



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 15th OCTOBER 2019 AT 7.30PM

PRESENT	APOLOGIES
Cllr J. Magill Cllr N. Morris Cllr J. Carroll Cllr J. Dickin Cllr Whittingham	Cllr K. Bance Cllr R. Houghton Cllr G. Perry

IN ATTENDANCE	
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Mr G. Rippon
Mrs C Owen
There were 3 members of the public present.

Fire Procedure

Minute No.	Agenda Item	
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198-19 1 **APOLOGIES**
Cllr Perry (Course); Cllr Bance, (working); Cllr Houghton (holiday)..

199-19 2 **TO CO-OPT NEW COUNCILLORS**
The clerk reported that he had received an application for co-option.
It was agreed that the candidate would be interviewed before the next meeting.

200-19 3 **DECLARATIONS OF INTEREST**
a) To declare any disclosable pecuniary interests
b) To declare any personal interests.

Name	Agenda Item	Personal	Prejudicial
Cllr. Magill	Item 9.1 Planning	✓	
Cllr Carroll	Item 14 Town Hall Trust	✓	
Cllr Magill	Item 14 Town Hall Trust		✓

201-19 4 **APPROVAL OF MINUTES**
RESOLVED:
The minutes were accepted. Proposed Cllr Morris; Seconded Cllr Dickin. All in favour.

202-19 5 **REPORT FROM THE MAYOR**
The Mayor presented her report included in the report was

- The Planning for the Business Park had been granted. The Council were waiting on grant funding for the infrastructure.
- Remembrance Sunday 10th November. Meet at 10.30am please.
- Michaelmas Fair was great. It was well-attended and the sun shone! (Cllr Morris raised the issue of lack of parking for residents on the front street. He was advised to write to the Michaelmas Committee).
- Thanks for help with the BC Newsletter distribution.
- The Civic Awards is this Thursday.

203-19 6 **REPORT FROM THE CLERK**

The clerk had received numerous letters re the Civic Awards, including a letter of thanks from the Churchyard Project. Cllr Morris added that the BC Ladies Football Team had had their first match and were delighted to be able to wear a new kit provided by a Town Council Grant. Thank you.

Rob Rowe had asked the Council for a grant for £100 to sow wildflower seeds on the verges by the Community College. To be discussed at the November meeting.

A planning application to build fifty houses on the SamDev land adjacent to the Medical Practice had just been received. It was decided to hold a special Council Meeting to discuss this so that Councillors could have more time to look at the details. An outcome was needed by 30th October. The Clerk will organise this.

204-19 7 **UNITARY COUNCILLOR**

Not present

205-19 8 **PUBLIC PARTICIPATION SESSION**

There had been no requests made.

206-19 9 **PLANNING**

1. 19/04017/FUL Siting of 3 Railway Carriages for use as holiday lets at Foxholes.

RESOLVED: No objection. Proposed Cllr Morris; Seconded Cllr Dickin. All in favour.

2. 19/04158/FUL Erection of an agricultural livestock building at Banks Head.

RESOLVED: No objection. Proposed Cllr Carroll; Seconded Cllr Dickin. All in favour.

3. 19/04279/FUL Redevelopment of the former Weighbridge Office and surrounding and change of use to Class D1, and providing WC facilities and storage.

RESOLVED: No Objection. Proposed Cllr Carroll; Seconded Cllr Whittingham. All in Favour.

207-19 10 **TO DISCUSS THE PROVISION OF CCTV**

Because of increasing incidents of unruly behaviour outside the toilet area, combined with the need to protect Council property inside, the Council had been advised to obtain CCTV protection for insurance reasons.

The Town Council had approved the installation of WiFi CCTV inside some years ago but it had not been installed. Questions of monitoring, quality and cost arose. Cllr Dickin recommended the firm who supplied CCTV to the Community College.

RESOLVED The Town Clerk will get an expert in to provide advice and a quote. Proposed Cllr Dickin; Seconded Cllr Whittingham. All in favour bar 1 abstention.

208-19 11 **ALLOTMENTS**

Nothing to report.

209-19 12 **MONTHLY FINANCES**

- i. To note the Bank Reconciliation.

