



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 17th NOVEMBER 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. R Houghton Cllr J. Magill Cllr T. Halford	

IN ATTENDANCE

Mr G. Rippon

Mrs M Gwilliam

Mrs C. Owen

There were two members of the public present

Fire Procedure

Minute No.	Agenda Item	
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| 195-20 | 1 | <u>APOLOGIES</u> None |
| 196-20 | 2 | <u>TO CO-OPT NEW COUNCILLORS</u> |
| 197-20 | 3 | <u>DECLARATIONS OF INTEREST</u> |
| | | a) To declare any disclosable pecuniary interest |
| | | b) To declare any personal interests |

Name	Agenda Item	Personal	Prejudicial
Cllr G. Perry	No. 13 Town Hall Trust	✓	
Cllr J. Carroll	No. 13 Town Hall Trust	✓	
Cllr A. Stelman	No. 13 Town Hall Trust	✓	
Cllr J. Magill	No. 9.1 Planning	✓	
Cllr. J. Carroll	No. 10. iv Grants	✓	

- 198-20 4 **APPROVAL OF MINUTES of 18th AUGUST 2020**
RESOLVED: Accepted. All in favour.
- 199-20 5 **PUBLIC PARTICIPATION SESSION**
Mr Glynn Roberts outlined the Fairy-trail project (name to be confirmed) for which he had submitted a grant application. This would involve a woodland trail on land at the Wintles aimed at families (the Wintles Management Team have given permission). There would be small artistically decorated wooden doors at the base of 15 trees each with a number, a letter and an object; a pictorial colour map, with clues and puzzles to solve. The packs would be on sale at the Town Hall. Two artists would be commissioned. Sarah Gillard, a local environmental artist, and Herewood Gabriel, an artist and sculptor. The Primary School would be involved with poster designing and holiday workshops. Mr Roberts thought the Fairy-trail project would be of great benefit to local and visiting families alike and hoped the Town Council would support it.
- 200-20 6 **REPORT FROM THE MAYOR**
Remembrance Service Thanks to Cllr Dickin for recording and live-streaming the wreath-laying ceremony at the War Memorial onto the Bishop's Castle Events and Community Facebook page, It was watched by around 100 people.
Work around town Contractors were experiencing difficulties with supplies and parts and lockdown restrictions, so some work was taking longer than usual. The Council was nudging them as much as it could to complete the works as soon as possible.
Newsletter Help with distribution would be appreciated.
COVID-19 positive cases were increasing locally – please be as careful as you can and follow the guidelines.
The planned meeting re the parking issues had to be postponed because of the lockdown, so this item has been deferred to next month.
Thank you letters have been written to the shops and businesses that have needed to stay open through the lockdown.
- 201-20 7 **REPORT FROM THE CLERK**
A request for David Inman from the Rural Towns Grouping to speak to the Council has been deferred to the next meeting.
- 202-20 8 **UNITARY COUNCILLOR**
Cllr Houghton had been following up on the Football Club land transfer.
A lot of businesses were struggling in South Shropshire: unemployment was shooting up and many self-employed people were not getting work or grants. In these circumstances Universal Credit might be an option. Check with www.entitledto.com to see what you're entitled to receive.
Pavement works on Brampton Road and Oak Meadow had been carried out without prior notification. The work on Brampton Road was particularly poor with damage to the BT access hatch and the Parking Buddy. Cllr Houghton will pursue it.
- 203-20 9 **PLANNING**
1. 20/01842/FUL Erection of an extension to form internal staircase and change of use of existing outbuilding to form ancillary games room and office accommodation. | 15 Castle Green Bishops Castle SY9 5BY
RESOLVED: No objection. Proposed Cllr Carroll; Seconded Cllr Stelman. All in favour bar 1 abstention.
 2. 2020/03071/PMBPA Conversion of barn into dwelling (prior notification (as amended) | Proposed Conversion Of Agricultural Barn Woodbatch Bishops Castle Shropshire
RESOLVED: No objection. Proposed Cllr Carroll; Seconded Cllr Stelman. All in favour bar 1 abstention.
 3. 20/03780/FUL Conversion of outbuilding to form one dwelling as ancillary

accommodation | Outbuilding Rear Of 23 Church Street Bishops Castle SY9 5AD

RESOLVED: No objection. Proposed Cllr Carroll; Seconded Cllr Dickin. All in favour bar 1 abstention.

A fourth application just received was deferred to the next meeting.

204-20 10

MONTHLY FINANCES

It was agreed to add in item 10.iv Grant Applications which had inadvertently been omitted from the agenda. All in favour.

- i. To note the Bank Reconciliation

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

- ii. To discuss and decide on the budget and precept demand for 2021-2022

There was a decrease in the budget (unusual).

£5000 had been added to the grant pot.

The franking machine was old and may need to be replaced in the future.

The Mayors allowance had been increased to allow more flexibility with small grants etc.

The Newsletter figures had been singled out to check that income covers costs.

Whether there was enough provision for 12-17 year-olds was queried. Cllr

Stelman will contact the Underground committee to see what their plans are post COVID-19 restrictions and report back to a future meeting.

RESOLVED: The budget be accepted. Proposed Cllr Carroll; Seconded Cllr Stelman. All in favour.

