Minutes 7th January 2003

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL, HELD IN THE TOWN HALL ON TUESDAY 7TH JANUARY 2003 AT 8.00PM

PRESENT: Councillor B.P. Jones, Mayor, in the Chair.
Councillors: S.J.S. Bedell, J.L.V. Blundell, J.M. Carroll, C.T.E. Kinmond, G.N. St J. Penney, K.E.C. Pinches, J.A.J. Whittall and R.D. Wright.

1. APOLOGIES FOR ABSENCE:

Apologies received from Cllrs Lawrence, Magill and Morris.

2. DECLARATIONS OF INTEREST:

Cllrs Blundell and Whittall declared a prejudicial interest on items 14.
Cllrs Blundell, Carroll and Whittall declared a personal interest on item 8 (If during discussions a donation towards the Christmas Lights is considered.)
Cllr Whittall declared a personal interest in item 7.
Cllr Carroll declared a personal interest on item 17.

3. MINUTES OF COUNCIL MEETING HELD ON 10TH DECEMBER 2002:

Minutes of the Council meeting held on Tuesday 10th December 2002, having been circulated were proposed as a true record by Cllr Blundell, seconded by Cllr Dr Penney, approved and signed by The Mayor.

4. MATTERS ARISING:

Item 9: Cllr Carroll reported that the next meeting of the Vital Villages Group is on Thursday, 9th January. A questionnaire has been produced by the Steering Committee who are seeking Co-ordinators for each street and estate. During January it is planned that these Co-ordinators will be consulting with households in their designated area to complete the questionnaire, for which they will be given £25 for their time and any expenses they may have incurred.

5. MEMBERS OF THE PUBLIC WISHING TO SPEAK:

A) Mrs C. Barnsley: Manager of the Stars Shop in Church Street. Last Autumn a skip was left outside the shop for several weeks, now there is a large vehicle parked outside the premises, often for days at a time. This causes problems for the business and Mrs Barnsley suggested that some form of waiting restriction or time limit on parking would be beneficial. Although the Council had sympathy with Mrs Barnsley they felt it was not appropriate to introduce parking restrictions in this area. Cllr Dr Penney proposed advice is taken from the Police and/or S.C.C. and we consider what action is appropriate at the next meeting, seconded by Cllr Blundell and approved. ACTION TOWN CLERK

B) Dr Adrian Penney: The Council has recently considered an application for funding from S.A.F.E.R. Bishop's Castle and Dr Penney wished to express his concerns about some aspects of this scheme. The First Responders are trained volunteers who provide medical response in rural areas until the ambulance arrives at the scene. However, as well as being entirely voluntary the Responders are even expected to raise money to provide equipment. 19 minutes is the standard response time for an ambulance in rural areas, but in Bishop's Castle it is quite normal for ambulances to be outside this recommended time. The arrival of a Community First Responder will count into the response time. Dr Penney is concerned that although this service is very much appreciated, it will give misleading information regarding ambulance response times in rural areas. Also, it should be properly funded by the N.H.S. and the provision of equipment, training, uniforms and travelling should be from the N.H.S. and not from locally raised funds. It was approved that this should be brought to the attention of the Ambulance Service and the M.P. ACTION TOWN CLERK

6. TOWN & COUNTRY PLANNING ACT:

a) 1/02/14019/VC Variation of Conditions. Variation of condition number 3 of appeal ref: APP/K3225/A/01/1057094 to permit an extension to hours of trade (delegated matter). China Village, 13, Market Square, Bishop's Castle. Letter read from the Civic Society and the letter of application from the China Village was also read, which contained a number of inaccuracies. Cllr Wright proposed No Objection, but the attention of the Planning Authority should be drawn to these inaccuracies, particularly on the point that 'this is the main business centre and not residential'. The Square is a mixture of residential and commercial premises and not predominantly busines as stated. ACTION TOWN CLERK

b) 1/02/14057/F Planning Permission (full) for erection of a dwelling. Residential Development, Love Lane, Bishop's Castle. Beeches Three Ltd., Beeches Road, Rowley Regis, West Midlands. Letter read from the Civic Society, objecting on the grounds that the reed bed area could be damaged, the amenity area lost and the tree to the west of Plot 30 could be affected. Cllr Whittall proposed No Objection, seconded by Cllr Blundell and approved with Cllr Penney voting against the proposition.

c) 1/02/14057/F Tree Works (Conservation Area). Pruning of 2 silver birch trees. Land adjoining Hollenbough, Church Lane, Bishop's Castle. Mrs A.M. Jackson, 5 Salop Street, Bishop's Castle. Cllr Dr Penney proposed No Objection, seconded by Cllr Blundell and approved.

d) No other Planning Applications were received.

e) The following Planning Reports have been received since the last meeting:

(i) 1/02/13883/F Planning Permission granted for change of use residential C3 to A1. The Porch House, High Street, Bishop's Castle. Mr J. Lucas.

(ii) 1/02/13944/F Planning Permission granted for erection of a car port. Fairfield, Woodbatch Road. Mr I. Wall.

(iii) 1/02/13825/F Planning Permission granted for erection of annexe to existing building. High Trees, Bull Lane, Bishop's Castle. Mr and Mrs R. Hicks..

7. SOUTH WEST SHROPSHIRE SPORTS & ARTS CENTRE:

At the last meeting a letter from C.C. Phillips was read asking the Council to consider a donation towards this Project and it was agreed to discuss when the precept was being considered. Letter read from K. Chambers regarding the inaccurate report in the South Shropshire Journal following the meeting on 28th November. The Chairman, R. Pahl and Ms Chambers had written to the Editor to express their dismay at the misleading and negative report that appeared in the paper. Notes of the meeting were also received. CIRCULATE

Letter from Mr Preshous inviting a representative to attend a meeting at the Community College on Monday 13th January at 7.30 pm to finalise details for the Exhibition of the History of Sports and Arts Groups at The Community College on 28th February and 1st March, to raise public awareness of and support for the Sports and Arts Project.

8. PRECEPT:

The Clerk issued copies of accounts y/e 31.3.02 together with income and expenditure 1.4.02 to 31.12.02 and estimates of income and expenditure 1.1.03 - 31.3.03. Councillors felt it would be helpful to have this information prior to the meeting in order to read and consider. It was suggested that in future this information could be prepared to the end of November with estimates for December to March. Cllr Blundell proposed this is an Agenda item for June/July, seconded by Cllr Carroll and approved.

Cllr Carroll advised that the cost of the Christmas Lights is met by the Chamber of Trade, with the Town Council making a donation and proposed this is shared equally in future. Following due consideration of the information presented Cllr Dr Penney proposed a Precept of £33,000 is requested from S.S.D.C., seconded by Cllr Pinches. Cllr Blundell proposed an amendment, that £35,000 is requested, to include £500 towards the Sports & Arts Project and £500 towards the cost of Christmas Lighting in the Town, seconded by Cllr Carroll. There were 5 votes for the amendment, 4 votes against. This was put to the Council as the substantive motion and approved.

9. ACCESS TO BROADBAND IN BISHOP'S CASTLE:

The question of Broadband not being available to people in Bishop's Castle had been raised by Mr L. Stanley in a letter to the Council last month. Mike Ashwell, Enterprise House has provided for Councillors detailed information about Broadband which was circulated. Councillors felt they would like time to read and consider this information and Cllr Carroll proposed this is an Agenda item for the next meeting, seconded by Cllr Blundell and approved. AGENDA NEXT MEETING

10. PRIMARY SCHOOL FIELD:

Mrs Bayliss has discussed the Council's letter with Mr T. Martin, Chairman of the Governors and Mr R. Durham, Officer for Property and Maintenance, Shirehall. It has been agreed to take this to the full Governing Body, of which the next meeting takes place in February. AGENDA MARCH

11. BIKE TRACK:

Letter from Mr Biggs read, following consultation with SCC and Advantage West Midlands the Council's Executive Committee have approved leasing a small area of land on the Industrial Estate to the Town Council for use as a bike track until such time that another area is available or it is required by the DC for its designated use as employment land. The Town Council would take full responsibility for the area and would indemnify the DC against any claim whatsoever arising connected with the use of the land concerned. It will be important that there is access to the bike track without having to use the road within the Business Park itself.

Cllr Carroll suggested a piece of land in the east corner would be suitable, this would have access off the lane leading from the B488 to the Sewerage Works. Letter read from Mr M. Pugh, Rural Youth Project. Cllr Blundell proposed the Playing Field Committee meet with Mr Pugh and some of the young people who would use the bike track to discuss the best position, seconded by Cllr Whittall and approved. It was agreed to meet this Saturday, 11th January at 3.30 pm on the Industrial Estate. Mrs Furber was present and confirmed this would be O.K. The Clerk was asked to contact the Insurance Company before the next meeting.
ACTION PLAYING FIELD COMMITTEE AND CLERK

12. POLICY ON AFFORDABLE HOUSING:

Mr Biggs has provided 4 copies of a booklet which has been adopted by SSDC which explains the recently approved affordable housing policies. Mr Biggs has offered to send a representative to a meeting to answer any questions there may be about the policy. It was proposed that the copies are circulated to Councillors and any questions are brought back to the next meeting.
CIRCULATE

13. PLAYING FIELD - TREES:

Having had the opportunity to look at the trees in the Playing Field Cllr Whittall proposed the work proposed in Mr Pritchard's letter is carried out and the Maple Tree removed, with one of Mr Hurd's oak trees planted in its place. Cllr Carroll proposed we take the advice of the Tree Warden and only tidy up any wind damage and broken branches on the trees, but leave the Maple Tree as it is, seconded by Cllr Dr Penney and approved, with two votes against. Cllr Carroll proposed the Friends of the Playing Field are asked to suggest suitable planting sites for the oak and ash whips Mr Hurd is offering, seconded by Cllr Dr Penney and approved.

14. STREET LIGHTING:

The light attached to Ivy Cottage, Welsh Street is not working and it was suggested that the old bracket removed from the Town Hall is used to replace it. Clerk to contact Cllr Morris. Welsh Street is very dark as the light by the new development has been removed. The Clerk was asked to write to Days Contruction to ask what plans there are for lighting on the Estate.
ACTION TOWN CLERK

Cllr Blundell reported that several street lights are deteriorating and require maintenance to ensure they have a longer life. This will cost £20 per light, but in the long run will save money on replacing lights. Both Cllrs Blundell and Whittall left the room whilst the matter was discussed further. Cllr Carroll proposed Cllrs Blundell and Whittall are given permission to carry out this maintenance as and when required, seconded by Cllr Bedell and approved.

15. TOWN HALL:

The Clerk hopes to arrange a meeting with the Architects to discuss the findings from the Public Consultation Exercise on Friday 17th January at 11.00 a.m. Any Councillor who is available at that time to come along to the Town Hall. The Clerk will advise only if the date or time is different.