Finances healthy. However, more financial information needed with regard to the Underground.

RESOLVED: Town Clerk will invite committee a member of the Underground committee to a Council meeting to clarify the situation. Proposed Cllr Morris; Seconded Cllr Carroll. All in favour.

Cllr Whittingham agreed to be the nominated Councillor on the Underground Committee.

RESOLVED: The bank reconciliation is noted and accepted. Proposed Cllr Carroll, Seconded Cllr Whittingham. All in favour.

- ii. To receive the External Auditors Report.

The auditor was happy with the accounting system. He pointed out a very minor technicality of a notice being 2 days late. (Last year it was 2 days early)!

- iii. To approve the following invoices for payment:

Payee	Item	Invoice	Amount £
Shropshire County Pension Fund	Monthly pension payment	October Return	669.82
HMRC	PAYE and NI	October Return	784.74
Staff salaries	4 staff	October Return	2249.08
C. Owen	minute taker	195	75.12
G. Dudley	Toilet cleaning	196	336.00
Simpsons	Allotment prizes	197	15.80
Exemplum	printing	198	88.91
PKF	External Audit	199	480.00
A. Wallace	Street cleaning (x3)	200	108.24
MBO	Fire safety	201	76.38
MBO	Fire safety	202	449.20
Tel. WC	Window cleaning	203	45.00
Viking	Stationery	204	119.56
Shropshire Council	Rates	205	121.00
British Gas	Electricity	206	22.97
BT`	telephone and broad band	207	411.34
Road signs	Road signs	208	275.93
	Total		£6329.09

There had been complaints about the state of the toilets in the Auction Yard, particularly on busy Auction days when more maintenance and cleaning were needed. The cleaner had been asked to maintain the toilets more often and Cllrs Whittingham, Carroll and Magill will meet with the Town Clerk to look at the budget for it before the next meeting.

An extra invoice from Tony Baker had been received for £280 for miscellaneous jobs. **RESOLVED:** The invoices be paid, including Tony Baker's provided he completes all the tasks on the invoice. Proposed Cllr Carroll; Seconded Cllr Whittingham. All in Favour.

210-19 13 **COMMUNITY PARTNERSHIP**

Nothing to report

211-19 14 **TOWN HALL TRUST**

The finances are better. The rent of £2000 had been paid to the Town Council. Events were going well. Sunday opening was going well, (paid for by the Tourism group).

212-19 15 **CELEBRATION FOR THE 450 CHARTER**

The 400th anniversary of the Charter was celebrated 50 years ago, involving the whole community and warmly remembered by those who were there: costumes, maypole dancing, horses and carts, parades. A lot of photographs recall the event. Cllr Whittingham expressed a desire to celebrate 450 years, which would be in June 2023, so three years to plan.

RESOLVED: The newsletter be used to canvass a group of interested volunteers to get behind the idea and form a group to develop it. Proposed Cllr Whittingham; Seconded Cllr Dickin. All in favour.

213-19 16 **REPORTS FROM MEETINGS ATTENDED**

Cllr Whittingham had attended a Christmas Lights meeting. (7th December).

Proposals to close off Market Square and the top of town in the afternoon and put up a marquee for Old Fashioned Games, BC Orchestra etc. - attempting to bring people into town earlier. Craft Fair in Church; Christmas Turkey; Raffle; Grotto; Brollie Procession with Carols at strategic points up the hill; Father Christmas will take a break from his present making to switch the lights on by the Town Hall plus a surprise feature yet to be announced.

The contract for the lights runs out after this year. Will need to consider the options for next year.

Thanks were expressed to Councillor Whittingham for his hard work bringing everything together.

Cllr Carroll had attended a BC and Clun Tourism Meeting.

The Map was being produced, but increased costs have meant that there will not be a donation towards the Christmas Lights this year.

There had been a discussion about an October Food and Beverage Festival instead of the Christmas Lights, but that was a discussion for next year.

214-19 17 **ITEMS FOR FACEBOOK / WEBSITE**

Housing Planning Meeting, Christmas Lights – what's happening and stewards needed, Remembrance Service.

215-19 18 **NEXT MEETING**

Tuesday 19th November 2019, 7.30pm. The meeting closed at 8.15pm.