- iii. To approve the following invoices for payment:

Payee	Item	Invoice	Amount £
Shropshire County Pension Fund	Monthly pension payment	November Return	909.37
HMRC	PAYE and NI	November Return	846.86
Staff salaries	4 staff	November Return	2340.31
C. Owen	Minute taker	225.	37.56
G. Dudley	Toilet cleaning	226.	336.00
M. Gwilliam	Work from home allowance	227.	24.00
G.J. Rippon	Work from home allowance	228.	24.00
Telescopic WC	Window cleaning	229.	45.00
Andrew Evans	Grass cutting/maintenance	230.	2247.36
Blachere	Christmas lights	231.	2192.40
WTT Services	Grass cutting	232.	100.00
Halls sms	Toilet rolls	233.	29.18
Exemplum	printing	234.	99.52
DV Col	grant	235.	50.00
Allotment Society	Membership renewal	236.	66.00
Shropshire Council	rates	237.	364.00
waterplus	Rates (Public Hall committee treasurer failed to pass on bills for 3 years)	238.	1610.38
For information			

BT	telephone and broad band	239.	302.73
BG	Electricity	240.	1405.38
BG	Electricity	241.	23.88
Corona	electricity	242.	142.84
Shropshire Council	rates	243.	141.00
	Total		£ 13335.51

A further invoice had been received for £157.20 from Highline for repairs to lights

RESOLVED:

The invoices including the Highline invoice be paid. Proposed Cllr Houghton; Seconded Cllr Dickin. All in favour.

- iv. To discuss the Grant Applications

Castle Carols - RESOLVED: Declined on the grounds that Castle Carols had received grants of £500 in the two previous years and the grant scheme is primarily to kickstart schemes or assist groups to raise funds to start a project. Proposed Cllr Dickin; Seconded Cllr. Hawes. All in favour.

The Marches Community Benefit Society RESOLVED: Agreed to match fund the £600 raised by the group to fund an individual to raise funds to protect green spaces in town. Proposed Cllr Houghton; Seconded Cllr. Magill. All in favour.

House on Crutches Virtual Tour RESOLVED: Agreed to grant £1000 to use to get match funding. Proposed Cllr Houghton; Seconded Cllr. Stelman. All in favour.

Lydbury North Primary School RESOLVED: Invalid application as not in the Parish

Fairy-trail Project RESOLVED: Agreed to grant £1500 to kickstart the project. Proposed Cllr Perry; Seconded Cllr. Stelman. All in favour.

205-20 11

CLIMATE ACTION PLAN

Steve Hale reminded the Council that one aspect of the Council's Climate Action Plan was to put pressure on Shropshire Council to move forward with the actions in the plan. Currently £300million of Shropshire Council's Pension funds are invested in Fossil Fuel Companies. On 16th July Shropshire Council asked the Pension Committee to divest from Fossil Fuel Companies within 3 years. On 18th September the Pension Committee did not commit to divest.

This is both a financial and ethical issue and affects the pensions of all Council employees. Mr Hale asked the Town Council to write to Shropshire Council to put pressure on the Pensions Committee to divest now.

RESOLVED: The Town Council will write to Shropshire Council. Proposed Cllr Stelman; Seconded Cllr. Carroll. All in favour bar 1 abstention.

206-20 12

TO AGREE THE FOLLOWING POLICES AND REVIEWS

1. To adopt the draft Data Management and Audit Policy
2. To approve the October 2020 Data Audit Report
3. To receive A GDPR Review

(Enterprise House has been asked to test new email addresses for Councillors, which will provide better data protection and privacy).

RESOLVED: The policies be adopted. Proposed Cllr Carroll; Seconded Cllr Dickin. All in favour.

207-20 13

TOWN HALL TRUST

The extended furlough scheme pays for 80% of staff salaries. After lockdown the Town Hall will reopen Thursdays, Fridays and Saturdays.

The next Farmers' Market will take place on Enterprise House Carpark.

A Selling Platform for the Town would be useful. Enterprise SW Shropshire is looking

into this.

208-20 14

COMMUNITY PARTNERSHIP

To receive the Community Partnership Response to the SC Draft Local Plan

RESOLVED: Received. Proposed Cllr Carroll; Seconded Cllr Houghton. All in favour.

209-20 15

REPORTS FROM MEETINGS ATTENDED

Christmas Cllr Perry had attended this meeting. Lots of virtual events planned. The lights would be switched on on the 5th.

Enterprise South West Shropshire. Cllr Carroll had attended a meeting. The minutes would be circulated.

Food Resilience Strategy Group Cllr Stelman had attended a meeting. A press release was being circulated.

Food Bank and Festive Friends Henry Hunter was going to prepare 55 Christmas Meals, which would be delivered by volunteers. The Food Bank was underwriting £600 of vouchers to enable people to buy food from local butchers for a Christmas Meal.

Community Plan Cllr Carroll had attended. The annual report had been renewed looking forward to next year.

210-20 16

ITEMS FOR FACEBOOK / WEBSITE

Christmas Events

Farmers' Market

COVID-19 posters and guidance

Grant Application results

211-20 17

NEXT MEETING

Tuesday 15th December 2020, 7.30pm.

The meeting closed at 9.03pm.