16. SEVERN TRENT WATER - PROGRESS REPORT OF DRAINAGE INVESTIGATIONS:

No further correspondence has yet been received regarding the investigations, but a letter was read regarding the application for first time sewerage for Church Lane, under Section S101A. This application had been made in March 1999 and a response delayed whilst they sought ministerial guidance about how applications should be determined and clarification from OFWAT on the funding of future S101A projects. Based on Severn Trent's current interpretation of S101A the application has been rejected on the grounds that whilst adverse effects to the environment or amenity have been identified at the three properties in the application they are of the opinion that the provision of a public sewer is not the most appropriate or cost effective way of resolving the problem. Cllr Dr Penney proposed that the Council does not accept this decision and makes an Appeal to the Environment Agency, seconded by Cllr Blundell and approved. ACTION TOWN CLERK

17. ACCOUNTS:

18. REPORT OF RECENT MEETINGS ATTENDED BY COUNCIL REPRESENTATIVES:

The Mayor reported there had been a meeting of the Chapel Yard Heritage Partnership on 3rd December, minutes of which are to be circulated. CIRCULATE

19. CORRESPONDENCE:

a) South Shropshire Area Committee of the Shropshire Association of Parish and Town Councils. Agenda for the meeting to be held on 13th January and minutes of the previous meeting held on 14th October. CIRCULATE

b) S.S.D.C. New Green Box Recycling Scheme: The Council is launching a new kerbside recycling scheme, green boxes will be delivered in January to each household. Newpapers, magazines, glass bottles, jars and cans can put put out in the box at the normal refuse collection point every two weeks. Mr D. Kennedy has been appointed Waste Minimisation Officer and would be pleased to visit the Council to explain the operation of the scheme if required.

c) Mr D. Hinves, S.S.D.C.: Reminder that the South Shropshire Arts Advisory Council will be meeting at the Community College on Wednesday 15th January.

d) The Countryside Agency: Doorstep Greens newsletter. CIRCULATE

Mr Alan, a resident of Welsh Street, reported an abandoned vehicle in Welsh Street. Cllr Bedell advised that this has been reported to S.S.D.C.

The Mayor declared the meeting closed at 9.45 p.m.

Minutes 4th February 2003

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL, HELD IN THE TOWN HALL ON TUESDAY 4TH FEBRUARY 2003 AT 8.00PM

PRESENT: Councillor B.P. Jones, Mayor, in the Chair.
Councillors: S.J.S. Bedell, J.L.V. Blundell, J.M. Carroll, C.T.E. Kinmond, J.A. Magill, G.N. St J. Penney, K.E.C. Pinches, and R.D. Wright.

1. APOLOGIES FOR ABSENCE:

Apologies received from Cllrs Lawrence, Morris, and Whittall.

2. DECLARATIONS OF INTEREST:

Cllr Blundell declared a personal interest on item 6.a and a prejudicial interest in item 16

3. MINUTES OF COUNCIL MEETING HELD ON 7TH JANUARY 2003:

Minutes of the Council meeting held on Tuesday 7th January 2003, having been circulated were proposed as a true record by Cllr Blundell, seconded by Cllr Dr Penney, approved and signed by The Mayor.

4. MATTERS ARISING:

Item 5.a: This appears to be a dispute between neighbours and it is hoped the matter is now resolved.

Item 5.b: Cllr Wright felt this subject had been unfairly reported in the local press and felt that if members of the press are not present at a meeting and contact the Clerk or Councillors afterwards, but before the minutes of that meeting are released then care should be taken to accurately report the decisions taken . Cllr Blundell proposed this is an Agenda item for the next meeting, seconded by Cllr Wright and approved. AGENDA NEXT MEETING

Letter read from R. Jordan, Community Response Co-ordinator regarding the First Responder Scheme, (not received in reply to the Council's letter), offering to attend a Council meeting to explain more about the scheme and answer any questions. It was suggested a representative could be invited to the Annual Town Meeting.

5. MEMBERS OF THE PUBLIC WISHING TO SPEAK: None

6. TOWN & COUNTRY PLANNING ACT:

a) 1/03/14144/LB Listed Building Consent. Alterations and refurbishment to Brewery. Three Tuns Brewery, Salop Street. Mr W. Bainbridge, 16 Market Square, Bishop's Castle. Cllr Dr Penney proposed No Objection, seconded by Cllr Carroll and approved.

b) No other Planning Applications were received.

c) The following Planning Reports have been received since the last meeting:

i) 1/02/13946/RM Approval of Reserved Matters. Erection of 10 dwellings, formation of vehicular and pedestrian access and construction of estate roads. Living Villages (Bishop's Castle) Ltd., The Wintles, Welsh Street, Bishop's Castle.

ii) 1/02/14019/VC Planning Permission granted for variation of condition No 3 of appeal ref APP/K3225/A/01/1057094 to permit an extension to hours of trade. 13 Market Square, Bishop's Castle. China Village.

iii) 1/02/13316/CA Conservation Area Consent granted for demolition of former Police Station, Kerry Lane, Bishop's Castle.
iv) 1/02/13315/O Outline Planning Permission granted for erection of 8 dwellings, former Police Station, Kerry Lane.

v) 1/02/13999/F Planning Permission granted for erection of 2 domestic garages, 17 High Street, Bishop's Castle. G.R. Rose.

It was reported that a Tree Preservation Order had been made on 10 trees on the junction of Church Lane and Kerry Lane, because the trees make a significant contribution to the character and appearance of the Conservation Area. The Order took effect on a provisional basis on 7th January and will continue for a further six months or until the Order is confirmed by the Council.

7. POLICY ON AFFORDABLE HOUSING:

Most Councillors have now had the opportunity to read this. It is understood that S.D.C.C would like to know of any suitable land on which Affordable Housing can be built. There is a question in the Town Survey currently being undertaken by the Vital Villages Steering Group which refers to this.

8. ACCESS TO BROADBAND IN BISHOP'S CASTLE:

Having had opportunity to read Mr Ashwell's notes about Cllr Carroll proposed that the Town Council should support Broadband Internet access being available to businesses and residents in Bishop's Castle and the Clerk was asked to contact Mr Ashwell and enquire who a letter should be sent to, seconded by Cllr Dr Penney and approved. ACTION TOWN CLERK

9. UPPER WELSH STREET:

Cllr Dr Penney reported that he had received complaints about the lack of passing places in Upper Welsh Street towards The Cabin, where the soft land at the side of the tarmac road has been eroded by vehicles. The Mayor, with Cllr Penney and The Clerk had inspected the road with Mr Drummond last week and Mr Drummond agreed that it would be beneficial to have a passing place along the road, similar to that in Kerry Lane. He advised that he would be prepared to provide some funding towards a scheme, but the Council need to make the request to Mr Rutherford. Cllr Dr Penney proposed a letter is sent to The Divisional Surveyor, seconded by Cllr Wright and approved. ACTION TOWN CLERK

10. BIKE TRACK:

A meeting on the Industrial Estate with The Mayor, Playing Field Committee, Youth Officer and young people had identified a suitable part of the Industrial Land that they would like to use as a bike track. A map has been sent to Mr Biggs with this area identified, for approval. The area will be required to be fenced off and access will be off the Sewerage Lane, heading from the B488, because this is obviously a busy road it is recommended that white lines across the road are requested. Zurich Municipal have been contacted and advise that substituting one designated area for bikes for another area will not make any difference to the cost of insurance. However, they recommended that safety signs are erected.

11. SKATE BOARD AREA:

Letter read from Mr Weston, Chairman of Governors and Mr Hunt, Headmaster confirming that at the Governors meeting on 27th January it was agreed to permit a temporary skateboarding facility to be set up on the Community College site. The agreement is subject to certain conditions being met by the skateboarders. Cllr Blundell proposed that the Clerk should liaise with The College regarding Insurance, seconded by Cllr Dr Penney and approved. Cllr Carroll pointed out that as this is only a temporary solution we should continue to look for a permanent site. ACTION TOWN CLERK

12. CHALLENGE COURT:

It was brought to the Council's attention that several tenants have vacated Challenge Court during the past twelve months and the whole building is looking quite neglected. The board on the B488 does not advertise any vacancies. The trees need cutting back and the site tidied up if new tenants are to be encouraged. It is understood that another tenant will be leaving shortly and poor maintenance coupled with high rent is believed to be part of the reasons for businesses leaving. Rural Challenge money was used to convert these units, in order to generate employment for residents of the Town. Unfortunately as each unit becomes empty a few more jobs are lost. The Clerk has contacted Councillor H. Kydd to look into this on our behalf, who has advised that she has asked the Chief Executive for a report on the current situation. Cllr Carroll proposed that we wait for the report contains and then write to the Rural Development Commission, to express our disappointment. It was suggested that a representative from the R.D.C. could be invited to the Annual Town meeting. ACTION TOWN CLERK

13. DATES OF ANNUAL MEETINGS:

1. Annual Town Meeting: Proposed by Cllr Dr Penney for Tuesday 22nd April 2003, seconded by Cllr Carroll and approved. Suggestions for speakers included the Ambulance Service and Rural Development Commission to speak about employment in Bishop's Castle. It is recommended this meeting, the only meeting where electors can come and speak about any matter they wish should be well publicised.

2. Private meeting of Members of the Council: Recognising the election is on Thursday 1st May Cllr Carroll proposed this is held on Tuesday 13th May, prior to the new Council signing the Acceptance of Office, seconded by Cllr Wright. Cllr Blundell proposed an amendment, that this meeting should be held at 7.30pm prior to the Council meeting on Tuesday 29th April, seconded by Cllr Dr Penney and approved by 6 votes to 2. The amendment was put to the Council as the Substantive Motion and approved.

3. Annual Council Meeting: Proposed by Cllr Blundell for Tuesday 13th May 2003, seconded by Cllr Penney and approved.

4. Mayor's Sunday: Proposed by Cllr Carroll this is held on Sunday 1st June 2003, seconded by Cllr Blundell and approved.

14. HIGHWAY MATTERS:

Mr Drummond, S.C.C. met with The Mayor, Deputy, Cllrs Dr Penney and Wright and the Town Clerk on 30th January to look at a number of highway matters: A report of the meeting was read:

Church Lane: Agreed that yellow hatching outside the Church Barn was more than necessary and Mr Drummond would instruct Contractors to remove some. Complaints of danger for vehicles emerging from Church Lane onto Kerry Lane, by parked vehicles outside the Church and speeding traffic up Church Bank. Mr Drummond would look at possible ways to reduce speed in this area and improve safety on the junction.

Boar's Head corner: The possibility of creating a lay-by for the bus was raised. Mr Drummond felt this area was very dangerous for the bus to stop and felt he could not support this idea, he agreed to liaise with Mr Gallop about suitable position for the bus to stop.

