



BISHOP'S CASTLE TOWN COUNCIL



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The Town Hall
Bishop's Castle
Shropshire
SY9 5BG

MINUTES of the MEETING OF BISHOP'S CASTLE TOWN COUNCIL

HELD IN THE COUNCIL CHAMBER, TOWN HALL

ON TUESDAY 19TH FEBRUARY 2019 AT 7.30PM

PRESENT	APOLOGIES
Cllr J. Carroll (Mayor) Cllr A. Roberts Cllr G Perry Cllr J. Magill	Cllr R. Houghton Cllr K. Bance Cllr S. Whittingham
IN ATTENDANCE	
Mr G. Rippon Mrs C. Owen Cllr J. Keeley 2 Members of the Public	

Fire Procedure

Minute No.	Agenda Item	
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| 20-19 | 1 | <p><u>APOLOGIES</u>
Cllr Bance; Cllr Houghton; Cllr Whittingham.</p> <p><u>RESOLVED</u>
Apologies accepted. Proposed Cllr Roberts; Seconded Cllr Perry. All in favour.</p> |
| 21-19 | 2 | <p><u>TO CO-OPT NEW COUNCILLORS</u>
None.</p> |
| 22-19 | 3 | <p><u>DECLARATIONS OF INTEREST</u>
a) To declare any disclosable pecuniary interests
b) To declare any personal interests.</p> |

Name	Agenda Item	Personal	Prejudicial
Cllr J. Carroll	Item 9 Planning	✓	✓
Cllr G. Perry	Item 15 Light at Brick Meadow	✓	
Cllr J. Carroll Cllr J. Magill	Item 17 Town Hall Trust	✓ ✓	✓

Cllr A. Roberts		✓	
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- 23-19 4 **APPROVAL OF MINUTES**
 To approve the minutes of the Town Council meeting held on Tuesday 15th January 2019.
RESOLVED
 The minutes were approved (an omission in declarations of interest was rectified).
 Proposed Cllr Perry; Seconded Cllr Magill. All in favour.
- 24-19 5 **REPORT FROM THE MAYOR**
 Nothing to report.
- 25-19 6 **REPORT FROM THE CLERK**
 Andrea Pellegram had produced her report on the Neighbourhood Plan: copies are available.
 Jonathan Brown had been in touch re the vacant shop and dwelling that was Stars' Newsagents. Stuart Taylor would like to make a representation to declare it an asset of community value, and under Section 215 of the Town and Country Act request that it is tidied up/improved and declared as an empty home. The Town Clerk will follow this up.
 The Town Clerk had been informed that Shropshire Council still holds £5,500 of CIL money, to be used for infrastructure. (Community Infrastructure Levy). The Town Clerk will investigate what exactly it can be used for – see item 15.
 The Town Clerk had received designs and prices for a replacement springer for the Oak Meadow Play Area.
- 26-19 7 **UNITARY COUNCILLOR**
Underground: There had been some vandalism in December. Signs had been torn off and the security camera broken. The camera company failed to send an alert so were sending a new camera free of charge.
 The drains have been surveyed and cleared. The pipes are in good condition. Hand Dryers may be installed instead of paper towels to try to prevent future blockages. There are plans to renew the flooring in the toilets and renovate them.
 Two heaters will be purchased (£150 each) which will be wifi controlled. The pump is working well.
Street Lights: The street lights on Corporation Street are not coming on early enough. Cllr Keeley will raise this with Shropshire Council.
Housing: The Oak Meadow Housing Planning Application has been passed. Cllr Keeley will liaise with the Town Council re publicising the need for housing applicants to register with Shropshire HomePoint and also the details of the criteria required.
 The Public Consultation Meeting re future housing plans in the town was well attended. The results are awaited, as well as news on the previously proposed site(s).
Skate Park: Cllr Keeley asked for match-funding from the Town Council to assist the skateboarders to raise money for a covered seating area in the Skate Park.
Traffic: There have been complaints re congestion and parking issues outside Spar. Cllr Keeley will talk to Highways about the issue. Suggestions are to restrict people from parking on the pavement, and to encourage people to use the car park at the back. Signage and road markings would help.

27-19 8

PUBLIC PARTICIPATION SESSION

The members of the public explained the details of their planning application.

28-19 9

PLANNING

19/00049/FUL – conversion and part demolition of existing outbuildings and barn to a holiday let and studio, 23 High St.

Cllr Carroll left the room at 20.08 and Cllr Magill took the Chair.

RESOLVED

No objections. Proposed Cllr Perry; Seconded Cllr Roberts. All in favour.

Cllr Carroll returned at 20.09 and resumed the chair.

19/00039/TCA – works to trees, 25 Welsh St.

Following the recommendations of the tree warden:

RESOLVED.

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

19/00120/FUL – Alterations to design, scale and layout. Plot 1 The Leys.

RESOLVED

No objection. Proposed Cllr Perry; Seconded Cllr Roberts. All in favour bar 1 abstention.

29-19 10

MONTHLY FINANCES

i. To note the Bank Reconciliation.

