

Bishop's Castle Town Council Meeting 09/01/2001

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL, HELD IN THE TOWN HALL ON TUESDAY 9TH JANUARY 2001 AT 8.00PM

PRESENT: Councillor P.B. Jones, Mayor, in the Chair.

Councillors: J.L.V. Blundell, J.M. Carroll, E.A. Lawrence, J.A. Magill, G.N. St J. Penney, K.E.C. Pinches and R.D. Wright.

1. APOLOGIES FOR ABSENCE: Received from Councillors Bedell, Kinmond, Morris and Whittall.

2. MINUTES OF MEETING HELD ON 12th DECEMBER 2000:

Minutes of the Council Meetings held on Tuesday 12th December, having been circulated were proposed as a true record by Cllr Blundell, seconded by Cllr Penney, approved and signed by The Mayor.

3. DECLARATIONS OF INTEREST: None.

4. MATTERS ARISING:

Item 4.14: The Clerk has agreed to contact Mr G. Shaw to arrange a site meeting to consider traffic calming in Kerry Green and Coporation Street after the public meeting on the 12th January.

Item 4.20.a: Mr Ridgeway has acknowledged letter of 5th December and confirmed it would be reported to the Resources Cabinet Committee meeting on 20th December. A copy of the report was enclosed - TO BE CIRCULATED. County Councillor P. Phillips has advised that at this meeting a grant of £25,000 was secured for the coming year for Enterprise South West Shropshire.

Item 13: Response from Mr G. Jones, Principal Environmental Health Officer, SSDC read. The Review and Assessment process has confirmed that in general terms the air quality in this area is extremely good. The report has made clear there are no problems which give rise to any suggestion that the air quality objectives will fail to be met.

Item 20.p: Correspondence between C.C. Phillips and Mr Rutherford about gritting Welsh Street and The Cabin was read.

Item 18.a: A letter has been received from the Marches Housing Association. Investigations have been carried out and they confirm there appears to be no evidence that the tenant is behaving in an anti-social manner or breaching her tenancy agreement. Correspondence to be circulated. TO CIRCULATE

Item 15: An Office may become available in the Spring at Enterprise House, although plans for it have not yet been finalised. The rent would be in the region of £150 per month, inclusive of electric, heating and use of facilities plus rates at approximately £500 per annum.

Mr Ashwell has provided some information about the suggestion for the Town Council to go on-line. Cllr Dr Penney proposed that there should be no photographs or telephone numbers on the Web page, a similar decision has been made by S.S.D. Councillors. Cllr Blundell could see no objection to telephone numbers being available. Cllr Carroll proposed that the information is circulated in order that Councillors can consider and it is on the Agenda for the next meeting, seconded by Cllr Wright and approved. CIRCULATE & AGENDA NEXT MEETING

Item 18: Cllr Carroll reported that a light in the Playing Field, at the end of the footpath to Corporation Street is not working and proposed that The Clerk arranges for it to be repaired, seconded by Cllr Magill and approved.

Item 19: Carpenters Butler and Price have given a quotation of £200 to repair the upstairs window of the Town Hall. Cllr Blundell proposed they are asked to carry out the repairs, seconded by Cllr Carroll and approved.

Cllr Wright enquired about the progress of the handrail. Estimates have been sought and this will be on the Agenda for the next meeting. Cllr Blundell said that he could make a hand rail similar to the one damaged attached to the door post for the cost of the materials, probably between £35 - £40. Cllr Carroll proposed that Cllr Blundell is asked to make one, seconded by Cllr Wright and approved.

5. MEMBERS OF THE PUBLIC WISHING TO SPEAK: None.

6. TOWN & COUNTRY PLANNING ACT:

a) 1/00/11761/F Planning Permission (full) for Change of Use of dwelling C3 to Retail A1. 3, Market Square, Bishop's Castle. Ms B.E. Craig. Cllr Dr Penney proposed No Objection, seconded by Cllr Carroll and approved.

b) There were no further plans received.

c) The following Planning Reports have been received since the last meeting:

1) 1/00/11638/F Planning Permission granted and 1/00/11639/LB Listed Building Consent granted for erection of 2 dwellings (Variation to Planning Permission) Land to the rear of The Six Bells, Church Street. Ecostruct.

2) 1./00/11588/F Planning Permission for erection of a Playhouse, Trefeglwys, Station Street. Mr P. Halliday.

7. ACCOUNTS:

In addition to the accounts listed on the Agenda, the following invoices have been received:

M.E.B. Contracting Ltd. - Street Lighting Repairs - £205.63

S.C.C. - Photocopying - £40.83

Duncan Wood - Paint for Town Hall - £438.99

Cllr Blundell proposed that all accounts as presented are approved for payment, seconded by Cllr Magill and approved.

8. PRECEPT:

Cllr Carroll proposed this is dealt with at the end of the Agenda, after the discussion on item 14, seconded by Cllr Blundell and approved.

9. TRAFFIC IN HIGH STREET:

Mr Rutherford has responded to the letter about driving on the pavement in the High Street. He does not think raising the kerb height will stop vehicles mounting the footway. He pointed out that the highway authority has suggested a one way street order as a solution to this problem, but this was rejected locally. There will be a Public Meeting on Friday, 12th January at the Community College at 7.30 p.m. to consider the results of the recent traffic survey carried out by S.C.C. and it is hoped that Councillors will be able to attend.

A letter from Mr R. Williams, who has a shop in the High Street was read out, highlighting the problems of parking and vehicles driving on the pavement in High Street. Cllr Pinches, also living on the High Street has also seen these problems and said that something must be done and suggested that consideration should be given to having yellow lines on one side of the street to stop parking. Cllr Magill agreed with this but also feels a one way system should be seriously considered. Cllr Carroll proposed that the Council should wait until after the meeting on the 12th before deciding what action is required and that a meeting with Mr Rutherford would be helpful to discuss the various possibilities. Seconded by Cllr Dr Penney and approved. Cllr Blundell agreed that this problem needs to be addressed urgently, but he pointed out that if a one way system together with double yellow lines on one side of the road are thought to be the most appropriate action we should satisfy ourselves that it can be enforced, otherwise we are wasting our time. Cllr Dr Penney said that parking is in the process of being decriminalised and this will mean that in future it will be policed by Traffic Wardens paid for by the District Council and Bishop's Castle may be incorporated in a scheme that the D.C. are drawing up. AGENDA NEXT MEETING

10. DANCES AT THE PUBLIC HALL:

Six letters have been received from residents of Station Street complaining of problems after dances at the Public Hall, in particular the last two dances. On 2nd December two vehicles were hit by a third vehicle which did not stop. On 16th December there was fighting inside and outside the Public Hall and after the dance a group of youths kicked the door in of No 18 Station Street, caused damage and were threatening the residents. The Police were contacted by several people and took 40 minutes to arrive on the scene. Most letters said they did not wish the dances to be stopped, but to be stewarded properly and there to be a Police presence in the Town, particularly at the end of the dances. Cllr Pinches was in attendance at the dance and said that he was satisfied that it was stewarded satisfactorily. Last year when there were problems in The Square at the week-ends we are told there would be a police presence in the Town on Friday and Saturday nights, Cllr Blundell proposed that a letter is sent to the Police asking why it took so long to attend this situation, seconded by Cllr Carroll who would like to know how many telephone complaints they had over the incident. Cllr Magill said the letters suggested there was also fighting inside the dance and if this is the case she proposed that the Public Hall Committee are asked to ban any-one fighting from future dances, seconded by Cllr Blundell and approved. ACTION TOWN CLERK

11. OBSTRUCTION ON FOOTWAY - MARKET SQUARE:

Cllr Wright said that it had been brought to his attention that the scaffolding on the corner of Market Square has been up for approx 10 months with no sign of work to the building being done. The scaffolding obstructs the footway, it blocks out the street light and there is no lighting on it. Cllr Wright proposed that S.S.D.C. (Building Control/Health & Safety) and S.C.C. (Highways) are contacted and asked to investigate, seconded by Cllr Carroll and approved. ACTION TOWN CLERK

12. REPORT OF MEETING OF LEISURE CENTRE JOINT ADVISORY GROUP:

Cllr Carroll attended the meeting of the Bishop's Castle Leisure Centre Joint Advisory Committee on 5th December at The Community College. The meeting was held to consider the fees for the forthcoming year, unfortunately Mr Jones advised the Group that the D.C. budget had not been agreed and the fees may increase by more than the anticipated 3%. Renovations of the swimming pool were nearly complete. Mr Thurger requested that the new fitness suite be built so that the Squash Club could have it's second court. Mr Hinves advised that it was difficult to include a new fitness suite in either the college's bid for Arts Theatre or the Sports Union bid for a new sports centre. FOR CIRCULATION

13. CORRESPONDENCE:.

a) Mr D. Preshous, Bishop's Castle Sports Union: Invitation to the A.G.M. on Thursday 25th January at the Castle Hotel at 7.30 p.m. This Group has reached a point where a vital decision has to be made as to whether this project goes ahead. Cllrs Carroll and Magill will both attend this meeting. Cllr Whittall to be advised of details. ACTION CLLRs CARROLL & MAGILL

b) West Mercia Police Authority: Annual Policing Plan and Best Value Performance Plan: A summary of the Performance Plan 1st April 2001 - 31st march 2002 has been received. Closing date for comments is 12th February. FOR CIRCULATION

c) Mrs M. Watkin: Request for a salt bin to be located near The Ridge/Woodbatch Road. The Clerk was asked to contact Mr Rutherford and at the same time point out that the salt bin by the old Library is empty and should either be filled or relocated if it is no longer required here. ACTION TOWN CLERK

d) Mrs P. Richards (New Street) e) Mrs J. Gobin (Welsh Street) f) Mrs M. Pullen (High Street): Complaints of unpleasant smell in the Town, most noticeable in Church Street. The Clerk reported that Cllr Whittall and herself had received several complaints before Christmas and had contacted Miss Rose, Environmental Health Officer, S.S.D.C. for advice. A supply of Odour Log Sheets have been supplied and any-one noticing the smell should contact either Cllr Whittall or The Clerk for a form. Miss Rose advised that where disturbances are intermittent or unpredictable, difficulty is often experienced in establishing a nuisance. To assist in the investigation people are being asked to complete the Log Sheets over the next three weeks. Cllr Blundell proposed that Severn Trent are contacted and asked about the drains in the Town, seconded by Cllr Magill and approved.

ACTION TOWN CLERK & AGENDA NEXT MEETING

g) Mrs F. Jarvis: Vehicles parking outside Mrs Jarvis' house in Salop Street often cause congestion when lorries cannot pass. She has contacted the Police about this matter and C.C. Phillips to ask if the signing at the Community College crossroads can be changed so that vehicles not needing to come into town by-pass it on the A488. A copy of Cllr Phillips letter to Mr I. Rutherford was read and the Clerk reported that Cllr Phillips has since heard that the matter of signage at both crossroads, at The Kennels and The Community College is to be look at.

h) C.C. Peter Phillips: S.C.C. are appraising requests for rural footways and will be drawing up a three year plan. Montgomery Road is on the list for consideration and Cllr Phillip has requested that Love Lane be included. Cllr Phillips also reported that S.S.D.C. Council Tax is likely to increase by 25pence per week for the average household, which is much less than originally anticipated. Letters from Cllr Phillips had been circulated with the Agendas on the subjects of: Education Funding, urgent road repair, Unitary Authority and road damage by floods.

i) Mr Rutherford: Blocked storm drains: Arrangements will be made to have the blocked drains in Bull Lane, Market Square and High Street cleaned out, but at present S.C.C. are inundated with requests and it may take some time before the work is done.

14. FORWARD PLANNING & BUDGETING:

Cllr Lawrence feels that the Council should be more organised in terms of Future Planning and perhaps produce a Management Plan setting out the priorities and budget accordingly. It was felt that traffic issues must be the priority, with all Councillors agreeing this must be the priority, closely followed by improving street lighting. Following consideration and discussion it was felt that the priorities should be: 1) Traffic issues 2) Street Lighting 3) Playing Field (safety surfacing/skate boarding area) 4) Town Hall (generally improving the facilities, possibly creating an office, updating computer etc.) 5) Sports Centre/Arts Centre (not financial, but active moral support) 6) Care and enhancement of Town Centre footpaths.

8. PRECEPT:

A copy of the Income & Expenditure Account for 1999/2000, Balance Sheet @ 31.3.00, Receipts & Payments Summary and Supporting Statement, as approved by the Auditor were circulated with the Agenda. Issued at the meeting were copies of: Financial Statement at 9.1.01, details of actual money spent to 31.12.00 with a forecast of expenditure to 31.3.01 and details of actual income to 31.12.00, with an estimate of income to 31.3.01. Following consideration of these figures Cllr Dr Penney felt that there will be a considerable increase by S.S.D.C. and the increase in the precept should be kept as low as possible. Cllr Blundell said that without a considerable increase this Council will not be able to afford for safety surfacing in the Playing Field or improve the lighting in Kerry Lane and proposed a precept of £32,000, on the understanding that safety surfacing in the Playing Field is a priority, seconded by Cllr Lawrence. Cllr Dr Penney proposed an increase to £24,000, seconded by Cllr Pinches. The proposition was approved 5 votes to 2 votes.

The Mayor declared the meeting closed at 9.30 p.m.

Bishop's Castle Town Council Meeting 06/02/2001

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL, HELD IN THE TOWN HALL ON TUESDAY 6TH FEBRUARY 2001 AT 8.00PM

PRESENT: Councillor P.B. Jones, Mayor, in the Chair.

Councillors: S.J.S. Bedell, J.L.V. Blundell, J.M. Carroll, C.T.E. Kinmond, E.A. Lawrence, J.A. Magill, W.J. Morris, G.N. St J. Penney, K.E.C. Pinches, J.A.J. Whittall and R.D. Wright.

1. APOLOGIES FOR ABSENCE: None.

2. MINUTES OF MEETING HELD ON 9TH JANUARY 2001:

Minutes of the Council Meetings held on Tuesday 9th January, having been circulated were proposed as a true record by Cllr Dr. Penney, seconded by Cllr Wright, approved and signed by The Mayor.

3. DECLARATIONS OF INTEREST:

Cllr Whittall declared an Indirect Pecuniary Interest in item 6.b.

Cllr Blundell declared a Pecuniary Interest in item 12.b.

Cllr Dr Penney declared a Pecuniary Interest in item 6.e.

4. MATTERS ARISING:

Item 4.20.p: Letters read from County Cllr Phillips to Mr Rutherford and Mrs Downes regarding winter gritting, with particular reference to Welsh Street/The Cabin to Mainstone. Mrs Downes advised that the area had been inspected and it is considered that drainage improvements would greatly reduce the build of ice that is causing much of the problems. Arrangements will be made for action to be taken in the near future, it is likely that extensive works will be required, such as installing piped drainage systems.

Item 10: Inspector Payton has researched this incident and advised the Council that there were three emergency calls received from members of the public, four Officers attended and it took 17 minutes to arrive at the scene.

Item 11: SSDC have advised that this is a matter for S.C.C. The Clerk has contacted Mr Rutherford and he is investigating.

Item 13.c: The request for new salt bins will be considered with a view of locating for next winter.

5. MEMBERS OF THE PUBLIC WISHING TO SPEAK:

Mr David Bryan-Jones, Halls Auctioneers: Montgomeryshire Planning Department have advised that they have received an application (Ref: M2001 0078) for erection of buildings to form livestock market with associated plant and parking facilities at Pt Encl 7065 and 7962 Churchstoke. A letter from Mr P. Willcock, Director of Halls was read. Mr Bryan-Jones told Councillors how detrimental it would be to the local economy to have another livestock market so close. The Livestock auction sector is already at full capacity in this area and there is no commercial justification for the creation of another in such close proximity to Welshpool, Newtown, Knighton, Craven Arms and Bishop's Castle. There is also concern about dirty water washing from the site into the River Camlad. Cllr Dr Penney said that there is in existence a 800 year old Statute which prevents another market opening within 6 2/3 miles and urged as many people to write and object to this application. Cllr Bedell agreed entirely that this application should be objected to in the strongest possible way. Cllr Kinmond suggested that we liaise with Welshpool Market about objections, and Mr Bryn-Jones confirmed that this has been done. Cllr Dr Penney proposed the Council objects to this application in the strongest possible terms, seconded by Cllr Bedell and approved. Cllr Blundell proposed that a copy of the letter of objection is sent to each member of the Planning Committee. Cllr Dr Penney advised that local Solicitor Mr Robert Anthony was prepared to write a letter of objection at no cost to the Council and proposed we accept his offer of assistance, seconded by Cllr Bedell and approved.

6. TOWN & COUNTRY PLANNING ACT:

a) 1/01/11824/AD Advertisement Consent. Display of illuminated advertisement and advertisement. (delegated matter) Barclays Bank plc, High Street, Bishop's Castle. Barclays Bank plc, 54 Lombard Street, London. Cllr Wright proposed objection on the grounds that illuminated advertisement signs are not permitted in the Conservation Area and that the advertisement is not suitable for a Conservation Area. Seconded by Cllr Blundell and approved.

b) 1/01/11826/O Outline Planning Permission for erection of a dwelling (delegated matter). Land to the rear of Bumbles Cottage, Bishop's Castle. Mr and Mrs Nicholas, Bumbles Cottage. A letter of objection was read from Mr Millichope. Cllr Lawrence proposed objection on the grounds of it's close proximity to the Auction Yard, unsuitable access and overdevelopment, seconded by Cllr Wright. Cllr Blundell proposed No Objection as it would be providing off-street parking. The proposition was approved. (7 votes).

c) 1/01/11829/F Planning Permission (full) and 1/01/11830/LB Listed Building Consent for conversion of garage/workshop to two dwellings. 10 Market Square, Bishop's Castle. Melcourt Farms Ltd., Station Street, Bishop's Castle. Cllr Morris proposed No Objection, seconded by Cllr Whittall and approved.

d) Since the last meeting an Application for Advertisement Consent (No 1/01/11784/AD) has been received from Harry Tuffin Ltd. for permission for an Advertisement Consent for the display of illuminated advertisement (Delegated Matter). 17 Church Street, Bishop's Castle. This was seen by The Mayor, Deputy and Cllrs Carroll, Wright, Whittall, Blundell and Magill who all objected on the grounds that illuminated signs are not permitted in the Conservation Area.

e) The Mayor advised that the application by The Living Village Trust is to be considered at the Planning Meeting at SSDC tomorrow. Cllr Carroll proposed that the Clerk sends a fax to confirm the Council's comment that the road joining Welsh Street to Castle Green should be built before any houses, seconded by Cllr Wright and approved.

ACTION TOWN CLERK

c) The following Planning Reports have been received since the last meeting:

1) 1/00/11636/F Planning Permission granted for installation of 0.3 m dish at 15m on (existing) tower. Oakley Mynd Transmitting Station, Bishop's Castle. Crown Castle International.

2) 1/00/11655/TC Permission for works to trees granted. Lopping of an Ash Tree. Mill House, Colebatch, Bishop's Castle. Mr R. Matthews.

3) 1/00/11686/LB Listed Building Consent granted for alterations to dwelling. 16 Market Square, Bishop's Castle. W. Bainbridge.

7. ACCOUNTS:

In addition to the accounts listed on the Agenda, the following invoices have been received:

R.W. Morris - decorating Council Chamber - £500.00

Mr A. Wallace - Street Cleaning - January 2001 - £14.80

Wybone Ltd. - Dog Waste Bin - £140.11

Enterprise House - Centre Usage - £34.54

Cllr Blundell proposed that all accounts as presented are approved for payment, seconded by Cllr Magill and approved.

8. PRECEPT:

The Clerk reported that a letter had been received signed by five Councillors, (Cllrs Dr Penney, Bedell, Kinmond, Morris and Pinches) requesting that the Precept be placed on the Agenda of this meeting. Letters objecting to the large increase in Precept were read from Mr B. Wright, Mr and Mrs J. Price, Mr P. Fielden and Mrs G. Furber. Cllr Dr Penney proposed that the decision to increase the Precept to £32,000 is re-considered, as there is no justifiable need to impose such a large increase and when combined with the increases from S.S.D.C., S.C.C. and The Police, will be an unacceptable burden on the Council Tax payers. S.S.D.C. have to make a contribution towards those people on benefit and not paying any Council Tax.

The Clerk advised that the Finance Officer had worked out that with the proposed £10,000 increase, Band 'D' properties will be increased from £39.78 to £56.71, an increase of £16.93 per annum for the local Council service.

Considerable discussion took place as to whether this matter could be re-discussed under the 'Six Month Rule' in the Standing Orders, as amended in November 2000. The decision to approve the increase had been taken at the last meeting in light of the financial information put before Councillors and Cllr Blundell proposed that there was not sufficient new information to warrant this subject to be re-discussed, seconded by Cllr Carroll and approved. Cllr Dr Penney proposed that a vote should be taken on whether this can be re-considered, seconded by Cllr Pinches. There were 3 votes for and 8 votes against this proposition.

9. SMELL NUISANCE IN BISHOP'S CASTLE:

Severn Trent have been contacted about the possibility of drains being blocked, causing the smell noticeable in Church Street. They have confirmed that this complaint is being investigated. The Environmental Health Department of S.S.D.C. have advised that they believe that there has been a problem with the drains, which has now been rectified. There have been no further complaints received by the Clerk. If there are further complaints they should be passed on to Miss Rose, Environmental Health Officer as soon as possible in order that it can be investigated.

10. TRAFFIC IN HIGH STREET:

The meeting at the Community College on 12th January, chaired by Mr R. Pahl, was very well attended, with representatives from S.C.C. and Cllr M. Beardwell, who spoke about 'Homezones'. Questionnaires were given out to be completed and returned by the end of January. In order that the questionnaires can be analysed and the ideas put forward drawn together a further meeting has been arranged for Tuesday 20th March. Notes from County Councillor P. Phillips have been approved and the Clerk circulated a copy to each Councillor. The Mayor proposed that this is discussed further at the April meeting, seconded by Cllr Wright and approved.

A letter was read from Mr Wall, Woodbatch Road, regarding various traffic/highway problems in the Kerry Lane area. Cllr Dr Penney proposed a copy of this letter is sent to Mr Rutherford, seconded by Cllr Whittall and approved. ACTION TOWN CLERK

11. DRAINAGE IN CHURCH LANE:

The problems of effluent discharging into the stream in Church Lane was raised in 1997. The Environment Agency were involved in carrying out an investigation in 1997 and a request was made to Severn Trent by at least two residents in 1999, but to date no action has been taken by Severn Trent. A letter was read from Mrs Furber of Church Lane advising that she has also raised this matter with Mr Salt of Severn Trent. Cllr Dr Penney proposed that a letter is sent to Severn Trent enquiring about the progress of this matter, seconded by Cllr Magill and approved. ACTION TOWN CLERK

12. STREET LIGHTING:

a) Church Lane: Cllr Magill has received complaints about the inadequate lighting in Church Lane and proposed that the Street Lighting Committee look at how the lighting in this area can be improved, seconded by Cllr Carroll and approved. Cllr Blundell suggested that the residents who raised this with Cllr Magill are invited to join the meeting when it is arranged. ACTION STREET LIGHTING COMMITTEE

b) Maintenance: The Clerk reported that she had worked out the cost of maintenance of the street lights for the last three years, breaking it down into lamp replacements, photo-cells problems etc. The total cost of repairs in 1998 was £1,027, £1,044 in 1999 and £1,249 in 2000. This is much less than the cost of taking out a Maintenance Repair Contract. Cllr Dr Penney proposed that the Council does not take out a Contract, but continues on the same basis that we have in the past, seconded by Cllr Morris and approved. NO ACTION

c) Kerry Lane: Baptie have produced a design scheme for street lighting in Kerry Lane and Grange Road. This design would meet Highway standards, which it will need too if the Council wishes S.C.C. to adopt the new lights. Cllr Blundell offered to take the file and study the design. Cllr Dr Penney proposed that after Cllr Blundell has had the opportunity to look at this the Street Lighting Committee meet to discuss, seconded by Cllr Carroll and approved. ACTION STREET LIGHTING COMMITTEE

13. COUNCIL WEBSITE:

Mike Ashwell has provided a copy of the 'home page' of the Bishop's Castle Town Council Website which has been set up. Cllr Carroll proposed that names and addresses of Councillors are included, then it is up to the individuals to decide how much or how little information is available about themselves. The Agenda for each meeting together with approved minutes should be available each month, seconded by Cllr Magill and approved.

14. TOWN HALL: - To be dealt with at the end of the meeting.

15. PLAYING FIELD:

a) Grass Cutting: At this time of the year the Council normally seeks tenders for the contract to cut the grass for the forthcoming season. It was suggested that the Clerk should approach J.D.M. Midlands, Cliff Evans, Par 4 and S.S.D.C.

b) Skate Board Area: A meeting of the Skate Board Group was held at the Community College on 19th January. Mrs Furber gave a report of a meeting she had had with Mr S. Griffiths, Powys County Council. Mr Griffiths had been very helpful and offered advice on equipment and suppliers. Mr D. Hinvies, SSDC was in attendance and advised that it is very unlikely that any funding would be approved by SSDC, although the Sports & Leisure Advisory Council may be a source of a small amount when planning for the area is more advanced. Other sources of funding were discussed and a further meeting arranged for 9th February. Mr T. Evans, Youth Worker hopes the students will complete their video at half-term and on 3rd February the group is holding a model making session at the Community College. It is planned to hold a public consultation on Saturday 3rd March, by taking the Youth Bus on the Playing Field. Between 11.00 am and 2.00 pm the bus will be open for every-one and it is particularly hoped that residents from the surrounding properties will attend.

c) Shropshire Playing Fields Association: 1) Play in Shropshire. A conference on play issues will be held on Saturday 3rd March at Wem Town Hall from 10.00 am to 4.00 pm. Amongst other items on the Agenda will be Playground Safety, so it was felt that it is important that the Town Council is represented. Cllr Lawrence would not be able to attend, but will enquire if a representative could be found from the Playing Field Regeneration Group.

2) New European Standards on playground equipment and playground surfacing have now been adopted in the U.K. as BS EN 1176 and BS EN 1177. It is not mandatory, but compliance represents good practice and may be referred to in any civil court action. Insurance companies may require compliance. As part of a National Lottery Charities Board funded project the S.P.F.A. is developing a playground information and inspection service using local volunteers and providing them with training on risk assessment and inspection. At this initial stage they are surveying the county to update the records about playgrounds and what equipment and surfacing they have, who owns them and who runs them. A questionnaire was enclosed and the Clerk asked to complete and return to Mrs Dorothy Jones, Play Project Co-ordinator.