Union Street: Agreed to look at signs for large vehicles emerging from Stone House to advise route to A488 as Union Street not suitable for large vehicles.

Market Square: Agreed that a bollard in this area would prevent vehicles parking on pavement near the junction and improve pedestrian safety.

Castle Green: Concern about volume and speed of traffic, which together with the lack of pavements make this a dangerous area for pedestrians. Recommended contacting Mr Whitehouse SCC and/or Mr Caird SSDC to enquire what plans there are for this area and request a provision for a footway on this junction. Montgomery Road, there is no quick or cheap solution for the lack of pavement, to provide one would require purchase of land. We understand this has already been on the 'wish list' for a number of years. Cllr Dr Penney proposed Mr Drummond's advice is taken and a letter is sent to Mr Whitehouse, seconded by Cllr Carroll and approved. ACTION TOWN CLERK

Station Street: Parking both sides causes pinch points in certain parts and larger vehicles, particularly buses cannot get through. This is causing severe disruption to the bus service and requires some urgent action. Mr Drummond will ask Parkman to inspect the area, take measurements and propose a scheme.

High Street: Vehicles regularly park outside Nos 8 High Street and Mr Drummond could see the problem and agreed to issue instructions for an additional bollard.

Upper Welsh Street: Reported under item 9.

Since the meeting a letter has been received from Mr Gallop, SCC regarding the bus service, which was read. A new improved service will operate from April 2003, with journeys between Bishop's Castle and Shrewsbury increased to seven each way daily. The existing coaches will be replaced by new fully accessible buses, with spaces for wheelchairs and pushchairs. Because the existing service continues to suffer from delays caused by indiscriminate parking in Station Street it is proposed that the service will terminate at the bus shelter in Salop Street between 9.00am and 3.00pm and at other times will continue to be via the Boar's Head to terminate at the Community College.

Councillors felt this would be very unsatisfactory, particularly for the elderly to walk to the top of the Town and it is somewhat counterproductive to improve the service in one respect, yet offer a poorer service in another. Cllr Carroll proposed a letter is sent to Mr Gallop, with a copy to C.C. P. Phillips advising him that the Council has already met with Mr Drummond in an effort to solve this problem, and it is unacceptable to terminate the service at Salop Street, seconded by Cllr Dr Penney and approved. In the same letter it was proposed that it would be preferable to have smaller buses on this route, rather than larger, which could terminate at Plox Green, with passengers changing onto larger buses. ACTION TOWN CLERK

It is not possible for the Shrewsbury service to serve the Stone House hospital, owing to insufficient time and unsuitable road layout for the size of the buses, however it is hoped that other bus routes operated by smaller buses will serve the hospital.

Cllr Dr Penney felt he could not support the idea of a lay-by for the bus on the Boar's Head crossroads, as this causes great dangers to other road users through limiting visibility.

15. PLAYING FIELD: GRASS CUTTING CONTRACT:

The Clerk was asked to obtain tenders for cutting the grass in the Playing Field this Summer from Sodexho and J.D.M. Accord Ltd. and Cllr Dr Penney suggested that Church Stretton Council are contacted to enquire who cuts the grass on their sports field. Tenders to be considered at the next meeting. AGENDA NEXT MEETING

16. STREET LIGHTING:

It was reported that Mr D'Alesio, S.C.C. has sent an amended design scheme for improving the lighting on Brampton Road, which meets Highway Standard and would be suitable for adoption by S.C.C. if erected. The design consists of 10 new lights from the Church to the Community College Crossroads. Cllr Dr Penney proposed that tenders are obtained for the next meeting, seconded by Cllr Magill and approved. The Clerk to contact M.E.B. Contracting for new lights and underground service costs, Pirelli and W.T. Parker for lights. AGENDA NEXT MEETING

It was reported that a new bulb has been put in the light on Ivy Cottage and it is hoped this will last until we know what new lighting there will be in Welsh Street when the developments have been completed.

17. TOWN HALL:

The Clerk has been in touch with S. Hine, S.S.D.C. and A. Jackson, E.S.W.S. regarding the grant application for development money for the Town Hall. It is hoped this can be accessed soon. We are currently awaiting further advise regarding the application procedure.

18. SEVERN TRENT WATER - PROGRESS REPORT OF DRAINAGE INVESTIGATIONS:

No further correspondence has been received from Severn Trent and it was understood that the investigations would be completed before Christmas. Cllr Dr Penney proposed that we contact the M.P., who attended the meeting early last year when Severn Trent undertook to investigate the flooding problem, with a copy to be sent to Severn Trent, seconded by Cllr Pinches and approved. ACTION TOWN CLERK

19. ACCOUNTS

20. REPORT OF RECENT MEETINGS ATTENDED BY COUNCIL REPRESENTATIVES:

The Mayor has recently attended a meeting of the Chapel Yard Archive Centre where the application for the Heritage Lottery Fund was discussed. It is proposed to hold a 'Celtic Clashes' week-end on 17th & 18th May, a fund raising project on the Playing Field at the Community College.

The Deputy Mayor recently attended a meeting of E.S.W.S. and gave a report.

The Mayor and Cllr Dr Penney attended a Twinning meeting, both will be going to St. Marcel in April for the official signing ceremony. In June the return trip will be made to Bishop's Castle, there will be no cost to the Town Council in either of these two trips.

21. CORRESPONDENCE:

a) Harrisons Solicitors: Notice of application for the Transfer of Justices Licence, Three Tuns, Salop Street from J. Cross to J. Cross and J. Wainwright.

b) C.C. P. Phillips: Radio Shropshire Reception: Two new transmitters have been erected at Church Stretton and Clun, and Cllr Phillips has been advised by the Manager of Radio Shropsire that the extent of the coverage and quality of reception is to be researched. Cllr Phillips would like to receive comment about whether the reception has improved.

c) C. Murphy, Friends of The Playing Field: There will be a further opportunity to see and comment on the ideas for the Playing Field at the Cadet Hall, New Street on Friday 7th February 2pm to 7pm and on Saturday 8th February between 10am and noon.

d) N. Egginton, County Emergency Planning Officer: The annual planning briefing will be held on Wednesday 2nd April in the Council Chamber at the Shirehall. Two topics will be presented; Radio Shropshire on Communicating in a Crisis and Shropshire Fire and Rescue on Preparing for a Chemical, Biological, Radiological or Nuclear Incident. The Mayor and Clerk will attend.

e) Mr J.A. Nicholls re Internal Audit. Clerk and R.F.O. to Cound Parish Council and book-keeper for S.A.L.C., also having experience in accounting and auditing, he is offering his services to the Council as Internal Auditor. Charges vary depending on the size of the Council and the amount of work involved. Cllr Dr Penney proposed that Mr Nicholls is contacted for a price, seconded by Cllr Blundell and approved. ACTION TOWN CLERK

f) Bishop's Castle Walking Festival: Invitation from the Chairman, Mr P. Norton to send a representative to the first A.G.M. on March 11th at Mainstone Village Hall.

g) Mrs J. Slavin: Advised the Council that Cllr Lawrence has resigned from the Friends of B.C. Library Group at the recent A.G.M. and has asked if a new representative could be appointed. The next meeting will be held on 25th March at 7.30 pm in the Library. It was proposed that a new representative is appointed at the Annual Council Meeting when the new Council is in place.

h) S.A.L.C. Regional Assemblies (Preparation) Bill. Soundings exercise on the level of interest in each English region in holding a referendum about establishing an elected regional assembly. Deadline for responses 3rd March 2003. SALC was made aware of this document on 15th January and it was considered at the Executive Committee meeting on 20th January, who felt more information was required. Cllr P. Davies, Chairman of the West Midlands Regional Assembly, has agreed to make a presentation on the future of Shropshire's local government. The meeting will be held at The Shirehall, Shrewsbury on Saturday 22nd February from 10am until 12 noon. Any-one wishing to attend should contact The Clerk.

i) County Youth Service: Letter of appreciation for the donation of £200 towards the driving project.

j) Bridgnorth & South Shropshire Crucial Crew: Letter of appreciation for £90 donation towards the cost of sending pupils from the Primary School to this years Crucial Crew on Friday 20th June.

k) Citizen Advice Bureau: Letter of thanks for the donation of £283 towards the Bureau's work in Bishop's Castle.

l) Dial: Letter of thanks for the donation of £25

m) RSH Hummingbird Appeal: Due to the tremendous generosity of a large number of people there is enough money to build the new centre, which will be a Dedicated Diabetes Centre for Shropshire and Mid Wales, caring for outpatients with diabetes. However money is still required to equip and furnish it and any donations would be gratefully received. It was proposed this is dealt with at the Precept meeting with other requests. PRECEPT MEETING

n) Hope House, Childrens Respite Hospice: Request for donation towards the running costs of this Hospice, caring for terminally ill children. It was proposed this is dealt with at the Precept meeting with other requests.
PRECEPT MEETING

o) Community Council of Shropshire: Calor Village of the Year. The judges will be looking for well balanced, pro-active, caring village communities, which irrespective of size, have made the best of local opportunities to maintain and enhance the quality of life for all inhabitants. Cllr Dr Penney proposed the Mayor and Deputy read the information provided and consider whether Bishop's Castle could apply, seconded by Cllr Blundell and approved. MAYOR AND DEPUTY TO CONSIDER

p) S.A.L.C. Meetings are being organised over the area to explain procedures and answer questions on preparing a 'Parish Planning'. On Wednesday 5th March Mrs C. Oakes will be at Lydbury North Village Hall from 7.30pm until 9.30pm. it was thought this meeting might be of interest to the Vital Villages Group. The Clerk to pass information to Cllr Carroll.

q) Mr R. Thomas, S.S.D.C.: For information the Agenda for the Standards Committee for the meeting of 21st January.
CIRCULATE

r) The Wasteless Society: Newsletter. CIRCULATE

s) Shropshire Playing Fields Association Newsletter. CIRCULATE

t) Shropshire Hills AONS: News and Views CIRCULATE

u) Local Environment Focus CIRCULATE

v) Shell Interactive. CIRCULATE

The Mayor declared the meeting closed at 9.45 p.m.

Minutes 4th March 2003

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL, HELD IN THE TOWN HALL ON TUESDAY 4TH MARCH 2003 AT 8.00PM

PRESENT: Councillor B.P. Jones, Mayor, in the Chair.
Councillors: S.J.S. Bedell, J.L.V. Blundell, J.M. Carroll, J.A. Magill, G.N. St J. Penney, K.E.C. Pinches, J.A.J. Whittall and R.D. Wright.

1. APOLOGIES FOR ABSENCE:

Apologies received from Cllrs Lawrence, Morris, and Kinmond.

