IT WAS RESOLVED
To award £500 pounds from s137 for the event. The council are not in a position to offer the hall for free. To congratulate the organisers of the event for their hard work and commitment.
24. To consider adopting the bus shelter located at Wrexham Road .
IT WAS RESOLVED
To obtain estimates to refurbish the bus shelter and if 75% grant covers the work, the council will consider adopting it. The information should be taken back to the next full council for consideration.
25. To identify a representative from the town council to attend future ways of working together with local communities meeting with Shropshire council.
IT WAS RESOLVED
That the future Mayor will be the representative.
26. To receive a thank you letter from the chamber of trade for the recent donation of £250 given for the purpose of a street party.
Cllr Ankers understands the street party has been cancelled.
IT WAS RESOLVED
That the town clerk is to write to the chamber of trade and obtain confirmation that the street party is cancelled. If the party has been cancelled the chamber of trade should return the £250 awarded to them.
27. To consider a recommendation received from Cllr Harris (as instructed by the parks committee) recommendation regarding hanging baskets.
IT WAS RESOLVED
That Cllr Harris is to count the shops for which hanging baskets are required and let the town clerk have the numbers.
To proceed with providing free hanging baskets and subject to budget supply as many as possible to include Mill Street and Watergate Street.

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28. To receive a question from Cllr Vickers. Why is there no recognition of the various funding sources on the heritage web site? If there is no council recognition the funding should be withdrawn.
IT WAS RESOLVED
Websites awarded funding which do not recognise the town council, the funding must be withdrawn.
29. To consider a proposal from Cllr Leach, that the council purchase a full set of planning policy guidance notes.
IT WAS RESOLVED
To wait for the new updated set to be published and purchases a set which is to be left in the office for Cllrs to read for reference purposes.
30. To consider an email from Nicola Fisher regarding a review of lighting Queensway.
IT WAS RESOLVED
To ask NWP to provide a copy of the national standards, if available for street lights.
31. To consider writing off unsold stock in the heritage centre, list provided.
IT WAS RESOLVED
To write off the stock and donate it to Nobridge nursery for needy causes in Africa.
32. To confirm to the council that the financial agreement appertaining to the trust fund investment has been signed and completed in accordance with full council instruction dated 17th March 2011.
IT WAS RESOLVED
To acknowledge completion of this task and Cllr Chesters confirmed that he had received a response from the bank regarding this matter, no other Cllr has received a response this includes the office.
33. To consider the quotations received for the steps in Jubilee Park and approve expenditure and funding source.
The town Clerk advised that no quotations have been received.
IT WAS RESOLVED
That when the quotations have been received and it's considered by the town clerk to be a reasonable amount between £ 3500 and £4000, to proceed with the work.
34. Town Clerk / RFO report to Council.
- Internal Auditor instructed in accordance with 20th January instruction 2011.
 - Risk management report in progress.
 - Overview of end of year accounts given out in hard copy form to each Cllr.
 - Information has been sent to three insurance companies for quotations.

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- e) The Town Clerk/ RFO informed the town council that he had cause to write to the heritage curator because of her failure to comply with financial regulations regarding a recent museum accreditation purchase. No details have been provided to date, the council are advised accordingly.
35. To consider a review of all committee spending powers to ensure they meet spending needs and comply with financial regulations.
IT WAS RESOLVED
That no further consideration was necessary regarding this matter.

Meeting closed 8.45 pm