16. REPORT OF RECENT MEETINGS:

Cllr Lawrence had attended a meeting of the Board of Directors of Bishop's Castle & District Lifeline Company on Thursday 25th January 2001. The Annual Report 1999 - 2000 and Minutes of the last meeting on 16th November 2000 to be circulated. The Mayor will attend a meeting of the Community Advisory Group tomorrow at the Community College. Minutes of the previous meeting, which was held on 7th December 2000 will be circulated.

Cllr Whittall reported he had recently attended a meeting of the Leisure Centre Joint Advisory Committee and would circulate the minutes when they arrive.

Cllrs Carroll and Whittall had attended the A.G.M. of the Bishop's Castle Sports Union on Thursday 25th January. Cllr Carroll reported that unfortunately at this meeting it was agreed that a Lottery Bid will not be pursued. There is to be a further meeting on 12th February to discuss where the Group moves from here.

17. CORRESPONDENCE:.

a) SAPTC: Policy Update P01/01. Comments would be appreciated by 26th February. This would be circulated and any councillor wishing to make comment should contact the Clerk.

b) S.C.C. Transportation Group - Traffic Team Responsibilities: With an increase in the capital programme, new staff and requirements of the Best Value service review, there has been an allocation of responsibilities for new and existing areas of work. Roger Drummond as Team Leader has overall responsibility for projects and programmes. East team members will have geographical responsibility for traffic management activities. CIRCULATE

c) S.C.C. - A New Way of Working: The County Council has to submit proposals for a new way of working to Government by May of this year. Details of the three Government options plus the Council's preferred choice are set out in the leaflet. Comments are welcome before the end of February. CIRCULATE

d) The Parish Church is planning a Flower Festival from 15th - 18th June and hope the whole community will join in producing a display or making a donation.

e) Shropshire Records & Research Centre: Open Day, Monday 5th March 2.00 pm - 6.00 pm. To celebrate the completion of the first stage of the Shropshire's Past Unfolded Project. Any-one wishing to attend to contact the Clerk who has the booking form.

f) S.S.D.C.: News and Views - February 2001 CIRCULATE

g) South Shropshire Citizens Advice Bureau: Update on the work locally of the C.A.B. CIRCULATE

h) Bridgnorth & South Shropshire Crucial Crew: Request for a contribution towards the transport costs of taking 27 children from the Primary School to Crucial Crew. Cllr Blundell proposed this is on the Agenda for consideration at the next meeting. Seconded by Cllr Carroll and approved. AGENDA

NEXT MEETING

i) Arthritis Care in Central England: Request for a financial contribution towards the Shropshire Community Support Group. There is a wish to generate income to offer exercise classes, personnel development courses and information to all people with arthritis, irrespective of age. It was proposed this is dealt with at the Precept meeting. PRECEPT MEETING

j) South Shropshire Women's Aid: In January a Women's Refuge opened in South Shropshire. The refuge is designed to provide safe accommodation for women and children who are the victims of domestic abuse. They are looking to raise funds to assist the women and children at a time of crisis. It was proposed this is dealt with at the Precept meeting.

PRECEPT MEETING

k) South Shropshire Voluntary Action: This is an information point for individuals and agencies, who can help with specific enquiries and put people in touch with specialised agencies. They are looking for members of the local community who would like to volunteer for a project in this area. Enclosed are posters and leaflets giving more details about the service. Leaflet to be circulated and posters put on the Notice Board. CIRCULATE

l) S.S.D.C.: Setting of dates for the South Shropshire Sports & Leisure Advisory Council.

m) S.S.D.C.: Footpaths on Oak Meadow development: Ms Humphreys, Area Development Control Officer has confirmed that she has written to the developers about our concerns regarding the footpath. Cllr Carroll said that she will be interested in the developers response as they appear to have built over the footpath.

n) Mrs P. Middleton: A report on the very successful Millennium Youth Project held last Summer, to which the Council had made a donation. Mrs Middleton was also pleased to forward a cheque to the value of £50, which was the balance left over at the end of the project. Councillors were pleased to hear the project had been such a success. CIRCULATE

o) Morgans Solicitors: Application for a Transfer of Licence for 39 High Street, Bishop's Castle. Formerly known as The Odd Spot, now renamed The Pickled Onion.

p) S.C.C.: Bus Service 745 - Bishop's Castle to Ludlow. Details of the revised service operated by WhittleBus, using a new fully accessible bus, being introduced from 19th February. The same date there are some changes to services operated by Horrocks Coach Travel. A copy of the final timetables for the new services are enclosed. CIRCULATE

q) C.C. P. Phillips: Rural White Paper: Wishes to draw attention to Chapter 12, which is proposals for parish councils - new powers etc.

r) Civil Protection: CIRCULATE

Cllr Blundell proposed that the press & public are excluded for the final item to be considered, seconded by Cllr Whittall and approved.

14. TOWN HALL:

The Mayor declared the meeting closed at 10.00 p.m.

Minutes 6th March 2001

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL, HELD IN THE TOWN HALL ON TUESDAY 6TH MARCH 2001 AT 8.00PM

PRESENT: Councillor P.B. Jones, Mayor, in the Chair.

Councillors: J.L.V. Blundell, J.M. Carroll, J.A. Magill, G.N. St J. Penney, K.E.C. Pinches and R.D. Wright.

1. APOLOGIES FOR ABSENCE: Apologies received from Councillors Bedell, Kinmond, Lawrence, Morris and Whittall.

2. MINUTES OF MEETING HELD ON 6TH FEBRUARY 2001:

Minutes of the Council Meetings held on Tuesday 6th February, having been circulated were proposed as a true record by Cllr Dr. Penney, seconded by Cllr Blundell, approved and signed by The Mayor.

3. DECLARATIONS OF INTEREST: None.

4. MATTERS ARISING:

Item 5: The application for erection of buildings to form a livestock market was scheduled for consideration at the meeting of Montgomeryshire Planning Committee being held on 2nd March. This meeting had been cancelled owing to the Foot & Mouth outbreak and as yet no new date has been arranged.

Item 10: A letter from Mr Rutherford was read. He accepts the need for items 1, 3 and 4 of Ian Wall's letter (repairs to road surface and white lines) to improve the safety of Kerry Lane. However, item 2 (priority to uphill traffic) could induce faster traffic speed and Glyn Shaw has been asked to investigate this suggestion.

Item 11: No response has been received from Severn Trent. Cllr Wright asked for this to be put on the Agenda for the next meeting.

5. MEMBERS OF THE PUBLIC WISHING TO SPEAK:

Mr Ray Pahl, Chairman of the Community Forum, reported that following the public meeting in January, 93 replies were received, the overwhelming majority complaining about traffic congestion and speed. As a result three options have been drawn up by S.S.C. - purely initial ideas, which will be discussed at the Public meeting planned for Tuesday 20th March. At this meeting a further questionnaire will be given out. The Developers of The Wintles also hope to give a statement. Mr Pahl has been advised that funds will be available to finance a scheme, which ought to initially be temporary, for a period of six or twelve months, but it is vital that it has local support. Information packs produced by S.C.C. will be available from the Library from next week. He suggested that the Town Council has a representative on the Steering Group. Cllr Carroll felt that the Council should not make any decision about a scheme until we have carefully considered the options put forward by S.C.C. and Cllr Dr Penney proposed that after the Forum meeting on the 20th the Council should meet to consider its preferred scheme, seconded by Cllr Wright and approved. Miss J. Davies, Chairman of the Chamber of Trade has sent a letter to the Council, which was circulated with the Agenda and a copy was given to Mr Pahl.

6. TOWN & COUNTRY PLANNING ACT:

a) 1/01/11878/F Planning Permission (full) for erection of ancillary building (for storage) (delegated matter). Unit 1a Bishop's Castle Business Park, Crowgate Child Centre. Cllr Blundell proposed that the Council objects to a permanent extension in block work to a temporary building and that there should be a pitched roof similar to that on the Veterinary Surgery, seconded by Cllr Dr Penney and approved.

b) No further plans have been received.

c) The following Planning Reports have been received since the last meeting:

1/00/11087/F & 1/00/11089/LB 13 Market Square, Bishop's Castle. Mr and Mrs R.J. Lennox, change of use from Class A1 to Class A3 food and drink. An appeal has been made to the Secretary of State in respect of the above. Any comments made following the original application have been forwarded to the Department and will be taken into account by the Inspector in deciding the appeal.

1/00/11448/RR Approval of Reserved Matters. Siting, access and landscaping associated with 40 dwellings. Land off Welsh Street and Castle Green, Bishop's Castle. The Living Village Trust. A letter from the Bishop's Castle Civic Society was read, who think that the road linking Welsh Street to Castle Street should be constructed before any building work commences in order that residents of Welsh Street do not have to tolerate the construction traffic in an already congested part of the Town.

1/00/11761/F Planning Permission granted for change of Use of dwelling C3 to retail A1, 3 Market Square, Bishop's Castle. Ms B.E. Craig.

7. ACCOUNTS:

8. DATES OF ANNUAL MEETINGS:

1. Private meeting of members of the Council: Cllr Wright proposed this should be held prior to the next Council meeting, on Tuesday 3rd April at 7.30p.m., seconded by Cllr Blundell and approved.

2. Annual Town Meeting: Cllr Wright proposed this is held on Tuesday 24th April at 8.00 p.m., seconded by Cllr Carroll and approved. Cllr Carroll asked the Clerk to arrange plenty of publicity, to encourage as many members of the public as possible. It was suggested that several short speakers, with opportunity for questions, rather than just one, would make the meeting more interesting. The Clerk was asked to contact Mr W. Jones, SSDC, (drainage scheme) and Mr M. Corfield, Chairman of E.S.W.S.

3. Annual Council Meeting: It was proposed this is held on Tuesday 15th May at 8.00 pm.

4. Mayor's Sunday Service: In the past this has been held on either the first or second Sunday in June. The Mayor thought that to fit in with other services Sunday 10th June would be preferable. Clerk to contact Rev K. Collins to confirm. The Clerk was also asked to contact The Cadets, to give them as much notice as possible, as in the last few years the date had clashed with their annual camp.

9. REVIEW OF MAYOR'S ALLOWANCE:

The Mayor's Allowance is £250 for the current year. Cllr Blundell felt this figure is too low and does not reflect the time that has to put into this position. Cllr Jones run through some of the items she had spent her allowance on. Cllr Dr Penney proposed an increase of £25, to £275, seconded by Cllr Magill. Cllr Carroll proposed an amendment, that the Allowance is increased by £100 to £350, seconded by Cllr Blundell. The amendment had 2 votes for and 5 votes against, the proposition was approved.

10. REVIEW OF SALARIES:

1. Part -time Cleaner, Town Hall: The salary is currently £882 per annum, the hours are flexible, but approximately four hours to be worked each week. Cllr Dr Penney proposed an increase of 5%, rounding it up to £930 per annum, with effect from 1st April, seconded by Cllr Wright and approved.

2. Street Cleaner: Currently paid £3.80 per hour, for approximately one hour per week. Cllr Dr Penney proposed this is increased to £4.10 per hour from 1st April, seconded by Cllr Carroll and approved.

3. Clerk: The Clerk is part-time, working approximately 10 - 12 hours per week, as and when required. The current salary is £2,890. Cllr Magill proposed an increase of 5%, rounding it up to £3,050 per annum, with effect from 1st April 2001, seconded by Cllr Dr Penney and approved.

11. REVIEW OF RENT FOR TOWN HALL:

Rents were reviewed last year and increased by 2.5%. Details of current rents were considered and The Mayor proposed that the fruit & veg stall is increased to £25.00 per week and all others to £5.00 per week, seconded by Cllr Dr Penney and approved. Cllr Carroll proposed that the daily charge for the Flea Market and Record Fair are increased from £20.00 to £30.00, seconded by Cllr Dr Penney and approved. Cllr Dr Penney proposed the charge for use of the Council Chamber for Inquests is increased from £15.00 to £20.00, seconded by Cllr Pinches and approved.

13. TRAFFIC IN THE HIGH STREET: Dealt with under item 5.

14. CRUCIAL CREW:

A letter from Mrs Bayliss, Headteacher of the Primary School was read. Crucial Crew is a day for Year 6 children designed to help develop personal awareness and self assetiveness. Several agencies are involved including West Mercia Police, N.F.U., N.H.S., St John's Ambulance, Shropshire County Council, Tarmac and Trading Standards. Unfortunately the demand for places is high and last year Bishop's Castle was not selected. However, places have been allocated this year and a request for support towards the cost of transport for the 27 children is requested. Cllr Blundell proposed a donation of £2, seconded by Cllr Dr Penney and approved. ACTION TOWN CLERK

15. FOOTPATHS:

A) Diversion of footpath 45: This was applied for in 1996 as the path crosses the Timber Yard. Objections were made by this Council and The Ramblers Association. The work requested has now been carried out and the Council have been asked if they will remove their objection. However, the correspondence from S.S.D.C. has not arrived. It was proposed this is on the Agenda for the next meeting. AGENDA NEXT MEETING

B) Footpath number 17: The Council's attention has been brought to the poor state of the footpath joining Church Lane with The Pines. The tarmac path is now completely overgrown and the path is very wet and muddy, making it impossible for visitors to The Pines to use this shortcut and they now have to use the main road to get into and out of Town. Cllr Carroll thought that some time ago there were plans to resurface this path and proposed that the Clerk contacts The Pines Trust to enquire about the progress of this project. ACTION TOWN CLERK

16. STREET LIGHTING:

a) Church Lane: The Street Lighting Committee had met with residents of Church Lane to discuss the inadequate lighting. Cllr Carroll reported that Church Lane is very dark and certainly needs additional lights as well as up-grading some of the existing ones and suggested that some improvements are carried over the next two years or so. The Clerk was asked to contact M.E.B. for an estimate. ACTION TOWN CLERK

c) Kerry Lane: The Street Lighting Committee had met to discuss Babbie's design for Kerry Lane and in order to understand the reasons for placing some of the lights in the proposed places it was suggested that a member of Babbie is invited to meet members of the Committee to discuss. ACTION TOWN CLERK

17. PLAYING FIELD:

a) Grass Cutting: Four companies have been approached for a tender to cut the grass in the Playing Field this year, but unfortunately S.S.D.C. have advised that they are not in a position to tender and only one tender has been received. The Clerk was asked to contact Frank and John Thomas and the Bateson Brothers prior to the next meeting. It was also suggested that the Cricket Club are asked who cuts their grass. ACTION TOWN CLERK

b) Skate Board Area: Mr Tim Evans and Mrs Debbie Lewis had been with the Youth Bus and a number of Skate Boarders on the Playing Field on Saturday 3rd March to show people a video they have made about skate boarding and the clay model of the Playing Field that they have made. Members of the public and particularly those living in the vicinity of the Playing Field were welcome to go along and ask questions about the proposed skate boarding area.

Spare soil: Cllr Dr Penney pointed out that the large pile of soil against Mr and Mrs Allwood's fence should be moved, either spread out over the field to level it out or removed completed. Noted, but no action decided at present.

18. RECORD FAIR - BANNER:

The Clerk reported that the plastic banner advertising the Record Fair had been removed from the Town Hall during the week-ending 21st January. The owner would be grateful for its return and if anyone knows where the banner is could they arrange to return it to the Clerk or leave it at the Town Hall. It was felt the banner should not be left on the building all of the week prior to a Record Fair as it has in the past, and if it is found they should be asked to only put it out on the day of a Record Fair.

19. TOWN HALL: - To be dealt with at the end of the meeting.

Kitchen: When the estimate for decorating the Town Hall was made the kitchen had not been included. It now looks very dirty in comparison with the rest of the building and Roger Morris has advised that he has sufficient paint left over to paint it, the additional time for cleaning, preparing and painting would cost £120.00. Cllr Carroll proposed that the kitchen is painted, seconded by Cllr Dr Penney and approved.

Clock: The Town Hall clock has not been working for some time now. Cllr Blundell reported that the chiming is not working and Mr Burkhill has been contacted. In the meantime Cllr Blundell will wind the clock.

First Aid Kit: Friends of Bishop's Castle Library recently hired the Town Hall for two days in order to hold childrens book-making craft events and had asked about a First Aid Kit. The Clerk advised that we do not have one and felt that perhaps there should be one available. Cllr Wright proposed that the Clerk contacts S.S.D.C. to enquire if it is necessary and if so one should be purchased, seconded by Cllr Carroll and approved. ACTION TOWN CLERK

Cupboard under stairs: Yet again, this is now full of empty boxes, papers and rubbish. Cllr Dr Penney proposed that as it has been noted in the past that this is a fire hazard a padlock should be put on the door, so the cupboard can only be used as a store and by the cleaner, seconded by Cllr Carroll and approved. The Clerk to contact Cllr Morris.

ACTION TOWN CLERK

Mayor's Fund: The Mayor would like to hold a Coffee Morning in the Council Chamber in aid of the Mayor's Fund. Cllr Dr Penney proposed that the Mayor should be offered free use of the Council Chamber, seconded by Cllr Pinches and approved.

20. REPORT OF RECENT MEETINGS:

The Mayor had attended a meeting of the Chapel Yard Heritage Archive Group on 12th February. Minutes of the meeting will be circulated. On the 16th May it is planned to hold an official Opening Ceremony. There will be an annual Affiliation Fee of £25.00 per group. The Mayor asked if a second Representative could be appointed for meetings that she is unable to attend. It was proposed that as Cllr Lawrence is a member of the Group, then she would be able to report information back to the Council should The Mayor not be in attendance.

At 10.00 p.m. it was proposed that the meeting is closed and all correspondence is circulated to Councillors:

21. CORRESPONDENCE:.

a) Rev K. Collins: Request to use The Square for two events as it is such a good focal and gathering point at the to of the Town. Sunday 8th April at 10.30 am to assemble for the Annual Palm Sunday Procession to Church. Also Friday 13th April at 12 noon for a short service of worship, humns and prayers, lasting 15 minutes.

b) S.S.D.C.: Best Value Performance Plan 2001/2002: By law this document has to be produced, outlining plans for the future and past performance, to ensure the community is better informed about the work that SSDC do. A copy has been placed on the SSDC website

c) DETR Draft model Code of Conduct Consultation Paper, final proposals on general principles of conduct: Part III of the Local Government Act 2000, introduces a new ethical framework for local government, designed to secure high standards of conduct in public life. Summary outlines the main features. Closing date for responses is 27th April.

d) S.C.C.: South Shropshire County Area Panel: Next meeting will be held on 15th March at 7.30 p.m. at Lacon Child School, Cleobury Mortimer.

e) S.C.C. Working together 2: Invitation to the second library service seminar aimed at District, Town and Parish Councils, Friends Groups and other partners, will be held on Saturday 17th March at Shirehall Council Chamber, 9.30 am to 12.30 pm, following by a buffet lunch. There will be no charge.

f) S.S.D.C.: Emergency Information: A proposed format for reporting incidents during an Emergency situation, intended to relay information to the District Council quickly and briefly. Comments or queries welcome.

g) S.C.C. Closure of footpaths and rights of way and general advice regarding the outbreak of Foot and Mouth.

h) The Wasteless Society: Newsletter, issue No 6, February 2001.

i) S.C.C. The Shropshire Welfare Benefits Take Up Campaign: Now in it's third year, to encourage any elderly or disabled who may be missing out on their entitlement to benefit.

j) South Shropshire Area Committee: Minutes of meeting held on Monday 8th January 2001.

k) Residents of Corricks Rise: Disturbances caused by neighbours.

Minutes 3rd April 2001

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL, HELD IN THE TOWN HALL ON TUESDAY 3RD APRIL 2001 AT 8.00PM

PRESENT: Councillor P.B. Jones, Mayor, in the Chair.

Councillors: J.L.V. Blundell, J.M. Carroll, E.A. Lawrence, C.T.E. Kinmond, W.J. Morris, G.N. St J. Penney, K.E.C. Pinches, J.A.J. Whittall and R.D. Wright.

1. APOLOGIES FOR ABSENCE: Apologies received from Councillors Bedell and Magill.

2. MINUTES OF MEETINGS HELD ON 6TH AND 27TH MARCH 2001:

Minutes of the Council meetings held on Tuesday 6th and 27th March, having been circulated were proposed as a true record by Cllr Dr Penney, seconded by Cllr Blundell, approved and signed by The Mayor.

3. DECLARATIONS OF INTEREST:

Cllr Dr Penney declared an indirect pecuniary interest in item 6.e.

4. MATTERS ARISING:

Item 8: Mr R. Parry, Playground Services has confirmed his willingness to speak at the Annual Town Meeting. Mr W. Jones, SSDC is not available to attend and Mr M. Corfield has not yet replied. Rev K. Collins has confirmed Sunday 10th June for the Mayor's Sunday Service.

Item 10.3: The Clerk feels that the salary paid for the post is not commensurate with the hours that are worked. It was proposed this is on the Agenda for discussion at the next meeting. AGENDA NEXT MEETING

Item 18: The Clerk reported that unfortunately the banner belonging to Rainbow Records has not re-appeared.

Item 19: SSDC have advised the Clerk that if the Town Hall is available for use by the public it is recommended that there is a basic First Aid kit available in case of injury. They sent a copy of a leaflet and suggest and that a basic kit available from most Chemists is all that is required.

Item 21.a: Owing to the Foot and Mouth crisis we are advised that the Annual Palm Sunday Procession has been cancelled.

Item 21.c: The Local Government Act 2000 - Draft model Code of Conduct Consultation Paper, final proposals on general principles of conduct. The closing date for responses is 27th April. Cllr Wright felt that there is no substantial change from the draft circulated previously and proposed no comment.

Item 21.k: Residents of Corricks Rise are not satisfied with the response of the Housing Association or the Police. Cllr Dr Penney proposed that we write to the Housing Association and propose a meeting of all concerned parties including The Police, to discuss the problems, seconded by Cllr Wright and approved. ACTION TOWN CLERK

The Clerk read a letter from SSDC regarding street cleaning which was brought up at a previous meeting. It was confirmed that BIFFA have altered the cleansing round to ensure that Church Street and High Street will be mechanically swept earlier in the day to avoid congestion. Church Lane should be swept once a week on a Wednesday. Whilst discussing this the Mayor reported that Mr Ian Holten has offered to remove the weeds from The Cobbles, a letter of thanks will be sent to him. Cllr Carroll proposed that a stiff broom is purchased and Andrew Wallace is asked if he will sweep The Cobbles once a fortnight, which will discourage the grass and weeds from growing seconded by Cllr Dr Penney and approved.

ACTION TOWN CLERK

5. MEMBERS OF THE PUBLIC WISHING TO SPEAK: None.

6. TOWN & COUNTRY PLANNING ACT:

a) 1/01/12023/LB Listed Building Consent, alterations to dwelling (Delegated Matter). 3, Bull Street, Bishop's Castle. Mrs A. Nathan. Cllr Wright proposed No Objection, seconded by Cllr Dr Penney and approved.

b) 1/01/12021/AD Advertisement Consent, display of canopy sign and illuminated gantry sign (committee matter). 17 Church Street, Bishop's Castle. Harry Tuffin Ltd. Letter of objection has been received from The Civic Society. Cllr Blundell proposed there is No Objection to the actual signs, but objection to the gantry signs being illuminated as this is not permitted in the Conservation Area, seconded by Cllr Dr Penney and approved.

c) 1/01/12032/F Planning Permission (Full) for change of use, Office A2 to managers accommodation C3 (Delegated Matter). 17 Church Street, Bishop's Castle.

Harry Tuffin Ltd. Cllr Carroll proposed No Objection, seconded by Cllr Morris and approved.

d) 1/01/11824/AD Advertisement Consent. Display of fascia and projecting sign. Re-advertised - amended heading and plan (committee matter). Barclays Bank plc, High Street, Bishop's Castle. Cllr Blundell proposed No Objection, seconded by Cllr Whittall and approved.

e) 1/01/12064/F Planning Permission (Full) for erection of a dwelling (delegated matter). Plot B4 The Wintles, Welsh Street, Bishop's Castle. Mr and Mrs Howard.

Cllr Wright proposed the Council objects to this application, that this building should not be permitted until the entire infrastructure for the development is in position also it is not considered appropriate for the first building to be in the middle of a field, seconded by Cllr Pinches and approved.

f) The following Planning Reports have been received since the last meeting:

1/01/11826/O Refusal of Outline Planning Permission for erection of a dwelling. Land to the rear of Bumbles Cottage, Bishop's Castle. Mr and Mrs Nicholas.

7. ACCOUNTS:

The Clerk read a letter from the Audit Commission confirming that the audit of accounts for 1999/2000 have been completed and matters arising were read and noted. The Clerk confirmed that the Income and Expenditure Account, Balance Sheet, Supporting Notes to the Balance Sheet and the Audit Opinion have been put into the Library and will remain there for at least 14 days. Following comments raised by the Auditor about the whereabouts of the deeds for the Playing Field Cllr Carroll proposed that if the deeds have not been found then the Council should take steps to obtain a copy of them, seconded by Cllr Dr Penney. The Clerk confirmed that she has written to Mr George Hickey who was employed at Robert Hanratty Solicitors when the May Fair Agreement was drawn up.

8. SEVERN TRENT WATER:

Response from Severn Trent Water was read. Feasibility work following receipt of the Section 101a application has been undertaken and the consultants have submitted their report. However, certain aspects of the Guidance Note which augmented the Section 101a of the Water Industry Act 1991 were the subject of a judicial review brought by Welsh Water. The review was inconclusive and water companies have sought further clarification on the issue from the Department of the Environment, Transport and the Regions. Unfortunately clarification has not yet been received. Cllr Dr Penney pointed out that not all of the residents of Church Lane want to be connected to the main sewer. However, to aid those that do Cllr Carroll proposed we send a copy of the letter to Christopher Gill M.P. and request that he seeks clarification from DETR, seconded by Cllr Blundell and approved 6 votes to 3. ACTION TOWN CLERK

9. PLAY AREA - OAK MEADOW:

Letters were read from Mr K. Bavistock, Mrs D. Owen and Martin and Shaun Owen. These letters give both sides of the issue of children playing football in the Street. Mrs Owen explained that there are over 60 children living at Oak Meadow and Corricks Rise, many with small gardens. The play area in Oak Meadow is small and has play equipment on it and ball games are not permitted. The Playing Field is too far away for this young group and the result is that they play football in the cul-de-sac in Oak Meadow. Miss Brummer and Mr Bavistock have written that regularly children play football right outside their house, banging the house and cars, and as the gardens are open plan are running over the lawn to retrieve the ball. Councillors sympathised with both parties and felt with this number of children living in the area there should be some green space left undeveloped so the children can safely play away from neighbouring properties. Last year this issue had been discussed with Mrs Bayliss about the bottom part of the school field being used, but this had not been progressed because of various problems of unsupervised activities on S.C.C. property. Cllr Carroll proposed that a letter is sent to SSDC, seconded by Cllr Wright and approved. ACTION TOWN CLERK

10. LEASEHOLD LAND AT IVY HOUSE, BANKS HEAD:

Mr and Mrs J.A. Barnes, Ivy House, Banks Head wish to register the title to land at Ivy House, Banks Head, Bishop's Castle, which is leasehold, comprised in a Lease dated 2nd May 1911. At a meeting in March 2000 it was approved that any legal cost involved should be borne by Mr and Mrs Barnes. Mr Barnes has confirmed that he will meet any costs the Council incur in this. Cllr Dr Penney proposed that The Clerk takes to Snows Solicitors a copy of the Lease dated May 1911 she has found, seconded by Cllr Whittall and approved.