2. DECLARATIONS OF INTEREST:

Cllrs Bedell and Penney declared a personal interest on item 6.a
Cllr Carroll declared a personal interest on item 6.f
Cllrs Blundell and Whittall declared a pecuniary interest on item 17

3. MINUTES OF COUNCIL MEETING HELD ON 4TH FEBRUARY 2003:

Minutes of the Council meeting held on Tuesday 4th February 2003, having been circulated were proposed as a true record by Cllr Blundell, seconded by Cllr Dr Penney, approved and signed by The Mayor.

4. MATTERS ARISING:

Item 4: Mr P. Haycox, Area Manager South, Shropshire N.H.S.: Comments noted regarding First Responders and have been passed to the Acting Operations Commander for the Shropshire Ambulance Service. Living in a very rural county offers a number of challenges to the individual and the health service and one of these challenges is the ambulance response times and it is believed the First Responder scheme offers some support.

Item 6: SSDC District Planning Solicitor: Tree Preservation Order. Confirmation that no objections having been received, the Order on trees on land at Kerry Lane/Church Lane corner has been formally confirmed.

Item 9: Letter received from Mr P.D. James, Highway Technician, S.C.C. Having discussed request with Mr Drummond the work to put a passing place in upper Welsh Street will be put in for the next financial year. Cllr Dr Penney proposed a site meeting before work commences, seconded by Cllr Bedell and approved. ACTION TOWN CLERK

Item 10: Letter read from Mr Biggs, who confirmed the Council's Legal Section is preparing an appropriate draft lease/licence for the Council's consideration. The Property Services Section have been asked to advise as to the suitability of the site suggested in relation to the services under the ground. The S.S.D.C. would not be seeking a rent in respect of the ground, but at Peppercorn if a demanded. Letter received from Crowgate Child Centre Ltd Co-operative who were alarmed to read in the local newspaper that the decision had been taken to locate the skateboard park on the Business Park. They have a number of objections to such a scheme. Cllr Wright proposed that the Clerk sends a letter explaining the proposals, seconded by Cllr Carroll and approved. ACTION TOWN CLERK

Item 14: Mr R. Whitehouse, Head of Highways Development Control, S.C.C. has sent an extract from the developers plans showing the proposed mini-roundabout at Castle Green and suggests it may be helpful to have a site meeting with representatives of the Council and Civic Society to discuss. The Clerk was asked to arrange a meeting. ACTION TOWN CLERK

5. MEMBERS OF THE PUBLIC WISHING TO SPEAK:

Mr R. Matthews: Mr Matthews has made a Planning Application to SSDC for 2 buildings on the Business Park for use as a Builders Merchants. The application has not yet been received by this Council but Mr Matthews brought the plans to the meeting and invited any questions. It is unfortunate that there is a large Oak tree in the centre of the site, which has made it very difficult to plan the buildings and access roads and he is proposing to remove the tree. He will be pleased to plant a replacement tree on another part of the site and hoped that Councillors will view his application favourably.

Mrs Hallworth: Concerned about the volume and speed of traffic on Montgomery Road and would like to see a copy of the survey carried out a couple of years ago. She believes the amount, speed and size of traffic has increased since it was carried out and has asked S.C.C. to carry out another one. She asks the Town Council to support this request. She is also of the opinion that heavy traffic should not use this road and should be diverted.

Mr Biggs: The lack of a pavement in Montgomery Road has been raised many times in the last ten years, there was an accident last Sunday when a young girl was hit by a vehicle and this happened on this road. The road trees and it is a blind area and suggested that speed cameras should be installed.

Cllr Dr Penney pointed out that there are two courses of action needed, one required to slow the traffic and enforce the current speed limit of 30 m.p.h. and the other to make it safer for pedestrians to have a footpath to the Cricket Ground and proposed this matter is dealt with under item 14 of the Agenda. Cllr Magill said it is over ten years since a campaign was started to urge S.C.C. to provide a footpath along this stretch of road between Castle Green and The Cricket Ground and some further pressure should be exerted before any further accidents happen.

6. TOWN & COUNTRY PLANNING ACT:

a) 1/03/14222/RM Approval of Reserved Matters. Erection of 4 dwellings, formation of vehicular and pedestrian access and construction of estate roads. The Wintles, Welsh Street, Bishop's Castle. Living Villages (Bishop's Castle) Ltd., 5 & 7 Castle Green, Bishop's Castle. It was reported that work is nearing completion of the road between Castle Green and Welsh Street. Councillors felt that, as with other applications on this development the three storey houses are very large and too high, dwarfing other properties. There was a proposition that the Council objects to this application on these grounds, and an amendment duly seconded that there is No Objection, both having three votes, it was approved that no response is made.

b) 1/03/14190/F Planning Permission (full) for erection of ancillary domestic outbuilding. Plot 1 Bells Court, Bishop's Castle. Mr A. Mason, Oakvale Homes Ltd., Aston Hall, Aston-on-Clun. Cllr Wright proposed No Objection, seconded by Cllr Whittall and approved.

c) No other Planning Applications were received.

It was reported that since the last meeting the following Planning Applications have been received, which were seen by The Mayor, Deputy and Cllrs Penney and Wright, who proposed No Objection.

1) 1/03/14177/F Planning Permission (Full) for Erection of extension to dwelling (Delegated Matter) at Hollenbough, Church Lane, Bishop's Castle. Mr and Mrs Jackson.

2) 1/03/1416/F Planning Permission (Full) for Erection of a dwelling and domestic garage; alterations to (existing) vehicular access and installation of a septic tank. (Delegated Matter) Land off Woodbatch Road, Bishop's Castle. Mr R.K. Davies.

3) 1/03/14163/TC Tree Works (Conservation Area) Crown lift Eucalyptus tree and fell Lawson Cypress tree (Delegated Matter) 22 Union Street, Bishop's Castle. Mrs J. Payne.

c) The following Planning Reports have been received since the last meeting:

i) 1/02/13803/F and 1/02/13804/LB Planning Permission and Listed Building Consent granted for erection of extension and alterations to public house; conversion of store to provide toilet facilities; erection of a porch; extension to conservatory and removal of balcony. Three Tuns Inn, Salop Street, Bishop's Castle.

ii) 1/02/14057/F Planning Permission granted for erection of a dwelling. Residential Development, Love Lane, Bishop's Castle. Beeches Three Ltd.

1/02/13915/CA and 1/02/13914/F Notice of Withdrawal of Application for part demolition and rebuilding of ancillary domestic outbuilding to form annex to main dwelling. Building to the rear of 19 Welsh Street, Bishop's Castle. N. Sanderson.
Councillors have received a letter from the Applicant explaining the building needs to be restored as it is falling into disrepair and their desire to restore it rather than it become unsafe and have to be demolished.

Two Appeal Decisions have been made following site visits on 11th December by J. Russell, an Inspector appointed by the First Secretary of State.

a) APP/K3225/A/02/1096398 Land to the rear of Hall Villa, Bishop's Castle. The appeal is allowed and planning permission granted, subject to conditions set out in the Formal Decision.

b) APP/L3225/A/02/1096299 Land to the rear of Shirland House, Church Street, Bishop's Castle. The appeal is dismissed.

7. CHALLENGE COURT:

Letter read from Clir H. Kydd, Joint Leader of the S.S.D.C., confirming that the site and building has been inspected by Mr Biggs and work is now in progress to put them in good repair. There will be a positive advertising campaign to attract new tenants when the site work is complete, as it is obviously in the interests of the District and Town Councils to have the buildings occupied. It was confirmed that the tenants who have left did so far other reasons than the state of the site. Cllr Dr Penney proposed Cllr Kydd is contacted again and asked for details of the Units; How many are there? the size and rent to be charged and when it is anticipated they will be ready for occupation. Cllr Carroll seconded the proposition and suggested we ask for details of the complaints received from tenants who have left, approved. ACTION TOWN CLERK

8. SOUTH SHROPSHIRE HOUSING ASSOCIATION - PURCHASE OF PROPERTIES ON OAK MEADOW:

At the Vital Villages consultation meetings it was raised by a number of residents that it appears the South Shropshire Housing Association are buying houses in Oak Meadow to house people returning to the community. Residents are concerned and thinks that this is not sensible use of family size homes, as they tend to be single occupancy and more suitable accommodation could be found, perhaps with some type of Warden Supervision.

Councillors were not aware of such a scheme and had not been consulted or contacted about it. Cllr Carroll proposed that a letter is sent to the Housing Association asking if this is correct and if so would they provide the Council with details of the Policy and who had been consulted before the Policy was adopted. Seconded by Cllr Wright who suggested it would be helpful for a representative to attend the next Council meeting. ACTION TOWN CLERK

9. WASTELESS SOCIETY: REQUEST FOR DONATION TOWARDS PLASTIC RECYCLING:

Letter read from Mr N. Hurd of The Wasteless Society asking for a donation to help the society with the cost of running its two household waste recycling facilities at Crowgate. In October 2001 the Society increased the number of household waste items collected and recycled at Crowgate from four to ten, and in twelve months the volume of household waste collected from Bishop's Castle increased from 14% to 35%, the target for the current twelve months is 40%. Last year S.S.D.C. awarded a £500 L.E.A.F. grant to assist with the cost of hauling the plastic to Cae Post Ltd. at Welshpool. Haulage costs have risen, the L.E.A.F. grants have stopped and to date the society has received no financial support from S.S.D.C.

The response from the public has been excellent and it would be a pity if the society could not continue to offer residents these innovative facilities, particularly as S.S.D.C. must meet a Central Government household waste recycling target of 20% for 2003/04. The 'green box' bottle, can and newspaper recycling scheme that the D.C. is introducing to meet this target will cost an additional £388,000. Cllr Dr Penney proposed a donation of £250 to the society and proposed a letter be sent to S.S.D.C. recommending they consider financial assistance to the Society in view of the success of the scheme, seconded by Cllr Carroll and approved. ACTION TOWN CLERK

10. SUPPORT FOR CAMP SITE ON FARM LAND ON B4385:

It was reported that Miss J. Beamond is considering having a Camp Site on a field near Crowgate under a Farm Diversification Scheme. Cllr Carroll felt this is an ideal location within walking distance of the Town and proposed a letter of support is sent to Miss Beamond, seconded by Cllr Dr Penney and approved. ACTION TOWN CLERK

11. MONTGOMERY ROAD: WATER PRESSURE:

Residents of Castle Green have reported that the water pressure is extremely poor and at times there is no water at all. This itself is a problem, but it is feared that when the houses on the new Wintles development are occupied it will make the matter worse. Cllr Dr Penney proposed a letter is sent to Severn Trent Water, seconded by Cllr Wright and approved. ACTION TOWN CLERK

12. CHAMBER OF TRADE: RESULTS OF STREET CLOSURES SURVEY:

The results of the survey carried out by the Chamber of Trade have been analysed. 120 survey forms were distributed to Businesses and residents. 46% were returned (a total of 55), of those returned 44% were Businesses and 56% were Residents. 91% had responded positively to the question 'Are you in favour of continuing to encourage Street Closures during events in Bishop's Castle'. 89% agreed with the question that street closures for the Michaelmas Fair last September were acceptable. 11% did not agree. 96% were in favour of closing Church Street from Burds corner and High Street on the Sunday of the Fair, only 4% against. Of the Business replies 91% were in favour. 36% of replies included additional comment - the majority wishing to see access maintained to their own residential premises and Emergency assess available. Some felt this had been badly managed in 2002. Clir Dr Penney wished it to be recorded that he felt the survey was not distributed to all residents affected by Street Closures.

