



BISHOP'S CASTLE TOWN COUNCIL



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The Town Hall
Bishop's Castle
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SY9 5BG

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

HELD USING ZOOM

ON TUESDAY 21ST APRIL 2020 AT 7.30PM

PRESENT	APOLOGIES
Cllr J. Magill Cllr R. Houghton Cllr J. Carroll Cllr J. Dickin Cllr G. Perry Cllr A. Stelman	Cllr S. Whittingham

IN ATTENDANCE

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

Fire Procedure

Minute No.	Agenda Item	
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| 57-20 | 1 | <u>APOLOGIES</u> Cllr S. Whittingham |
| 58-20 | 2 | <u>TO CO-OPT NEW COUNCILLORS</u> None at present |
| 59-20 | 3 | <u>DECLARATIONS OF INTEREST</u>
a) To declare any disclosable pecuniary interests
b) To declare any personal interests.
None |
| 60-20 | 4 | <u>APPROVAL OF MINUTES</u>
RESOLVED: Minutes approved. All in favour. |
| 61-20 | 5 | <u>REPORT FROM THE MAYOR</u> |

Covid-19 Thanks to the Town Councillors and Volunteers for their support and to the Clerk for his help sorting out insurance for the volunteers.

Some of the road markings have been repainted by Shropshire Council.

It had come to the Mayor's attention that the on-line system for applying for houses at Ox Leasowe was not allowing people to declare a local connection. An email had been sent to Darren Luter and Mathew Mead to check the process.

- 62-20 6 **REPORT FROM THE CLERK**
 The Clerk had applied for a grant of £500 from Tesco's Bag for Life Scheme to help with volunteers' support – PPE etc.
 The Clerk will put a mileage claim form on the website for volunteers to use.
 The Clerk and Assistant Clerk are claiming £6 per week allowance for overheads whilst working from home as per standard practice. All in favour.
- 63-20 7 **UNITARY COUNCILLOR**
 Thanks to all the volunteers for their support.
 Shropshire had a Community Reassurance Group in place. Our local contacts are Phil Holden from Shropshire AONB and Mathew Mead. Cllr Houghton was meeting with Mathew Mead and Nigel Hartin this week to liaise.
 Cllr Houghton will raise the Homepoint application process difficulties.
 Cllr Houghton will raise the road markings issues, including missing ones and those done over potholes. Outside Stone house (Coverage Care) 'Thanks to the NHS' had been painted on the road. The scheduled meeting about the relocation of the disabled space at the top of town had been cancelled because of the lockdown.
 The Shropshire Council meeting on May 16th has been cancelled.
 The North of the County are going to try a virtual Planning Meeting. If successful, there will be one in the South subsequently.
 Shropshire Council has been very busy with Covid-19 issues. It is processing Business Grants and Business Rates as quickly as possible but please let Cllr Houghton know if there are any issues with these.
 The Mayor thanked Cllr Houghton for passing on all the information she is receiving.
- 64-20 8 **PUBLIC PARTICIPATION SESSION**
 None requested.
- 65-20 9 **CORONAVIRUS**
 Update on any issues in relation to the Coronavirus (including meeting protocols).
 The Clerk outlined three choices re the Annual Meeting.
 1) Hold the meeting remotely
 2) Keep the election of the Mayor in abeyance until the Council can physically meet.
 3) Postpone until next year, (Councillors keep their present posts).
RESOLVED: Option 1. Proposed Cllr Perry; **Seconded Cllr Carroll???** All in favour.
 Town Hall Trust staff had been furloughed, but were checking emails and maintaining finances. A claim had been made for 80% salary and the Trust would make up the 20%. The internal decorating had been completed.
 Cllr Stelman thanked Cllr Carroll for her assistance with the Food Bank re finance.
 The Clerk had not heard back from Shropshire Council about the grant applied for the Food Bank, nor the application for Town **Council's/Clerk's** costs. He had received some correspondence for the Business Grant for the Public Hall.
- 66-20 10 **PLANNING**
 None received.
- 67-20 11 **ZOOM**
 To discuss purchasing the basic Zoom package, (£120 per year).
RESOLVED: Approved. Proposed Cllr Stelman; **Seconded Cllr Houghton.** All in favour.

MONTHLY FINANCES

- i. To note the Bank Reconciliation
- ii. To receive the accounts 2019-2020.

RESOLVED:

i and ii approved. Proposed Cllr Carroll; Seconded Cllr Parry. All in favour.

- iii. To approve the following invoices for payment:

Payee	Item	Invoice	Amount £
Shropshire County Pension Fund	Monthly pension payment	April Return	697.81
HMRC	PAYE and NI	April Return	839.57
Staff salaries	4 staff	April Return	2324.03
C. Owen	minute taker	6.	37.56
A Wallace	street cleaning	7.	18.04
G. Dudley	Toilet cleaning	8.	168
G. Dudley	Toilet cleaning	9.	144
A. Evans	Grass cutting	10.	1366.20
Halls SMS	toilet supplies	11.	129.85
Halls SMS	toilet supplies	12.	122.35
A. Pellegram	Neighbour Plan	13.	1995.35
Telescopic Window cleaning	Window cleaning	14.	45.00
Viking	Stationery	15.	110.12
J.P. Brayford	Allotments	16.	1200.00
J.P. Brayford	Allotments	17.	2340.00
Exemplum	Printing	18.	502.18
Blanchere	Christmas lights	19.	317.40
Cleveland containers	Container for the allotment	20.	2550.00
MBO	Fire safety	21.	36.00
MBO	Fire safety	22.	50.40
Tony Baker	Maintenance at Public Hall	23.	260.00
Tony Baker	Painting of Town Hall	24.	1200.00
For Information			
Shropshire Council	Rates	25.	145.95
Shropshire Council	Rates	26.	55.32
Shropshire Council	Rates	27.	56.05
Water Plus	Water rates	28.	19.00
Water Plus	Water rates	29.	31.46
E.On	(electricity) Public Hall	30.	287.62
E.On	(electricity) Public Hall	31.	76.42
Water Plus	Water rates	32.	38.14
British Gas	Electricity (toilet block)	33.	116.70
BT	Telephone / broadband	34.	363.67
	Total		17606.05

Three further invoices had been received:

SALC Annual Subscription £738.49; PHS £833.012 and £460.26.

RESOLVED: Approved plus the three extra invoices. Proposed Cllr Houghton; Seconded Cllr Parry. All in favour.

69-20 13 **ITEMS FOR FACEBOOK / WEBSITE**

Thank you to volunteers plus mileage claim form.

Food Bank

Keith Whiddon's list of businesses who will deliver supplies.

Homepoint information for Ox Leasowe.

70-20 14 **NEXT MEETING**

Tuesday 19th May 2020, 7.30pm. The meeting closed at 8.28pm.

Requests for next agenda

Review CAB Grant

Confidential item re complaint