11. BUS TERMINUS: No response has been received from Mr Gallop. AGENDA NEXT MEETING

12. FOOTPATHS:

a) Diversion of footpath 45: In 1998 an application had been made to divert part of footpath No 24, Love Lane Industrial Estate. The Council had objected until problems identified on footpath 45 had been addressed. SSDC have advised that these problems have been addressed and The Ramblers Association have withdrawn their objection. Cllr Dr Penney proposed that the comments are noted and objections removed, seconded by Cllr Morris and approved.

ACTION TOWN CLERK

b) Footpath number 17: Mr Carmichael had replied on behalf of The Pines Trust to advise that for some years the Trust has been trying to get this footpath accessible for wheelchairs. Landlords and farmers have agreed in principle to a design drawn up, which involves fencing both sides of a tarmac path and the necessary gates. Fund raising is still on-going and any contribution would be gratefully received. Cllr Carroll said she was very pleased to hear that this project is still on-going and proposed that as a Council we should consider making a donation and that this should be included when the precept is discussed later in the year, seconded by Cllr Wright and approved. ACTION TOWN CLERK

13. STREET LIGHTING:

a) Church Lane: M.E.B. Contracting have not yet provided a price for improving lighting in Church Lane.

AGENDA NEXT MEETING

c) Kerry Lane: Mr Charles Jones from Parkman (formerly Babbie Group) had met The Mayor, Deputy, Clerk and Cllrs Carroll and Whittall to discuss the plan for new Highway standard lighting for Kerry Lane. The location of several lights which had been puzzling the Street Lighting Committee was discussed and as a result some of the lights have been moved. Mr Jones will draw up an amended plan for the Council to consider.

14. PLAYING FIELD:

a) Grass Cutting Contract: The Clerk reported that Frank and John Thomas do not have the equipment to cut the grass in the Playing Field and the grass at the Cricket Club is cut by one of the members. Five letters were sent out asking for tenders; Mr M. Jones did not reply. South Shropshire District Council are not in a position to tender, J.D.M. Midlands Ltd. tendered £90.90 (exc of VAT) per occasion. Sodex ho Land Technology tendered £975.00 (excl VAT) for the season and Marches Garden and Land Services tendered £260.00 per occasion. Cllr Dr Penney proposed that the tender from Sodex ho is accepted, providing this sum is for 13 cuts throughout the season, seconded by Cllr Lawrence and approved. The Clerk was asked to liaise with this Company regarding the dates for the various fairs and festivals.

ACTION TOWN CLERK

b) Safety Surfacing: Cllr Carroll had asked for this to be put on the Agenda, but as Mr Parry of Playground Services has kindly agreed to attend the Annual Town Meeting and talk about safety surfacing she proposed that it is put on the Agenda for consideration at the next meeting, seconded by Cllr Whittall and approved.

AGENDA NEXT MEETING

c) Springy Animals: These have now been delivered and Cllr Whittall has offered to install them when the weather improves.

d) No decision was made at the last meeting regarding the mound of earth by the Allwoods fence and Cllr Carroll reported that there has been complaints about this. As there are a number of holes and some of the ground is uneven could the soil be moved to level up the field and then seeded, Cllr Carroll proposed we seek tenders for this. However, Cllr Whittall offered to investigate how this could best be done and report back to the next meeting.

e) Cllr Carroll reported that during the outbreak of foot and mouth and the consequent closure of public footpaths the Playing Field has been used much more than usual for walking dogs and she wished to advise the Council that Julie Burgwin, a resident of Clive House has been clearing dog mess from the Playing Field. Councillors very much appreciated this action.

15. TOWN HALL:

1) Whilst painting the Council Chamber Roger Morris had noticed that water is running down the south wall and forming a pool on the window ledge. Cllr Dr Penney proposed that some-one is asked to go into the clock tower and look at the roof from the inside. If this is a job which requires scaffolding to be erected, then at the same time we should consider replacing the window which we have been advised is required. Cllrs Morris and Blundell said they would have a look in the roof at the end of the meeting. A piece of sandstone, apparently from the roof of the Town Hall fell onto Cllr Magill's car last Tuesday, cracking the windscreens and causing damage to the bonnet. Cllr Dr Penney proposed the details are passed to the Zurich Insurance. ACTION CLLRS MORRIS AND BLUNDELL AND AGENDA NEXT MEETING

2) Mrs Latchford, who sells plants at the entrance of the Town Hall between March and September cannot do so at present because of the scaffolding against the adjacent property. It was proposed that the Clerk contacts the owner of the property to enquire how long the scaffolding will be up.

3) Cllr Carroll proposed that now the redecorating is finished, some of the pictures in the Mayor's Parlour and the picture that was hung on the wall of the Council Chamber are cleaned, reframed if necessary and hung in the Council Chamber. Seconded by Cllr Wright and approved. Cllr Lawrence said that she would have a look at the pictures and report back at the next meeting. ACTION CLLR LAWRENCE

4) The Mayor would like to hold a Coffee morning in the Council Chamber, in aid of the Mayor's Fund, on Friday 4th May between 10.00 am and 12 noon. Items for the bring and buy stall and the raffle will be gratefully received.

16. TOWN CLERKS COMPUTER:

Last Summer the Council had discussed up-grading the computer used by the Clerk. However, she was told that it was not advisable to spend a large amount of money up-grading a computer of this age. Over recent months the computer had been causing problems, crashing on several occasions and losing work. The printer was also showing signs of age and paper had to be fed through carefully one sheet at a time. The Clerk had recently purchased a new computer, screen and printer direct from IBM at a cost of £729.25, including VAT and as it is mainly used for Council business the Clerk asked if the Council would be prepared to re-imburse at least part of the cost. Cllr Blundell proposed that the Council should re-imburse the whole cost of the computer, seconded by Cllr Wright and approved. It is unlikely that the old computer will be of any value, but Cllr Blundell would make some enquiries at the College Powys, otherwise Cllr Lawrence will find out details of a scheme that collects old computers.

17. REPORT OF RECENT MEETINGS:

a) Cllr Carroll reported that she had attended the meeting of South Shropshire Sports & Leisure Council at Ludlow on 20th March. It was the last meeting in this financial year and there were a large number of applications for grants to consider. Among the successful bids were two Clubs in Bishop's Castle and grants of £200 were approved for the Squash Club and £300 for the Castle Bowling Club.

b) The Mayor had recently attended a Community Management meeting at the Community College and will circulate minutes when they arrive.

c) Cllr Lawrence would be happy to raise any items at the next meeting of the Enterprise South West Shropshire and suggested that Councillors contact her after the meeting or telephone her at home.

18. CORRESPONDENCE:.

a) Morgans Solicitors: Application for Transfer of Licence for The Poppy House, 20 Market Square, Bishop's Castle, to be considered by the Magistrates on 12th April. Cllr Dr Penney proposed no objection, seconded by Cllr Morris and approved.

b) S.S.D.C.: Application for a Street Closure Order to accommodate the Midsummer Rejoicing procession on Sunday 24th June. The procession propose to use Union Street, Market Square, High Street and Church Street to the Church between 10.30 am and 11.00 am. Cllr Carroll proposed no objection, seconded by Cllr Dr Penney and approved.

c) Rural Youth Project: Request to use the Town Hall as an operating venue on Monday evenings between 6.45 pm and 9.45 pm. Cllr Carroll proposed no objection to this request, seconded by Cllr Wright and approved. Clerk to discuss details with Mike Pugh, Leader in Charge.

d) S.S.D.C. The Clerk read a copy of a letter sent to Mrs Karen Corfield from SSDC. Mrs Corfield had asked if the skip placement in the Auction Yard could be at a more convenient time for people who are working. SSDC advise that the hours are limited by resources available and they do not have any more money for this service at the present time. However, for the gardening season this year it is planned to site a refuse collection vehicle for 2 - 3 hours on either a Friday evening or Saturday morning in a variety of locations, for residents to dispose of garden waste. The collected material will be delivered to a local reprocessor rather than landfill.

e) Shropshire & Wrekin Fire Authority: Best Value Performance Plan 2001/02: Describing the services provided by the Fire and Rescue Service. TO CIRCULATE

f) National Association of Local Councils: Rural White Paper - Implementation. There appears to be very little difference to the draft that has been circulated. TO CIRCULATE

g) The Countryside Agency: a) Rural Services Survey 2000 - Acknowledging receipt of completed questionnaire, the full findings of which will be published this summer. b) New rights, new responsibilities: A guide to access rights that will be created by the Countryside and Rights of Way Act 2000. A copy of this leaflet has been sent to each Councillor with the Agenda for this meeting.

h) Department of Trade & Industry: Recently there has been great public interest and concern about the future of the post office network, particularly in rural areas. The Government is committed to the maintenance of a nationwide network of post offices and are aware of the importance of them as a focal point in local communities. TO CIRCULATE

i) Axis Counselling: Letter of appreciation for the donation.

j) Relate: Letter of appreciation for the donation.

k) Citizens Advice Bureau: Letter of appreciation for the donation.

l) S.S.D.C. Budget Consultation: A copy of the consultation newsletter and questionnaire which has been sent to each household in the District. The Council's views on the budget situation would be appreciated. It was proposed that each individual has the opportunity to complete this and it is not necessary for us to complete this one.

m) S.S.D.C. Rural Services Partnership: The Town Council some time ago added its name as a supporter of the Rural Services Partnership. It has been decided to produce a newsletter for its members and a copy of the first has been sent for information. TO CIRCULATE

n) BUZZ: Newsletter of the Community Council of Shropshire: TO CIRCULATE

o) Shell Interactive: TO CIRCULATE

The Mayor declared the meeting closed at 9.50 p.m.

Meeting 29th May 2001

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL, HELD IN THE TOWN HALL ON TUESDAY 29TH MAY 2001 AT 8.00PM

PRESENT: Councillor G.N. St J. Penney, Mayor, in the Chair.

Councillors: S.J.S. Bedell, J.L.V. Blundell, J.M. Carroll, B.P. Jones, E.A. Lawrence, J.A. Magill, K.E.C. Pinches, J.A.J. Whittall and R.D. Wright.

1. **APOLOGIES FOR ABSENCE:** Apologies received from Councillor Kinmond.

2. **MINUTES OF COUNCIL MEETING HELD ON 1ST MAY & ANNUAL COUNCIL MEETING HELD ON 15TH MAY 2001:** Minutes of the Council meetings held on Tuesday 1st May and The Annual Meeting held on Tuesday 15th May, having been circulated were proposed as a true record by Cllr Blundell, seconded by Cllr Jones, approved and signed by The Mayor.

3. **DECLARATIONS OF INTEREST:** Councillor Blundell declared an indirect pecuniary interest on item 16.a and a direct pecuniary interest on item 6.a.

4. **MATTERS ARISING:**
a) From Council meeting on 1st May 2001:
Item 4.12: Miss C. Shine, Planning Department of SSDC has advised that she will inspect the site in relation to the concerns of the quality of the footpath surface and will contact the Council again when an assessment has been made. She advised that planning permissions relating to the site have revealed that S.C.C. confirmed that footpaths 11 and 49 are adequately accommodated within the approved plan. Cllr Carroll asked for this to be on the agenda of the next meeting.
AGENDA NEXT MEETING
Item 15.3: No response from Mr J. Griffiths and Mr Sweeting will ring at the beginning of June to confirm when he will be able to look at the pictures.
Item 3 from Annual Town Meeting: Copy of EMail read from Ms J. Harper, S.C.C. advising that the footpath in Montgomery Road is on the 'wish list' with Mr Allard for consideration as a future improvement site. Cllr Blundell was surprised that this project has got no further than a 'wish list', as it is now at least ten years since a request was made to S.C.C. and at the time an offer of land had been made by the landowner. Cllr Blundell proposed a letter is sent to S.C.C., seconded by Cllr Wright and approved. **ACTION TOWN CLERK**
Correspondence also read regarding the highway maintenance on the A488 Bishop's Castle to Lydham and the provision for pedestrians and horse riders and the provision of a pavement at the crossroads between Corporation Street and Woodbatch Road.
Item 7: No response from the Community College about repairing damaged benches.
Item 11: No reply from W.T. Parker regarding estimates for up-grading lighting in Church Lane.
a) From Annual Council meeting on 15th May 2001:
Item 4: Administration Services, SSDC - Arrangements for the Road Closure Order for Mayor's Sunday on 10th June have been put in hand.
Item 9: Letter from C.C. Peter Phillips was read concerning a number of items raised in the Mayor's speech. Cllr Phillips comments were noted, although Cllr Blundell felt that the Mayor's speech was entirely at the Mayor's discretion.

5. **MEMBERS OF THE PUBLIC WISHING TO SPEAK:** None.6. **TOWN & COUNTRY PLANNING ACT:**
a) 1/01/12183/B Listed Building Consent. Repairs to building (delegated matter) 28 High Street, Bishop's Castle. Mr A. Screen. Cllr Blundell left the room whilst this was discussed. Cllr Wright proposed NO OBJECTION, seconded by Cllr Pinches and approved.
b) 1/01/12195/F Planning Permission (full) for retention of a demountable building for use as a daycare centre, and associated site works. (delegated matter) Bishop's Castle Business Park, South Shropshire District Council. Cllr Jones proposed NO OBJECTION, for a maximum of 5 years, seconded by Cllr Whittall and approved.
c) 1/01/12223/LB Listed Building Consent. Replacement windows to front elevation. (delegated matter) 47, Church Street, Bishop's Castle. Ms E. Bowles. Cllr Carroll proposed NO OBJECTION, seconded by Cllr Whittall and approved.
d) 1/01/12132/F Planning Permission (full) for erection of agricultural building and alteration to (existing) vehicular access (delegated matter) The Cottage Farm, Bishop's Castle. Beaumont Partners. Cllr Whittall proposed NO OBJECTION, seconded by Cllr Bedell and approved.
e) 1/01/12246/CC Shropshire County Council: Planning Permission for construction of single storey extension to provide a science laboratory and provision of glazed covered way to entrances. The Community College. This correspondence was noted.
f) 1/01/12234/LB Listed Building Consent for reinstatement of fire damaged dwelling. Moonbeam Cottage, Chapel Yard, Bishop's Castle. Mr F. Harrison. Cllr Blundell proposed NO OBJECTION, seconded by Cllr Whittall and approved.
g) 1/01/12247/F Planning Permission (full) and 1/01/12248/LB Listed Building Consent for change of use of bakery to dwelling and erection of deomestic garage. Former bakery, Church Street, Bishop's Castle. Mr D. Pearce, Heathmynd, Bishop's Moat, Bishop's Castle. Cllr Whittall proposed NO OBJECTION, providing the right of way used by the two properties at the rear of site is unaffected and that the drainage system is found to be satisfactory, seconded by Cllr Blundell and approved.
f) The following Planning Reports have been received since the last meeting:
1) 1/01/12064/F Notice of withdrawal of application for erection of a dwelling. Plot B4, The Wintles, Welsh Street, Bishop's Castle. Mr and Mrs Howard.
2) 1/01/11902/LB Planning Permission granted for removal of partition wall. 8 Welsh Street, Bishop's Castle. A. Draper.
3) 1/01/12023/LB Listed Building Consent granted for alterations to dwelling. 3 Bull Street, Bishop's Castle. Mrs A. Nathan.
4) 1/01/12021/AD Refusal of Permission for advertisements. Display of canopy sign and illuminated gantry sign. 17 Church Street, Bishop's Castle. Harry Tuffin Ltd. The gantry sign has been illuminated on occasions and Councillors are asked to contact the Clerk if they notice it again. The Clerk was asked to pass on details to the Planning Department.

7. **S.S.D.C. LOCAL GOVERNMENT ACT - STANDARDS BOARDS:**
Letter from Mr R. Thomas, Head of Legal Seervices was read. In Part III of the Local Government Act 2000 the Government has introduced a new ethical framework for local government which will replace existing arrangements for ensuring probity, including the National Code of Local Government Conduct. All Councils will have to introduce elements of the framework which will centre on a new Code of Conduct. Local Councils will not be required to appoint a Standards Committee and The Government are requiring District Councils to undertake this function for Town & Parish Councils within their area. The primary task of the Standards Committee will be to guide and advise the District Council on conduct matters and will be required to oversee the compliance with the new Code of Conduct. The District Council's Policy and Resources Committee favour the appointment of such a body and it is proposed to appoint a Sub-Committee comprising of five members, if the majority of local Councils support this approach. A reponse is required before the 15th June. Cllr Wright said that the letter putting forward this option does not give details of the alternative options and proposed the Clerk contacts Mr Thomas as a matter of urgency to request details and if necessary a Special Meeting is called to consider, seconded by Cllr Pinches and approved. **ACTION TOWN CLERK**

8. **ACCOUNTS:**
In addition to the accounts listed on the Agenda, the following invoice has been received:
M.E.B. Contracting - lighting repairs - £263.07
Cllr Blundell proposed that all accounts as presented are approved for payment, seconded by Cllr Magill and approved.
The Clerk advised the Council that notice has been received that arrangements have been made for the audit of accounts to year ending 31st March 2001. Accounts and related documents should be made available to the auditor on 25th June at 10.00 am and the Clerk or Chairman should attend the audit on 5th July at 10.00 am. Local government electors may exercise their rights under Regulation 12 of the Accounts and Audit Regulations 1996 and section 15 and 16 of the Audit Commission Act 1998 to question the auditor about or make objections to the accounts on the date and subsequently until such time as the auditor certified the completion of the audit.

9. **SEVERN TRENT WATER:**
a) Church Lane Sewerage: Following representations by Christopher Gill M.P. a letter from Bob Ainsworth M.P. was read. This letter advised that Anglian Water have sought Judicial Reviews into four appeal decisions made by the Agency. The fact that Judicial Reviews have called into question parts of the Guidance does not relieve sewerage undertakers of their duty under section 101A It is suggested that the Council considers referring the case to the Environment Agency on appeal if it seems that a satisfactory answer from Severn Trent Water is not likely to be forthcoming. But, as part of their legal action, Anglian Water are challenging the appropriateness of the Agency to deal with section 101A appeals, so any appeals at this time to the Agency may not receive a rapid response. Cllr Blundell proposed this Council takes no further action at the present time, seconded by Cllr Whittall and approved.
b) Poor water quality: The Mayor reported that at present the water seems to be discoloured, but has discovered this is on his own property, not a general problem and Severn Trent have been contacted. Cllr Blundell reported that many people have said that their water is discoloured and urged people to report poor water quality problems to Severn Trent.

10. **TOWN CLERK'S CONTRACT OF EMPLOYMENT:**
The Clerk reported that according to her Contract of Employment there are no set hours of work. Over the ten years since her employment began the hours required to carry out the job have increased significantly and having recorded the number of hours worked over the last 9 weeks shows a total of 119 hours. This averages out at 13.5 hours per week, worked mainly on Tuesday, Wednesday and either Thursday or Friday mornings, plus meetings. On the current salary this equates to an hourly rate of £4.43 per hour, which is felt to be unacceptably low. The Clerk after presenting this information left the room which discussion took place and the Mayor noted the proceedings. Cllr Blundell proposed an increase in the salary for the Clerk with immediate effect to £5,280 per annum, seconded by Cllr Wright and approved.

11. **PLAY AREA - OAK MEADOW:**
A letter from South Shropshire Housing Association enclosed a letter from Days Construction regarding the open space adjacent to the new development. This letter advises that Days are covenanted to transfer the land, in a seeded state, back to the Council on completion of the whole development. They would anticipate doing this on completion of phase 3. Cllr Carroll proposed a letter is sent to SSDC requesting that this area of land should be left as a 'kick-about' area on which the children of Oak Meadow can play ball games and it is suggested that it may be wise to net the area to prevent complaints from neighbouring properties. Seconded by Cllr Jones and approved. **ACTION TOWN CLERK**

12. **BUS TERMINUS:**
Mr Gallop has advised that he has contacted each of the five bus companies that serve Bishop's Castle asking for their view on the use of the entrance to the hospital as the terminus. When he has the responses from all companies he will contact the Council again. The Shrewsbury service is primarily a commercial operation, so that any final decision regarding terminal arrangements and routeing rests with the Company. Cllr Carroll proposed that the Council awaits a response and this is on the Agenda for discussion, seconded by Cllr Wright and approved. **AGENDA NEXT MEETING**

13. **RECENT RESURFACING WORKS:**
Cllr Wright was appalled about the recent resurfacing work with tar and chippings that has taken place in Church Street and High Street. The result of which is a cheap and unsatisfactory surface, particularly for a town centre and is certainly not an appropriate surface in a Conservation Area. Cllr Pinches reported that only 24 hours notice was given by putting up posters advising that work would take place on Thursday 10th or Friday 11th May. He had contacted the S.C.C. to tell them that it was unreasonable to try and clear the main street of all vehicles on a Friday, the busiest day of the week, particularly as the Friday before contractors had caused chaos trying to patch and prepare the road. In fact the Contractors completed the work on Thursday. Cllr Whittall advised the Council that people had carried on their shoes tar and chippings into shops and businesses causing considerable damage to flooring and carpets. Cllr Wright proposed a letter should be sent to Chairman of Highways at S.C.C. with copies to Mr Rutherford and C.C. Peter Phillips strongly objecting to the surface, which should enhance the centre of our Market Town, seconded by Cllr Carroll and approved. **ACTION TOWN CLERK**

14. **PUBLIC FORUM FOR TRAFFIC IN BISHOP'S CASTLE:**
Cllr Wright advised that the date for the Public Forum for Traffic has been re-arranged for Monday 18th June at the Community College. Various schemes have been put forward, none of which he feels is suitable for the Town, and this meeting gives every-one the opportunity to express their opinion. This meeting will be just the beginning of the consultation process and the Police and Council will have the opportunity to make their comments at a later date. Any system introduced would in the first instance be experimental. There are funds available for enhancement of Market Towns and Bishop's Castle should ensure it does not miss out on opportunities to enhance the Town. Cllr Lawrence advised that the Shropshire Partnership is formulating a plan, which needs to be 'on the table' for consideration by the Autumn.

15. **HANGING BASKETS:**
Cllr Carroll asked if the Council would be willing to once again help with the cost of planting the hanging basket/planters in the Town. For the last two years the Council has contributed £100 towards the cost which is shared with the Chamber of Trade and the Tourism Group. Cllr Carroll proposed a contribution of £100 as last year, seconded by Cllr Wright and approved.

16. **PLAYING FIELD:**
a) Use of Playing Field for camping over week-end of Beer Festival: Cllr Blundell, who had declared his interest left the room whilst discussion took place. Normally over the week-end of the Beer Festival (6th, 7th, 8th July) camping is available on a field on the outskirts of Town. Unfortunately owing to the Foot and Mouth crisis this year a field will not be available for use. Cllr Carroll proposed that the Playing Field is made available on the understanding that the Festival organisers are responsible for insurance, hire of toilets and regulating the site, seconded by Cllr Whittall and approved.
b) Use for Carnival: Letter from the Public Hall Committee requesting use of the Playing Field for the Annual Carnival on Sunday 1st July. Cllr Blundell proposed no objection providing the Committee organise adequate insurance cover and hire public toilets for the day. Seconded by Cllr Carroll and approved.
c) Soil Heap: Johnnie Williams has moved the soil that was piled by Mr and Mrs Allwood's hedge and spread it over the bank.
d) Gate: Cllr Whittall proposed that the Clerk obtains a price for a new gate for the Playing Field and fencing up the side of the entrance. The oak posts have already been purchased, ready to be erected and suggested that the Clerk contacts Mr S. Middleton, seconded by Cllr Blundell and approved. It was thought that there should be one large gate and a small pedestrian gate, large enough for use by the mobility cars, opening downhill and two bollards installed at the entrance of Kerry Lane.
e) Dog Bin: Cllr Whittall proposed that a dog waste bin is put along the back footpath of the field near the Union Street entrance, seconded by Cllr Blundell and approved. Nearby residents to be contacted first.

17. **CHAPEL YARD HERITAGE ARCHIVE CENTRE:**
The Chapel Yard Heritage Archive Centre is now open and Cllr Carroll proposed that some of the old papers stored at the Town Hall are moved to the Centre for safe storage, seconded by Cllr Wright and approved.

18. **TOWN HALL:**
a) Repairs: The Mayor reported that it looks likely that the Town Hall will need to be re-roofed and whilst scaffolding is up the venetian window needs replacing and the sandstone at the side of the window need attention. Cllr Carroll felt that as it is only 16 years since the roof was completely re-slated the Council should not be so eager to spend further large amounts of money without going back to the Contractor and complaining. Cllr Blundell said that there is only a 10 year guarantee on new dwellings and felt that it would be less for a listed building, as English Heritage supervised the work it would be better to write to them for their opinion. Cllr Wright suggested that the project could be handled in a similar manner to the Old Market Place, where grants were obtained from several sources. Cllr Carroll proposed that the Town Hall Committee meet to discuss, then a public meeting is held to seek their ideas and suggestions. The Mayor felt that the Town Hall Committee would need some in-put from some-one with building knowledge and proposed that Mr C. Richards, Conservation Officer is invited to speak to the Council. Cllr Whittall suggested that until we have obtained tenders for the work the Council has no idea what amount of money we are talking about, and we need to have some idea, but as water is coming into the building should the Council consider a temporary repair whilst the alternatives are investigated. Cllr Blundell proposed that as soon as we have appropriate specifications the Council goes out to tender for the hire of scaffolding, re-roofing, replacement of window and necessary stone work, so at least we know the amount of money needed, seconded by Cllr Jones and approved. Cllr Carroll proposed that a sub-committee meets to discuss what we want to do with the building and look at possible sources of funding, seconded by Cllr Wright and approved.
b) Market Traders: Nothing further to report at present.
c) Forward Planning: Cllr Lawrence has put together several points for consideration regarding the formulation of a Forward Plan, which was circulated to Councillors with the Agenda. Cllr Carroll proposed that as time is always limited at meetings there is a special meeting held to discuss forward planning, seconded by Cllr Wright and approved.
d) Handrail: Letter read from Mr Marsh, Access Officer of S.S.D.C. confirming that the application for a grant for the handrail at the Town Hall has been approved. The grant will be payable on completion of the work to their satisfaction and should be claimed within 12 months of the letter.