13. PRIMARY SCHOOL FIELD:

No further correspondence in this matter. AGENDA NEXT MEETING

14. FOOTPATHS:

(i) Oak Meadow - Welsh Street: Cllr Carroll reported this path is just a muddy path through the development. New regulations mean that in future the developers will have responsibility for bringing the path up to standard, so the first part of the path from Welsh Street will be surfaced in due course, but the rest of the path and Lakeson Alley needs the hedges tidying up, the stream cleaned out and the path surfaced. Cllr Carroll proposed that before the next meeting Councillors try to have a look at this area. The Mayor proposed that in the meantime a letter is sent to Days Construction, seconded by Cllr Dr Penney and approved. ACTION TOWN CLERK

(ii) Kerry Green - Grange Road: A letter was read from Mrs C. Price regarding the walkway between Grange Road and Kerry Green. The path that has been in use for many years and has never been closed, however recently it has been closed and has been in use for over 45 years and the Mayor proposed a request is made to either S.S.D.C. or the S.S. Housing Association for the path to be surfaced, seconded by Cllr Carroll and approved. ACTION TOWN CLERK

(iii) Montgomery Road: Following an accident outside The Windmill Cottage, Montgomery Road last Sunday, a number of letters had been received urging speed restrictions and a footpath along this stretch of road. Letters were read from Mr and Mrs M. Phillips, Mr and Mrs T. Frost, Mrs P. Mercer and Mr and Mrs N. Biggs. It was reported that it is over ten years since a footpath from the Cricket Ground into Castle Green was requested and two years ago County Councillor Phillips advised it was on the S.C.C. 'Wish List'. The amount of traffic continues to increase, with the new Wintles Development there will be even more traffic and the path is now becoming a matter of urgency. It was also felt that a physical narrowing of the road, some form of 'Village Gate' approach would slow down the traffic. Cllr Dr Penney proposed that a letter is sent to Mr Drummond, S.C.C with a copy to C.C. Phillips, drawing attention to the accident and requesting both a footpath from Castle Green to the Cricket Ground and road narrowing to slow down the traffic and make it safer for pedestrians, also suggesting a weight limit should be introduced, seconded by Cllr Blundell and approved. ACTION TOWN CLERK

15. CONTACT WITH LOCAL NEWSPAPERS:

It was confirmed that Agendas and Minutes of meetings are sent to all the local newspapers. Reporters used to attend most Council meetings but this rarely happens now, instead they telephone the Clerk, Mayor, Deputy or a Councillor after a meeting for information. Although it was thought it would be preferable for the press to be present at meetings, following consideration it was proposed there is no change to the current policy of providing the press with information prior to the Minutes being circulated and advised to contact individuals if appropriate.

16. PLAYING FIELD: GRASS CUTTING CONTRACT:

Tenders for the Contract to cut the grass in the Playing Field this Summer have been received from Sodexho £1,034.38 + VAT, J.D.M. Accord Ltd £105.57 per occasion (13 cuts = £1,372.41 + VAT) and E.L.D. £994.00 + VAT. It was confirmed that last season the Contract cost £1,004 + VAT. Cllr Whittall proposed the tender from E.L.D. is accepted and we enquire the cost of additional cuts if required. Seconded by Cllr Dr Penney and approved. The Clerk to advise the dates of Fairs and Festivals. ACTION TOWN CLERK

17. STREET LIGHTING: TENDERS FOR NEW LIGHTING IN BRAMPTON ROAD:

The Clerk confirmed that an estimate has been received from M.E.B. Contracting and Pirelli Construction Ltd and W.T. Parker had both expressed their wish to be considered, but had been unable to prepare a quotation for today. Cllr Dr Penney proposed this is on the Agenda for the next meeting. AGENDA NEXT MEETING

18. TOWN HALL:

Cllr Carroll has prepared a Brief for The Renovation and Improvements of the Town Hall, which has been passed to Mrs Jackson at E.S.W.S. Wheatley Lines Architects have been asked to prepare an approximate estimate of the cost involved with this project in order to apply for development funding. If the prepared Brief is not considered to be in enough depth, Mrs Jackson is to be asked to prepare a more detailed one.

19. SEVERN TRENT WATER - PROGRESS REPORT OF DRAINAGE INVESTIGATIONS:

Letter read from Severn Trent advising that the scheme to alleviate the flooding problem in Church Street has now progressed. Feasibility work indicates that the preferred design option is construction of a new sewer along Church Bank and Brampton Road, discharging into a new sewage pumping station to be constructed at the junction with Love Lane. Due to restrictions in ground level this is the only viable option. It is anticipated that the final design will be complete towards the end of this year with an anticipated start on site in the Summer of 2004. They advise there are other flooding problems in this area, including the watercourse and inadequate road drainage in Field Lane, which have been brought to the attention of the relevant authorities and need to be addressed by them. Cllr Dr Penney proposed that this information is sent to the M.P. with a request that he exerts pressure to have the work carried out earlier than the Summer of 2004, seconded by Cllr Pinches and approved. ACTION TOWN CLERK

20. ACCOUNTS:

21. REPORT OF RECENT MEETINGS ATTENDED BY COUNCIL REPRESENTATIVES:

The Mayor reported she had attended the recent meeting of the Chapel Yard Heritage Archive Group, who are organising a funding raising event in May 'Celtic Clashes'. Volunteers are needed to help steward the event, anyone willing to help please contact The Mayor.

22. CORRESPONDENCE:

a) C.C. Peter Phillips: S.S.D.C.'s Executive Report 'Corporate Priorities Consultation Results' contains messages regarding "leisure" interests, comments could be sent to The Chairman of the Executive at S.S.D.C. if felt appropriate.
CIRCULAR

b) C.C. Peter Phillips: S.C.C. Copy of Portfolio statements delivered at the last County Council meeting. This is a brief update of the Statements of Intent presented at the first Council by the new Administration and shows some of the achievements of the first eighteen months. CIRCULATE

c) Mr G. Amos, S.S.D.C. District and Parish/Town Council Elections will be held on 1st May 2003. Notices of Election have been posted on Notice Boards around the Town. Nomination papers were distributed to all Councillors, and those seeking re-election should complete and return to S.S.D.C. before noon on Tuesday 1st April.

d) DEFRA: Licensing Bill: A number of representations about the possible impact on rural life of the Licensing Bill which is currently before Parliament. A Ministerial statement was issued recently by the Secretary of State for Culture, Media and Sport, which goes a long way to meet the concerns. This makes it clear the Government's intention not to impose unnecessary regulatory burdens on village halls, community facilities and church halls as such facilities will be exempted from the fees associated with the provision of entertainment under the licensing regime. Places of public religious worship will also be exempt from licensing for the provision of entertainment. Village halls, church and parish halls and other community facilities will continue to pay for a license to sell alcohol, but will benefit from the simple notification procedure that the Bill is seeking to introduce for temporary events. CIRCULATE

e) Cobbett & Brown: Application for transfer of the Justices' Licence for the King's Head, Church Street, Bishop's Castle from A.R. Lewins to P.A. Kynaston and R.A. Dawson on 3rd April. Clerk to confirm No Objection.

f) Harrisons Solicitors: Application for transfer of Justices Licence for The Poppy House, Market Square, Bishop's Castle from K.S.M. Grimes to S.F. Jenkins on 6th March 2003. Clerk to confirm No Objection.

g) Mrs M. Jackson on behalf of the Parochial Church Council: Seeking for permission to use Market Square pm Sunday 13th April at 10.30 am, as an assembly point for the Palm Sunday Procession and Friday 18th April at 12 noon for a short service of hymns and prayers. Cllr Carroll proposed No Objection, seconded by Cllr Magill and approved.
ACTION TOWN CLERK

h) C.C. Peter Phillips: SPARC Project. Last week the County Council approved a further £300,000 capital for the project and the Community College has committed in principle £100,000 bring the total committed funds to approximately £1.2 million towards a target of £1.95 million.

i) Mr P. Norton: Bishop's Castle Walking Festival is holding the first A.G.M. on 11th March at Mainstone Village Hall. Any-one wishing to attend contact The Clerk.

j) Days Construction Ltd.: Confirming there will be external lighting erected as part of the new development on Oak Meadow, which will be owned and run by the occupiers. They will try to locate the old light which was removed. This does not really answer the question as to where the lights will be. Cllr Dr Penney proposed a further letter to Days asking when we can expect the light on Welsh Street to be re-instated, seconded by Cllr Bedell and approved. ACTION TOWN CLERK

k) S.C.C. Re-tendering for Local Bus Service Contracts: A number of contracts for the provision of local bus services in Shropshire are due to expire at the end of August. Copies of the timetable for those services relevant to this area are marked, the journeys which are the subject of the re-tendering, together with copies of average weekly passenger numbers for a period of 12 months. Any comments should be sent to S.C.C. before 25th April. CIRCULATE

l) Dial Shropshire, Telford & Wrekin: Letter requesting donations to support volunteers across Shropshire. It was proposed this is dealt with at the Precept meeting, seconded and approved. PRECEPT MEETING

m) South Shropshire Access Group: Agenda for meeting to be held this evening together with Minutes of meeting held on 17th September. CIRCULATE

n) C.C. Peter Phillips: Predicted Council Tax Rises. CIRCULATE

o) Ms J. Baron, Director of Community Council of Shropshire: Mrs Jan Snell is retiring from the post of Administrative Officer with the Community Council of Shropshire. She is retiring in April, but will continue part-time at the S.A.L.C. Offices. Clir Dr Penney proposed the Council send a card to Mrs Snell, seconded by Cllr Blundell and approved. ACTION TOWN CLERK

p) Ms K. Chambers, Secretary of B.C. and District Community Forum: Any items for inclusion on the Agenda of the next Meeting. Cllr Carroll suggested the Results of the Town Survey for the Vital Village, which should be ready from mid-April. Clerk to contact Ms Chambers.

q) Zurich Municipal: The insurance industry has become increasingly aware of the potential level of losses that may occur as a result of worldwide terrorism. As a result there have been changes in the way that Pool Reinsurance Ltd operates and information is enclosed. CIRCULATE

r) A. Varcoe, Co-ordinator of Dial-a-Ride: Letter of thanks for the donations towards the running costs.

The Mayor declared the meeting closed at 9.42 p.m.

