



BISHOP'S CASTLE TOWN COUNCIL



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The Town Hall
Bishop's Castle
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MINUTES of the MEETING OF BISHOP'S CASTLE TOWN COUNCIL

HELD IN THE COUNCIL CHAMBER, TOWN HALL

ON TUESDAY 17th MARCH 2020 AT 7.00PM

| PRESENT | APOLOGIES |
|---|------------------|
| Cllr J. Magill Cllr R. Houghton Cllr J. Carroll Cllr Whittingham Cllr G. Perry Cllr A. Stelman Cllr J. Dickin | |
| IN ATTENDANCE | |

Mr G. Rippon Mrs C Owen
There was 1 member of the public present.

Mr Beatty gave a presentation to the Council on Modern Slavery and the signs to look out for. Various Agencies are working together, (Public Services, Charities and Religious Groups), to raise awareness of the issues which affect rural areas as much as urban areas. The public are asked to be vigilant and look out for unusual or suspicious behaviour and report it to the helpline 08000 121 700. Mr Beatty will write an article for the Newsletter later in the year.

Fire Procedure

| Minute No. | Agenda Item | |
|------------|-------------|--|
| 40-20 | 1 | <u>APOLOGIES</u> Cllrs Bance and Morris have resigned. |
| 41-20 | 2 | <u>TO CO-OPT NEW COUNCILLORS</u> None at present |
| 42-20 | 3 | <u>DECLARATIONS OF INTEREST</u> a) To declare any disclosable pecuniary interests b) To declare any personal interests. |

| Name | Agenda Item | Personal | Prejudicial |
|---------------|-------------|----------|-------------|
| Cllr Houghton | Item 10 | | ✓ |

| | | | |
|------------------------------|---------|---|--|
| Cllrs Carroll & Whittingham | Item 12 | ✓ | |
| Cllrs Dickin and Whittingham | Item 9 | ✓ | |

43-20 4

APPROVAL OF MINUTES

RESOLVED:

Minutes approved. Proposed Cllr Stelman; Seconded Cllr Dickin. All in favour.

44-20 5

REPORT FROM THE MAYOR

Covid-19. Lots of events were being cancelled because of Covid-19. Many people were volunteering to help to support vulnerable people. The Town Clerk is compiling a list. People are urged to contact the Clerk if they wish to volunteer.

The BC Newsletter is about to be distributed. Cllr Perry suggested that the Postcard in general circulation on social media offering help, should be inserted when delivered to known residents in the vulnerable categories with the local councillor's contact on, should they need to ask for help. The Clerk will print a supply.

Concern was expressed for the nutritional needs of students who are entitled to free school meals if the schools have to close. Councillors to work with the Clun Food Bank to see if an outlet in Bishop's Castle can be organised in partnership with the Council.

The Council will put itself forward as coordinators of help, using the ground floor as a hub. Volunteers are asked to contact the Town Clerk.

The Walking Festival has been cancelled, but other Festival organisers are continuing their planning for the time being, although postponement may ensue nearer to the event. The emphasis being postponement rather than cancellation.

The Mayor's Chain of Office needs updating. David Jones has been contacted.

45-20 6

REPORT FROM THE CLERK

The Clerk had received a letter from a Town Planning and Development Consultancy. He will acknowledge receipt.

The Clerk had received an email from Mathew Mead re the endangered Pearl Freshwater Mussels living in the Clun Valley river systems. Following the outcome of a Dutch Law Case, Shropshire Council will oppose any new building applications in the Clun Valley area, which includes Bishop's Castle, where a toilet is planned. This will have huge planning implications for the area.

Many larger Councils are cancelling Council meetings with effect from 1st March – 1st June. However annual meetings must be held and accounts audited. Smaller meetings can take place via Skype and people are urged to work from home wherever possible. Shropshire Council is looking into the legal position. Parliamentary legislation is needed to bring some different working practices into effect.

The April Town Council Meeting will be cancelled and the Town Clerk will work from home whenever possible. Phone calls will be directed accordingly.

RESOLVED:

The Town Council adopts the High Consequence Infectious Disease Policy prepared by the clerk, cancels April's Council Meeting, and works by email or if possible by video conferencing.

Proposed Cllr Houghton, Seconded Councillor Carroll. All in Favour.

46-20 7

UNITARY COUNCILLOR

Councillor Houghton encouraged anyone hit by the recent flooding who had not claimed to get in touch.

The resurfacing at the bottom of town has been done well. Cllr Houghton will meet with Kevin Aitken to discuss the white lines that need to be painted.

Two grants were being applied for re the new Business Park.