19. **REPORT OF RECENT MEETING - ENTERPRISE SOUTH WEST SHROPSHIRE & SHROPSHIRE PARTNERSHIP:**
On Wednesday 9th May Cllr Lawrence had attended an 'Objective 2' meeting at the Boar's Head. Minutes of meeting to be circulated. Cllr Lawrence had also attended a meeting of the South Shropshire Partnership on Thursday 10th May at Craven Arms Community Centre. Minutes of this meeting have been circulated.

20. **REPORT OF RECENT MEETINGS ATTENDED BY COUNCIL REPRESENTATIVES:**
a) The Mayor reported that he had attended the Ludlow Festival of Crafts on 26th May when prizes were given to pupils of Church Stretton, Bishop's Castle, Lacon Childe and Ludlow schools.
b) Cllr Whittall had attended a meeting of the Joint Use Leisure Advisory Committee and would circulate the minutes when he received them.

21. **CORRESPONDENCE:.**
a) Residents of Clive House: Irate residents of Clive House reported that a new tenant who recently moved in was noisy and breaking the conditions of his tenancy from the day he moved in. It was felt that this was not appropriate accommodation for this young person, who might be better placed in a supervised environment. Cllr Jones proposed that Clerk urgently contacts the South Shropshire Housing Association and request this complaint be investigated, seconded by Cllr Blundell, who suggested that noise complaints should be passed to the appropriate department of S.S.D.C. Cllr Wright proposed copies of this correspondence is sent to Social Services
b) The Clerk has received a report of up to five vehicles parked on the pavement and road near the Corporation Street/Kerry Lane junction. Concern was raised about this junction at the Annual Town Meeting and there had been an accident there last week-end. Cllr Wright proposed this should be on the Agenda for the next meeting.
c) S.C.C. Best Value Performance Plan 2001/2002: It is a requirement for the C.C. to publish information about its priorities, targets and performance. Any comments regarding this Plan, which is also available in libraries and on S.C.C. web site, would be appreciated. This is a bulky document and it was agreed that it should be retained by the Clerk and those Councillors wishing to loan it should contact her, rather than it be put into circulation.
d) S.C.C.: Parish Involvement in Highway Maintenance: An initiative by S.C.C.'s Community & Environment Directorate and S.A.P.T.C. leaflet outlining the role of Parish Councils in dealing with minor highway defects which cause concern to the local community and guidelines for councils who are considering using volunteers. **CIRCULATE & AGENDA FOR NEXT MEETING**
e) Mr P. Lewis, LANGUAGE TEACHER, Community College: Request the opportunity to talk to the Council regarding re-presenting the proposal to form links with the French town of St. Marcel. There would be no requirement for a financial contribution as any project set up would have to be self-financing. It may even attract funding from European sources.

AGENDA NEXT MEETING
f) L. Keay, Support Services Supervisor, S.S.D.C.: From 1st June local authorities are required to issue Concessionary Travel Passes to pensioners and people with certain disabilities. To assist applicants in obtaining a pass, Officers of S.S.D.C. will be visiting a number of parish & village halls during May. The Clerk reported the Notice giving details of dates had been posted on the Town Hall Notice Board.
g) Community Council of Shropshire: 'Rural White Paper' A seminar has been arranged for local communities voluntary organisations and Town & Parish Councils to be held at the Guildhall, Oswestry, on Wednesday 6th June. Delegate fee is £12 per person. Any Councillor wishing to attend should contact the Clerk who has the booking form.
h) Community Council of Shropshire: Rural Transport. A conference for voluntary and community organisations and Town & Parish Councils has been arranged for Wednesday 20th June at The Gateway, Shrewsbury, from 9.30 am to 4.00 pm. The cost is £10 per delegate. Any Councillor wishing to attend to contact the Clerk who has the booking form.
i) Mr R. Beaumont, Community College: 'Lunches from the Trenches' The tape made last October is ready and an invitation is extended to go to the Boar's Head on Monday 18th June at 8.00 pm for the lunches.
j) Enterprise House: invitation to an Open Evening on Thursday 14th June, drop in at any time between 6.00 pm - 9.00 pm.
k) South Shropshire Housing Association: The Association has been reviewing it's community involvement strategy and has sent out a copy for consultation to tenants and a cross section of the community. Feedback will be appreciated and it is anticipated that the final version will be available later in the year. **FOR CIRCULATION**
l) South Shropshire Access Group: Agenda for meeting held on 15th May and minutes of meeting 20th March. **CIRCULATE**
m) B.C. & District Dial-a-Ride: Letter of thanks for the donation towards running costs.
n) S.C.C.: Re-tendering of Local Bus Service Contracts: A number of contracts for local service are due to expire at the end of August. Copies of the timetable for these services are enclosed. Comments on this or any other services in general are welcome.

The Mayor declared the meeting closed at 10.03 p.m.

Meeting 26 June 2001

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL, HELD IN THE TOWN HALL ON TUESDAY 26TH JUNE 2001 AT 8.00PM PRESENT: Councillor G.N. St J. Penney, Mayor, in the Chair.

Councillors: S.J.S. Bedell, J.L.V. Blundell, J.M. Carroll, C.T.E. Kinmond, J.A. Magill, W.J. Morris, K.E.C. Pinches, J.A.J. Whittall and R.D. Wright.

1. APOLOGIES FOR ABSENCE: Apologies received from Cllrs Jones and Lawrence. Cllr Lawrence applies to the Council for sick leave. Cllr Wright proposed that sick leave is approved, seconded by Cllr Magill and approved.

2. MINUTES OF COUNCIL MEETING HELD ON 5TH MAY 2001:

Minutes of the Council meeting held on Tuesday 5th May, having been circulated were proposed as a true record by Cllr Blundell, seconded by Cllr Pinches, approved and signed by The Mayor.

3. DECLARATIONS OF INTEREST: None.

4. MATTERS ARISING:

Item 4.12: Mr Newnham, S.C.C. telephoned to advise that he had visited Oak Meadow and he has a number of concerns about the footpath which he is contacting Days Contractors about. AGENDA NEXT MEETING

Item 4.3: No response received regarding the footpath in Montgomery Road.

Item 4.7: A letter was read from Mr Hunt regarding repairing the damaged bench. He suggested a meeting with some of the Councillors to discuss the matter would be helpful. Cllr Whittall proposed the Clerk should contact Mr Hunt's secretary to arrange a meeting and any Councillors available attend.

Item 11: W.T. Parker have provided an estimate for the erection of new lights in Church Lane, the price does not include providing the service to the new lights and is more than the quotation from M.E.B. Contracting. The Clerk has given an order to M.E.B. Contracting, as approved at the meeting on 1st May.

Item 13: Mr J. Roberts, Chief Engineer, Highway Maintenance, S.C.C. has acknowledged receipt of the Councils concern about the road resurfacing and with Mr Rutherford will be investigating. Cllr Wright reported that in the recent hot weather the tar had melted and the road is in a disgraceful state. He had tried to contact Mr Rutherford without success.

Item 17: The Mayor and Deputy have recently moved some of the old Council papers from the Town Hall to the Heritage Archive Centre. Cllr Carroll had understood that more of the old papers, kept in the Wooden chest were also to be moved. The Mayor had discussed this with Mrs Marion Roberts, the Honorary Archivist, who reported that she is sorting and listing all the papers in the Town Hall with the aid of the local History Group and would not wish any of the papers to be removed until the group have finished their project.

Item 21.a: There have been numerous telephone calls and letters between The Housing Association, Social Services and the resident's parents, regarding the problems being experienced by tenants of Clive House. The matter is being dealt with and will hopefully be resolved in the near future.

5. MEMBERS OF THE PUBLIC WISHING TO SPEAK: None.

6. TOWN & COUNTRY PLANNING ACT:

a) 1/01/12257/F and 1/01/12258/LB Planning Permission (full) and Listed Building Consent for erection of extensions and alterations to hotel (delegated matter). Castle Hotel, Market Square, Bishop's Castle. Mr D. Simpson. Cllr Whittall proposed NO OBJECTION, seconded by Cllr Morris and approved.

The following Planning Reports have been received since the last meeting:

1) 1/01/11829/F and 1/01/11830/LB Planning Permission and Listed Building Consent granted for conversion of garage/workshop to 2 dwellings. 10 Market Square, Bishop's Castle. Melcourt Farms Ltd.

2) 1/01/11824/AD Refusal of Permission for advertisement: Display of fascia and projecting sign. Barclays Bank plc, High Street.

3) 1/01/12088/O Outline Planning Permission approved for erection of a dwelling and garage. Land adjoining Hall Villa, Bishop's Castle. Mr and Mrs D. Jones.

4) 1/01/11864/F Planning Permission approved for conversion of building to dwelling. Rear of 36 High Street, Bishop's Castle, Mr R.E. Davies.

5) 1/01/12087/F Planning Permission approved for erection of extension to garage and retail sales. 17 Church Street, Bishop's Castle. Harry Tuffin Ltd.

6) 1/01/12068/F Planning Permission approved for erection of extension to dwelling and construction of a dormer window. 13 Banks Head, Bishop's Castle. Mr J. Kerswell.

7. ACCOUNTS:

In addition to the accounts listed on the Agenda, the following invoice has been received:

Public Works Loan Board - loan repayment - £934.81

Councillor J.M. Carroll - Travelling Expenses, S.S. Sports & Leisure Committee - £16.00

Cllr Magill advised that it is not necessary to pay the £15.00 Affiliation Fee, as Community College facilities are now available to every-one.

Cllr Blundell proposed that all accounts as presented, except the £15 Affiliation Fee, are approved for payment, seconded by Cllr Kinmond and approved.

8. S.S.D.C. LOCAL GOVERNMENT ACT - STANDARDS BOARDS:

Letter from Mr Thomas read regarding the appointment of a Standards Committee which District Council must establish under the provisions of Part 3 of the Local Government Act 2001. The main purpose of this Body is to promote and maintain high standards of conduct by District Council members and staff. In addition, Standards Committees will oversee the administration of the local Councils operating within that District. The purpose of which is to ensure the highest ethical standards are maintained by all Parish and Town Councils. The District have the option of dealing with all these functions through its own Standards Committee, or as S.S.D.C. prefer, to set up a dedicated Sub-Committee to deal with the issues relating to Town and Parish Councils. Cllr Carroll proposed that the Council supports the recommendation, seconded by Cllr Blundell and approved.

9. LOCAL TRANSPORT PLAN:

Shropshire's Local Transport Plan - Stakeholders Seminar to be held on 10th July 2001 at 2.00 pm in the Council Chamber, Shirehall. The purpose of this seminar is to provide information about the various work programmes funded through the LTP and to gather view and opinions on our transport proposals. Cllr Wright advised that he is not available to attend a meeting on this date and the Clerk was asked to contact Cllr Jones on her return from holiday to see if she could represent the Council.

10. PLAY AREA - OAK MEADOW:

The Clerk has written to Mr Jones as requested, but to date no reply has been received. County Councillor Phillips has forwarded copies of correspondence he has had concerning this and in the latest Mr Biggs has advised that the matter has been passed to Mr Jones/ Mr Bryan.

11. LOCAL POLICING:

The Mayor and Clerk had recently received complaints that the new Police Station is not regularly manned. P.C. Weaver was in attendance and advised the Council of the current situation. The Police Station is regularly manned by a counter clerk on Fridays between 9 am and 1 pm for people to produce documents etc. The two Officers based in Bishop's Castle who respond to local issues work mainly core hours and cover two week-ends out of every four. The Rapid Response Unit provide 24 hour cover, the nearest being based in Craven Arms and will respond to any urgent matters.

The intercom on the wall of the Police Station will connect you immediately to an operator at all times, who will establish details and grade calls according to urgency and deploy resources according to demand. Employing a Police Officer to work inside a Station is not productive and West Mercia having a limited budget have to make the best of the resources available. However, there are Police Officers available 24 hours a day available either through the intercom or telephone. P.C. Weaver agreed to publicise this information so that people are aware of the situation.

Cllr Magill expressed concern about under age drinking at the Public Hall and asked if this can be monitored. There being no further questions the Mayor thanked P.C. Weaver for his time in attending the meeting. Cllr Blundell reported that P.C. Bufton retires from the force in August and proposed that a letter of appreciation is sent from the Council, seconded by Cllr Morris and approved. A letter to be brought to the next Council meeting for Councillors to sign.

ACTION TOWN CLERK

11.a. BUS TERMINUS:

Mr Willocks, S.C.C. has contacted the Clerk to advise her that four out of the five service providers have responded to the letter regarding a bus terminus at Stone House and have no objection to the proposal. Councillors were very pleased to hear this, and it is felt it is even more important that the buses do not wait on Church Street as there has been an increase in traffic in this part of Church Street now that the garage has a supermarket within it. ACTION TOWN CLERK

12. PLAYING FIELD:

Carnival Committee Commemorative Tree: It was reported that the tree planted by the Carnival Committee to commemorate its centenary has been removed. Cllr Carroll proposed that the Council arranges for a replacement tree to be planted this Autumn and pays for a tree guard around it. Seconded by Cllr Blundell and approved. The Playing Field Committee to meet to discuss type of tree and look at alternative sites, as this particular area is not suitable for a tree that will grow very high.

Millennium Oak: Cllr Carroll reported that the Millennium Oak given by the Shropshire Star last year appears to have died. The Clerk reported that last year when it was looking unhealthy some-one had offered a replacement, she would see if it is still available.

13. BOWLING GREEN CLOSE FOOTPATH:

Cllr Carroll reported that when it rains the footpath at the back of Bowling Green Close floods and she has been advised that the water runs onto the path from the adjacent car park, where it seems there may be a broken drain. It was also reported that the trees in the hedge are overhanging the light again. Cllr Carroll proposed that a letter is sent to Halls Auctioneers about both matters, seconded by Cllr Wright and approved. Cllr Carroll would like to see the tarmac continued down the length of the path and it was agreed that a tarmac path would need edging kerbs both sides. Cllr Whittall proposed that no action is taken until the flooding problem has been sorted out, seconded by Cllr Blundell and approved ACTION TOWN CLERK

14. OLD MARKET HALL PLACE:

Cllr Magill said that it has been reported to her that children with bikes and skateboards are using the Old Market Hall Place and are causing damage to the slabs, chipping pieces off and one slab is now loose. Cllr Whittall reported that the wall at the end of Grange Road is similarly damaged. Cllr Magill proposed that a notice is put up 'No bikes or Skate Boards' on this area, seconded by Cllr Whittall and approved. Cllr Magill would asked her husband to secure the loose slab. ACTION CLLR MAGILL AND TOWN CLERK

15. PARKED CARS ON CORPORATION STREET/KERRY LANE CROSSROADS:

Concern has been expressed about the Corporation Street / Kerry Lane crossroads. Visibility from the crossroads is very poor, there are often a number of cars parked on the pavement and surrounding area, children have to cross the road to get to and from school. County Councillor Phillips has already taken up realigning the crossroads with Mr Rutherford, Divisional Surveyor and it has been noted that one property is in the process of altering their property so that cars may be parked off the road. Cllr Whittall said that it was reported at the Traffic Management meeting earlier this year that Corporation Street could be considered a suitable road for a 'Home Zone' and perhaps this should be taken up. He also suggested that the idea in the Mayor's speech about filling in Kerry Lane to enable it to be widened and improved should be taken forward. The Clerk was asked to write to S.C.C. and C.C. Peter Phillips about this suggestion. ACTION TOWN CLERK

16. HIGHWAY MAINTENANCE:

An Information leaflet about Parish Council Involvement in Highway Maintenance has been circulated to Councillors, this is an initiative by S.C.C.'s Community and Environment Directorate and the S.A.P.T.C. Cllr Wright proposed it is not appropriate for this Council to take action, seconded by Cllr Pinches and approved.

17. LINKS WITH ST. MARCEL:

50 Students and teachers, which include the Mayor of St. Marcel had recently been to Bishop's Castle for ten days, during which time The Mayor had visited the Community College to welcome them. Mr Lewis, teacher at the Community College has written to the Town Council to ask if the Council would offer it's support to establishing connections with St. Marcel, a french town near Paris. Previously when the idea has been discussed it was rejected because of fears of commitment to a budget which the Town Council could not afford. However, Mr Lewis stressed that there is no requirement for any spending, that a project could be self-financing and may in fact attract funding from European sources. Cllr Blundell proposed that the Council approved of links with St. Marcel in principle, providing there is no expense involved, seconded by Cllr Magill and approved. ACTION TOWN CLERK

18. TOWN HALL:

Roof: Mr Colin Richards, Conservation Officer, S.S.D.C. had kindly agreed to attend the meeting to talk about the problems with the Town Hall roof. He told Councillors that the building is a fine example of a Grade II* and one of the best in Shropshire, which has been in continuous use for 200 -250 years. The building was completely re-roofed in 1986 with the aid of a grant from English Heritage. The roof should have remained in good condition for many many years and it is most unfortunate that some slates have come off, putting the fabric of the building at risk. Long wet winters where you have a building of a mixture of hard and soft woods are ideal condition to develop fungus and a legacy of deterioration could build up. It is imperative that the present problems are attended to if we are to avoid further problems. English Heritage have been contacted for advice and a representative will be coming to look at the building very soon.

Scaffolding will be required to have good look at the problems and it is suggested that whilst this is up the other matters of concern are also attended too. We have been advised that the venetian window needs to be replaced and there are cracks in the sandstone at the side of this window. Cllr Wright asked about painting the pediment, but Mr Richards would not recommend this, as it would require ongoing maintenance and would need to be the right type of paint. Neither is sandblasting to remove the graffiti recommended as it would expose the softer interior of the sandstone, instead he recommended a sugar solution, which when the scaffolding is up could be used to clean up all the stone and brickwork. At the same time the windows should be painted. Mr Richards suggested that advice is sought from Mr G. Biggs, Chief Executive, S.S.D.C. about availability of grants. The priority at present must be the roof and cracks in the sandstone and English Heritage are the most appropriate people to advise in the first instance.

Pictures: Mr Deby Sweeting has been to look at the pictures in the Town Hall and is most impressed with the collection. However, most are showing signs of derioration due to age and damp and it is important that they receive the appropriate treatment in order to preserve them for the future. He estimates that all the pictures can be cleaned, repaired where necessary, preserved and re-framed for approximately £1,000. Cllr Blundell proposed that a further estimate is obtained, seconded by Cllr Wright, but after further discussion about this being a specialised job Cllr Blundell proposed that Mr Sweeting is asked to go ahead with the repair and restoration, seconded by Cllr Morris and approved.

Christmas Lights Festival: A request to use the Town Hall on Saturday 24th November. The Christmas Lights Festival Committee would like to use ground floor for Charity stalls and the Mayor's Parlour as Father Christmas' Grotto. They suggest the children and parents/carers use the back stairs into the Council Chamber where they can wait in the warm and dry and be entertained whilst they wait to see Father Christmas, leaving by the front stairs. The Clerk has already taken a booking for the downstairs for a Flea Market on that day. Cllr Carroll said she would contact Mrs Burkhill to discuss. Cllr Wright proposed No Objection, seconded by Cllr Morris and approved.

19. FOWARD PLANNING:

The Deputy Mayor reported that some Councillors had attended an informal discussion prior to the meeting, but until we are more informed about the likely cost of the Town Hall roof we are not in a position to know what finances are available to put into other projects. Various suggestions have recently been discussed for the future of the Town Hall to make it a more viable building and Cllr Carroll proposed that the public should be consulted and suggested a public meeting should be held to discuss any ideas and suggestions which people may have. Following that Mr G. Biggs should be consulted and invited to a Council meeting. It was agreed a public meeting should be held on Tuesday 31st July in the Town Hall at 7.30 p.m. The Clerk was asked to arrange posters and publish a piece in the local papers. ACTION TOWN CLERK

20. BISHOP'S CASTLE & DISTRICT DIAL-A-RIDE:

The A.G.M. of the Bishop's Castle and District Dial-a-Ride is to take place on Monday 2nd July at 7.30 p.m. in the Library at the Community College. As part of its ongoing commitment to community work in the area it is hoped that community groups and individuals will send a representative to the meeting to suggest further ways in which the transport service could be used and comment on existing ones. The Mayor is not available on this date and Cllr Magill said she was willing to attend. ACTION CLLR MAGILL

21. ENTERPRISE SOUTH WEST SHROPSHIRE: Report from recent meeting to be circulated when received.

22. REPORT OF RECENT MEETINGS ATTENDED BY COUNCIL REPRESENTATIVES:

Reports from any meetings to be circulated when received or reported on at the next meeting.

23. CORRESPONDENCE:.

a) Chapel Yard Heritage Archive Centre: The articles of constitution require two voting members from each partner organisation. Names of the Council representatives to be passed to the Secretary before the next meeting on 23rd July. Cllr Carroll proposed Cllr Jones, seconded by Cllr Blundell and approved. The Centre is available for Partnership Societies to book as a venue for meetings. There is no hiring fee but donations towards running costs would be welcomed.

b) S.C.C. Foot and Mouth Disease: The County Council's Foot and Mouth Disease Committee have considered re-opening rights of way in the context of the latest MAFF and Veterinary Guidance, which states there is a vanishingly low risk of walkers spreading infection. TO BE CIRCULATED

c) Environment Agency: The River Severn Corridor Abstraction Management Strategy: Management of water resources of the Rivern Severn are being reviewed and a leaflet produced outlines how this will be achieved and describes how you can take part in the consultation process. TO BE CIRCULATED

d) Leader+ in the Middle Marches: Would you like to help revive traditional skills in your community? This is a project to help low paid and young people to make a good living in the countryside. This may include skills and training in rural industries, the development of products from the countryside and marketing of these products. TO BE CIRCULATED

e) South Shropshire Police-Community Consultative Group: Minutes of the Annual General Meeting held in Ludlow on Tuesday 10th April 2001. TO BE CIRCULATED

f) News from The Shropshire Hills: Spring 2001 TO BE CIRCULATED

g) SAPTC: NALC Corporate Plan 2001 Document: SAPTC have recently received this document and have been asked to consult local Councils and receive views. The contents of the plan would affect the way SAPTC work and the services that are available to Council. Comments as soon as possible. TO BE CIRCULATED

Mobile Base Stations: Consulting with local communities: TO BE CIRCULATED

h) S.C.C. Summer Opening Times for Household Waste and Recycling Facilities. NOTICE BOARD

i) Action News - regional Action West Midlands: Newsletter TO BE CIRCULATED

j) Corricks Rise, Bishop's Castle: Ongoing problems with some residents. Cllr Blundell proposed this is on the Agenda for the next meeting, seconded by Cllr Pinches and approved. AGENDA NEXT MEETING

The Mayor declared the meeting closed at 10.00 p.m.

Meeting 24 July 2001

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL, HELD IN THE TOWN HALL ON TUESDAY 24TH JULY 2001 AT 8.00PM

PRESENT: Councillor G.N. St J. Penney, Mayor, in the Chair.

Councillors: J.L.V. Blundell, J.M. Carroll, B.P. Jones, C.T.E. Kinmond, J.A. Magill, W.J. Morris, K.E.C. Pinches, J.A.J. Whittall and R.D. Wright.

1. APOLOGIES FOR ABSENCE: Apologies received from Cllr Bedell. Cllr Lawrence on sick leave.

2. MINUTES OF COUNCIL MEETINGS HELD ON 26TH JUNE AND 10TH JULY 2001: Minutes of the Council meeting held on Tuesday 26th June, having been circulated were proposed as a true record by Cllr Blundell and seconded by Cllr Carroll. Minutes of the meeting held on Tuesday 10th July were proposed as a true record by Cllr Jones and seconded by Cllr Magill. Both were approved and signed by The Mayor.

3. DECLARATIONS OF INTEREST: None.

4. MATTERS ARISING:

Item 4.3: Mr Allard, Chief Engineer, S.C.C. has written to advise that he cannot give any firm information regarding the footpath in Montgomery Road, but S.C.C. has received funding through its Local Transport Plan for "small" improvements which include the provision of new or improved footpaths. This year's budget is already committed and the priority of other schemes is currently being assessed.

Item 4.7: The Deputy Mayor, Cllr Whittall and The Clerk met Mr Hunt on 16th July to look at the graffiti and damage to benches at Grange Road. The possibility of students repairing, sanding and revarnishing was discussed and Mr Hunt agreed to try and arrange for them to be done before the end of term, otherwise it will be after the Summer holidays.

Item 9: The Local Transport Plan Stakeholders Seminar due to be held on 10th July was cancelled and has been re-scheduled for 18th September at 2.00 pm at The Shirehall. It was felt that Bishop's Castle should be represented and any-one wishing to attend should contact the Clerk.

Item 10: Mr Jones, SSDC has not yet concluded his investigations into the area of land in Oak Meadow, but will contact us again when he has all the appropriate information.

Item 11: P.C. Weaver wished to amend two points noted in the Minutes. The Police Station is open from 9.30 am to 1.00 pm each Friday, not 9.00 am. and every week-end is covered not every other as recorded.

Item 14: Councillors who have been to the site reported that there is dreadful chipping to the sandstone caused by bikes. The loose flag stone has been identified and Cllr Magill will ask her husband to cement it back in place.

Item 18: Cllr Carroll has contacted organisers of the Flea Market, who have agreed to change the date of their event to the 17th November, leaving the Town Hall available for use of the Christmas Lights Festival Committee.

There were no matters arising from the meeting of 10th July.

5. MEMBERS OF THE PUBLIC WISHING TO SPEAK: None.

6. TOWN & COUNTRY PLANNING ACT:

a) 1/01/12397/CA Conservation Area Consent for re-slating of a roof (delegated matter). 5 - 7 Castle Green, Bishop's Castle. The Living Village Trust. Cllr Carroll proposed No Objection, seconded by Cllr Morris and approved. Cllr Blundell proposed that the Clerk asks why there needs to be an application for re-slating, many properties are re-slated in the Conservation Area without having made a planning application. ACTION TOWN CLERK

b) 1/01/12392/LB Listed Building Consent for Installation of a replacement door and frame. 18 Market Square, Bishop's Castle. Mr W. Steed. Cllr Blundell proposed No Objection, seconded by Cllr Carroll and approved.

c) 1/01/12432/F Planning Permission (full) for erection of a domestic garage and formation of vehicular access (delegated matter). Land to the rear of 2 High Street, Bishop's Castle. F. Gillett, P. Schwarz and S. Brown. Cllr Carroll proposed No Objection, seconded by Cllr Morris and approved.

d) 1/01/12342/F Planning Permission (full) for erection of a chimney stack (delegated matter). 4, The Field, Field Lane, Bishop's Castle. Dr D. Phillips. Cllr Carroll proposed No Objection, seconded by Cllr Whittall and approved.

e) 1/01/12441/AD Advertisement Consent for Display of an illuminated advertisement (delegated matter). Barclays Bank plc, High Street, Bishop's Castle. Cllr Wright proposed that the Council object to this application as the sign is not in keeping with the area neither are the materials used appropriate for a Conservation Area, seconded by Cllr Blundell and approved.