Minutes 18 March 2003 (Special Meeting)

MINUTES OF THE SPECIAL MEETING OF BISHOP'S CASTLE TOWN COUNCIL, HELD IN THE TOWN HALL ON TUESDAY 18TH MARCH 2003 AT 8.00PM

PRESENT: Councillor B.P. Jones, Mayor, in the Chair.
Councillors: S.J.S. Bedell, J.L.V. Blundell, J.M. Carroll, J.A. Magill, G.N. St J. Penney and K.E.C. Pinches

1. APOLOGIES FOR ABSENCE:

Apologies received from Cllrs Lawrence, Whittall and Wright.

2. DECLARATIONS OF INTEREST:

2.a Cllr Carroll declared a personal interest on item 3.f
2.b Nil

3. TOWN AND COUNTRY PLANNING ACT:

a) 1/03/14254/F Planning Permission (full) for erection of a dwelling, conversion of (existing) Bakery to domestic garage/workshop and temporary siting of a mobile home. The Bakery, Church Street, Bishop's Castle. Mr P.G. Thorpe and Ms J. Bat, 1 Hathorne Terrace, Calverley Grove, London. Cllr Whittall had commented to the Clerk that he felt this plan was an improvement to the previous application for this site. It is a long narrow site and Cllr Dr Penney proposed the Council objects because the building is right to the boundary, seconded by Cllr Pinches, Cllr Blundell proposed an amendment, No Objection to the application provided it is a condition that adequate space is left between the building and the boundary to maintain the property, seconded by Cllr Carroll. Votes four for the amendment, two against. The amendment was put to the meeting as the Substantive Motion and approved.

b) 1/03/14257/TC Tree Works (Conservation Area) Felling of an Ash tree and a Sycamore tree and minor works to 2 further Ash trees at 35 Union Street, Bishop's Castle. Green Man Tree Care, c/o Mace Bryant, 8 Lower Down, Lydbury North. A letter read from the Tree Warden confirmed she had No Objection to this application. Cllr Dr Penney proposed No Objection, seconded by Cllr Carroll and approved.

c) 1/03/14266/AD Advertisement Consent, display of illuminated advertisement lettering to gable wall. 29 Church Street, Bishop's Castle. McCartney's, The Ox Pasture, Overton Road, Ludlow. Cllr Blundell proposed No Objection, seconded by Cllr Carroll and approved.

d) 1/03/14267/LB Listed Building Consent for display of illuminated advertisement as c). Cllr Blundell proposed No Objection, seconded by Cllr Carroll and approved.

e) 1/03/14273/F Planning Permission (full) for erection of 2 buildings for use as a Builders Merchant, construction of estate roads and formation of a vehicular access. Land at Bishop's Castle Business Park, Bishop's Castle. R.J. Matthews, Skyborry Green, Knighton, Powys. Cllr Wright has written to advise that he would object to the removal of the oak tree, but otherwise he has no objections, Cllr Whittall advised that he has no objection to removing the Oak Tree if it is deemed necessay providing a replacement is planted elsewhere on the site. Cllr Carroll proposed No Objection to this application, providing it is a condition that there is a maximum of 20% retail sales, seconded by Cllr Dr Penney.

f) 1/03/14280/O Outline Planning Permission for erection of a dwelling and garage and formation of vehicular and pedestrian access. Land adj. to Fairfield, Woodbatch Road, Bishop's Castle. I.P. Wall. It was felt the entrance to the site is very close to the junction and Cllr Blundell proposed the Council objects on the grounds that the access is dangerous, seconded by Cllr Magill and approved.

g) No other plans received.

It was confirmed that the Mayor, Deputy Mayor and Clerk have a meeting with Mr G. Biggs, Chief Executive S.S.D.C. and Cllrs Kidd and Barnett, Joint Leaders of the Council on Monday 31st March, any items for discussion at this meeting should be passed to the Clerk before that date.

The Clerk advised that Mr R. Whitehouse, S.C.C. has agreed to meet Councillors and representatives of the Civic Society on Castle Green on Thursday 20th March at 11.00 a.m. to look at the lighting and the proposals for a mini roundabout. The Deputy Mayor and Cllrs Magill and Penney confirmed they would be able to attend.

The Mayor declared the meeting closed at 8.20 p.m.

Minutes 1 April 2003

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL, HELD IN THE TOWN HALL ON TUESDAY 1ST APRIL 2003 AT 8.00PM

PRESENT: Councillor B.P. Jones, Mayor, in the Chair.
Councillors: J.L.V. Blundell, J.M. Carroll, J.A. Magill, G.N. St J. Penney, K.E.C. Pinches, J.A.J. Whittall and R.D. Wright.

1. APOLOGIES FOR ABSENCE:

Apologies received from Cllrs Bedell, Lawrence and Morris.

2. DECLARATIONS OF INTEREST:

a) Declarations of personal interests: None.
b) Declarations of prejudicial interests: Cllrs Blundell and Whittall declared an interest in items 17 and 21.

3. MINUTES OF COUNCIL MEETINGS HELD ON 4TH AND 18TH MARCH 2003:

Minutes of the Council meetings held on Tuesday 4th March and Tuesday 18th March 2003, having been circulated were proposed as a true record by Cllr Dr Penney, seconded by Cllr Blundell, approved and signed by The Mayor.

4. MATTERS ARISING:

Item 4.4: Letter from Matthew Green re Ambulance First Respondeer Scheme. Rt Hon Alan Milburn, the Secretary of State for Health and Mr John Weeks, Acting Chief Executive of Shropshire Primary Care Trust have been contacted regarding our concerns.

Item 4.9: Mr P. James, S.C.C. and Cllr Dr Penney met to look at Welsh Street and agreed the most suitable location for a passing place.

Item 4.14: On 20th March Mr R. Whitehouse and Mr P. James met with Cllrs Carroll, Magill and Penney and the Town Clerk. The road, lighting and footways through The Wirrties development will have to be to Highway standard before the road can be adopted by S.C.C., unless the Developers wants to retain and continue to maintain themselves in which case the Town Council would be responsible for lighting. Details of the lighting at Welsh Street junction and Castle Green have yet to be finalised, but a creamy white light is felt preferable, rather than orange or bright white. Mr Whitehouse also agreed to contact Days to enquire what lighting they are proposing for Welsh Street.

Item 8: S.S.H.A. have advised that they have had a policy for a number of years to add to the stock of affordable homes in the District and approximately 20 dwellings have been purchased through this mechanism in recent years. Two properties in Oak Meadow have been purchased and allocated to applicants from the housing waiting list and levels of occupancy are in both cases appropriate to the size of the dwelling.

Item 9: The Wasteless Society thanked the Town Council for their financial support. Mr W.N. Jones advised that the District Council has supported the Wasteless Society over a number of years on the understanding that once the project at the Recycling Centre had been set up the Society would be able to run its own activities through voluntary effort. Unfortunately the District Council no longer has a budget to support these organisation.

From a previous meeting Matthew Green M.P. has responded for the request to have Broadband brought to the Town. Information to be circulated. CIRCULATE

The Clerk was asked to contact S.S.D.C. to confirm the decision regarding the naming of the new development in Welsh Street/Oak Meadow, which was believed to be Welsh Street Gardens.

5. MEMBERS OF THE PUBLIC WISHING TO SPEAK: None

6. TOWN & COUNTRY PLANNING ACT:

a) 1/03/14313/F Planning Permission (full) for erection of a dwelling. Land to the rear of Shirland House, Church Street, Bishop's Castle. Mr and Mrs G. Wainwright, c/o Inklines, Teme Mills, Station Road, Knighton. Letters objecting to this application on the grounds of height of the proposed dwelling were read from H. Gwyther & Son Ltd., Mr & Mrs P. Carty, Mr R. Moulson and Ms E. Bowles. It was pointed out that the height appears to be higher than the previously approved plan and the plan show two different ridge heights, with approximately 1/2 metre difference between them. If the lower part of the construction starts at ground level, then the higher part will be 1 metre higher than the approved plan. Cllr Wright proposed the Council objects to the application on the grounds that the maximum height of any construction should be limited to 5.6 metres, the height of the existing approved plan and that it should be determined to an agreed fixed point so that variable ground levels do not result in an over-bearing construction, seconded by Cllr Dr Penny and approved.

b) 1/03/14314/CA Conservation Area Consent for demolition of shed/store. Land to the rear of Shirland House, Church Street, Bishop's Castle. Mr and Mrs G. Wainwright, c/o Inklines. Cllr Dr Penny proposed No Objection, seconded by Cllr Pinches and approved.

c) 1/03/14292/CA Conservation Area Consent for Removal of chimney (Delegated Matter) 14 Station Street, Bishop's Castle. Mr R. Morris. Cllr Dr Penny proposed No Objection, seconded by Cllr Magill and approved.

d) The following Planning Reports have been received since the last meeting:

i) 1/03/14163/TC Permission granted for Works to Trees. Crown lift Eucalyptus tree and fell Lawson Cypress tree. Mrs J. Payne, 22 Union Street, Bishop's Castle.

ii)1/03/14177/F Planning Permission approved for erection of extension to dwelling. Hollenbough, Church Lane, Bishop's Castle. Mr and Mrs Jackson.

iii) 1/03/14161/F Planning Permission approved for erection of a dwelling and domestic garage; alteration to (existing) vehicular access and installation of a septic tank. Land off Woodbatch Road, Bishop's Castle. Mr R.K. Davies.

iv) 1/03/14190/F Planning Permission approved for erection of ancillary domestic outbuilding. Plot 1, Bells Court, Bishop's Castle. Mr A. Mason.

7. REVISED SOUTH SHROPSHIE LOCAL PLAN:

The revised deposit draft replacement South Shropshire Local Plan has been placed on deposit for public inspection for six weeks from 14th March 2003. Objections and representations in respect of the proposed changes should be sent before 25th April. Cllr Carroll proposed the Council objects to the land on Clun Road being included for housing. The Council would not have identified this as a suitable site for housing for a number of reasons; even if not required immediately it is the only direction that the Community College can expand in, Linear Development should not be encouraged and there is already sufficient new housing in Bishop's Castle, other than Affordable Housing, which can be on an identified site outside the building line. To build on this site would seriously damage the appearance of the approach to the Town and would invite further development to the South and East of the Church, to which there has been objections in the past. Seconded by Cllr Dr Penney and approved.

