



# Bishop's Castle TOWN COUNCIL



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## MINUTES of the MEETING OF BISHOP'S CASTLE TOWN COUNCIL

HELD IN THE COUNCIL CHAMBER, TOWN HALL

ON TUESDAY 16th OCTOBER 2018 AT 7.30PM

PRESENT	APOLOGIES
Cllr J. Carroll (Mayor) Cllr A. Roberts Cllr R. Houghton Cllr J. Magill Cllr G. Perry	Cllr K. Bance Cllr S. Whittingham

IN ATTENDANCE	
Mr G. Rippon Mrs C. Owen	Cllr J. Keeley 1 member of the Public

Fire Procedure was outlined

Minute No.	Agenda Item	
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186-18      1      **APOLOGIES**  
Cllr Bance (work) and Cllr Whittingham (ill-health) gave apologies.

**RESOLVED**

Apologies accepted.

187-18      2      **TO CO-OPT NEW COUNCILLORS**  
One person had expressed an interest, but has since withdrawn.

188-18      3      **DECLARATIONS OF INTEREST**  
a) To declare any disclosable pecuniary interests  
b) To declare any personal interests.

Name	Agenda Item	Personal	Prejudicial
Cllr J. Carroll	Item 13 Town Hall Trust	✓	
Cllr J. Magill		✓	✓
Cllr Roberts		✓	

- 189-18 4 **APPROVAL OF MINUTES**  
To approve the minutes of the Town Council meeting held on Tuesday 18<sup>th</sup> September 2018.  
**RESOLVED**  
The minutes were approved after a correction: Lawrence should have said Laurens. All in favour.
- 190-18 5 **REPORT FROM THE MAYOR**  
Jim Campbell has agreed to sort out the footpath lights on Oak Meadow, hopefully at half-term.  
There is a LJC meeting on 6<sup>th</sup> November at Llanfairwaterdine. Cllr Perry offered to attend in the mayor's absence.
- 191-18 6 **REPORT FROM THE CLERK**  
Public Hall. Paul Bebb has signed the lease and has started to pay the rent. A new gate has been installed. The inside has been well decorated and maintained.  
Audit. The internal auditor will undertake an interim audit and there will be a meeting with Shropshire Council on 6<sup>th</sup> November. The Town Clerk and Cllrs Carroll and Magill will attend.
- 192-18 7 **UNITARY COUNCILLOR**  
The Underground. The inside is looking much better now. The Committee has agreed to pay for the pump to be renewed. Progress has been made on updating the signatories. Priorities to address are flooring; heating and the damp corner by the steps.  
Cllr Carroll reported that Gavin Cooke has been asked to cost Solar Panels and Electric Storage Heaters, (approximately £17,500). The Town Council would like to contribute but cannot factor it into the budget until the year after next. The quote would include heating for the Underground. Cllr Keeley said ideally a cloud based system that can be controlled remotely, would be ideal.  
There has been more interest in bookings.  
Early Years Family Support Services. It has been confirmed there will be 7 hubs in Shropshire, the nearest one being Ludlow. In order to make Crowgate more viable they are proposing to offer 2 days a week for under 2-year-olds. This would help greatly since the nearest one is Pontesbury.  
Business Park. Things are still looking favourable for the development of the Business Park with interest from a Mail Order Company and a Pharmaceutical Company. The Land Trust are still looking to create a work place venue and are talking to the Community College about possible student use.  
Speed Restrictions. Highways are assessing the need for a speed limit in Lydham and have been approached to extend the speed restriction on Welsh Street further uphill now there are more houses there but no pavement.
- 193-18 8 **PUBLIC PARTICIPATION SESSION**  
No comment was made.
- 194-18 9 **PLANNING**  
**RESOLVED**  
No objection. Proposed Cllr Perry; Seconded Cllr Magill. All in favour.

**RESOLVED**

No objection. Proposed Cllr Houghton; Seconded Cllr Perry. All in favour.

195-18

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**MONTHLY FINANCES**

- i. To note the Bank Reconciliation.

**RESOLVED**

The bank balances were noted. Proposed Cllr Houghton, Seconded Cllr Perry. All in favour.

