



# Whitchurch Town Council

High Street  
Whitchurch  
Shropshire SY13 1AX



Telephone:  
01948 665761  
Fax 01948 661160

## MINUTES

### Full Town Council Meeting Held on Thursday 23<sup>rd</sup> June 2011.

1. Apologies and reason for absence:

Cllr Leach, Illness, Cllr Walker, no reason or apology received, Cllr Fearnall, no reason or apology received.

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

Officers present: Town Clerk.

2. Chairman's Announcements:

Cllr Mullock attended Wem Civic service.

Planted with Brownies.

Identified three emergency items.

- Objections to Sunday parking charges
- Care staff, community hospital car park proposal to be funded out of revitalisation programme.
- Market Town Revitalisation Project, car parks.

3. Declarations of interest:

**IT WAS RESOLVED:**

No declarations of interest were received.

4. To suspend standing orders for the purpose of public participation:

**IT WAS RESOLVED:**

To suspend standing orders

5. A member of the public wished to provide information regarding an application to hold a party in Jubilee Park, this was not a question and the request was declined by the chairman.

6. Reinstate standing orders

**IT WAS RESOLVED:**

To reinstate standing orders.

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7. To confirm the minutes of the 26<sup>th</sup> May 2011 and sign as an accurate record of that meeting.

**IT WAS RESOLVED:**

To move the minutes to the next meeting because the Town Clerk found that the assistant town clerk had failed to put the minutes on letter headed paper and problems were found with the sequential numbering.

8. Matters arising from those minutes:  
No matters were arising.

9. Correspondence received after the agenda was sent out: The Town Clerk advised the following items were not the agenda; they cannot be the subject of decision making process.

All correspondence marked F to include, a) Letter from Mr Chapman funding application, b) Bus strategy, Mr .J.Hayes. c) Email from Mr Handley ref- farmers market bullring, Thank you letter from Mr McCray, pets 2000.

**IT WAS RESOLVED**

To move Mr Chapman's letter to the Finance committee.

**IT WAS RESOLVED:**

That the Town Clerk writes to Mr Hayes expressing disappointment regarding the lack of bus service to Telford.

**IT WAS RESOLVED:**

To move an email received from Mr Handley with reference to the farmers market to the next Civic and Market Committee meeting.

Thank you letter from Mr McCray, pets 2000, this letter was in correspondence but was overlooked by council at the meeting.

10. To receive a report from the Shropshire councillor:

Cllr Mullock raised an issue with car parking charges particularly on Sundays when people are visiting family they are penalised by the charges.

Cllr Mullock proposed that the Town Council should write to Shropshire Council and object to parking charges in the Town.

**IT WAS RESOLVED**

That the Town Clerk should write and object to parking charges on a Sunday.

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The Town Clerk advised that these items were not on the agenda and should not be the subject of decisions.

Cllr Mullock raised another matter about the Beech ward community hospital, asking that the Town Council send a letter to Mr Gregory and copies sent to all Shropshire Councillors to include Cllr Dakin to help and support him at his scrutiny committee meeting.

**IT WAS RESOLVED:**

That the Town Clerk should write to Mr Gregory asking for evidence regarding the care workers at the Beech ward community and copies sent to all Shropshire Councillors.

A report about to be received from Cllr Biggins reference the Mill Street car park.

The chairman (Cllr Mullock) interrupted Cllr Biggins and took over from him, she explained that in order to progress this first market town revitalisation scheme / project, would the Town Council consider taking on a car park from Shropshire Council which will be located in Mill Street, this is to help the people of the town.

The charges would be something like £15 per Month and sold by the heritage centre. A new colour ticket will be issued each Month to prevent non payment by the user. In excess of 40 parking places will be available on the car park. Another similar car park will be constructed in the Town in the future to be located in Sherrymill Hill. The Mill Street car park will be constructed and ready for the Town Council to take over; the money to do this will come from the market town revitalisation funding. Cllr Mullock has already spoken to the Chairman and Vice chairman of the chamber of trade and they will take the idea back to the Chamber of trade for consideration; however they both agreed with the idea. Cllr Mullock said the only cost to the Town Council will be the coloured card for producing tickets.

Cllr Mullock confirmed that revenue collected will be the Town Council's money and payment for parking will be policed by the traders and not traffic wardens.

Cllr Mullock proposed: That in principle the Town Council agree and approve the idea and the details are worked out later on.

