



# 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 20<sup>th</sup> April 2021 AT 7.30PM

| PRESENT   | APOLOGIES |
|---|-----------|
| Cllr G. Perry<br>Cllr J. Dickin<br>Cllr T. Halford<br>Cllr J. Carroll<br>Cllr S. Morris<br>Cllr B. Hawes<br>Cllr J. Magill<br>Cllr R. Houghton<br>Cllr A. Stelman |           |

### IN ATTENDANCE

Mr G. Rippon Mrs C. Owen  
2 members of the public.

### Fire Procedure

| Minute No. | Agenda Item |  |
|------------|-------------|--|
|------------|-------------|--|

61-21 1 **APOLOGIES** None

62-21 2 **DECLARATIONS OF INTEREST**

- a) To declare any disclosable pecuniary interests  
b) To declare any personal interests.

| Name            | Agenda Item            | Personal | Prejudicial |
|-----------------|------------------------|----------|-------------|
| Cllr G. Perry   | No. 14 Town Hall Trust | ✓        |             |
| Cllr J. Carroll | No. 14 Town Hall Trust | ✓        |             |
| Cllr A. Stelman | No. 14 Town Hall Trust | ✓        |             |
| Cllr J. Magill  | No. 8.2 Planning       | ✓        |             |

63-21 3 **APPROVAL OF MINUTES of 16<sup>th</sup> March and 23<sup>rd</sup> March 2021**

**RESOLVED:** Accepted. Proposed Cllr Dickin; Seconded Cllr Magill. All in favour.

- 64-21 4 **PUBLIC PARTICIPATION SESSION**  
 Items 12 and 11 should be brought forward. **RESOLVED:** Agreed. Proposed Cllr Perry; Seconded Cllr Halford. All in favour.
- 65-21 12 **COMMUNITY LED TOWN PLAN**  
 Mr Keith Whiddon explained that the Town Plan was first produced in 2016, originally to be run for 5 years and reviewed in 2021. Because of the pandemic it will run for a further year.  
 The yearly update has shown that there are numerous actions and projects to celebrate, some of which had started during the pandemic and are shown separately in the report. It is wonderful to know the community has so many volunteers willing to get involved. Another section of the report has been assigned to economic recovery which will be an important part of the plan going forward.  
 It is good for the community to know all the successful projects going on locally and to engage with them and get involved.  
 The Mayor thanked Mr Whiddon and team for their hard work producing the report which shows the depth of the Community Spirit.  
 The Town Council will endeavour to liaise with Rob McKay from Enterprise South West Shropshire and the Community Partnership to encourage economic recovery and look out for appropriate grants as they become available.  
**RESOLVED:** The Council approves and accepts the Report. Proposed Cllr Stelman; Seconded Cllr Magill. All in favour.
- 66-21 11 **TOWN COUNCIL'S CLIMATE ACTION PLAN**  
 Mr Steve Hales asked that the Town Council discuss the Climate and Ecological Emergency Bill at the next meeting. Mr Hales will prepare a briefing document.  
 (Community Food Resilience Strategy to be discussed at the next meeting. Cllr Stelman will invite Daphne to attend).
- 67-21 5 **REPORT FROM THE MAYOR**  
Newsletter distribution Thanks to all who helped. Hopefully there will be a good response to the parking survey.  
SWS Broadband. They have been allocated space in the Exchange by Open Reach and will write up their proposal before the next newsletter.  
War Memorial The Mayor asked for permission to spend £150 to commission a formal report on the state of the War Memorial. This money would hopefully be recovered in the subsequent grant application. All in favour.  
Social Media Recent criticisms made of dog fouling, parking etc, will be responded to via press releases and the Council's own on-line platforms.
- 68-21 7 **REPORT FROM THE CLERK**  
 The Clerk will circulate the uncontested Election documents for Councillors to sign.
- 68-21 7 **UNITARY COUNCILLOR**  
 Cllr Houghton as preparing the 8 pages of outstanding pothole repairs to report.  
 Highways will come and paint the white lines once they've finished Covid Distancing mark-ups elsewhere.  
 SPAR - parking on pavement issues. Discussions continue – one-way system?  
 Removable bollards – no price yet, hatching on pavement? Buses 'parking' opposite at the bus stop doesn't help.  
 Abandoned Cars in Harley Jenkins Car Park. Appeal to owners to remove them before StreetScene tow them away. Not fair on genuine carpark users, particularly disabled

drivers who have lost their parking space.

8 **PLANNING**

Two applications were added to the agenda which had arrived too late to be discussed last time.