The policy regarding Shopping Development has been weakened somewhat and Cllr Carroll proposed there should be no change made to the current policy and Shopping development should be confined to Market Town Centres, seconded by Cllr Dr Penney and approved. ACTION TOWN CLERK

8. CHALLENGE COURT:

During a meeting yesterday with Mr Biggs and Joint Leaders of SSDC, the Mayor, Deputy and Clerk were advised that a programme of repair and decoration of buildings and tidying grounds is underway. A six week radio advertising campaign will commence on 6th April to try and find new tenants and a new hoarding will be erected shortly. Details of the size of individual units and the rents charged is currently being prepared and will be sent to the Council in due course. The rent is shared between Advantage West Midlands and the District Council, and Mr Biggs agreed to discuss reducing the rent with A.W.M. after the advertising campaign if new tenants are not found. Cllr Dr Penney proposed that rather than waiting A.W.M. should be contacted to seek approval to reduce rents now, seconded by Cllr Carroll and approved. ACTION TOWN CLERK

It is thought locally that the units at Challenge Court are too large and people are looking for small business units. Mr Biggs advised that if the results of the Vital Villages consultation shows this to be true, then S.S.D.C. should be approached with a request to provide some small affordable business units.

9. ROAD SAFETY ON CHURCH BANK:

At the meeting on 31.1.03 Mr Drummond had agreed to discuss with Parkman possible ways of slowing down traffic on the Church Bank approaching the Six Bells Corner to make it safer for vehicles emerging from Church Lane. No further correspondence has yet been received.

10. TRAFFIC PROBLEMS IN WELSH STREET:

At present there are no plans to open up Welsh Street with Oak Meadow when the new development is complete. However, it is believed that the correspondence from the Community Forum saying 98% of residents wished not to have the road joined up is misleading. Cllr Dr Penney proposed that a letter is sent to S.C.C. advising that this Council believes that a through road may be required in future and the land should be retained so it can be opened up when required, seconded by Cllr Whittall and approved.
ACTION TOWN CLERK
11. ROAD SURFACE IN CHAPEL YARD:

It has been reported that the pavement in Chapel Yard is in need of repair. It appears the road is unadopted and responsibility for maintenance is likely to lie with owners of the properties. If the owners would agree to upgrade the road and pavement to the appropriate standard S.C.C. could be approached to adopt it, but the cost of such a project is likely to be considerable. In the meantime Cllr Carroll, proposed the Council should write to the owners of properties along the lane to advise them that if someone has a fall on the pavement they may be responsible, seconded by Cllr Wright and approved. ACTION TOWN CLERK

12. LANE TO RAILWAY MUSEUM:

It has been drawn to the Council's attention that there is a lot of rubbish along the lane by the Railway Museum. However it was reported that Andrew Wallace swept the lane last week. It was resolved that no further action need be taken at the present time, but the area should be monitored over the new few months.

13. PAVEMENT IN BILLINGSLEY CLOSE:

During the consultation process for the Vital Villages it had been raised that there is no pavement in Billingsley Close and people have to walk on the road. Cllr Carroll proposed that a letter is sent to the Housing Association requesting a pavement, seconded by Cllr Wright and approved. ACTION TOWN CLERK

14. FOOTPATHS:

(i) Oak Meadow - Welsh Street: Days Construction have been contacted regarding this path. AGENDA NEXT MEETING

(ii) Bowling Green Close - new development: It was proposed by Cllr Carroll that a letter is sent to Harpers Construction, the developers of the new Housing Estate requesting a tarmac path between the two estates, seconded by Cllr Wright and approved.
ACTION TOWN CLERK
15. MONTGOMERY ROAD:

Response from Mr Drummond, S.C.C. read to the Council. It is confirmed that a footpath along this road is on a "wish list" for consideration as a future highway improvement scheme. This process is administered within the Project and Contract Management Team, but this is not considered a priority for the next two financial years. With regard to the introduction of a "village gateway", this is already in existence, with the signs and dragons teeth road markings. However they have agreed to look at additional signing, although a physical narrowing of the already limited carriageway is not favoured, neither is a weight limit. It is anticipted that the mini-roundabout at The Wintles will have some effect on calming traffic. AGENDA NEXT MEETING

16. PRIMARY SCHOOL FIELD:

Letter read from Mr Dryden, Sites and Grounds Office, Education Services. The Headteacher and Governing Body have had opportunity to discuss the request for use of the school field as an amenity area for community use out of school hours. Although sympathetic to the Council's request, it is not possible, the field is in extensive use and the school is continuing to develop the whole area as an extra resource to enable coverage of all areas of the curriculum. It was resolved that no further action can be taken in this matter.

17. STREET LIGHTING: TENDERS FOR NEW LIGHTING IN BRAMPTON ROAD:

The Clerk was asked to contact S.C.C. to establish whether there are any alternative lights available that may are available that are more appropriate for a Conservation Area. AGENDA NEXT MEETING

18. TOWN HALL:

Mrs Jackson at E.S.W.S. is preparing a brief for development of the Town Hall, the cost of which will be added to the application for development money. Cllr Wright felt this project is progressing very slowly and proposed we ask Mrs Jackson if anything can be done to help speed matters up, seconded by Cllr Dr Penney and approved. ACTION TOWN CLERK

19. SEVERN TRENT WATER - PROGRESS REPORT OF DRAINAGE INVESTIGATIONS:

Letter read from Mr P. Gregory, who is unable to give an undertaking that the scheme to alleviate flooding from the public foul water sewer can be brought foward, but Severn Trent will endeavour to pursue matters as quickly as possible.

20. REVIEW OF MAYOR'S ALLOWANCE:

The Mayor's Allowance for the current year is £300, having been increased from £275 last year, plus a travelling allowance @ 42p per mile and telephone allowance of up to £200. The Mayor advised she will be claiming £25 towards the cost of telephone calls for the year.

Cllr Dr Penney proposed the Mayor's Allowance is increased by 10% to £330, with no change to travelling or telephone allowance, seconded by Cllr Blundell and approved.

21. ACCOUNTS:

In addition to the accounts listed on the Agenda invoices have been received from:
J. Whittall and J. Blundell - Street Lighting repairs, November - March - £310.00
D. Palliser - Secretarial Services - £147.70 (from Vital Villages Account)
V. Robson - childcare expenses - £22.50 (from Vital Villages Account)
Cllr Dr Penney proposed that these accounts be paid in full, seconded by Cllr Pinches and approved.

22. CONCLUSION OF AUDIT:

Letter read from A. Harrison, Winross Hacker Young, returning the audited annual return for the year ending 31st March 2002. A Notice of the Conclusion of Audit and Right to Inspect Annual Return to be put on the notice board outside the Town Hall for 14 days stating that the audit has been concluded and that the annual return is available for inspection by local government electors. It was approved that a £5 fee would be charged if copies of the accounts are requested. The Clerk was asked to sign the Statement of Assurance and return to Winross Hacker Young as requested.

23. REPORT OF RECENT MEETINGS ATTENDED BY COUNCIL REPRESENTATIVES:

The Mayor, Deputy and Cllr Whittall recently met with the Friends of the Playing Field to look at the progress so far. As a result of the survey carried out John Challinor had been asked to drawn up a plan, this is to be put into an application for funding. There may need to be some form of leasing arrangement for the field by the Group. Mr Hurd's trees have been planted in the field by Mrs H. Carty and some helpers, but unfortunately a couple are in positions where it was agreed not to plant trees. Cllr Whittall thought that the area where the bike track used to be would be more appropriate, they will also need to have some guards around them to protect them if they are to have any chance of surviving. Cllr Carroll proposed that Mrs Carty/Mr Hurd is contacted.

24. CORRESPONDENCE:

a) County Councillor P. Phillips: Copy of information collated in response to letters regarding the increase in council taxes. Cllr Phillips has sent a copy of this document for each Councillor, however, in view of the cost of photocopying it was felt that one copy was sufficient which could be passed around and read by all Councillors and the remainder could be returned to Cllr Phillips and could be seen by others. CIRCULATE

b) Councillor A. Lawrence: Letter of resignation owing to ill health. Councillors very much regretted that Cllr Lawrence was unable to continue and Cllr Wright proposed a letter of appreciation for all she had done is sent, seconded by Cllr Dr Penney and approved. ACTION TOWN CLERK

c) Mr D. Kennedy, Waste Minimisation Officer, SSDC: The new Garden Waste collection service is being launched in April. This service will be offered to 60% of the District, mainly in the towns and larger villages every two weeks, for people who can't compost their garden waste at home. Green plastic sack will be supplied and the service will alternate with the emptying of Green Boxes.

d) Miss K. Bryan, Waste Services Officer, SSDC: Dates of the manned skip service for the Summer for the disposal of household and garden waste at Crowgate Recycling Centre between 12 noon and 4.00 pm every other week, commencing 10th April.

e) Ms R. Richards, Waste Services Team Leader, SSDC: Advice and information on fly-tiping for reference.
CIRCULATE

f) Ruth Stafford, Clun Forest Shuttle Bus Project Officer: Invitation to the launch of the new Clun Forest Shuttle Bus on Saturday 5th April at the Boar's Head. The launch will be attended by the Tourism Group, local accommodation providers, landlords, cafe/restaurant owners, members of the public and other supporters. The actual service starts on Saturday 12th April and will run on Saturdays, Sundays and Bank Holidays until November.

g) Mr T.W. Hunt: To clarify situation re South Shropshire Youth Forum, Mr Hunt confirms that the College has worked on a number of projects with the Forum such as skateboarding and Health Education and the offer has always been on the table to develop further links. Mr Hunt also sent a copy of a letter of support from Mr Proctor to Ms F. Jones, Regional Manager for Community Fund regarding the funding for the Youth Forum and its importance in this rural area.

h) Mr M. Herschell, Citizens Advice Bureau: Re: Special General Meeting at 8.15 pm on Monday 14th April at the Foyer Training Room, Marstons Mill, Ludlow. The purpose of the meeting is to approve the dissolution of the South Shropshire C.A.B. and amalgamation with Citizens Advice Shropshire on 1st May or as soon as practicable thereafter. Information regarding the statistics for 2002 were also given. CIRCULATE

i) Will Dawson, Regional Manager, Water Voice: The Water Bill was introduced on 20th February and among proposals are plans to update and strengthen water and sewerage consumer protection arrangements. The Government wants an independent Consumer Council for Water, giving an effective 'One Stop Shop' for consumers, separate from and independent of Ofwat, the price regulator. Water Voice, although under Ofwat's umberella has its own identity. CIRCULATE

j) Zurich Municipal Insurance: Policy Documents to be filed for reference.

k) Defra: the 'Quality' Town and Parish Council Iniative: CIRCULATE

l) Alison Topping, Best Value Co-ordinator, SSDC: Section 17 of the Crime and Disorder Act 1998. The Council's Social Policy Panel feel that Town and Parish Council's have a key role to play in reducing Crime and Disorder and a leaflet produced by The Countryside Agency and NACRO give practical guidance on how the issues of crime and disorder can be addressed. The Council is asked to consider this guidance and information to ensure that the most effective way to reduce crime at a local level is followed and that the requirements of Section 17 of the Crime and Disorder Act are met. CIRCULATE

m) Chapel Yard Heritage Partnership: Celtic Clashes Weekend 17th - 18th May, on the Community College Playing Fields between 11.00 am and 5.00 pm. As part of this event a celebration of Bishop's Castle heritage is planned. It is hoped that local organisations will provide displays which are to be exhibited in a marquee on the site. Volunteers are required to help with various aspects; stewards, car parking, heritage display, ticket sales, field preparation and field reinstatement. Any volunteers contact the Secretary of the CYHO or the Town Clerk.

n) George Taylor, Play and Leisure Advisory Service: A provider of children's play/recreation. Information to be passed to the Friends of the Playing Field.

o) South Shropshire Housing Association: Financial Statements and Annual Report for the y/e 31.3.02 CIRCULATE

The Mayor declared the meeting closed at 9.45 p.m.