**IT WAS RESOLVED:**

That in principle the Town Council agree and approve the idea of taking on the car park, the details are to be worked out later on.

11. To receive written reports from Member representatives of outside bodies.

Cllr Winwood attended a meeting at the Beechtree.

12. To receive, consider and approve recommendations from committees and workshops.

No recommendations were received.

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13. To receive written reports from Committee chairmen:  
Cllr Mullock said, no reports were received.
14. To approve payment summary and payment of manual cheques.  
**IT WAS RESOLVED**  
To approve the payment summary, electronic cheques and manual cheque. Summary of payments attached to include cheque numbers.
15. To consider quotations received for maintenance of the public conveniences ( White Lion Meadow) and instruct the Town Clerk accordingly.  
**IT WAS RESOLVED**
- To approve and award a six month contract to the contractor healthmatic for the toilet cleaning contract appertaining to the White Lion Meadow toilets, Whitchurch.
  - Statutory power used, Public health Act 1936 s87, this was approved.
  - To fund the contract from the Jubilee Park toilet maintenance budget.
  - Total cost approved excluding maintenance £4'250 plus vat. For 6 Months commencing 1<sup>st</sup> July 2011.
16. To receive and consider an application from the Town band for funding from s137 to purchase musical instruments and facilities.  
**IT WAS RESOLVED:**  
To award £1'500 and leave the band to decide how they wish to spend the money. The Money is to be taken from s137 grants.
17. To consider the membership and committee structures for 2011/12.  
**IT WAS RESOLVED:**  
To approve and adopt the committee membership and new structure for 2011 / 12. Copy attached to the minutes.  
The Town Clerk was instructed to draw up terms of reference for each committee and bring them back to an extra ordinary meeting of Town Council for consideration, the Chairman called for an ordinary meeting to be held on Thursday 30<sup>th</sup> June 2011.
18. To consider allocating funding to the town plan implementation group which is created to monitor progress of the objectives contained within it. The group are requesting £6000 to support and enable the group to continue their work.  
**IT WAS RESOLVED:**  
That the Town Clerk is instructed to obtain more information. The Town Clerk advised that a presentation was due to be held on Monday the 18<sup>th</sup> July 2011 explaining all to Members.

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19. Proposal from Cllr Mullock, reference number 0051/11.  
That the Town Council consider manning a stall at the blackberry fair in order to promote the town council and the Town Plan, that the stall is manned by Council Members.  
**IT WAS RESOLVED:**  
To run a stall in the market place during the blackberry fair event and Cllr Von Dinther offered to man it.
20. To approve payments made to technical services for various works, paid for out of the CCTV grant £50'000 currently held by Shropshire Council.  
**IT WAS RESOLVED:**  
To approve the various extra works in retrospect and any necessary expenditure to implement works. Payment's identified in appendix B.
21. To approve a donation of £100 for help the hero's event and sign a cheque as a donation for this amount.  
**IT WAS RESOLVED:**  
To pay a donation of £100 (one hundred pounds) to help the hero's event, the cheque was duly signed.
22. To consider alterations to the entrance door of the CCTV room and support the need to obtain quotations for the alterations with a design plan.  
**IT WAS RESOLVED:**  
To return this matter to the Town Council when quotations have been received, to discuss the specification with Shropshire Council and the Police.
23. To approve a quotation and work to be carried out on sewer drainage system behind the heritage centre in the court yard of the craft units.  
**IT WAS RESOLVED:**  
To instruct the Town Clerk to obtain more information.
24. To consider match funding to include the heritage centre and civic centre under the revitalisation funding scheme.  
**IT WAS RESOLVED:**  
To match fund both projects and a total of £40'000 was approved/ allocated to cover both projects which includes £7000 for a feasibility study to be prepared.  
The money is to be taken from general reserves.  
Statutory powers approved: s141, s144, s145, s19.

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25. To consider an application received from Emily Dunsford for the use of Jubilee Park.

**IT WAS RESOLVED:**

To instruct the Town Clerk to obtain more information particularly regarding public liability insurance and the provision of necessary licence's.

26. To consider a request from Ms Diana Clarke to hold an event in Jubilee Park.

Cllr Harris stated that he did not like the way the letter was addressed ( to whom it may concern) because he considered it to be rude, disrespectful and not acceptable to write a letter to the Council in this way.

**IT WAS RESOLVED:**

To try and establish more facts and information about the event and bring the details back to the next meeting of Full Council.