- ii. To approve the following invoices for payment:

Payee	Item	Invoice	Amount £
Shropshire County Pension Fund	Monthly pension payment	October	640.21
HMRC	PAYE and NI	October	762.50
Staff salaries	4 staff	October	2128.22
A. Evans	Grass Cutting	216	3844.56
G.J. Rippon	Expenses	217	138.29
Exemplum	Printing	218	69.54
Exemplum	Printing	219	376.20
Exemplum	Printing	220	83.72
P. Eldridge	Cleaning	221	50.00
A Wallace	street cleaning	222	23.55
C. Owen	minute taker	223	37.56
G. Dudley	Toilet cleaning	224	456.00
Three Tuns	Civic Award	225	41.06
Telescopic Window Cleaning	Window Cleaning	226	45.00
SLCC	Conference	227	534.00
PKF Littlejohn	External Audit	228	480.00
Highline	Street Lighting	229	138.60
Bullseye	Rabbit control	230	160.00
Halls SMS	Town hall public toilet paper	231	55.06
For Information			
BT	telephone	231	360.14
NW.Flags	New Flags	232	63.84
Shropshire Council	Rates	234	108.00
	<b>Total</b>		<b>10541.99</b>

**RESOLVED**

That all invoices to be paid, along with £120 Civic Award to the Happy Bap and £750 for 3 Tommy Silhouettes.

Proposed Cllr Houghton; Seconded Cllr Perry. All in favour.

- iii. To receive the recommendation from the Finance Committee.

Allotment tenants will get an offer of 3-year freeze on rent for a £50 contribution, this was to assist with the match funded income that would be needed for

the allotment grant. There was a need to protect the allotment grant from the Leader fund with match-funding. Matthew Mead will keep on looking for grants. If Enterprise House needs more support, it will need to be in 2020-2021 budget.

The budget was discussed at length and the recommendation from the Finance Committee that the budget for 2019-2020 be £142800 this would be offset with a projected income of £30000 however it was noted that there was a need to build up the reserves to a level acceptable under good practice.

**RESOLVED**

That the budget for 2019-2020 be £142800 and the precept be £138,000 (up £4000) Which is a £6.25 increase on last year. Which equates to an increase of £0.52 p per household per month.

This was proposed by Cllr Perry; Seconded Cllr Houghton and was passed unanimously

iv. To note the performance against budget.

The Council is working towards increasing its reserves.

**RESOLVED**

Noted. Proposed Cllr Houghton; Seconded Cllr Magill. All in favour.

196-18 11 **NEIGHBOURHOOD PLAN**

Andrea Pellegram made a very clear presentation to the Town Council and the Town Plan Group. The work already done by the Town Plan Group on the Community Led Plan was a good foundation to build from. Town Council need to agree to employ her.

**RESOLVED**

That she be appointed. Proposed Cllr Magill; Seconded Cllr Roberts; All in favour.

The designated area needs to be nominated and confirmed by Shropshire Council.

Andrea will be asked to submit a quote for developing the Neighbourhood Plan with the Town Plan Group and then Shropshire Council can make the application and give the Town Council the money to employ her.

197-18 12 **TOWN PLAN**

There was a meeting next week to approve the Development Policy that will feed into the Neighbourhood Plan.

**RESOLVED**

The Council amended the title to Bishop's Castle Development Policy. Proposed Cllr Roberts; Seconded Cllr Perry. All in favour.

198-18 13 **TOWN HALL TRUST**

Finances are sound and they are looking to purchase a dishwasher and get quotes for some blinds for the lift. VT Prints are being asked to make some permanent 'No parking' signs and put some decals on the glass door into the lower room to prevent people walking into it.

A supplementary cleaner has been appointed for busy periods.

199-18 14 **REPORTS ON MEETINGS ATTENDED**

SpArC. Cllr Houghton had attended a SpArC meeting. The committee was waiting for details from Shropshire Council re the tender process. Grants from a number of Parish Councils were helping things along.

Dementia Friendly Steering Group. Cllr Roberts had attended this meeting and work had begun to produce an Action Plan for Bishop's Castle to get Dementia Friendly Town status. The Alzheimer's Society will assess the application.

200-18 15 **ITEMS FOR FACEBOOK / WEBSITE**

Caring for God's Acre receiving the Queen's Award for Voluntary Service.  
Thanks to Michaelmas Committee for a lot of hard work on a very wet day!  
November 11<sup>th</sup> Armistice Commemoration events.  
Thanks to Tracey Magill for his service to the Town.

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**NEXT MEETING**

Tuesday 20<sup>th</sup> November, 7.30pm

Meeting closed at 8.45pm.