The following Planning Reports have been received since the last meeting:

1) 1/01/12183/LB Listed Building Consent granted for repairs to building. 28 High Street, Bishop's Castle. Mr A. Screen.

2) 1/01/12138/LB Listed Building Consent granted for alterations to dwelling. The Old Vicarage, Church Lane. Mr and Mrs J. Mawdsley.

3) 1/01/12234/LB Listed Building Consent granted for reinstatement of fire damaged dwelling. Moonbeam Cottage, Chapel Yard, Bishop's Castle. Mr F. Harrison.

4) 1/01/12223/LB Listed Building Consent granted for replacement windows to front elevation. 47 Church Street, Bishop's Castle. Ms E. Bowles.

5) 1/01/12195/F Planning Permission granted for retention of a demountable building for use as a daycare centre, and associated site works. Bishop's Castle Business Park, South Shropshire District Council.

7. ACCOUNTS:

Cllr Whittall proposed that all accounts as presented are approved for payment, seconded by Cllr Blundell and approved.

Letter read from SSDC advising of the amendment to the Account and Audit Regulations and enclosing a copy of Circular 203/1 from the Local Government Association. The threshold above which parish councils are required to prepare income and expenditure accounts has been increased from £5,000 to £50,000.

A note from the Auditor asks for the Mayor and Clerk to sign the Income and Expenditure and Balance Sheet. Cllr Blundell proposed that they are signed as requested, seconded by Cllr Jones and approved.

8. FOOTPATH - OAK MEADOW:

Cllr Carroll advised that she has discussed this path with Mr Newnham, S.C.C., which has been left in a dreadful state by the Developers. Cllr Carroll proposed a letter is sent to SSDC requesting a site meeting to look at the path and request measures are taken by the developers to re-instate the path, seconded by Cllr Wright and approved. ACTION TOWN CLERK

9. PUBLIC TOILETS, SIGNAGE, MAINTENANCE AND REFURBISHMENT:

Letter from Mr G. Biggs, Chief Executive, SSDC was read regarding the provision of public conveniences. The District Council is facing significant budget pressures and the Joint Member/Officer Working Group have recommended the complete withdrawal of public conveniences in the District, which is a discretionary service.

This would affect 4 sites in Ludlow, 2 in Church Stretton, Cleobury Mortimer, Clee Hill, Clun, Craven Arms, Worthen, Snailbeach and 2 sites in Bishop's Castle.

The Clerk gave details of the cost involved in the annual maintenance, which is £7,868 for the Auction Yard and £6,609 for the Town Hall. These figures are based on running costs and would not include any improvements, which would be necessary as the facilities need up-grading. Councillors were appalled by this suggestion, which comes at a time when farming has been decimated by Foot and Mouth and efforts are being made to encourage tourism to the area. Cllr Wright felt that the D.C. would be failing in a fundamental obligation by divesting themselves of this function. Following discussion it was unanimously agreed that a response should be sent to Mr Biggs that we do not accept this proposal, we regarding the provision of public toilets as a prime obligation of the District Council.

Cllr Blundell proposed that we also add to this letter that the Auction Yard belonged to the Town before the amalgamation and if the Town Council is to take back responsibility for the public toilets then the Auction Yard should also be returned to the Town, seconded by Cllr Carroll and approved. ACTION TOWN CLERK

Cllr Carroll reported that there are currently no signs to the toilets in the Auction Yard as the sign attached to a post at the entrance has been knocked down, she proposed that a letter is sent to Mr W. Jones requesting a new one. Seconded by Cllr Magill and approved. ACTION TOWN CLERK

10. HIGHWAY MATTERS:

Surfacing: Mr Roberts has responded to our letter about the unsatisfactory re-surfacing in Church Street and High Street. There have been a number of trenches in the Town in recent times and these have continued to settle because of the ingress of water. The decision to use tar and chippings was based on the need to seal the road surface to prevent further ingress into the road foundations. The roads will be inspected on a regular basis and further sanding will take place if the hot weather continues. Cllr Wright still felt that this is an inappropriate method for a Conservation Area. Mr Roberts would like to come with Mr Rutherford to discuss the problems and provisionally Tuesday 31st July has been arranged. To meet at 6.15p.m. by the Town Hall.

Kerry Lane: Mr Rutherford met the Mayor to discuss the proposition to lift the level of Kerry Lane to enable the road to be widened. At this meeting if was agreed there is little benefit in lifting the carriageway and the costs would be prohibitive if utilities want to raise their equipment. At this meeting Mr Rutherford recommended that the Town Council apply for the grant that is available to assist with the cost of small works and arrange to cut back the hedges in Kerry Lane which currently reduce visibility. Cllr Blundell proposed that an application is made for this grant, seconded by Cllr Morris and approved. S.C.C are proposing to construct passing places in the upper section of Kerry Lane and construct a footway at the junction of Kerry Lane and Woodbatch Road. The latter to be completed during the school holidays. Mr Rutherford also thought that bollards around the corner of Corporation Street would prevent vehicles parking on the pavement causing obstruction, this was felt to be a good idea.

Lodge Lane and A488: Mr Rutherford has advised that a design brief is with Parkman's, it was intended to resurface in the next financial year, but this will be brought forward due to the deterioration last winter.

Hedges: Cllr Morris reported that the hedge between Welsh Street and Oak Meadow is very overgrown and reducing visibility considerably. This could be the responsibility of either S.S.D.C., the Housing Association or Days Contractors. The Clerk was asked to contact S.S.D.C. for advise of ownership. AGENDA NEXT MEETING

Mrs Higgs of Welsh Street has written to ask why the decision has been made to stop cutting the ditches in Welsh Street. Other years this has been done up to the 30 mph sign, but this year contractors stop lower down in Welsh Street and she is concerned this will result in the ditches being blocked. Cllr Carroll proposed this is raised with Mr Rutherford at the meeting next week, seconded by Cllr Morris and approved. ACTION TOWN CLERK

It was also reported that the hedge is overhanging the pavement at Coverage Care and the roundabout by the entrance to Stone House is very overgrown. It was proposed that Mr Rutherford's advice should be sought about these matters at the meeting next week.

11. BUS TERMINUS:

Mr Willocks and Mr Gallop would like to make a site visit in order to look at the position of bus stops. Councillors felt this was a good idea. Mrs Morrison, Chairman of Stone House League of Friends has advised that the suggestion of a bus shelter at Stone House had been considered at a recent meeting and it was agreed that if a decision is made to establish the bus service to the hospital then the 'Friends' will consider the provision of a shelter. MEETING TO BE ARRANGED

12. SOUTH SHROPSHIRE HOUSING ASSOCIATION:

Corricks Rise: The problems in Corricks Rise have not been resolved as the Clerk has received further complaints. The South Shropshire Housing Association in response to our request for a meeting of the parties involved advises that they are trying to improve relations between the people involved as there are allegations from both sides and they "respectfully suggest that the issue be left to the Association, the police and S.S.D.C.'s Environmental Health Department." The Mayor and Clerk have written to Mr Holland that it is now eight months since the complaint was first received and nothing has happened yet and the Council still request a meeting.

Clive House: It was reported that the problems in Clive House have not been resolved and the young man has not yet been found suitable alternative accommodation in the Town, although it is understood he has been offered accommodation in Ludlow, which he has declined. It was suggested that if this is the case he should return to his foster parents until appropriate accommodation for his needs has been found.

Open Day: An Open Day is being held at the Lambeth Friendship Centre, Craven Arms on Saturday 28th July between 11.00 am and 5.00 pm. There will be a range of displays showing their services and Board Members and staff will be on duty to discuss activities and get feedback about how the local housing service should be developed.

13. TOWN HALL:

Walls: Cllr Wright reported that some of the render has come away from the wall and a large piece that has recently fallen off was produced. There is a row of cement to the right of the main door which is cracked and moving away from the sandstone, which over the Winter with frost and rain will deteriorate even more. It was felt this could be the start of a potentially serious problem. Mr Richards to be contacted for advise. ACTION TOWN CLERK

Roof: On the 5th July Cllrs Morris and Wright met with Mr Richards, SSDC and Mr Tiernan from English Heritage to look at the roof. The building was viewed from the outside and inside and it was felt that the roof slates had been badly relaid, but without actually inspecting it at eaves level it is not possible to decide if the wrong size nails were used. It appears that some slates were re-used which should not have been and that the reason some are slipping could be the poor quality of the slates rather than the size of fixing. Cllr Morris reported that he and Chris Evans were prepared to get up to the roof on a ladder, to remove some slates and check the nail fixings. Mr Tiernan had advised he would be willing to attend such an inspection if a mobile hoist was available. Cllr Carroll proposed the price of hiring a hoist locally is obtained and if it is not too expensive The Mayor and Clerk are given power to act, seconded by Cllr Whittall and approved.

Pictures: At the last meeting when details of Mr Sweetings estimate for the pictures were given, the Clerk had overlooked Sally Chappell's estimate which had been received some time ago. Apologies were given for this and the Clerk explained that Ms Chappell's estimate for repair and conservation work to the pictures was £672, which did not include the large oil, as she recommended this required professional attention. Mr Sweeting, before his retirement specialised in restoration of oil paintings. The Clerk suggested that the conservation and repair of the pictures is split between Ms Chappell and Mr Sweeting. Cllr Carroll proposed this is a good idea, seconded by Cllr Morris and approved. ACTION TOWN CLERK

14. PLAYING FIELD:

Skate Board Area: Mr Tim Evans, Youth Worker and six 'skateboarders' attended the meeting to report to the Council the progress that has been made regarding the provision of a skateboarding area in the Playing Field. South Shropshire Youth Forum have agreed to assist the group in seeking funds. Plans and details of equipment have been drawn up together with suitable suppliers and they are looking to raise £42,000. Mr Evans confirmed that the equipment they are currently looking at is not portable. This concerned Cllr Carroll, who suggested that the User Groups and residents in the area meet to agree the most suitable site which will cause the least disruption. Cllr Blundell proposed that a meeting is not necessary at this stage, but should be held once funds are secured. The cost of insurance and a ROSPA Annual Safety Inspection can be included in the bid for funding and Mr Evans asked if these could be organised through the Town Council and the group re-imburse the cost. Regular routine inspections can be carried out locally. Cllr Carroll proposed that the Council approves the progress so far and that a meeting of the User Groups, residents and Playing Field Committee is held in due course to discuss the best location for the area, seconded by Cllr Blundell and approved.

Gate: Mr D. Whitefoot has offered to make a wooden gate for the Playing Field using hard wood if the Council are prepared to meet the cost of materials. Mr Middleton has been approached to give a price, but to date has not been in contact. The Clerk was asked to contact Mr Middleton again and in the meantime thank Mr Whitefoot for his kind offer.

Dog Bin: Cllr Carroll reported that the dog bin has been damaged and the lid does not fit properly. Cllr Whittall will inspect and repair if he can.

Trees: It was reported that some of the lower branches of the trees need cutting back as some are overhanging the footpath while others are being swung on by children. Cllrs Whittall and Blundell will prune trees.

15. BISHOP'S CASTLE NATURALISTS; SEVERN TRENT LAND:

A letter was read from Mr C. Millard, Treasurer of the Bishop's Castle Naturalists. Some years ago they had been asked by the Council if they would be prepared to manage a small area of land which may be gifted by Severn Trent, which was to be made into a 'Conservation Area'. Cllr Carroll said that work at the Severn Trent site had taken place and proposed that a letter should be sent asking if the land is still available. Cllr Blundell recalled meeting a representative from Severn Trent with a number of Councillors when he was Mayor and thought they would probably have contacted us by now if the land was still available. He proposed this is on the Agenda of the next meeting and in the meantime Councillors make a visit to the area to see what is happening. AGENDA NEXT MEETING

16. LITTER BIN - CHURCH STREET:

Cllr Whittall reported that there are large amounts of litter around the bench in Church Street, opposite the Boar's Head. The present litter bin is a small post bin and Cllr Whittall proposed that the price of a large back bin similar to one at the front of the Town Hall is obtained for the next meeting. Seconded by Cllr Carroll and approved. ACTION TOWN CLERK

17. BISHOP'S CASTLE & DISTRICT DIAL-A-RIDE:

The Mayor asked for another representative to be appointed for the Dial-a-ride Committee in his place, but no nominations were put forward. Mr Varcoe, the Co-ordinator has contacted the Council, as they urgently need to recruit new voluntary drivers for the bus and the voluntary car scheme, recently illness and family commitments have meant a number of drivers are not available. Any one wishing to volunteer should contact the office at Enterprise House. It was suggested that an article in the local press might help. Cllr Magill had attended the A.G.M. on the 5th June at the Community College and had received a copy of the Annual Report 2000/01 and Business Plan for 2001/2002. FOR CIRCULATION

18. CHAPEL YARD HERITAGE ARCHIVE CENTRE:

At the last meeting Cllr Jones had been appointed to represent the Council on the Chapel Yard Heritage Archive Centre Partnership, but two voting members are required. Cllr Magill was appointed as the second representative.

19. REPORT OF RECENT MEETINGS ATTENDED BY COUNCIL REPRESENTATIVES:

a) Bishop's Castle Lifeline Company Ltd. Meeting held on 5th July 2001 at the Boars Head. Minutes to be circulated. The Clerk noted that meeting 7.3 'Special Items' .." it was felt that a visit by the Chairman to the Council would be valuable." The Clerk was asked to invite Mr Corfield to the next meeting.

b) The Leisure Centre, Bishop's Castle. Minutes of Joint Use Advisory Committee held on 16th February, Agenda for meeting held on 23rd May and Manager's Report for the Leisure Centre 16th January to 23rd May. FOR CIRCULATION

c) South Shropshire Area Committee of S.A.P.T.C. Agenda for meeting held on 9th July at Stone House, Ludow and minutes of meeting held on 9th April. CIRCULATE

20. CORRESPONDENCE:.

a) SSDC, B.C. Michaelmas Fair 2001: Request has been received for additional road closures for Sunday 23rd September. Between 9.00 am and 5.30 pm in addition to High Street already requested, Church Street from the junction with Station Street up to High Street and Harley Jenkins Street from the junction with Church Street as far as the entrance to the Harley Jenkins Street car park. Cllr Magill proposed no objection, seconded by Cllr Blundell and approved.

b) SSDC, B.C. Christmas Lights Festival 2001: Request has been received for a street closure to accommodate the annual festival being held on Saturday 24th November. From 2.00 - 11.00 pm Church Street and High Street, Market Square and part of Salop Street (to the Three Tuns entrance) and Harley Jenkins Street. Cllrs Whittall, Blundell and Carroll declared an interest under 3.e and took no part in the discussion. Cllr Magill proposed no objection, seconded by Cllr Pinches and approved.

c) Mr and Mrs D. Whittle: Letter read regarding litter bin on Old Castle Land. With footpaths closed because of Foot and Mouth more dog owners are exercising their dogs on the Old Castle Land and Mr and Mrs Whittle who have emptied the litter bin on the land for over three years would like a dog bin. They also ask if it would be possible to arrange for the bin to be incorporated in the emptying programme with other bins in the Town. Cllr Morris proposed that a dog waste bin is purchased, seconded by Cllr Whittall and approved.

d) S.S.D.C. Best Value Practice Notes. It had been intended to issue sets of the current Notes at the beginning of July. However this has been delayed until the Autumn because revision is required to take account of the new structure of Government departments introduced on 9th June and the new structure prepared for the Council and its decision-making processes.

e) Mrs R. Coxall is making a scroll for the Town Crier and The Mayor has been asked if the Town Crest can be used. Cllr Carroll proposed no objection, seconded by Cllr Jones and approved.

f) South Shropshire Access Group: Minutes of meeting held on 15th May and Agenda for meeting held on 17th June 2001. FOR CIRCULATION

g) The Wasteless Society: Newsletter FOR CIRCULATION

h) Civil Protection: FOR CIRCULATION

i) S.A.P.T.C. New County Secretary, Karen Roper has commenced employment and would like to talk to all Parish and Town Councils to find out how the Association could better serve our needs. Councillors felt that Ms Roper should be invited to a meeting in the near future, depending on which meeting Mr Corfield attends.

j) Street Lighting: A box of bulbs have been purchased for the lights in the Playing Field, which Cllrs Whittall and Blundell are prepared to change when necessary. They would also be prepared to change bulbs on street lights if Councillors wish. The Mayor said he wasn't sure whether the contract with M.E.B. Contracting would permit this and asked if this could be on the Agenda for the next meeting and in the meantime the Clerk obtain a copy of the contract for lighting repairs with M.E.B.

The Mayor declared the meeting closed at 10.00 p.m.

Meeting 21 August 2001

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL, HELD IN THE TOWN HALL ON TUESDAY 21ST AUGUST 2001 AT 8.00PM

PRESENT: Councillor G.N. St J. Penney, Mayor, in the Chair.

Councillors: S.J.S. Bedell, J.L.V. Blundell, B.P. Jones, W.J. Morris,

K.E.C. Pinches, J.A.J. Whittall and R.D. Wright.

Before the start of the meeting The Mayor welcomed PC Bill Bufton who today retired from the Police Force after 30 years service, much of this having been in the Bishop's Castle, Church Stretton, Craven Arms areas. He was invited this evening for the Council to formally thank him for his services to the Town and The Mayor presented him with a letter thanking him for his dedicated service and wished him a long and happy retirement. PC Bufton thanked the Council for their kind wishes and took the opportunity to introduce PC Ian Barrett who will now be working in Bishop's Castle.

1. APOLOGIES FOR ABSENCE: Apologies received from Cllrs Carroll, Kinmond and Magill. Cllr Lawrence on sick leave.

2. MINUTES OF COUNCIL MEETING HELD ON 24TH JULY 2001:

Minutes of the Council meeting held on Tuesday 24th July, having been circulated were proposed as a true record by Cllr Jones and seconded by Cllr Whittall, approved and signed by The Mayor.

3. DECLARATIONS OF INTEREST:

Cllr Whittall declared a direct pecuniary interest on item 13.

Cllr Blundell declared a direct pecuniary interest on item 13 and an indirect pecuniary interest on item 6.b

Cllr Bedell declared an indirect pecuniary interest on item 6.a.

The Mayor declared a non-pecuniary interest on item 6.a.

4. MATTERS ARISING:

Item 3.9: The Local Transport Plan Stakeholders Seminar has been re-scheduled for 18th September, 2.00 - 4.40 p.m. at the Shirehall. Cllr Jones agreed she would attend if no-one else was available.

Item 11: A meeting to discuss the bus terminus has not yet been arranged as Mr Willocks, S.C.C is on leave until the end of August.

Item 16: The Clerk has contacted S.S.D.C. regarding the litter bin by the bench in Church Street. They have confirmed they will not change the existing bin for a larger one, but if the Council wishes to purchase a new bin for the site they will continue to empty it. Cllr Whittall proposed that no further action is taken at the present time, but at some future point the Council could consider purchasing a new bin for the Town Hall and moving the old one down to Church Street. Seconded by Cllr Blundell and approved.

Item 20.c: The Clerk has obtained prices of two types of dog waste bin. Cllr Whittall said that the most recent bin purchased for the Playing Field was a solid substantial bin even though it was the more expensive of the two. Cllr Whittall proposed that the bin is ordered from Wybone at the cost of £102.85 to put in the Playing Field to match the new one and the existing bin moved to the Old Castle Land. Seconded by Cllr Blundell and approved. ACTION TOWN CLERK

Item 15: Whilst the two P.C.s were still in attendance Cllr Blundell would like to report that recently whilst the Playing Field gate was open a car had taken the opportunity to drive erratically around the Field. The registration number had been taken and the Police were asked to follow this up.

5. MEMBERS OF THE PUBLIC WISHING TO SPEAK: None.

6. TOWN & COUNTRY PLANNING ACT:

a) 1/01/12467/F Planning Permission (full) for formation of estate roads. (committee matter). The Wintles, Bishop's Castle. Living Villages. The Mayor and Cllr Bedell left the room whilst this was discussed and Cllr Jones took the Chair. Letters were read from Dr W. Howard, The Living Village Trust and Will Gannon & Smith, Consulting Structural and Civil Engineers. The Trust feel that the new plan will result in a naturally flowing and pleasant link road that is safer for pedestrians. It will be a more attractive route and will alleviate congestion in Welsh Street. The road has been designed to comply with Highway regulations. Cllr Carroll, who was not present had advised the Clerk that she was satisfied with the route of the footpaths. Cllr Wright has concerns about the road at both ends. He thinks that the mini roundabout should not be raised and that large vehicles will have difficulties emerging from The Wintles turning right into Castle Green. This end of the road also shows a pencilled line on private property and he wondered if there is an intention to purchase additional land. At the Welsh Street end Cllr Wright feels it is rather a tight corner and suggested there should be improvements to the junction. Cllr Blundell pointed out that the plan will obviously have to be approved by the Highway Authority.

Cllr Wright proposed that the Council objects to this application on the grounds that there should be alterations to improve visibility at the junctions at each end of the link road, seconded by Cllr Blundell and approved. Cllr Blundell proposed that Dr Howard was invited to speak, seconded by Cllr Morris. Cllr Morris asked about the drainage, Dr Howards advised that this has been considered and there are two pools which should deal with excess water adequately. He advised that the Highway Authority had stated a preference for a raised roundabout on Castle Green.

b) 1/01/12486/LB Listed Building Consent. Installation of 3 dormer windows. The Six Bells, Church Street, Bishop's Castle. Mr N. Richards. Cllr Wright proposed No Objection, providing appropriate materials are used, seconded by Cllr Whittall and approved.

c) 1/01/12506/TC Tree Works (Conservation Area). Felling of a Weeping Ash tree (delegated matter) The Middle Bailey, Bull Lane, Bishop's Castle. Mr and Mrs J. Roberts. This is a prominent tree and screens the property, Cllr Morris proposed No Objection, providing appropriate screening is replaced, seconded by Cllr Bedell and approved.

d) 1/01/12487/AD and 1/01/12488/LB Advertisement Consent & Listed Building Consent. Display of illuminated advertisement (delegated matter). The King's Head, Church Street, Bishop's Castle. Pubmaster Ltd. Cllr Whittall proposed No Objection providing traditional materials are used for lettering between the windows, seconded by Cllr Wright and approved.

e) The Community College, Bishop's Castle. Planning Application for construction of extensions to provide classrooms and administrative facilities. Shropshire County Council. Application noted.

f) Application for Public Entertainment Licence, Crown and Anchor Vaults: S.S.D.C. have advised that an Appeal has been made by Mr Sidebottom against the decision taken by the Council's Licensing Panel at the Public Hall on 29th May 2001 to refuse the application. At this Hearing the Application was amended to remove the existing premises of the Public House from the application, so the Licence will be only for the proposed new extension. At this meeting Mr Sidebottom also agreed to amend his 'Hours of Entertainment' to 11.00 pm to 1.00 am. The Appeal is to be heard by the West Mercia Magistrates Courts Service at Ludlow on 6th September at 10.00 p.m. Mr Fellows who has been appointed to represent the District Council will need to call a number of witnesses to give evidence at the Appeal and he asked the Clerk to advise the Council that objections received prior to the Hearing in May will not be taken into account. Cllr Wright proposed that if this is the case the Council should re-state to the Magistrates Court the objections made previously to the S.S.D.C., seconded by Cllr Blundell and approved.

ACTION TOWN CLERK

The following Planning Reports have been received since the last meeting:

1) 1/01/12432/F Planning Permission granted for erection of a domestic garage and formation of vehicular access. Land to the rear of 2 High Street, Bishop's Castle. Gillett, Schwarz & Brown.

2) 1/01/12248/LB Listed Building Consent and 1/01/12247/F Planning Permission granted for change of use from a bakery to dwelling and erection of a domestic garage. Former Bakery, Church Street, Bishop's Castle. Mr D. Pearce.

3) 1/01/12342/F Planning Permission granted for erection of a chimney stack. 4 The Field, Field Lane, Bishop's Castle. Dr D. Phillpps.

4) 1/01/12397/CA Conservation Area Consent approved for re-slating of a roof. 5 - 7 Castle Green, Bishop's Castle. The Living Village Trust.

5) 1/01/12257/F Planning Permission and 1/01/12258/LB Listed Building Consent granted for erection of extensions and alterations to hotel. Castle Hotel, Market Square, Bishop's Castle. Mr D. Simpson.7. ACCOUNTS:

Cllr Whittall proposed that all accounts as presented are approved for payment, seconded by Cllr Morris and approved.

8. OAK MEADOW:

a) Footpath: Miss C. Shine has written to advise that she is of the opinion that footpaths number 11 and 49 are adequately accommodated and there is no breach of condition in respect of the position or surfacing of the footpaths. The Mayor proposed that this Council should press for a site meeting to discuss this, seconded by Cllr Wright and approved.

ACTION TOWN CLERK

b) Play Area: A letter from Mr W. Jones advises that when the plans were approved for Oak Meadow it included an area of public open space, but it has not been intended that it should be made available for ball games, but as the land is in the ownership of the South Shropshire Housing Association the matter should be taken up with them. It was recorded that the Housing Association had been contacted in the first instance and were advised that it is currently owned by Days Construction who are covenanted to transfer the land back to the Council on completion of the whole development. Cllr Blundell proposed no further action is taken in this regard at the present time.