RESOLVED The bank balances were noted. Proposed Cllr Magill: 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	February	640.21
HMRC	PAYE and NI	February	762.50
Staff salaries	4 staff	February	2128.22
C. Owen	minute taker	365	37.56
A. Wallace	street cleaning	366	23.55
G. Dudley	Toilet cleaning	367	420.00
M. Gwilliam	Expenses	368	42.50
P. Barnes	public hall	369	242.92
T. Baker	public hall	370	480.00
Shropshire Council	joint energy	371	621.14
Highline	Street Lighting	372	433.56
A. Evans	grass cutting etc	373	1575.00
A. Evans	grass cutting etc	373	258.00
A. Evans	grass cutting etc	373	210.00
A. Evans	grass cutting etc	373	948.36
A. Evans	grass cutting etc	373	844.32

A. Evans	grass cutting etc	373	950.40
A. Evans	grass cutting etc	373	276.00
G.M. Cooke	electrical work	374	344.40
BCBS	Building supplies	375	71.05
BCBS	Building supplies	376	29.71
Telescopic WC	Window cleaning	377	45.00
PHS	Sanitary ware	378	24.00
Blachere	Christmas lights	379	220.80
Blachere	Christmas lights	380	879.60
VT Prints	motifs for the doors	381	64.80
Mark one	fire safety check	382	90.00
Halls sms	loo rolls	383	29.34
BCHRC	storage	384	143.00
Exemplum	printing	385	425.36
Exemplum	Printing	386	10.74
For Information			
Eon	electricity	387	65.05
BT	telephone	388	375.33
BG	electricity	389	490.88
SG equipment	Printer lease	390	322.80
BG	electricity	391	147.26
ICO	Data protection fee	392	35.00
Host IT	Domain name	394	167.88
Host IT	Bronze business	395	320.76
	Total		15209.49

RESOLVED

The invoices are paid. In addition, the Parrot Springer should be bought for the play area at a cost of £990. Proposed Cllr Magill; Seconded Cllr Perry. All in Favour.

30-19 11

ALLOTMENTS

The grant application to the Leader Action Group was turned down. The proposed improvements will need to be scaled down and the most important issues prioritised.

RESOLVED £160 should be spent on rabbit control. Proposed Cllr Magill; Seconded Cllr Perry. All in favour bar 1 abstention.

31-19 12

SURFERS AGAINST SEWAGE

(Umbrella organisation for the Fight against Plastic)

RESOLVED. The wording was agreed. Proposed Cllr Roberts; Seconded Cllr Magill. All in Favour.

- 32-19 13 **NEIGHBOURHOOD PLAN**
 The Public ‘Visioning’ Meeting was attended by approximately 35 people. Thanks to the Community Led Partnership, a lot of the groundwork had already been done but now a steering group needed to be formed to take the specific task of the Neighbourhood Plan forward with the Partnership’s help. From the meeting, 3 members of the public had expressed an interest, as had Cllr Perry. Cllr Magill also volunteered. More volunteers from the public will be sought to form the group.
- 33-19 14 **WEBSITE**
 The Town Council’s new website, (ending in .gov) is up and running, with Links to the existing one. Councillors will have new email addresses.
RESOLVED.
 The new website be approved. Proposed Cllr Perry; Seconded Cllr Magill. All in favour.
- 34-19 15 **LIGHT AT BRICK MEADOW**
 There is no street light between the junction of Brick Meadow and the crossroads, making it unsafe for pedestrians at night. **RESOLVED** A street light, (preferably solar powered) should be installed. Proposed Cllr Magill; Seconded Cllr Roberts. All in favour. Town Clerk to check if this qualifies for CIL money – see Item 6.
- 35-19 16 **PACT**
 The Police and Community Team (PACT) meetings will continue to meet once a quarter, but will meet at the Town Hall. The Town Clerk will take over the administration from Matthew Mead.
- 36-19 17 **TOWN HALL and TOWN HALL TRUST**
 The Bishop’s Castle and Clun Tourism Group and Town Hall Trust are going to hold their meetings back to back to improve communications and efficiency.
- 37-19 18 **REPORTS ON MEETINGS ATTENDED**
 Cllr Carroll and the Town Clerk had attended at Chairs’ and Clerks’ Meeting and had met Gemma Davies, the Head of Economic Development. A Tourism Officer will be appointed. There didn’t appear to be much progress on the Business Park proposal.
 The Town Clerk had attended a Clerks’ Meeting. Under a restructuring, Shropshire Association of Local Councils (SALC) will combine with the Local Joint Council (LJC) for meetings in future. The LJC meetings are valued as a time when Councillors from the local Parish and Town Councils can meet together.
 Cllr Roberts had attended a meeting of the Dementia Friendly Community Steering Group. Valerie Woodmansey was delivering several awareness sessions. The Action Plan was almost complete and George Rook was meeting the group to advise them on it before submission to the Alzheimer’s Society for Dementia Friendly Community Status.
Healthy Lives Event This was very well attended, with many different organisations and volunteers present. Hopefully, more meetings will be planned to continue networking, as well as an annual ‘fair’ to provide and promote information. The Government is putting money into promoting healthy living because it is more cost-effective for the NHS in the long run.
- 38-19 19 **ITEMS FOR FACEBOOK / WEBSITE**
 New housing – need for applicants to register for Shropshire HomePoint and for the

criteria required to be publicised.

Neighbourhood Plan Steering Group volunteers required.

More Councillors needed, please.

39-19 20

NEXT MEETING

Tuesday 19th March, 7.30pm

Meeting closed at 9.11pm.