- a) Installing CCTV over the ATM at HSBC Bank.

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

- b) Reducing height and side branches of trees overhanging the bench by the bus stop opposite The Boar's Head.

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

1. 21/01460/FUL

Application for the erection of two storey extension to rear elevation at Upper Pantglas Pantglas Montgomery SY15 6TR

Not in Bishop's Castle Parish. The Clerk will confirm with Shropshire Council

2. 21/01335/FUL

Application for the erection of oak framed orangery/sunroom following demolition of existing conservatory, erection of timber framed garage with storage above following demolition of existing garage and carport and erection of new oak framed porch at Idimw Woodbatch Road Bishops Castle SY9 5JT

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

69-21

9 **MONTHLY FINANCES**

- i. To note the Bank Reconciliation

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

- ii. To agree the accounts for 2020 - 2021

**RESOLVED:** Approved. Proposed Cllr Halford; 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    | April Return | 909.37   |
| HMRC                           | PAYE and NI                | April Return | 846.86   |
| Staff salaries                 | 4 staff                    | April Return | 2340.31  |
| C. Owen                        | Minute taker               | 365.         | 37.56    |
| G. Dudley                      | Toilet cleaning            | 366.         | 420.00   |
| M. Gwilliam                    | Work from home allowance   | 367.         | 24.00    |
| G.J. Rippon                    | Work from home allowance   | 368.         | 24.00    |
| MBO                            | Fire extinguisher service  | 369.         | 50.40    |
| Exemplum                       | Printing                   | 370.         | 881.95   |
| Blachere                       | Christmas lights           | 371.         | 1398.00  |
| A. Evans                       | Grass cutting /maintenance | 372.         | 567.00   |
| Viking                         | Stationery                 | 373.         | 138.46   |
| Andrea Pellegram               | NDP                        | 374.         | 1206.00  |

|                        |                       |      |                  |
|------------------------|-----------------------|------|------------------|
|                        |                       |      |                  |
| <b>For information</b> |                       |      |                  |
| Shropshire Council     | Rates                 | 375. | 183.35           |
| Shropshire Council     | Rates                 | 376. | 160.19           |
| Shropshire Council     | Rates                 | 377. | 56.05            |
| BT                     | Telephone / Broadband | 378. | 302.73           |
| BG                     | Electricity           | 379. | 107.06           |
| Corona                 | electricity           | 380. | 214.12           |
|                        |                       |      |                  |
|                        | <b>Total</b>          |      | <b>£ 9358.86</b> |

**RESOLVED:** The invoices be paid. Proposed Cllr Houghton; Seconded Cllr Stelman . All in favour.

70-21 10 **DOG BIN ON OLD CASTLE LAND TRUST**

Cllrs Perry and Carroll met with Trustees of the Castle Land Trust and agreed the best site was on the road by the entrance to the site. This means that Shropshire council will empty it. Castle Land Trust and Town Council will share the cost: £120 to install the and £140 for the bin.

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

71-21 11 & 12 **ALREADY DISCUSSED**

72-21 13 **TO DISCUSS THE QUOTE FOR A CROSS STREET DECORATION**

Infrastructure works for the feature crossing: 2x Wire ropes with wall plates from Poetry Pharmacy to town hall with power supply. COST £688.18 + VAT

The lights were purchased last year.

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

73-21 14 **TOWN HALL TRUST**

Town Hall is opening on Thursdays, Fridays and Saturdays. Book Sale, Flea Markets, craft Fairs and Farmers' Market. Staff still partly furloughed.

74-21 15 **REPORTS FROM MEETINGS ATTENDED**

SpArC Trustees' meeting. LED and efficiency measures have been installed.

Enterprise South West Shropshire. Website and Village Outreach will be revamped, including allowing the hire of equipment online. Obsolete equipment has been scrapped and new equipment bought. The basement will be an IT and equipment repair room. Use of rooms and offices are being maximised.

BC Tennis Club were overwhelmed with the response to their Easter Courses and Junior football and cricket in demand.

75-21 16 **ITEMS FOR FACEBOOK / WEBSITE**

Annual Town Meeting 27<sup>th</sup> April; Abandoned cars in Carpark; Parking at SPAR; Dog mess; Please report potholes on My Shropshire.

76-21 The Mayor thanked Cllr Magill for her dedicated service to the Town Council over the past 22 years. When Covid restrictions are eased there will be an in-person thank you.

77-21 17 **NEXT MEETING**

Tuesday 18<sup>th</sup> May 2021, 7.30pm. The meeting closed at 8.27pm.

Request for street lighting at Ox Leasowe be put on agenda.