9. PUBLIC TOILETS, SIGNAGE, MAINTENANCE AND REFURBISHMENT:

There has been no further correspondence from the S.S.D.C. regarding the future of the public toilets. It was reported that there is a problem with the plumbing in the gents toilets under the Town Hall and the overflow from the ladies toilet is dripping onto the Cobbles. Cllr Whittall reported that there has been some vandalism to the toilets in the Auction Yard and recommended the Police are asked to make routine checks whenever possible. ACTION TOWN CLERK

10. HIGHWAY MATTERS:

a) Meeting with Mr Rutherford: The Mayor, Clerk and a number of Councillors met Mr Roberts and Mr Rutherford on 31st July to discuss various highway matters in the Town, in particular the unsatisfactory re-surfacing of the road in Church Street and High Street. Mr Rutherford has advised that some of the matters raised have already been dealt with. It was agreed at this meeting that it would be arranged for Church Street and High Street to have some dusting of the surface dressing.

b) Letter from Manager of S.H.B.C.: Highlighting the problem of complaints from customers and staff about vehicles using the pavement outside the branch as another lane of the High Street. The Clerk advised that a copy of this letter has already been forwarded to Mr Whitehouse S.C.C. Cllr Blundell said that this habit is illegal and some-one is going to be seriously injured if urgent action is not taken and he proposed the Police should be asked to monitor the situation and take action with drivers who do drive down the pavement. Seconded by Cllr Jones and approved. ACTION TOWN CLERK

c) Traffic in Bishop's Castle: The deadline for receipt of the completed questionnaires was 13th July and they are currently analysing the results. The most favoured scheme appears to be the option put forward by Julie Davies and the Oak Meadow - Welsh Street link seems the least favoured option for a link road. Results will be put to the public at the next meeting of the Community Forum.

d) Home Zones: Letter received from Cath Thomas, Traffic Engineer regarding 'Home Zones', a new Government initiative aimed at improving the quality of life. a description of the scheme with criteria guidelines are enclosed. It was proposed this is circulated. Letter from C.C. Phillips was read regarding this subject, suggesting Corporation Street would be a suitable through road to consider such a scheme, or alternatively Corricks Rise. TO CIRCULATE

e) Lodge Lane: Copy of correspondence from C.C. P. Phillips to Janet Harper, S.C.C. regarding work on Lodge Lane, which was originally programmed for completion in March next year. However Parkman have been asked to try and bring it forward and the need to carry out patching for safety is being looked at.

11. SOUTH SHROPSHIRE HOUSING ASSOCIATION:

Corricks Rise: No response received to the Council's request to meet and discuss the problems.

Best Value Review: The Association is currently carrying out a review of the grounds maintenance service, evaluating the current service and identifying ways it could be improved. The questionnaire was completed, there being no major complaints about the service provided.

Clive House: It was reported that the tenant of No 9 has been moved to alternative accommodation and a letter from the residents was read to the Council. Cllr Blundell proposed that complaints raised in the letter should be taken up by the residents with the Police, seconded by Cllr Whittall and approved. No further action to be taken at the present time.

12. APPOINTMENT OF INDEPENDENT PERSON TO THE STANDARDS COMMITTEE:

The S.S.D.C. are looking for nominations for an independent person to sit on the Standards Sub Committee to deal with the new Code of Conduct for Town and Parish Councils. The appointed person should not be a Councillor, or closely related to a Councillor. Advertisements have appeared in the local press and nominations should be sent to Mr R. Thomas. The Mayor proposed that Mr A. Clague should be approached to see if he is willing to stand, seconded by Cllr Morris and approved. ACTION THE MAYOR

13. STREET LIGHTING:

a) Corporation Street: The lighting in Corporation Street has been inspected following the 12 month maintenance period. All equipment is in good condition and the lighting has been adopted as from 24th June 2001. The County Council will now assume all maintenance and energy responsibilities. It is requested that the Council arranged for the three old concrete columns are removed as soon as possible. It has been agreed last year that the last post in Corporation Street would not be removed until such time as the Kerry Lane lighting had been improved, otherwise this area would be very dark. The other two lights, one of which has not been working for some months ought to be removed. The Mayor proposed the M.E.B. are contacted for the cost of dead-ending both lights, in order that they can be removed, seconded by Cllr Pinches and approved. If the posts are in good condition they can be used in the Playing Field.

b) Lighting Repairs: Cllrs Whittall and Blundell left the room whilst this was discussed. The Clerk advised that the agreement with M.E.B. for lighting repairs is on a 'Report and Repair' basis and there is no formal contract in place. Cllrs Blundell and Whittall had offered to repair any lights which are defective if the Council purchases a supply of bulbs and photocells. After discussion Cllr Morris proposed that providing they have adequate Public Liability Insurance, we accept their offer to repair the lights at the cost of £10 per light. £5 is payable if they inspect a light and they cannot repair it and the M.E.B. need to be contacted. Seconded by Cllr Pinches and approved. Cllr Wright proposed that an Agreement is drawn up for the next meeting, seconded by Cllr Morris and approved. ACTION TOWN CLERK

14. TOWN HALL:

Walls: The Clerk has contacted Mr Richards about the loose render on the Town Hall and he recommended that a reputable stone mason is contacted for advise. It is likely that we will be advised that the loose render should be removed as soon as possible, the stone will then need refacing, English Heritage will be able to advise on this. Cllr Wright proposed a meeting is arranged with Goughs of Craven Arms to discuss, seconded by Cllr Jones and approved.

ACTION TOWN CLERK

Roof: English Heritage have advised they are unable to assist with funding the hire of a mobile hoist for inspection purposes. Cllr Morris reported that he hoped to be able to use Steven Owen's cherry picker during the next few days to obtain a nail sample. Cllr Blundell proposed that the Mayor and Deputy are given Power to Act in this matter in order that tenders can be obtained as soon as possible and something can be done before Winter sets in, seconded by Cllr Pinches and approved. Cllr Morris advised that the hiring and erecting of scaffolding will be expensive and whilst the scaffolding is up he strongly recommends that the whole roof is completely re-done and patching is not considered as an option.

The Clerk has had discussions with Mr Skewis of B.C. and District Lifeline Company, who has agreed to include the renovation and enhancement of the Town Hall in the bid for funding for Bishop's Castle that he is preparing at present, in order to ensure the future of this historic Grade II* Listed Building.

Report of meeting: The Mayor chaired a public meeting on Tuesday 31st July to discuss future uses of the Town Hall, which was attended by 23 people. There was considerable discussion of the possible uses for the building in the future. Access for the disabled was raised, but last year we were informed that the gradient to the front door would be too steep. The difficulty of parking ruled out many events, but it was agreed to publicise it's availability and try to increase bookings.

The Clerk has contacted Mr and Mrs Bass about placing an advertisement in the Church Magazine.

15. PLAYING FIELD:

Annual Safety Report: Rospa have forwarded the Annual Safety Report for consideration. It was proposed that the Playing Field Committee meet and discuss this. Meeting arranged for 7.00 p.m. next Tuesday 28th August.

Trees: Cllrs Blundell and Whittall have cut back some of the lower branches as suggested at the last meeting and the rubbish has been burnt. The Mayor thanked them.

16. REPORT OF RECENT MEETINGS ATTENDED BY COUNCIL REPRESENTATIVES:

Cllr Jones had attended the meeting of Chapel Yard Heritage Archive Partnership Group on Monday 23rd July. Next meeting to be held on 16th October. MINUTES TO BE CIRCULATED

17. CORRESPONDENCE.:

a) A letter was read from Mrs J. Kean tendering her resignation as cleaner for the Town Hall, due to other work commitments. She is prepared to continue until the Council has appointed a replacement. Councillors were sorry to hear that Mrs Kean is leaving, she has carried out her work very efficiently during the last three years. Cllr Blundell proposed that the Clerk writes to Mrs Kean to thank her and record our appreciation and takes appropriate action to appoint a replacement. Advertisements to be placed on notice boards at the Stars Newsagents and the Town Hall. Interviews to be carried out by the Town Hall Committee. Seconded by Cllr Whittall and approved. ACTION TOWN CLERK

b) Dr W. Howard: The Wintles development will add at least 10% to the population and economy of Bishop's Castle and The Trust felt it might be beneficial to have a discussion, either formal or informal, with the Council about the plans. Cllr Blundell proposed that individual Councillors can arrange to meet with members of the Trust if they wish to do so, seconded by Cllr Wright and approved. CIRCULATE LETTER

c) S.C.C. Suspension of Sunday Bus Services - Winter 2002: An analysis of the performance of bus services funded by Rural Bus Grant indicated that the number of passengers using the Inter Urban Sunday Bus Network was very limited. On all the services during the last financial year the subsidy per passenger had been in excess of £2 and on the Service to Ironbridge the sum was over £10 per passenger. A decision was taken on 10th July to terminate the Shrewsbury to ironbridge Service from October 2001 and to suspend all other services from 1st January 2002 until late March 2002. These service reductions will go ahead unless additional funding can be found. Cllr Wright proposed the Council object to these cuts. It would not be acceptable for Bishop's Castle should not be left without a bus service on Sundays, seconded by Cllr Blundell and approved. ACTION TOWN CLERK

d) Royal Shrewsbury Hospital: Request to consider the Ward 15 Trust Fund for a charitable grant this year. Ward 15 treats general medical patients as well as specialising in the treatment of Gastroenterology patients. This year they are working towards the purchase of additional medical equipment for the benefit of patients being treated on the ward. It was proposed this is dealt with at the Precept meeting. PRECEPT MEETING

e) S.C.C. Community & Environment Services: Towns & District Survey - Records & Research Best Value Review: Shropshire is reviewing the Records & Research Service and are interested to see how other local authorities are tackling the function of archives and records management, particularly in light of recent legislation about records/information. i.e. Freedom of Information Act 2000 and Data Protection Act 1998.

f) South Shropshire Access Group: The Group hope to produce leaflets to cover information that will be of interest to disabled people in South Shropshire. The type of information is lists of shops, cafes etc that are wheelchair accessible. Disabled toilet facilities and any information which make life more comfortable. It was suggested that the Clerk should contact Elizabeth Black who may be able to assist with this information. ACTION TOWN CLERK

Cllr Wright proposed that the press and public are excluded while the final matter of the gates for the Playing Field are discussed (item 15), seconded by Cllr Bedell and approved.

Mr Middleton has provided a design and price for the installation of a post and wire fence and posts and 13' galvanised gate at the entrance to the Playing Field. It was suggested that the Playing Field Committee meet with Mr Whitefoot to discuss his proposal for the entrance and report back to the next meeting.

The Mayor declared the meeting closed at 10.00 p.m.

Minutes 18th September 2001

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL, HELD IN THE TOWN HALL ON TUESDAY 18TH SEPTEMBER 2001 AT 8.00PM

PRESENT: Councillor G.N. St J. Penney, Mayor, in the Chair.

Councillors: J.M. Carroll, J.L.V. Blundell, C.T.E. Kinmond, J.A. Magill, W.J. Morris and R.D. Wright.

Before the meeting commenced Councillors stood in silence in respect of all those affected by the disaster in the U.S.A. last Tuesday.

1. APOLOGIES FOR ABSENCE: Apologies received from Cllrs Bedell, Jones, Pinches and Wright. Cllr Lawrence on sick leave.

2. MINUTES OF COUNCIL MEETING HELD ON 21ST AUGUST 2001:

Minutes of the Council meeting held on Tuesday 21st August, having been circulated were proposed as a true record by Cllr Blundell and seconded by Cllr Morris, approved and signed by The Mayor.

3. DECLARATIONS OF INTEREST:

Cllr Blundell declared a direct pecuniary interest on items 7 and 15.

Cllr Carroll declared an indirect pecuniary interest on item 6.f.

4. MATTERS ARISING:

Item 4.15: Cllr Blundell reported that P.C. Barratt had traced and spoken to the owner of the vehicle reported to have been driven dangerously around the Playing Field.

5. MEMBERS OF THE PUBLIC WISHING TO SPEAK: None.

6. TOWN & COUNTRY PLANNING ACT:

a) 1/01/12590/F and 1/01/12591/LB Planning Permission (full) & Listed Building Consent. Alteration to commercial premises. (delegated matter) 10 Market Square, Bishop's Castle. Melcourt Farms Ltd. This is a very important building and the application does not include any details of what is proposed for the newly exposed stone wall or materials for the joinery. Cllr Wright proposed the Council objects on the grounds of inadequate information regarding the joinery and stonework, seconded by Cllr Magill. Cllr Blundell felt that as a Listed Building plans will be under close scrutiny of the Conservation Officer and proposed an amendment, there is No Objection providing proposals for the stone wall and joinery are in keeping with the building and are approved by the Conservation Officer. Seconded by Cllr Morris. There were four votes for the amendment, which was then put to the Council as the substantive motion and carried.

b) 1/01/12573/F Planning Permission (full) for erection of agricultural building (for storage). The Cunery, Stank Lane, Bishop's Castle. Mr J. Beamond, The Cottage. Cllr Morris proposed No Objection, seconded by Cllr Blundell and approved.

c) 1/01/12392/LB Listed Building Consent. Installation of replacement door and frame, re-advertised, additional information. 18 Market Square, Bishop's Castle. Mr W. Steed. Cllr Blundell proposed No Objection, seconded by Cllr Wright and approved.

d) 1/01/12625/F Planning Permission (full) for erection of a shed for collection of plastic household bottles (to be re-cycled). Bishop's Castle Business Park. The Wasteless Society, 7 Wells, B.C. Cllr Carroll proposed No Objection, seconded by Cllr Wright and approved.

e) 1/01/11913/F Planning Permission (full) for alterations and extension to Public House. re-advertised, amended detail. (committee matter) Crown & Anchor Vaults, High Street, Bishop's Castle. Mr R. Sidebottom, Hill End Farm, Bishop's Castle. Cllr Carroll took no part in the discussion. The changes made to the previous application do not affect our previous objections. As the property is so close to its neighbours it is felt to be an inappropriate situation for a roof garden. Cllr Wright proposed that members of the public in attendance are invited to comment, seconded by Cllr Magill and approved. Cllr Blundell proposed the Clerk enquires from the Planning Department how many times a planning application can be made, seconded by Cllr Magill and approved. ACTION TOWN CLERK

Cllr Wright proposed that the Council repeat the objections made to the previous application adding that the roof garden would cause a serious loss of amenity to the nearby properties, seconded by Cllr Kinmond and approved.

f) 1/01/12633/F Planning Permission (full) for Change of Use, agricultural land to domestic curtilage. (delegated matter) Land at read of Meadow Brook, Colebatch, Bishop's Castle. Mr and Mrs Wakelam. Cllr Blundell proposed No Objection, seconded by Cllr Morris and approved.

g) 1/01/12649/F Planning Permission (full) for erection of extension to dwelling. (delegated matter) 7 The Cabin, Bishop's Castle. Miss N. Curtis. Cllr Magill proposed No Objection, seconded by Cllr Carroll and approved.

The following Planning Reports have been received since the last meeting:

1) 1/01/12506/TC Permission granted for works to trees. Felling of a Weeping Ash tree. The Middle Bailey, Bull Lane, Bishop's Castle. Mr and Mrs J. Roberts.

2) 1/01/12488/LB and 1/01/12487/AD Consent granted to display advertisements and Listed Building Consent granted for the display of illuminated advertisement at the Kings Head, Church Street, Bishop's Castle. Pubmaster Ltd.

The Mayor reported that a Transport Assessment has been made in respect of the Planning Application for the erection of buildings to form a livestock market with associated plant and parking facilities at Churchstoke. There are 14 days for comments to be made to Montgomeryshire Planning Officer. After reading a copy of this the Mayor was concerned that there was not adequate provision for pedestrians and that the survey leading to the assessment was carried out on one day, a Tuesday, when no markets are in operation locally. During the present Foot and Mouth crisis, markets are closed and there is no heavy market traffic on any day.

ACTION MAYOR AND CLERK

7. ACCOUNTS:

Cllr Wright proposed that all accounts as presented are approved for payment, seconded by Cllr Morris and approved.

8. OAK MEADOW:

a) Footpath: Letter read from Miss Shine, SSDC advising that following an inspection and examination of relevant planning records she is of the opinion that there are no breaches of planning control. Cllr Carroll strongly disagreed, she feels it is quite clear there is a breach of planning regulations. The condition of the footpath is disgraceful and not suitable for a footway through a Housing Estate. Cllr Carroll proposed a letter is sent requesting a site meeting, seconded by Cllr Wright and approved. ACTION TOWN CLERK

b) Play Area: Mr Jones has advised that this area of land will come back to the District Council on completion of the development. However, he would advise against designating it as an area for ball games on the grounds that it is too close to the road, it borders onto three dwelling and it is quite a small size with a footpath running through it. He suggest that it remains a public open space to be used by any-one. Councillors were happy with this proposal.

9. PUBLIC TOILETS:

The Mayor attended a meeting in Craven Arms on the 13th September to discuss with representatives from other Councils the proposal by S.S.D.C. to divest responsibility for the public toilets to the Town and Parish Councils. As a result of this meeting the District Council were advised that it was the unanimous view that the public conveniences should be kept open and maintained by the District Council as important local facilities for residents and tourists. The Town and Parish Councils concerned will not accept responsibility for the maintenance of the public conveniences.

10. LOCATION OF PROPOSED CAMPSITE:

Letter read from Mr and Mrs C. Jones regarding the proposal by the Tourism Group that the Town should have a campsite for touring caravans and tents. Mr and Mrs Jones have been looking for a suitable site for some time and would appreciate any help that can be offered. It was reported that Enterprise South West Shropshire have included this proposal in the bid for funding that has been made recently, so it is very much in the early stages. Cllr Blundell proposed that there is a need for a campsite and the Council should support this idea, seconded by Cllr Morris and approved.

11. HIGHWAY MATTERS:

a) The Novers: Confirmation that the road and footways at The Novers were adopted as County roads by the Shropshire County Council with effect from 3rd September 2001. The Clerk was asked to clarify whether the street lighting is included in this. ACTION TOWN CLERK

b) Footpath A488, Love Lane: The priority of "small" improvement schemes is currently being assessed and it is confirmed that the request for a footpath on this stretch of road will be added to the list. It will be evaluated along the many other schemes put forward for the county.

12. BENCH ON BOAR'S HEAD CROSSROADS:

Cllr Blundell reported that young people regularly meet by the bench in Church Street, opposite the Boar's Head causing considerable nuisance and on a number of occasions recently continuing well into the early hours. This has given rise to a number of complaints from residents. Cllr Blundell proposed that the seat is removed. Cllr Carroll said she would be strongly opposed to this as the bench is so well used during the day when people are waiting for buses. Cllr Carroll proposed the Police are asked to check this area and speak to any-one causing a nuisance late at night, seconded by Cllr Wright and approved. ACTION TOWN CLERK

13. MR M. CORFIELD, CHAIRMAN, BISHOP'S CASTLE & DISTRICT LIFELINE COMPANY:

Mr Corfield attended the meeting to up-date Councillors of the current situation and future plans of Enterprise South West Shropshire. (The trading name for Bishop's Castle & District Lifeline Company.) Enterprise House: The core of the business saw over 5,000 people through it's doors last year, of this number 2,000 were attending training courses. 60% of those on training courses were businesses, 40% private individuals, many of these self-employed. Village Outreach: Original three year finance package finished last March, since then has been part of E.S.W.S. Workshops: Presently all let to Embrey's and a new phase is due to be started soon. Library: Successfully up and running for the past twelve months. Challenge Court: Fully let and providing a number of jobs. This was handed back to S.S.D.C. a few months ago and now E.S.W.S. acts only as managing agents.

Mr Corfield also spoke about Enterprise Grant Scheme, Community Chest, Leader +, Profitable Tourism Project and the new joint bid with the Community College currently being prepared for Objective 2. There is a plan to revamp the unused portion at the back of Enterprise House for additional training and office space. S.S.D.C. in the past has made a grant, but at present they are relying on a grant from S.C.C. and will be submitting a further bid for funding for next year.

14. TOWN HALL:

Roof: Heiron & Son, Building Contractors, All Stretton have responded to the letter sent. They advise they do not have any records of the renovation to the Town Hall.

English Heritage: The Mayor and Cllr Morris met an Engineer from English Heritage to discuss the building. He advised that the loose sandstone was dangerous and should be removed as soon as possible but did not recommend sealing or re-rendering for the present time. He recommended that the venetian window be re-nued and suggested that if the Council wishes to apply for a grant from English Heritage that an Architect should be appointed. Consequently a meeting with Keith Jones was arranged after which Aaron Jones was asked to remove the cracked and loose sandstone as a matter of urgency. Cllr Wright felt the sandstone pediment to be an eyesore and the Council should take this opportunity to improve the building and seek funding. The Mayor proposed that at least two Architects are approached and invited for a preliminary discussion about the building, which should not at this stage incur any expenditure. Seconded by Cllr Wright and approved. ACTION TOWN CLERK

Cleaner: An advertisement placed in Stars window had received a good response, there have been six applicants for the position. It was proposed that The Mayor, Deputy and Clerk interview all the applicants next Monday, 24th September in the Town Hall and are given power to act in making an appointment. ACTION MAYOR, DEPUTY AND CLERK

Town Hall Committee: It was proposed to hold a meeting of the Town Hall Committee on next Tuesday, 25th September at 6.30 pm in the Town Hall to discuss the ideas arising from the Public Meeting held on 31st July.

16. PLAYING FIELD:

Annual Safety Report: The Playing Field Committee have met to discuss the Safety Report and Cllr Blundell reported that most matters have now be dealt with. The Clerk was asked to order wood and springs in order that the remaining items can be repaired by himself and Cllr Whittall. ACTION TOWN CLERK

Gate: Mr Whitefoot has met with Cllr Blundell to discuss the entrance and gateand is preparing a design and costings for consideration by the Council.

Bike Track: Cllr Carroll reported that residents whose gardens are near the bike track have complained to her about noise, foul language and abuse. There have been incidents of teasing pets and stones being thrown over the hedge. Cllr Carroll felt that this area is too near houses and the Council cannot effectively police it and proposed the track is removed. The Mayor proposed that this should be an Agenda item for the next meeting, seconded by Cllr Magill and approved.

17. REPORT OF RECENT MEETINGS ATTENDED BY COUNCIL REPRESENTATIVES:

Cllr Jones had attended the Stakeholders Seminar to discuss the Shropshire Local Transport Plan today at the Shirehall, Shrewsbury. Cllr Carroll suggested that Cllr Jones gives a report at the next meeting.

Cllr Whittall has recently attended a meeting of the Sports & Art project. He asked if the Clerk would pass to the Council his recommendation that a letter of support is sent for this project, but requesting improved parking facilities. Cllr Blundell proposed such a letter is sent, seconded by Cllr Carroll and approved. ACTION TOWN CLERK

18. CORRESPONDENCE:.

a) The Countryside Agency: Local Heritage Initiative Advisor, Chris Tomlin is responsible for providing guidance and advice to people interested in applying for a grant through the L.H.I. Cllr Carroll reported she had also had a copy of this and suggested it is discussed by the Town Hall Committee.

b) Ms K. Roper, County Secretary, S.A.P.T.C.: Copy of 2001 resolutions for discussion so that delegates can put the Council's view at the A.G.M. on 3rd November. Resolution 1 is .. Government should impose a mandatory duty on Unitary Authorities/District Councils to provide and maintain public toilets in centres of population and to keep them open and maintain them in a clean and hygienic condition. The Mayor proposed the Council write strongly supporting this resolution with a copy to the M.P., seconded by Cllr Carroll and approved. ACTION TOWN CLERK

c) Axis Counselling: A unique and valuable service with provides support to members of the community who require help to relieve the effects of childhood sexual abuse. It was proposed this should be dealt with at the Precept meeting.

d) Shropshire Fire and Rescue Service: Open Evening at Bishop's Castle Fire Station on Thursday 4th October at 7.00 p.m. This is an opportunity to demonstrate the vital role retained firefighters play in the Fire Service. Shropshire has only three stations staffed by wholetime employees and therefore relies on the existence of part-time fire stations. Without the help of local employers to provide the support necessary it would not be possible to staff these part-time stations. The Mayor, Deputy and as many Councillors as able to will attend.

e) The Wasteless Society Newsletter: To circulate.

f) South Shropshire Sport & Leisure Advisory Council: Meeting taking place this evening. Minutes of previous meeting to be circulated. It was noted that the next meeting also co-incides with a Council meeting and the Clerk was asked contact Mr W. Jones regarding this.

g) S.S.D.C. A copy of the first edition of 'Action Replay', the official Youth Sport Newsletter of the Shropshire Sports Partnership. TO CIRCULATE

h) South Shropshire Housing Association: Financial Statement for the y/e 31.3.01 TO CIRCULATE

i) GPU Power UK. Quality of Service 2000 - 2001 TO CIRCULATE

j) Shell Better Britain Campaign: Interactive. TO CIRCULATE

Cllr Magill proposed the press and public are excluded for the last item to be discussed, seconded by Cllr Morris and approved. Cllr Blundell left the room whilst this was considered.

15. STREET LIGHTING:

An Agreement has been drawn up between the Town Council and Messrs J. Blundell and J. Whittall for the repair of street lights in the Town. The Council will provide materials for this work and Messrs Blundell and Whittall will be paid £10.00 for each light repaired. The Clerk will give written instructions of location of lights needing attention and they will be paid on completion of work after providing the Clerk with an invoice giving details of the repairs. They are required to have Personal Accident and Public Liability Insurance and proof of these should be provided to the Council. Cllr Carroll proposed this Agreement is for twelve months and should be reviewed next September, seconded by Cllr Morris and approved. The Mayor signed the Agreement on behalf of the Council and Cllr Blundell was invited to return to the room and he too signed the Agreement.

The Mayor declared the meeting closed at 10.00 p.m.

Minutes 18th September 2001

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL, HELD IN THE TOWN HALL ON TUESDAY 16TH OCTOBER 2001 AT 8.00PM

PRESENT: Councillor G.N. St J. Penney, Mayor, in the Chair.

Councillors: S.J.S. Bedell, J.M. Carroll, J.L.V. Blundell, B.P. Jones, E.A. Lawrence, C.T.E. Kinmond, J.A. Magill, W.J. Morris, K.E.C. Pinches and J.A.J. Whittall.

1. APOLOGIES FOR ABSENCE: Apologies received from Cllrs Wright. The Mayor welcomed Cllr Lawrence back after being on sick leave.

2. MINUTES OF COUNCIL MEETING HELD ON 18TH SEPTEMBER 2001:

The Clerk made a correction on Item 1, Cllr Wright should have read Cllr Whittall. Item 15 should have had an additional paragraph regarding the removal of two lights in Corporation Street. In the absence of Cllrs Blundell and Whittall the Clerk reported that M.E.B. Contracting had quoted £145 to dead end and remove each light, plus £96 to re-instate the tarmac and £37 to re-instate the grass. Cllrs Blundell and Whittall had offered to remove these two lights for the cost of the hire of the equipment plus their time, which would be considerably less. Cllr Carroll proposed that the Council accept this offer and ask Cllrs Blundell and Whittall to remove the two lights, seconded by Cllr Morris and approved.

Minutes of the Council meeting held on Tuesday 18th September, having been circulated and taking into account the above amendments, were proposed as a true record by Cllr Blundell, seconded by Cllr Morris, approved and signed by The Mayor.

3. DECLARATIONS OF INTEREST:

Cllr Bedell declared a direct pecuniary interest in item 6.b.

Cllr Pinches declared a personal declaration in item 6.a.

Cllr Blundell declared a direct pecuniary interest on items 17.

