



BISHOP'S CASTLE TOWN COUNCIL



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The Town Hall
Bishop's Castle
Shropshire
SY9 5BG

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

HELD USING ZOOM

ON TUESDAY 15th SEPTEMBER 2020 AT 7.30PM

PRESENT	APOLOGIES
Cllr G. Perry Cllr J. Dickin Cllr A. Stelman Cllr J. Carroll Cllr S. Morris Cllr B. Hawes	Cllr J. Magill Cllr R. Houghton
IN ATTENDANCE	

Mr G. Rippon Mrs C. Owen
Mrs M. Gwilliam plus 1 member of the public

Fire Procedure

Minute No.	Agenda Item																	
160-20	1	<u>APOLOGIES</u> Cllrs Houghton and Magill																
161-20	2	<u>TO CO-OPT NEW COUNCILLORS</u> Applications are being processed.																
162-20	3	<u>DECLARATIONS OF INTEREST</u> a) To declare any disclosable pecuniary interests b) To declare any personal interests.																
		<table border="1"> <thead> <tr> <th>Name</th> <th>Agenda Item</th> <th>Personal</th> <th>Prejudicial</th> </tr> </thead> <tbody> <tr> <td>Cllr G. Perry</td> <td>No. 16 Town Hall Trust</td> <td>✓</td> <td></td> </tr> <tr> <td>Cllr J. Carroll</td> <td>No. 16 Town Hall Trust</td> <td>✓</td> <td></td> </tr> <tr> <td>Cllr A. Stelman</td> <td>No. 16 Town Hall Trust</td> <td>✓</td> <td></td> </tr> </tbody> </table>	Name	Agenda Item	Personal	Prejudicial	Cllr G. Perry	No. 16 Town Hall Trust	✓		Cllr J. Carroll	No. 16 Town Hall Trust	✓		Cllr A. Stelman	No. 16 Town Hall Trust	✓	
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Cllr J. Carroll	No. 16 Town Hall Trust	✓																
Cllr A. Stelman	No. 16 Town Hall Trust	✓																
163-20	4	<u>APPROVAL OF MINUTES of 18th AUGUST 2020</u> RESOLVED: Accepted. Proposed Cllr Stelman; Seconded Cllr Morris. All in favour.																
164-20	5	<u>PUBLIC PARTICIPATION SESSION</u>																

David Luckhurst gave an update on the options for installing an electric charging point in the town.

The location would need close access to 3-phase electricity supply. After looking at several possible sites, the most viable were the Harley Jenkins Street Car Park and the High St Car Park opposite the Coop.

There were several options available: Grants are available through the Office for Low Emission Vehicles, (OLEV)

Ask Shropshire Council to fund it with Highways England money;

Ask Commercial Properties to install a point at their own cost;

The Town Council applies for a grant;

The Town Council encourages homeowners to get a grant through the Home Charge Scheme

Encourage the use of the Workplace Charging Scheme.

So far, the Commercial Properties approached have not been willing to install it themselves.

The Town Council is in support - their preferred option would be for Shropshire Council to provide the funding and install one in either Car Park.

If not possible, The Town Council would seek a grant, of which it would be required to fund 25%.

It would be necessary to consult the public on the potential level of demand before applying for a grant. The Town Clerk will ask the Community Partnership to organise this.

Mr Luckhurst will pursue Shropshire Council and the Commercial Properties and bring a further update to the October Council meeting.

165-20 6 **REPORT FROM THE MAYOR**

Memorial Bench. This has now been ordered.

Playground Equipment. Additional quotes have not yet been received.

166-20 7 **REPORT FROM THE CLERK**

The legal issue of the poor rendering of the Town Hall was discussed in a very long mediation meeting on 10th September, without settlement.

The remedial work in question would cost £85,000. Shropshire Council seem to have backtracked somewhat on what had previously been agreed, re costs and the work required. Insurance would cover the costs if the work is still necessary. The Solicitor will clarify the situation and report back.

SMARTWater The “Crime doesn’t pay in Bishop’s Castle” signs are now up.

Public Toilets Town and Parish Councils were encouraged to apply for a grant to improve Public Toilet facilities, however this had been turned down.

In addition, the Town Council now had to pay rates on the Auction Yard toilets. However, a Bill going through parliament may reverse this.

Business Park The Clerk had attended a Business Park meeting and had copies of the Ecology report available for Councillors.

167-20 8 **UNITARY COUNCILLOR**

Not present.

168-20 9 **PLANNING**

1. 20/03203/FUL Conversion of annexe and barn 2 Union St.