A grant of £15,000 had been successfully secured to redevelop the area adjacent to the SpArC building.

47-20 8 **PUBLIC PARTICIPATION SESSION**

None present

48-20 9 **PLANNING**

1 20/00429/FUL – Sports Pavilion

RESOLVED:

No objection – suggested they add a car charging point to the car park. Proposed Cllr Houghton; Seconded Cllr Dicking. All in favour.

2 20/00596/FUL – Change of use of building East of 28 High St.

RESOLVED:

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

3 20/00601/FUL – erection of dwelling on Corporation St.

RESOLVED:

No objection. Proposed Cllr Carroll; Seconded Cllr Perry. 4 in favour, 1 against, 2 abstentions.

4 20/00633/ADV – withdrawn

5 20/00659/AMP – Change of brickwork.

RESOLVED:

No objection. Proposed Cllr Carroll; Seconded Cllr Stelman. All in favour.

6 20/00670/FUL – extension to roof terrace, Station St.

RESOLVED:

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

49-20 10 **MONTHLY FINANCES**

i. To note the Bank Reconciliation.

RESOLVED:

Noted. Proposed Cllr Dickin; Seconded Cllr Carrol. All in favour.

The Clerk has now opened a new bank account for the Public Hall Trust and has transferred £5,000 into it.

ii. To approve the following invoices for payment:

| Payee | Item | Invoice | Amount £ |
|--------------------------------|-------------------------|--------------|----------|
| Shropshire County Pension Fund | Monthly pension payment | March Return | 669.82 |
| HMRC | PAYE and NI | March Return | 784.74 |
| Staff salaries | 4 staff | March Return | 2249.08 |
| C. Owen | minute taker | 397. | 37.56 |
| A. Wallace | Street cleaning | 398. | 36.08 |
| G. Dudley | Toilet cleaning | 399. | 336.00 |
| The Mailing room | Postage | 400. | 119.40 |
| BCBS | Materials | 401. | 67.84 |
| Exemplum | printing | 402. | 84.18 |
| Belvidere lifts | Maintenance | 403. | 139.20 |
| D.W. Cole | Heating issue | 404. | 265.00 |
| Mark One | Emergency lights | 405. | 292.78 |
| G.J. Rippon | Expenses | 406. | 24.50 |
| Cllr. R. Houghton | Mileage | 407. | 10.80 |

| | | | |
|-----------|--------------------------|------|------------------|
| | | | |
| Bt | telephone and broad band | 408. | 363.30 |
| waterplus | Rates | 409. | 21.13 |
| waterplus | Rates | 410. | 45.56 |
| BG | electricity | 411. | 138.69 |
| EON | electricity | 412. | 219.87 |
| EON | electricity | 413. | 127.19 |
| | | | |
| | Total | | £ 6032.72 |
| | | | |

RESOLVED:

Approved. Proposed Cllr Carroll; Seconded Cllr Stelman. All in favour.

50-20 11 **USE OF THE PLAYING FIELDS**

RESOLVED:

The Bootcamp Fitness Group are allowed to use the playing fields. The Clerk has already written to them. Proposed: Cllr Carroll; Seconded Cllr Houghton. All in favour.

51-20 12 **TOWN HALL TRUST**

The Town Hall is closed as a venue and tickets refunded. It will stay open as a shop for now. Staff will work until 31st March, when the situation will be reviewed.

Cllr Whittingham has asked for a sign to be made and displayed asking smokers to put their cigarette ends in the bin, and not litter them all over the pavement by the Town Hall. WiFi CCTV is being costed.

52-20 13 **COMMUNITY PARTNERSHIP**

Meeting is cancelled.

53-20 14 **REPORTS FROM MEETINGS ATTENDED**

Cllr Carroll attended a SWS Shropshire Meeting. Mike Ashwell is retiring at the end of the year.

Cllr Houghton had attended a PACT Meeting. The main issue for the police at the moment is theft of quad bikes and power tools from outbuildings.

54-20 15 **ITEMS FOR FACEBOOK / WEBSITE**

Corona Virus. April Meeting cancelled but all Councillors available.

55-20 16 **STAFFING ISSUES**

3 Staff appraisals have been held with satisfactory outcomes.

RESOLVED:

The Cleaner's hours of work and tasks required will be reviewed by the Personnel Committee. The Clerk and Assistant Clerk's salary will be increased by 2% pending full outcome.

Proposed Councillor Perry; Seconded Councillor Stelman. All in favour.

56-20 17 **NEXT MEETING**

Tuesday in April 2020, 7.30pm. The meeting closed at 8.55pm.