Cllr Whittall declared a direct pecuniary interest on item 17.

4. MATTERS ARISING:

Item 10: Cllr Carroll reported that the Tourism Group are now re-considering this suggestion, as there are already a number of existing campsites in the area and an additional one would be in competition. However, Cllr Carroll feels that as there are none within walking distance of the Town the Town Council should write supporting this project, seconded by Cllr Jones and approved.

ACTION TOWN CLERK

Item 11.a: Mr Bywater, Highways Development Control has confirmed that the lighting on The Ridge is to "highway" standard and has been adopted by the C.C. who will bear all future maintenance and energy costs.

5. MEMBERS OF THE PUBLIC WISHING TO SPEAK: None.

6. TOWN & COUNTRY PLANNING ACT:

a) 1/01/12694/F Planning Permission (full) for erection of 2 dwellings for use as Holiday Accommodation (delegated matter). Hollenbough, Church Lane, Bishop's Castle. Mr and Mrs B. Jones. Cllr Pinches left the room whilst this was considered. Two letters of objection were read by the Clerk. There was concern about the access being from an unadopted road, rather than through the garden of Hollenbough. That this is outside the building line and is not designated building land, which will set a precedent for similar developments. They are large dwellings which will be obtrusive especially from the Shropshire Way. Cllr Jones proposed no objection providing conditions are attached that access should only be through Hollenbough and the dwellings should not become independent residences but remain part of Hollenbough, seconded by Cllr Blundell. There were two votes for the proposition and six votes against, the Clerk was asked to inform SSDC that the Council objects on the grounds given.

b) 1/01/12657/F Planning Permission (full) for change of use agricultural building to farm shop and alteration to (existing) vehicular access (delegated matter). The Wintles Farm, Bishop's Castle. Messrs F.T. Bedell & Son. Cllr Bedell left the room whilst this was considered. A letter from The Civic Society was read advising they had no objections, on the condition that adequate car parking is provided for customers. Cllr Whittall proposed no objection, seconded by Cllr Morris and approved.

c) No further plans had been received, but the Mayor read a letter from C. C. Phillips regarding the application for planning at the Crown & Anchor Vaults, which is being considered at the S.S.D.C.'s Planning Committee meeting tomorrow. One paragraph referred to zoning of the Town. Councillors felt they would be opposed to this suggestion as part of the character of the Town is the mixture of residences and businesses it would also be difficult to implement zoning. The Mayor proposed a letter is sent to the Planning Officer to this effect, seconded by Cllr Blundell and approved. ACTION TOWN CLERK

d) The following Planning Reports have been received since the last meeting:

1) 1/01/12441/AD Consent granted to display an illuminated advertisement at Barclays Bank, High Street.

2) 1/01/12573/F Planning Permission granted for erection of agricultural building for storage at The Cunery, Stank Lane, Mr J. Beamond.

3) 1/01/12625/F Planning Permission granted for erection of a shed for collection of plastic household bottles to be re-cycled. Bishop's Castle Business Park, The Wasteless Society.

4) 1/01/12392/lb Listed Building Consent granted for installation of a replacement door and frame. Re-advertised, additional information. 18 Market Square, Bishop's Castle. Mr W. Steed.

5) 1/00/10644/RR Approval of Reserved Matters. Erection of 11 dwellings, construction of estate road and associated works. Oak Meadow, Bishop's Castle. Days Construction Ltd. This referred to revised plans dated 6th October 2000 and the Clerk was asked to obtain a copy of these for future reference.

6) 1/01/12486/LB Listed Building Consent granted for installation of 3 dormer windows. The Six Bells, Church Street, Bishop's Castle. Mr N. Richards.

e) Internally illuminated signs in the Town. Mr Jones has written that the D.C. is aware of the internally illuminated sign at Harry Tuffins, Church Street. This has been turned down at appeal, but as the Council has recently lost the service of one of the Enforcement Officers this will have to take its turn with other outstanding matters. Cllr Whittall proposed that SSDC are asked to inspect all signs in the Town. There needs to be consistency about signs in the Conservation Area and a number of signs have been erected which are not of traditional materials whilst others have been asked to remove similar signs from their premises. Cllr Carroll proposed that the Council walks the streets before the next meeting in order to advise SSDC on the current situation, seconded by The Mayor and approved. It was agreed that Councillors should meet at 7.00 pm next Tuesday, 23rd October by the Church.

7. ACCOUNTS:

Mrs Kean had spoken to the Clerk and said she finished work at the end of September and did not expect to be paid for the time she spent handing over to the new cleaner. Cllr Blundell proposed that the accounts as presented are approved for payment, seconded by Cllr Morris and approved.

8. ORGANISATION OF FARMERS MARKET:

The Clerk reported there had been an encouraging interest in the Farmers Market and four people have so far made a firm booking and paid a deposit. The practical side of arranging stalls/unlocking on the morning etc. need to be organised. Cllr Blundell proposed that when Councillors meet next Tuesday they discuss these arrangements, seconded by Cllr Carroll and approved.

9. FOOTWAYS:

Pavements: It was reported that work on pavements in the main street was carried out last Friday. Cllr Whittall proposed that Mr Rutherford should be asked to ensure that any work carried out in Church Street or High Street is not done on Fridays, seconded by Cllr Pinches and approved. ACTION TOWN CLERK

Oak Meadow Footpath: Mr Jones advised that the D.C. and the Housing Association have inspected the development and the proposed line of the public footpath and are not aware of any problems. He asked for more specific details if we feel there is a problem. Cllr Carroll proposed that she draws a diagram of the problem for Mr Jones, seconded by Cllr Blundell and approved. ACTION CLLR CARROLL

10. HIGHWAY MATTERS:

A letter was read from Mr Drummond regarding the scheme put forward by Julie Davies, which was considered at the meeting of the Community Forum on 11th September and well received by those present. This is to be a six month trial project to improve the traffic flow in High Street and remove the hazard of motorists driving on the pavements. The plan was considered by Councillors and during discussion, concerns were expressed about the necessity for planters and whether plastic bollards are substantial enough. Cllr Blundell proposed the Clerk writes to Mr Drummond giving the Council's support for a trial project, raising these concerns and recommending that 'No Parking' is painted in white on the green areas, seconded by Cllr Carroll and approved. ACTION TOWN CLERK

11. WHAT'S THE FUTURE FOR SMALL VILLAGES:

Letter from Mr D. Francis, S.S.D.C. The District Council has arranged a series of 8 meetings to discuss the future for small villages - The emerging South Shropshire Local Plan 1996 - 2011. On 22nd October a meeting will be held at the Community College at 7.30 pm. Cllr Blundell felt that as Bishop's Castle is a Market Town these meetings are for the surrounding villages rather than us. Both Cllrs Magill and Morris thought they would attend the meeting in any case.

12. PUBLIC BENCHES:

Union Street: Letter received from a resident of Union Street advising that the area around this bench is in need of tidying up. The bench itself is quite well used, but the wall around it has not been painted for many years and now some-one has sprayed green paint on it. Cllr Blundell proposed that S.S.D.C. are approached about painting the area, seconded by Cllr Whittall and approved. ACTION TOWN CLERK

Boar's Head crossroads: It was reported that youths meeting on this corner are often shouting and making a disturbing level of noise in the early hours of the morning. Similarly people are meeting by the bench outside the Chemist. Cllr Carroll proposed that residents in this area are advised to contact the Police whenever there is an incident. The Mayor would meet with the Headmaster of the Community College to discuss how this problem of young people hanging around the streets could be improved.

13. CHANGES TO BUS SERVICES:

It had been noted that there are a number of changes to the bus timetable for this area. Cllr Carroll advised that a complete new timetable had been printed and published earlier this year which replaced the booklet the Clerk had brought to the meeting. It does seem there are large numbers of changes and it was felt that it would be preferable if timetables were fixed and unchanged for twelve months at a time.

14. TOWN HALL:

Roof: Two Architects had been contacted and one has been to meet the Mayor and Clerk the other has advised he is not in a position to take this on. The Mayor proposed the Clerk contacts another couple of Architects before the next meeting.

Flea Market: Mrs Burkhill, organiser of the Flea Market is arranging the programme for next year and has given dates to the Clerk. Cllr Carroll said she would be reluctant to confirm dates until after the Farmers Market, as she hoped this would be held on a regular basis next year. Cllr Jones felt we should agree the Flea Market dates as requested and fit in the Farmers Market around them. Cllr Whittall proposed that we confirm dates until March and provisionally agree the dates after and confirm them as soon after the Farmers Market as we can, seconded by Cllr Blundell and approved.

Letter from E.S.W.S.: Dr Skewis is currently preparing submissions for EU funding on a number of projects. The information he has on the Town Hall project is minimal and he needs to have more details regarding the capital costs, estimates of revenue costs, estimate of annual revenue, sales generated and jobs created.

Cllr Carroll propose that as many Councillors as possible meet next Tuesday to discuss this and then meet with Dr Skewis.

Letter from Civic Society: The Civic Society have written regarding the future of the Town Hall and have asked to place on record that in 1973, in time for the Town's Charter Celebrations, they converted the lower part of the building for use as a public hall, suitable for public functions and general lettings. Details were given of the work involved which were duly noted and will be placed on file for future information.

New Cleaner: The Clerk advised that Ali Fox has been employed as the new Cleaner with effect from 1st November, initially on a three month trial period.

15. PLAYING FIELD:

1) Gate: Mr Whitefoot advised that after investigating the most suitable type of wood to make the gate thinks Green Oak would appear to be the best and is looking at various sources for prices. He proposes that the metal work is locally hand-made iron work and the plaque is a piece of kiln dried oak, hand carved with the Town Crest by a local craftsman. Councillors felt this sounds a very reasonable project and look forward to hearing details of the cost involved. The Clerk was asked to advise Mr Middleton who has already given an estimate for fitting a standard metal gate, that Mr Whitefoot has offered to make a wooden gate.

2) Bike Track: The Council have received no further complaints regarding the behaviour of those children using the bike track. Cllr Whittall proposed that no action is taken regarding removing the track at the present time and the area is monitored over the coming months, seconded by Cllr Pinches and approved.

3) Skate / BMX Park Seminar: Shropshire Playing Field Association is organising a Seminar on Saturday 17th November at the Eastern Oswestry Community Centre, Harlech Road, Oswestry running from 10.00 am to 4.30 pm. The cost is £20 per person. The day is aimed at individuals, community groups and local authorities to promote, give advice and information on the provision and management of wheeled sports areas. Any-one wishing to attend should contact the Clerk for the booking form.

16. REPORT OF RECENT MEETINGS ATTENDED BY COUNCIL REPRESENTATIVES:

Fire Station Open Evening: The Mayor and a number of Councillors attended an Open Evening at the Fire Station on 4th October. This was an excellent evening during which local employers were awarded certificates in recognition of their continued support. Without these employers being willing to release employees, a sub-station like Bishop's Castle would not be able to exist.

Shropshire's Local Transport Plan: A stakeholders Seminar was held on 18th September at the Shirehall, which was attended by Cllr Jones. She found this a very interesting meeting and has some information which Councillors may be interested in. One interesting point she noted was that there are grants available for rural bus shelters. CIRCULATE

Bishop's Castle & District Lifeline Company: Meeting of the Board of Directors met at The Boar's Head on Thursday 27th September where Cllr Lawrence represented the Council. Agenda for this meeting together with minutes of the previous meeting, held on 5th July are to be circulated. CIRCULATE

South Shropshire Area Committee: Meeting held on Monday 8th October at 7.30 p.m. at Stone House, Ludlow. Unfortunately the Council was not represented at this meeting. The Agenda together with minutes of the previous meeting held on 9th July are to be circulated. CIRCULATE

Chapel Yard Heritage Archive Partnership Group: Cllr Jones attended a meeting on 23rd July at Old Chapel Yard. Minutes to be circulated. CIRCULATE

Community Advisory Group: Cllr Jones attended a meeting of this Group on 3rd July at The Community College. Minutes to be circulated. CIRCULATE

Leisure Centre Advisory Group: Cllr Whittall reported he has recently attended a meeting of this Group at the Community College and will pass the minutes to the Clerk when he receives them.

17. STREET LIGHTING:

Kerry Lane: Residents of Corricks Rise have complained that Kerry Lane is very dark and asked if there are any plans to re-instate the light that was removed. Cllr Carroll was concerned that no further action has been taken regarding the new lighting scheme for Kerry Lane. Following the meeting with a representative from Babbie/Parkman about the unsuitable location of a number of lights no further progress has been made. The Clerk was asked to chase this up for the next meeting.

Harley Jenkins Street car park: There is still no lighting in the car park and the Clerk was asked to remind Mr Jones, SSDC that he had asked he would arrange for a light to be erected in the car park. ACTION TOWN CLERK

18. CORRESPONDENCE:.

a) S.A.P.T.C. Allowances for members of Parish and Town Councils. Letter from SAPTC was circulated to Councillors. This contained extracts from a consultation paper from the Department of Transport, Local Government and the Regions containing proposals for a new approach for allowances for Parish Councillors. In particular the new 'participation allowance' and the payment of travel allowance within as well as outside the parish. Responses are requested by 24th October to enable NALC to co-ordinate a national response. The contents of this were considered and the Clerk asked to respond as follows: Cllr Blundell proposed the council do not approve of the principle of participation allowances for parish councillors or travel allowances within the parish, seconded by Cllr Jones and approved. Cllr Jones proposed the Council would be opposed to the district council and its independent remuneration panel setting the level of allowances for parish councils, seconded by Cllr Blundell and approved. Cllr Pinches proposed that records of payments should be available for inspection as part of the annual audit, seconded by Cllr Jones and approved.

b) S.A.P.T.C. For information only. Formation of the Policy Panel: The Association receives a large number of consultation documents to which they have to respond. The timescale is often short and the Government has been lobbied for a more sensible period of consultation. The Cabinet Office has recently issued a directive which specifies a minimum consultation period of 12 weeks. The Executive Committee of the SAPTC has decided to establish a Policy Panel which will oversee responses. This is to consist of one representative from each Area Committee.

c) A copy of the Preliminary Draft of the Bishop's Castle Sports & Arts Facilities Options Appraisal has been received. Councillors who would like to read this should contact the Clerk.

d) The Countryside Agency: Vital Villages, Parish transport grant: To be passed on to Adrian Varcoe, Co-ordinator for Bishop's Castle Community Transport. CIRCULATE

e) Cobbett & Brown: Notification that a Full Transfer Application has been made for the King's Head, Bishop's Castle by Mr A.R. Lewins. Noted by Council and Clerk asked to acknowledge.

f) Mr M. Turner, Severn Trent Water: The area of land that some time ago was discussed as a possible Conservation Area has had to be incorporated within the cartilage of the new works and is consequently not available for conservation purposes. The Clerk was asked to forward this information to Mr C. Millard, Bishop's Castle Naturalists.

g) S.C.C.: The Community & Environment Scrutiny Panel is holding the Shropshire Inquiry into the Foot & Mouth Crisis on 29th October at the Shirehall at 2.00 pm. This meeting is open to the public. The SAPTC has made a submission to the Panel and comments are welcome from Town & Parish Councils.

h) Department of Health: Modernising the NHS: Shifting The Balance of Power in the West Midlands. Consultation on the proposal to establish a new Health Authority for the West Midlands North. Councillors wishing to read should contact the Clerk.

i) Zurich Municipal: Community Insurance Centre newsletter. CIRCULATE

J) Local Environment Focus: CIRCULATE

k) Mrs B. Williams, Civil Defence Bowling Club: After considerable funding raising the Club has bought a 999 year lease on the bowling green and a second-hand portacabin. However, they need further fund to complete the project, which they hope will encourage new members and they are particularly keen to interest some younger people. Mrs Williams is asking for the Council's support as they are applying for a grant from SSDC. Cllr Blundell wondered if the Club is affiliated to the South Shropshire Sports & Leisure Council and suggested the Club contacts them.

that a poppy wreath is purchased as in previous years, seconded by Cllr Jones and approved.

Councillors were reminded that before the next meeting there will be the Remembrance Parade and Service on 11th November. Usual arrangements apply. Meet at Town Hall at 10.35 a.m., ready to march to Church for 11.00 a.m. Cllr Blundell proposed

The Mayor declared the meeting closed at 10.00 p.m.

Minutes 13th November 2001

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL, HELD IN THE TOWN HALL ON TUESDAY 13TH NOVEMBER 2001 AT 8.00PM

PRESENT: Councillor G.N. St J. Penney, Mayor, in the Chair.

Councillors: S.J.S. Bedell, J.M. Carroll, J.L.V. Blundell, B.P. Jones, E.A. Lawrence, C.T.E. Kinmond, K.E.C. Pinches, J.A.J. Whittall and R.D. Wright.

1. APOLOGIES FOR ABSENCE: Apologies received from Cllrs Magill and Morris.

2. MINUTES OF COUNCIL MEETING HELD ON 16TH OCTOBER 2001:

Cllr Carroll pointed out that on item 4. it was S.S.D.C. not the 'Tourism Group' which are reconsidering this suggestion. Minutes of the Council meeting held on Tuesday 16th October, having been circulated and taking into account this correction, were proposed as a true record by Cllr Blundell, seconded by Cllr Carroll, approved and signed by The Mayor.

3. DECLARATIONS OF INTEREST:

Cllrs Blundell and Whittall declared a direct pecuniary interest on item 18 and declared an interest associated with membership of an outside body on items 7 and 8. Cllr Jones declared a non-pecuniary interest on item 6.a. Cllr Carroll declared an interest associated with membership of an outside body on item 8.

4. MATTERS ARISING:

Item 6.d: The Clerk reported that there is a copy on file of the approved revised plans for 11 dwellings on Oak Meadow.

Item 9: Cllr Carroll has sent a diagram of the footpath in Oak meadow to Mr Jones, SSDC.

Item 12: A letter from The Headmaster and The Mayor has been sent to parents of students at the Community College. Comments are invited and these will be analysed in due course.

Item 18.c: Letter from Matthew Green MP supporting the Bishop's Castle Arts & Sports Project and forwarding concerns to the Minister of State for the Arts.

5. MEMBERS OF THE PUBLIC WISHING TO SPEAK: None.

6. TOWN & COUNTRY PLANNING ACT:

a) 1/01/12763/F Planning Permission (full). Erection of extension to dwelling. The View, Cabin, Bishop's Castle. Mr and Mrs Millard. Cllr Jones took no part of the discussion. Cllr Carroll proposed No Objection, seconded by Cllr Whittall and approved.

b) 1/01/12809/F Planning Permission (full). Erection of ancillary domestic outbuilding. 44 Union Street, Bishop's Castle. S.M. Cooper. Cllr Blundell proposed No Objection, seconded by Cllr Jones and approved.

c) 1/01/12802/F Planning Permission (full) for conversion of Agricultural building to offices and formation of vehicular and pedestrian access. Barn to rear of 5-7 Castle Green, Bishop's Castle Living Villages (Bishop's Castle) and 1/0112803/CA Conservation Area Consent. Cllr Carroll proposed No Objection, providing there is provision for adequate parking for staff and visitors, seconded by Cllr Blundell.

d) The following Planning Reports have been received since the last meeting:

1) 1/01/12590/F Planning Permission granted and 1/01/12591/LB Listed Building Consent granted for alteration to commercial premises. 10 Market Square, Bishop's Castle. Melcourt Farms Ltd.

2) 1/01/12633/F Planning Permission granted for change of use agricultural land to domestic curtilage. Land at rear of Meadow Brook, Colebatch, Bishop's Castle. Mr and Mrs J.H. Wakelam.

3) 1/01/12649/F Planning Permission granted for erection of extension to dwelling. 7 The Cabin, Bishop's Castle. Miss N. Curtis.

4) 1/01/11914/LB Refusal of Listed Building Consent and 1/01/11913/F Refusal of Planning Permission for Alterations and extension to Public House. Re-advertised, amended details. Crown & Anchor Vaults, High Street, Bishop's Castle. Mr R. Sidebottom.

e) Internally illuminated signs in the Town: On 23rd October The Deputy Mayor and Clerk with Cllrs Bedell, Blundell, Kinmond, Lawrence and Whittall walked Church Street and High Street to look at the various signs that had been mentioned at a previous meeting. There are a number that although not internally illuminated appear to be made of non-traditional materials, particularly the large corporate businesses. Councillors are concerned about the inconsistency of what signs are permitted in the Conservation Area and what are not. Cllr Carroll proposed a letter is sent to the Conservation Officer for clarification, seconded by Cllr Blundell and approved. ACTION TOWN CLERK

7. ACCOUNTS:

In addition to the invoices listed on the Agenda the following invoices have been received:

Royal British Legion - Poppy Wreath - £17.75

A. Burkhill - clock key - £25.85

J. Blundell and J. Whittall - removing lights in Corporation Street and re-instating tarmac and landscaping - £110

Cllr Wright proposed that all accounts presented are approved for payment, seconded by Cllr Pinches and approved.

Copy of Press Briefing from SSDC regarding Council Tax increases caused by Government Underfunding has been received and it was reported that all Councillors had seen a copy.

8. CONSIDERATION OF APPLICATIONS FOR FINANCIAL SUPPORT:

Twelve requests for donations were discussed and following individual consideration Cllr Wright proposed that the following donations are made, seconded by Cllr Lawrence and approved:

· Citizens Advice Bureau - £283

· South Shropshire Furniture Scheme - £100

· TESS - £25

· Axis Counselling - £25

· Oncology Services RSH - nil

· Arthritis Care - nil

· Bishop's Castle & District Dial-a-ride - £250

· South Shropshire Women's Aid - £50 when charitable status has been obtained.

· Shropshire & Mid Wales Hospice - nil

· The Pines Trust for footpath - £500 when work commences.

· Crucial Crew - £75

· Christmas Lights Festival - £200 - The Mayor gave credit to those volunteers, including Cllrs Whittall and Blundell, who have worked so hard to make this Festival a success and spent many hours over recent weeks putting up the Christmas lights.

9. FARMERS MARKET:

The first Farmer's Market held on Saturday 10th November had been a success and stallholders and the public had expressed the hope that further Markets would be arranged. Cllr Carroll had suggested Saturday 15th December, but unfortunately the Town Hall was already booked on that date. It is proposed in 2002 a Farmers Market is held on the third Saturday of each month from 10.00 am to 2.00 pm. The Mayor thanked Cllr Carroll and the Clerk for organising this event.

It was suggested that a banner could be erected on the Boar's Head crossroads 'Market Today in Town Hall' which could be used on Fridays and Saturdays. The Clerk was asked to investigate prices.

Friday Market: It is noticeable in recent months that trade at the Friday Market is declining. Cllrs Carroll, Lawrence and The Clerk met with stall holders 9th November to discuss how trade might be improved. It was felt that advertising might help and The Shropshire Journal and Star could perhaps be asked to run a piece about these Markets. Efforts should be made to have all stalls near the Town Hall and it would be advantageous if the two stalls which are often found lower down in Church Street would move up. Cllr Blundell proposed that advice about this should be sought from SSDC, seconded by Cllr Carroll and approved. Mrs Burkhill had decided not to continue with her stall, so the Clerk was asked to approach the people on the waiting list for a stall.

10. PLAYING FIELD:

Use of field as Camp-site: Mrs S. Vowles has requested use of the Playing Field as a campsite during the week-end of 24th, 25th and 26th May for a mini Folk Festival which is being organised via the Tourism Group. This is a non profit making event which will involve music in the pubs over the week-end. They will need a water supply and there will be a team of stewards to organise security. The Mayor proposed a charge of £20 per day, with a deposit of £50.00, seconded by Cllr Carroll and approved. . The terms that apply to this agreement were agreed: All tents to be removed by Sunday evening. All rubbish to be removed by organisers. Toilets to be removed as soon as possible after event finishes. Arrangements should be made with the Bowling Club for a water supply and they need to liaise with them regarding the cost. The deposit to be returned when toilets have been removed and the field has been inspected.

Bike Track: Two letters were read complaining about noise, foul language and other problems from youngsters using the bike track. Cllr Whittall proposed that these complaints are considered after we have heard from Ms Seymore on the progress of the skate board area.

11. L. SEYMORE, SOUTH SHROPSHIRE YOUTH FORUM: Ms Seymore did not attend the meeting.

12. TRAFFIC MANAGEMENT:

Mr Drummond was pleased to receive the Council's broad support of the proposed scheme. He appreciates the reasons for the decision against having the planters. The request for concrete or stone troughs outside the cash machines cannot be met as there is inadequate width to provide a trough and still have footway space for a pair of pedestrians, a pushchair or wheelchair. He is also optimistic about the robustness of the bollards and hopes the scheme proposed will achieve a realistic and effective trial. Mr Pahl has written to The Mayor and suggested a meeting between the Forum Steering Group and the Council to discuss the Traffic Management Scheme, but as the work has commenced this week it was felt this would not be necessary at the present time.

13. FLOODING AND DRAINAGE:

Mr B. Edwards has sent to the Council a copy of a letter he has sent to Severn Trent, S.S.D.C. and S.C.C. about his property flooding during a heavy rain storm on 19th October. Water and sewerage flooded through the back and front door of the Tan House and water/sewerage was coming up a man hole cover outside No 3 Church Street. A similar situation occurred a year ago during heavy rain and nothing had been done to prevent it happening again. Councillors recalled that the pipe from the Church to the sewerage work was never replaced and perhaps during abnormal rainfall the existing pipe is not large enough. Cllr Blundell also thought that if the brook by the Six Bells and the gully in Grange Gardens were on a regular schedule for cleaning out and maintenance and the camber of the road was looked at, the situation could be improved. Cllr Blundell proposed that a letter is sent to Severn Trent, S.S.D.C., S.C.C. with a copy to the M.P. and The Environment Agency, seconded by Cllr Carroll and approved. ACTION TOWN CLERK

14. DISTRICT COUNCIL OUT OF HOURS EMERGENCY SERVICE:

During the flooding on 19th October Mr Edwards had tried unsuccessfully to ring the emergency number of S.S.D.C. and was only able to contact an ansaphone. He eventually rang the Chairman of S.S.D.C. in the middle of the night. The Mayor reported that S.S.H.A. are paid to take emergency messages on behalf of S.S.D.C. and it is not satisfactory that there is only an ansaphone in an emergency situation. It was proposed by The Mayor that a letter should be sent to Mr W. Jones requesting that the emergency number should be manned by the person on duty, seconded by Cllr Carroll and approved. ACTION TOWN CLERK

15. TOWN HALL:

Letter from Mr M. Newall was read to the Council. The Mayor and Clerk are meeting Mr Wheatley, Tenbury Wells on 21st November and Mr Ratcliff of Oswestry hopes to be coming to Bishop's Castle in the next few weeks. The Mayor will report back at the next meeting the outcome of these meetings.