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

2. 20/03283/TCA Felling of 1 Rowan tree and reduction to 4 Cherry trees at 1 Grange Gardens.

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

3. Regulation 18 Pre-submission draft Shropshire Local Plan.

In the response, low cost housing was requested.

169-20 10

MONTHLY FINANCES

i. To note the Bank Reconciliation

RESOLVED: Approved. Proposed Cllr Dickin; Seconded Cllr Morris. All in favour.

ii. To agree the new National Pay Award of 2.75%

RESOLVED: Approved. Proposed Cllr Carroll; Seconded Cllr Dickin. All in favour.

iii. To approve the following invoices for payment:

Payee	Item	Invoice	Amount £
Shropshire County Pension Fund	Monthly pension payment	September Return	933.19
HMRC	PAYE and NI	September Return	859.42
Staff salaries	4 staff	September Return	2416.24
C. Owen	minute taker	160.	37.56
G. Dudley	Toilet cleaning	161.	336.00
M. Gwilliam	Work from home allowance	162.	42.24
G.J. Rippon	Work from home allowance and SLCC subscription	163.	251.00
Shropshire Council	Join energy costs	164.	664.16
Andrew Evans	Grass cutting and maintenance	165.	3231.122
Telescopic window cleaning	Window cleaning	166.	45.00
Mailroom	Tariff update	167.	78.00
Mark one	Fire safety	168.	90.00
PHS	Sanitary service	169.	91.80
Halls sms	Toilet paper	170.	48.90
For information			
Bt	telephone and broad band	171.	302.49
Shropshire Council	Rates	172.	57.00
Shropshire Council	Rates	173.	141.00
Shropshire Council	Rates	174.	301.35
BG	electricity	175.	22.37
Eon	Electricity	176.	65.11
Corona	electricity	177.	4.27
Total			£ 10037.21

A further invoice had been received: 2 x 1.8 litre Planters £479.98.

RESOLVED:

Approved plus the extra invoice. Proposed Cllr Carroll; Seconded Cllr Dickin. All in favour.

170-20 11 **TO DISCUSS PARKING AND TRFFIC MANAGEMENT WITHIN BISHOP'S CASTLE TOWN**

Deferred to next meeting.

171-20 12 **THE COUNCIL'S GRANTS**

Small Community Grants of up to £500 will be made available up to a total Town Council budget of £5,000. However, if businesses have already received COVID-19 grants already they will not be eligible to apply. The deadline will be 31st October. Cllrs Dickin, Stelman and Morris agreed to form a sub-committee with Cllr Perry to look at the applications and bring to the November meeting.

172-20 13 **ALLOTMENT REPORT**

The Assistant Town Clerk presented the Allotment Report and draft Tenancy Agreement.

RESOLVED: The Town Council adopted the new tenancy agreement with the following amendments:

Planting of hedges along the boundaries shall not be permitted, with immediate effect, (because they eventually encroach on neighbouring plots);

Any structures must be set back at least 12"/30cm from the boundary, (so as not to impede the lawnmower);

Large bushes/trees can only be planted with prior permission, (so as not to adversely affect neighbouring plots),

The allotment shall not be used for any trade or business.

Proposed Cllr Dickin; Seconded Cllr Hawes. All in favour.

173-20 14 **TOWN HALL TRUST**

The Town Hall will now be open on Thursdays, Fridays, and Saturdays.

Staff have been praised by Wedding Registrars for their thoroughness in COVID-19 regulations.

A jumble sale is being planned.

174-20 15 **COMMUNITY PARTNERSHIP** - No meeting

175-20 16 **REPORTS FROM MEETINGS ATTENDED**

Old Market Square. Cllr Carroll had attended a meeting to progress the enhancement of the Old Market Square. The grant money obtained for the Elephant Trail needs to be spent by the end of October. Eventually an information board in the square will tell the story of Bishop's Castle, including the Rotten Borough, Clive of India, the Castle Hotel, and the Drovers. In the meantime a temporary display board will identify the start of the Elephant Trail and explain about it. Cllr Hawes is working on it.

Enterprise South West Shropshire. Cllr Perry had attended a meeting. The new company Manager will start in December. The new board is more pro-active.

176-20 17 **ITEMS FOR FACEBOOK / WEBSITE**

Elephant Trail Grant

Application for Small Community Grants invited by end of October.

177-20 18 **NEXT MEETING**

Tuesday 20th October 2020, 7.30pm. The meeting closed at 8.46pm.