16. 18 BANKS HEAD, BISHOP'S CASTLE:

Snows have sent the engrossment of the Transfer in relation to Ivy House, Banks Head. It was agreed that The Mayor should sign and seal this as the Council had already approved the tranfer in March 2000.

17. REPORT OF RECENT MEETINGS ATTENDED BY COUNCIL REPRESENTATIVES:

Cllrs Magill and Morris were to have attended the meeting at the Community College on 22nd October 'What's the Future for Small Villages', but unfortunately neither were present to give a report. NEXT MEETING

Cllr Jones attended a meeting of the Chapel Yard Archive on 15th October, the minutes of which will be circulated in due course. It had been reported that running costs are estimated to be £2,000 per annum and partnership societies were asked if they would be prepared to organise a fund raising event. Cllr Blundell proposed that the Council should consider giving a donation rather than organise a fund raising event. A questionnaire was completed.

18. STREET LIGHTING:

a) Kerry Lane: The Clerk has contacted Mr D'Alesio at S.C.C. for advice about the design drawn up by Babbie for Kerry Lane as Babbie no longer have the contract with S.C.C. Mr D'Alesio offered to have a look at the plans and the comments raised at the meeting with Babbie and Cllr Carroll proposed that they are sent to him. ACTION TOWN CLERK

b) Councillors Blundell and Whittall left the room while this matter was considered. It was suggested at a previous meeting that the two lights removed from Corporation Street could be erected in the Playing Field, Cllrs Blundell and Whittall had said they could erect both lights for £100 plus materials, which would be in the region of £25 - £30. Cllr Carroll proposed this is approved, seconded by Cllr Jones and approved.

19. CORRESPONDENCE:.

a) Ms V. Pryce: Letter read regarding continuing problems with her neighbour, which have not been resolved. A year ago she was asked by S.S.H.A. to keep a diary of incidents, which she has done, but no action has been taken and on telephoning the Housing Association she is consistently advised that no-one is available to discuss this with her and her calls are not returned. The Clerk reported that when this Council requested a meeting with the Association to discuss this matter the Housing Association did not respond. Councillors felt this is a disgraceful situation and entirely unacceptable. The Clerk was asked to write to the Housing Association and request the name and address of The Regulator and send the correspondence from this to the District Council representative on the Board of the Housing Association. ACTION TOWN CLERK

b) South Shropshire Housing Association: Annual Review 2000. CIRCULATE

c) Shropshire Health Authority: Shifting the Balance of Power in Shropshire. Consultation document setting out proposals for the establishment of a Primary Care Trust for Shropshire. The extension of services anticipated to be provided by the Telford and Wrekin Primary Care Trust and the dissolution of Shropshire Community and Mental Health Services NHS Trust. CIRCULATE

d) BUZZ: The newsletter of the Community Council of Shropshire. CIRCULATE

e) West Mercia Police Authority: Joint Policing Plan 2001/2002, Performance Plan 2000/2005 and Annual Report 2000/01

CIRCULATE

f) DEFRA Quality Parish and Town Councils: A Consultation Paper, setting out proposals for a model charter covering relations between all parish & Town councils and their principle authorities and how the quality concept will work. Closing date for consultation is 14th February. CIRCULATE

g) Mr M. Reid, Project Worker for the West Midlands Capacity Building Project. As part of his role of providing training opportunities for rural communities Mr Reid is hoping to organise training events on the planning system for representatives from parish councils. CIRCULATE

h) NALC: The new National Training Strategy will help support the work of every council. It will build on existing training provision and develop current best practice to provide a programme that meets the competency requirements for Quality Parish status throughout the country. CIRCULATE

i) Telford & Wrekin Council: Passenger Transport Partnership Conference. To be held on 20th November at the Charlton Arms Hotel, Wellington in place of the Joint Passenger Transport Forum. Councillors wishing to attend to contact the Clerk who has an application form.

J) South Shropshire Access Group: Agenda for AGM to be held on 20th November at the Bishops Mascall Centre, Ludlow and minutes of the previous AGM held on 21st November 2000.

k) Matthew Green MP: Copy of a letter sent to Montgomeryshire Planning Officer objecting to the planning application for the erection of buildings to form a livestock market at Churchstoke.

l) Mr Lewis, Community College: A meeting has been arranged at the College Library for 6.00 pm Thursday 29th November regarding the possible twinning between Bishop's Castle and St Marcel. It is hoped there is sufficient interest to set up a Committee with a view to fostering links and establishing a full twinning status between the two towns. The Mayor agreed to attend.

m) County Councillor P. Phillips: a) Public Conveniences - The decision has been taken to close one set and the Council will need to consider which they would prefer to keep open. The D.C. will be contacting the Council in due course with the details. b) Arts & Sports grants - decision on these has been postponed, a list of past grants was provided to indicate the impact the loss of these grants would have. Many groups will not be able to get match funding for SSDC pump priming.

The Mayor declared the meeting closed at 10.00 p.m.

Minutes 11th December 2001

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL, HELD IN THE TOWN HALL ON TUESDAY 11TH DECEMBER 2001 AT 8.00PM

PRESENT: Councillor G.N. St J. Penney, Mayor, in the Chair.

Councillors: J.M. Carroll, J.L.V. Blundell, B.P. Jones, E.A. Lawrence, J.A. Magill, W.J. Morris, J.A.J. Whittall and R.D. Wright.

1. APOLOGIES FOR ABSENCE: Apologies received from Cllrs Bedell.

2. MINUTES OF COUNCIL MEETING HELD ON 13TH NOVEMBER 2001:
Minutes of the Council meeting held on Tuesday 13th November, having been circulated were proposed as a true record by Cllr Whittall, seconded by Cllr Carroll, approved and signed by The Mayor.

3. DECLARATIONS OF INTEREST:
a) Cllrs Blundell and Whittall declared an interest on items 7 and 21.
b) Cllr Blundell declared an interest on item 6e.
c) The Mayor declared an interest on item 6c and Cllr Magill on item 6f.
d), e) and f) None.

4. MATTERS ARISING:
Item 9: Following the success of the Farmers Market another has been arranged for Sunday 16th December and during 2002 they will be held on the third Saturday of each month, with the Flea Markets being held on the first Saturday of each month. Cllr Carroll and The Clerk met with Environmental Health Officers from SSDC to discuss the Farmers Market. Following a discussion and inspection of the premises they are satisfied there appears to be no breach of regulations. Recommendations for minor improvements to the hot water heater in the kitchen were made and they will be visiting the Town Hall on the 16th to talk to stall holders. Cllr Whittall proposed the Clerk puts in hand arrangements for the necessary work on the water heater, seconded by Cllr Carroll and approved. ACTION TOWN CLERK
The Clerk had been asked to look at the cost of a banner to go across the street at the Boar's Head crossroads. One price has been received and a second was due today, but has not arrived. The Mayor proposed that an order is made to the lower price of the two, seconded by Cllr Wright and approved. ACTION TOWN CLERK

Item 12: Mr Pahl, Chairman of the Community Forum has suggested that members of the B.C. and District Community Forum Steering Committee should meet a group of the Town Council for the purpose of considering ways in which the Forum might complement the Council's activities in the future. Cllr Wright proposed that it would be useful for the Town Council to meet with the Steering Group, seconded by Cllr Carroll. Cllr Blundell proposed an amendment that a Council representative attends the next meeting of the Steering Group, who can report back to the Council, seconded by The Mayor. The proposition was carried.

5. MEMBERS OF THE PUBLIC WISHING TO SPEAK: None.
6. TOWN & COUNTRY PLANNING ACT:
a) 1/01/12813/F Planning Permission (full) for Erection of dwelling (delegated matter). Plot to the rear of Hall Villa, Bishop's Castle. A.D. Buy. Cllr Carroll felt that a single storey dwelling in the centre of the site would be more appropriate. Cllr Blundell proposed that the Council should object to this application on the grounds that it is infill of back land and overdevelopment, seconded by Cllr Lawrence and approved.
b) 1/01/12827/LB Listed Building Consent. Alteration to dwelling (delegated matter). Unicorn House, Church Street, Bishop's Castle. J. Raney. Cllr Whittall proposed No Objection, seconded by Cllr Morris and approved.
c) 1/01/12842/F Planning Permission (full). Erection of extensions to surgery. (Delegated Matter). Bishop's Castle Medical Practice, School Lane, Bishop's Castle. The Deputy Mayor took the Chair whilst this was considered, the Mayor having declared a non-pecuniary interest. Cllr Whittall proposed No Objection, seconded by Cllr Morris and approved.
d) 1/01/12765/F Planning Permission (full) and 1/01/12767/CA Conservation Area Consent. Erection of two dwellings and domestic garages, works to include demolition of building. Former Bakery, Church Street, Bishop's Castle. Mr R. Sidebottom, Hillend Farm, Mainstone, Bishop's Castle. Letter of objection read from Mr and Mrs Oakley. It was felt the proposed building is too large and too high for the site. Cllr Wright proposed that although there is no objection to the demolition of the Bakery, the Council objects to the building on the grounds of its size and height, particularly as this is an elevated site this would be overdevelopment. Seconded by Cllr Lawrence and approved.
e) 1/01/12833/LB Listed Building Consent and 1/01/12832/F Planning Permission (full) for alterations to Public House. Six Bells Brewery, Church Street, Bishop's Castle. Cllr Whittall proposed No Objection, seconded by Cllr Carroll and approved.
f) 1/01/12845/F Planning Permission (full). Erection of extension to dwelling. 32, Grange Road, Bishop's Castle. Mr M. Evans. Cllr Jones proposed No Objection, seconded by Cllr Whittall and approved.
g) 1/01/12834/0 Outline Planning Permission for Renewal of Outline Planning Permission No 1/08365/0 dated 19.2.99, erection of 40 dwellings with link road and formation of vehicular accesses (committee matter). Off Welsh Street and Castle Green, Bishop's Castle. Living Villages (Bishop's Castle) Ltd. It was felt this is not a renewal, it is clearly a total change of lay-out of the road and houses and a change in the nature of the development. Cllr Wright proposed that although there is no objection to the road lay-out the Council objects to the application, which appears to be a totally new plan, which has moved away from the nature of the original scheme. As this is such a prominent site it is requested that a meeting be held between the Planning Officers, Developer and Town Council. Seconded by Cllr Carroll. Cllr Blundell proposed an amendment that there is no objection, as the road lay-out is an improvement and as it is only out-line permission, there will be the opportunity to consider individual dwellings when an application is made, seconded by Cllr Morris. There were 4 votes for the amendment, 5 votes for the proposition, which was thereby approved.
h) 1/01/12802/F Planning Permission (full) and 1/01/12803/CA Conservation Area Consent for erection of an office building on site of existing barn to be demolished. Re-advertised amended heading. Barn to the rear of 5-7 Castle Green, Bishop's Castle. Living Villages (Bishop's Castle). Cllr Blundell proposed that if the barn is to be demolished then the Council should object to the application unless the new building is sited a little further north, away from the proposed estate road and providing adequate parking area is provided for staff and visitors, seconded by Cllr Morris. Motion carried by five votes with three votes against.

i) The following Planning Reports have been received since the last meeting:
1) 1/01/12763/F Planning Permission granted for erection of extension to dwelling. The View, Cabin, Bishop's Castle. Mr and Mrs Millard.
2) 1/01/12694/F Refusal of Planning Permission for two dwellings for use as holiday accommodation at Hollenbough, Church Lane, Bishop's Castle. Mr and Mrs B. Jones. Cllr Blundell agreed to contact Mr Jones before the next meeting to enquire about his proposals for replanting the hedge, which had been removed prior to the application being made.
3) 1/01/12657/F Planning Permission approved for change of use agricultural building to farm shop, and alteration to existing vehicular access. The Wintles Farm, Bishop's Castle. Messrs F.T. Bedell & Son.
j) Parish Plans: The SAPTC is holding a Parish Plans event tomorrow, 12th December at 6.30 pm at the Barnabas Centre, Shrewsbury, details of which had been circulated with the Agenda. No-one was able to attend.
k) Internally illuminated signs in the Town: Letter read from Mr Richards, Conservation Officer advising that he is not the most appropriate person to advise on matters of signage. Mr Caird has offered to meeting Councillors to discuss and advise the various parameters which are applied to signage. It was proposed that The Mayor, Deputy and Cllr Whittall arrange to meet Mr Caird. ACTION MAYOR, DEPUTY & CLLR WHITTALL
l) Response times for consultation on planning applications: Until January 2001 21 days was the standard time allowed for responses on planning applications by Town and Parish Councils. In January this period was increased to 28 days as part of the new procedures for the delegation of some decisions to Officers. The Council has resolved that, from January 2002 the period for responses will revert to 21 days for most applications. There is be no change to the arrangements for responses required within 14 days on application types for which the statutory determination time is short. Cllr Morris proposed the Council reverts to the method used prior to January, which is that plans needing responses before the next Council meeting are seen by The Mayor or Deputy and two Councillors. If a Special meeting is deemed necessary then one is called, otherwise a response of no objection will be made, this proposition was seconded by Cllr Whittall and approved.

7. ACCOUNTS:
In addition to the invoices listed on the Agenda the following invoices have been received:
NPower - Town Hall - £83.46
Andrew Wallace - Street Cleaning - £16.40
S.C.C. - Photocopying - £8.28
Cllr Carroll proposed that all accounts presented are approved for payment, seconded by Cllr Jones and approved.

A letter from Lesley Bruton, Revenue Accountant, SSDC has been received. The DC is preparing its Revenue Estimates for 2002/2003 prior to the calculation of the Council Tax which will be levied next April and are requesting details of the Council's precept requirement by 11th January 2002. It was proposed this is considered at the January meeting of the Council. The Clerk was asked to circulate as much financial information with the Agenda for the meeting that is available. AGENDA NEXT MEETING

8. INTRODUCTION OF THE NEW ETHICAL FRAMEWORK - PART III LOCAL GOVERNMENT ACT 2000:
The Clerk reported that correspondence has been received from various sources: Mr Richard Thomas, S.S.D.C., Mr Tony Holland, Chair, the Standards Board for England, Mr Ian Ridgeway, S.C.C., Ms K. Roper, Secretary, SAPTC, and DTLR. The New Model Code relating to Parish and Town Councils has been published by the Department of Transport, Local Government and the Regions and came into effect on 27th November 2001. Every Town and Parish Council must adopt their own local Code of Conduct, incorporating at the very least the mandatory provisions of the Model Code, no later than 5th May 2002. Failure to sign up to the Code within 2 months of 5th May 2002 will disqualify any councillor from continuing in office. Mr Thomas has requested information regarding the records of pecuniary or other interest, the Code of Practice and a copy of recent Agenda and Minutes. Each Councillor was given a copy of a quick guide to the new rules of conduct for members which was received from the Standards Board for England. The Clerk suggested that all correspondence was circulated to Councillors and this is on the Agenda for the next meeting. In the meantime information requested would be sent to Mr Thomas. CIRCULATE - AGENDA NEXT MEETING

9. FUTURE MAINTENANCE OF PUBLIC CONVENIENCES:
Letter read from Mr Biggs, advising that the DC has given further consideration to its initial proposal to close all of the public conveniences in its ownership/control as a result of the budget consultation, which saw 55% of people saying they were prepared to pay a greater increase in Council Tax than proposed for the purpose of keeping the public conveniences open. The Council has resolved to keep open one block in each Parish/Town, with the exception of Ludlow, where two blocks will be kept open. The Town Council is given the opportunity to express which block is to be closed. It was felt that as the Town Hall toilets do not have disabled access the block in the Auction Yard would need to be retained. However, Cllr Wright proposed that we do not accept the closure of either. Farming has suffered due to Foot and Mouth and as the Town is trying to build on Tourism both sets of public conveniences are needed. Seconded by Cllr Blundell and approved. ACTION TOWN CLERK

10. TOWN HALL - REPORT ON PROGRESS:
The Mayor reported that he and the Clerk have met two Architects, Mr Newall and Mr Wheatley and both have made informal suggestions about the building and possible funding. We are still awaiting a date when Mr Ratcliff can visit, if this is not before the end of the year a decision will need to be made which of the two seen is the most suitable. No expense has so far been incurred by the Council and any expense will be subject to formal agreement.

11. REGULATING STREET TRADING:
Mr Proctor, Licensing Administration Officer has responded to our request for advice regarding street trading. This detailed the action that would need to be taken should the Council wish to implement the control of street trading within the Town. Concern was expressed about the trading that takes place during events such as the Michaelmas Fair and the Christmas Lights Festive. Cllr Carroll felt that as a Charter Town there are different regulations to us. The Mayor proposed the Council set in motion arrangements to restrict street trading providing it does not make it impossible to trade at the existing fairs, seconded by Cllr Blundell and approved. ACTION TOWN CLERK

12. TRAFFIC MANAGEMENT - REPORT: DECRIMINALISATION OF ON-STREET PARKING:
Letter read from Linda Chambers, Director of Central Services, SSDC summarising what is involved in decriminalising parking. This would effectively mean that parking enforcement ceases to be a police responsibility, and becomes the responsibility of the Local Traffic Authority - the S.C.C. Parking offences, with certain exceptions are 'decriminalised' and therefore enforced as civil contraventions. The County Council can appoint the District Council to take on this role on its behalf. If 'decriminalisation' is pursued then it would apply to the whole district, not certain parts of it. Parking attendants are employed to enforce parking restrictions, issuing 'Penalty Charge Notices' to vehicles which contravene these restrictions. These PCNs are civil debts, due to the local authority and enforceable through the normal civil debt recovery process. Cllr Blundell proposed the Council should not support this, seconded by Cllr Wright and approved.

13. MR HUNT, HEADMASTER OF THE COMMUNITY COLLEGE:
The Mayor welcomes Mr Hunt to the meeting to discuss three items which have been considered recently.
Skateboarding: Mr Hunt advised skateboarding on Community College grounds has had to be stopped because of the difficulty of insurance with any unsupervised activities on College grounds. The possibility of using an existing tarmac area at the Community College may be possible if the issue of Insurance could be sorted. The Clerk has contacted Zurich Municipal who require further information before they can confirm that the Council Public Liability Insurance can be extended. The cost of using an area already hard surfaced would obviously make this a cheaper option and funding would only need to be raised for the purchase of equipment needed and maintenance thereof. Cllr Carroll proposed that the Council accepts in principal the extension of the existing Public Liability Insurance and this is taken forward to discuss in more detail with Mr Hunt and Mr Proctor. Seconded by Cllr Blundell and approved.
Response to letter to Parents from Mayor and Headmaster: The responses to the letter sent to parents jointly from the Mayor and Headmaster seeking views about what young people can do out of school hours have been analysed. By a large majority the request was for a regular facility/cafe where young people can meet and socialise. The question of where, how and by whom need to be considered, the Headmaster indicated he would be willing, subject to several provisos to consider having some where on Community College grounds, although other avenues should also be investigated. Further work is to be done and contact will be made with the various youth services that cover this area. Cllr Blundell proposed that the Council supports this idea as there are few amenities in the Town for this age group, seconded by Cllr Jones and approved.
Twinning: At a meeting at the Community College on 29th November there was keen interest in establishing links with St Marcel in France. A committee has been set up, of which the Mayor is a member and it is clearly understood that no money will be expected from Council funds. A group visit is planned for nine days in March, when 39 students, 3 teachers and 8 members of the community will be visiting St Marcel. It is expected there will be a return visit in June or July. The Mayor proposed the Council supports twinning providing there is no financial burden on the rate payers, seconded by Cllr Blundell and approved.

14. SOUTH SHROPSHIRE HOUSING ASSOCIATION:
Letter from Mr McCaul was read to the Council, apologising for not responding to our request of the 20th July and suggesting an informal meeting to discuss the issue of Corricks Rise, attended by one or two members of the Town Council, the Clerk, P.C. Weaver and/or Barratt, Mr M. Holland and himself. It was thought best not to involve the residents at this particular stage. The Council proposed this offer is welcomed and we offer use of the Town Hall. The Clerk will contact the Police to enquire what the best time to hold such a meeting would be. ACTION TOWN CLERK

15. FLOODING AND DRAINAGE:
As requested at the previous meeting, letters had been written to the various authorities. To date no response has been received.

16. CIVIC AWARDS:
There are a large number of people who are involved in voluntary work in the Town and Cllr Blundell felt it would be nice to publicly acknowledge appreciation by way of some sort of Civic Award. He suggested that it may be an appropriate gesture to give out awards, perhaps at the Annual Council Meeting, a Civic Award or Awards to people who had made a valuable contribution to the Town or its residents. Cllr Blundell proposed this is on the Agenda for discussion at February's Council meeting in order that Councillors can consider. AGENDA FEBRUARY

17. PARKING FOR PUBLIC EVENTS:
During the Christmas Lights Festival there was a much larger number of vehicles than organisers had anticipated and the Playing Field was opened up as an emergency parking area. There was no objection to this, but had it been a wet Autumn the Playing Field would not have been suitable. It was felt there it is important that a flat field on the outskirts of Town is found that can be used in such circumstances. The Mayor proposed that at the meeting when a public event is announced discussion as to parking takes place. Seconded by Cllr Jones and approved.

18. LOCAL SUPPORTING PEOPLE LIAISON GROUP:
The Supporting People programme is a new system for the planning, monitoring and funding of housing related support services which will be introduced from 1st April 2002. Supporting People will not replace Care in the Community, is intended to complement existing care services by providing a lower level of practical support to people in their own homes. It is a working partnership between Housing, Social Services, Health and Probation, in close consultation with service users and the voluntary sector. The introduction of this Initiative is being taken forward both at County and local level through local, District Level Implementation Groups. Cllr Ralph Walker is the SSDC elected member on the Local Supporting People Liaison Group.
The Mayor read an item from Steve Price reporting that the Social Policy Committee at the meeting on 13th November looked at the extent of housing support needs within the District. Councils are requested to make Steve Price aware of any evidence of need so that it can be assessed. Cllr Blundell proposed that the Town is desperately short of low cost housing for rental and when something becomes available it is taken up by people out-side the Town who have more 'points', seconded by The Mayor and approved. The Mayor proposed that there should be a method introduced to ensure that property that is 'low cost' at the time of building does not cease to be low cost when it is sold. A period of 15 years is suggested during which the price should be controlled. Seconded by Cllr Blundell and approved. ACTION TOWN CLERK

19. COMMUNITY SAFETY:
Copy of a press release from Mr Biggs had been circulated to Councillors. SSDC is to receive "Communities Against Drugs" funding from the Government of £42,000 a year for three years. The Community Safety Partnership will be considering the development of a strategy and action plan to ensure the funding is effectively used. Views and initiatives should be submitted to Mr Biggs in order for a strategy to be developed which tackles local problems with local solutions. A presentation will take place of Crime Audit Findings tomorrow 12th December at the Shirehall, where consultants will be summarising statistical information in a 'crime map' and providing the results of a survey of 20,000 residents, 3,000 young people and ethnic minorities across the County regarding issues and concerns about community safety.

20. REPORT OF RECENT MEETINGS ATTENDED BY COUNCIL REPRESENTATIVES:
a) The Mayor reported he had attended the recent meeting of the Trustees of the Trinity Hospital, where currently there is one vacancy. The accommodation is excellent and the low cost of rental includes heating.
b) Cllr Morris had attended the meeting at the Community College, 'What's the future for small villages', and reported that there will be no new building in the villages of South Shropshire, only in the larger market towns.

c) Cllr Jones gave a brief report of the two meetings she had attended on the 16th October, the Chapel Yard Heritage Archive Partnership Group and the Community Advisory Group. CIRCULATE MINUTES
d) Cllr Lawrence attended a meeting of the Bishop's Castle & District Lifeline Company on 29th November at the Community College and gave a brief report. She was concerned to hear that there had been objections to the suggestion of a campsite, Cllr Blundell requested that this is an Agenda item for the next meeting. AGENDA NEXT MEETING
e) South Shropshire Sport & Leisure Advisory Committee: Meeting due to take place this evening, so unfortunately the Town Council would not be represented. Agenda and Minutes of the previous meeting held on 18th September to be circulated.
CIRCULATE MINUTES

21. STREET LIGHTING:
There was no sent the design request for Kerry Lane together with the Council's comments about the location of various lights to Mr D'Alesio at The Shirehall. There were no other lighting matters.

22. CORRESPONDENCE:
a) Mrs V. Ellis, Secretary of the Public Hall Committee: Unfortunately the application for funding made to the Lottery has not been successful. However, the Committee feel that the kitchen and toilets desperately need up-grading and plan to go ahead with renovations. The Council had agreed to a grant of £1,000 for the previous project and the Committee would like confirmation that this would be available for this smaller less ambitious plan. Cllr Wright proposed that as this is a financial matter it needs to be on the Agenda for the next meeting. AGENDA - JANUARY
b) L. Cross, South Shropshire Tourism Association: Objective 2 Funding Programme - 6 Town's Branding. Bids are currently being invited for external funding. S.S.T.A. in partnership with Enterprise South West have generated a potential project idea and would like reaction/support for it. Tourism is highlighted as a "growth sector" within Objective 2 and they hope to develop "the market towns tourism product". The idea needs development and a meeting to discuss this is being held on Thursday 24th January at 10.30 am at Stone House. Cllr Carroll reported that she is already going as representative of another group and would welcome any other Councillor to join her. Cllr Morris proposes that this is an opportunity to raise the closure of toilets, seconded by The Mayor and approved.
c) Mr A. Jones, SSDC: The light in Harley Jenkins Street car park should be erected soon, MEB Contracting have been chased for a firm date. Bench in Union Street, is the responsibility of the Town Council and not the District Council.
d) Countryside Unit: Grants and Awards Fact Sheet. CIRCULATE
e) The Golden Jubilee Summer Party - Monday 3rd June 2002: Booklet designed to assist in organising the lighting of a beacon or a garden or street party for The Queen's Golden Jubilee celebrations. CIRCULATE
f) SSDC: Arrangements for collection of household rubbish over Christmas and New Year. NOTICE BOARD
g) The Countryside Agency: Parish Transport Grant CIRCULATE
h) S.C.C. Local Transport Plan for Shropshire - Annual Progress Report 2001: CIRCULATE
i) M.E.B.: Contact. CIRCULATE
j) Shell Interactive: CIRCULATE
k) Playing Field gate: Mr Whitefoot has designed and costed out a gate for the Playing Field entrance. Cllr Morris proposed that Mr Whitefoot's offer to make this gate is accepted and that the Playing Field Committee meet with him to confirm the exact position of the fence and gate and the Committee is given Power to Act up to £5000, seconded by Cllr Carroll and approved. ACTION PLAYING FIELD COMMITTEE
The Mayor declared the meeting closed at 10.00 p.m.