Minutes 22 April 2003

MINUTES OF THE SPECIAL MEETING OF BISHOP'S CASTLE TOWN COUNCIL, HELD IN THE TOWN HALL ON TUESDAY 22ND APRIL 2003 AT 7.30 P.M.

PRESENT: Councillor B.P. Jones, Mayor, in the Chair.
Councillors: J.L.V. Blundell, J.M. Carroll, G.N. St J. Penney, J.A.J. Whittall and R.D. Wright.

1. APOLOGIES FOR ABSENCE: Received from Cllrs Bedell, Magill and Pinches.

2. DECLARATION OF INTEREST:

a) Declarations of personal interest: Cllr Carroll declared a personal interest in item 3.f.
b) Declarations of prejudicial interest: Cllr Carroll declared a prejudicial interest in item 3.b.

3. TOWN & COUNTRY PLANNING ACT:

a) 1/03/14351/LB Listed Building Consent for internal alterations to dwelling. The Porch House, High Street, Bishop's Castle. Mr J. Lucas. Cllr Dr Penney proposed No Objection, seconded by Cllr Blundell and approved.

b) 1/03/14354/F Planning Permission (full) for erection of a dwelling. Old Brick Guest House, Church Street, Bishop's Castle. Mr P. Hutton. Cllr Carroll left the room whilst this was discussed. Mrs Thompson a resident of Coppall Paddock expressed concern about the size of the proposed dwelling, particularly the height which is over 23' and has two roof windows. Cllr Dr Penney proposed the Council objects to this application on the grounds of height. There is a step in the roof line and as it is on elevated ground it would dominate the area, a single storey dwelling would be more acceptable. Seconded by Cllr Wright and approved.

c) 1/03/14366/F Planning Permission (full) for erection of extension to dwelling. 44 Union Street, Bishop's Castle. Ms S. Cooper. Cllr Dr Penney proposed No Objection, seconded by Cllr Whittall and approved.

d) 1/02/14071/TC Tree Works (Conservation Area). Crown reduction of sycamore by 25% and crown reduction of 2 silver birch by 25% (Re-advertised, amended heading). Land adjoining Hollenbough, Church Lane, Bishop's Castle. Mrs A.M. Jackson. Cllr Dr Penney proposed No Objection, seconded by Cllr Blundell and approved.

e) 1/03/14359/TP Tree Works (TPO) Pruning of a lime tree. The Grange, Kerry Lane, Bishop's Castle. H.S. Ismail. The Tree Warden expressed no objections to the crown reduction of the tree in view of the information put forward. The plan indicated that the hedge is to be cut back and the wall to be repaired or removed and replaced by fence and bank. The Tree Warden advised that this is a fine stone wall and she would object to it being removed. Cllr Wright proposed no objection to the pruning of the lime tree, but objection to the removal of the stone wall, seconded by Cllr Dr Penney and approved.

f) 1/03/14381/O Outline Planning Permission for erection of two dwellings. Land to the rear of 36 High Street, Bishop's Castle. E.C. Davies & Son, 36 High Street. Cllr Carroll left the room whilst this was considered. Cllr Blundell proposed No Objection, seconded by Cllr Dr Penney and approved.

g) 1/03/14313/F Erection of a dwelling, land to the rear of Shirland House, Bishop's Castle. Mr and Mrs Wainwright. Miss Humphreys, SSDC has advised that the applicant has reduced the height of the proposed bungalow to mitigate some of the concerns raised. Letters of objection read from Mrs Daniel, Bishop's Castle Civic Society and R. Moulson and E. Bowles. Cllr Wright proposed the Council objects to this, although the height has been reduced it is still higher than the plan approved in July 1999, which was 5.7 metres. The recent planning inspector's report states that 'the pattern of development in this backland area makes an important contribution to the character of the Conservation Area', so it is felt important any dwelling here is not too high. Seconded by Cllr Blundell and approved.

The South Shropshire Community Safety Partnership have invited the Council to send a representative to a Basic Awareness Day to be held on 5th June at S.S.D.C. offices. This is part of the ongoing training programme to raise awareness on discarded needles, needle stick procedures and drug related waste. The cost per place is £100, but the Partnership is prepared to pay £50 towards the cost. Cllr Dr Penney proposed we do not send a representative, seconded by Cllr Wright and approved.

The Mayor declared the meeting closed at 7.50 p.m.

Minutes 29th April 2003

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL, HELD IN THE TOWN HALL ON TUESDAY 29TH APRIL 2003 AT 8.00PM

PRESENT: Councillor B.P. Jones, Mayor, in the Chair.
Councillors: S.J.S. Bedell, J.L.V. Blundell, J.M. Carroll, J.A. Magill, G.N. St J. Penney, K.E.C. Pinches, J.A.J. Whittall and R.D. Wright.

1. APOLOGIES FOR ABSENCE:

Apologies received from Cllr Lawrence.

2. DECLARATIONS OF INTEREST:

a) Declarations of personal interests: None.
b) Declarations of prejudicial interests: Cllrs Blundell and Whittall declared an interest in item 15.

3. MINUTES OF COUNCIL MEETINGS HELD ON 1ST AND 22ND APRIL 2003:

Minutes of the Council meetings held on Tuesday 1st and Tuesday 22nd April 2003, having been circulated were proposed as a true record by Cllr Blundell, seconded by Cllr Whittall, approved and signed by The Mayor.

4. MATTERS ARISING:

Item 4.4: Letter from Matthew Green MP with responses from David Lammy MP and R.J. Seaward, Deputy Chief Executive at the West Midlands Ambulance Service. Mr Green hopes this correspondence will address our concerns regarding funding and support for this scheme and confirms that in excess of £50,000 funding has been made available. Correspondence to be circulated. CIRCULATE

Item 4.14: Mr Whitehouse has contacted Days Construction regarding lighting and will be meeting them in the near future to discuss other matters. He will raise this at the same time and report back to us in due course.

Item 4: Mr Marsh, SSDC has confirmed that the new development will be known as numbers 4 - 14 Welsh Street Gardens.

Item 10: Acknowledgement of the Council's letter regarding this matter has been received and confirmation that the matter is being dealt with by Highways Development Control who will be responding in due course.

Item 13: Letter received from S.S.H.A. advising that these bungalows are owned by Bromford Housing Group, who have since been contacted.

Item 19: Letter read from Severn Trent advising that they are aware water pressures in Montgomery Road have been unsatisfactory the past but pressure loggings taken over the past two years indicate that pressure is now well above the statutory minimum required. When a request is received from the developers of The Wittles they will carry out a rigorous assessment to ensure that it does not adversely affect the supplies to existing customers. There was some surprise that the pressure is considered satisfactory and suggested that residents would disagree with this statement. Clir Dr Penney proposed a letter is sent asking for details of the statutory minimum and readings taken over the past two years, seconded by Cllr Whittall and approved. ACTION TOWN CLERK

Item 23: Mr Hurd has advised that the trees planted in the Playing Field have small guards around them to protect them from rabbits etc. and if they are not planted in suitable positions they can easily be moved to other sites in the Autumn.

From Minutes of meeting on 22nd April:

Item 3.b: County Councillor P. Phillips has requested that the Planning Committee make a site visit before reaching a decision regarding the dwelling at the Old Brick Guest House.

5. MEMBERS OF THE PUBLIC WISHING TO SPEAK: None

6. TOWN & COUNTRY PLANNING ACT:

a) 1/03/14444/LB Listed Building Consent for formation of garden and garden structures. Old Vicarage, Church Lane, Bishop's Castle. Mr J. Mawdsley. Cllr Dr Penney proposed No Objection, seconded by Cllr Wright and approved.

b) The following Planning Reports have been received since the last meeting:

i) 1/03/14292/CA Conservation Area Consent granted for removal of chimney at 14 Station Street, Bishop's Castle. Mr R. Morris.

ii) 1/03/14254/F Planning Permission granted for erection of a dwelling, conversion of existing bakery to domestic garage/workshp and temporary siting of a mobile home. The Bakery, Church Street, Bishop's Castle. Mr P.G. Thorpe and Ms J. Bath.

iii) 1/03/14144/LB Listed Building Consent approved for alterations and refurbishment to brewery. Three Tuns Brewery, Salop Street, Bishop's Castle. Mr W. Bainbridge.

iv) 1/03/14257/TC Permission for works to trees granted. Felling of an Ash tree and a Sycamore tree and minor works to 2 further Ash trees. 35 Union Street, Bishop's Castle. Green Man Tree Care.

A letter has been received from District Planning Solicitor giving formal notice that on 21st March S.S.D.C. made a Tree Preservation Order on an Oak tree on the Industrial Estate. A letter was read from Mrs J. Baker requesting the Council to look at alternatives in order to retain the tree and still have the building on the Industrial Estate. Councillors felt the Estate is large enough to accommodate both and following discussion Clir Dr Penney proposed a letter to Mr Caird advising him that this Council would be in favour of re-siting the Recycling Centre in order that the both the tree and the buildings for the Builders Merchants can be accommodated, with the developer being requested to meet the cost of the concrete base. Seconded by Cllr Wright and approved.
ACTION TOWN CLERK
7. THREAT TO RURAL POST OFFICES: Agenda next meeting.

8. CHALLENGE COURT:

Mr Biggs has provided details of the nine workshop units at Challenge Court. Three of these are occupied, but one tenant left on 31st March and only one office is let. Details of the size of each unit and monthly rental together with comparisons of units owned by S.S.D.C. in Craven Arms, Burford and Ludlow were given and the rents charged for Bishop's Castle is substantially lower. Work is being undertaken at Challenge Court, but all units are available immediately. Over the past 12 months there have only been half a dozen or so complaints made by tenants about maintenance. CIRCULATE

9. THE FUTURE OF BISHOP'S CASTLE CARNIVAL:

Cllr Blundell told the meeting that many people had been sorry to hear that the Carnival Committee had resigned and there were no plans to hold a Carnival this year. In view of it's long history there seems to be much interest in keeping up the tradition and a public meeting is to be held next Wednesday at the Boar's Head to see if a new Committee can be formed. Because of the short amount of time to organise things if there is to be a Carnival this year action will need to be taken very quickly and Cllr Blundell asked if the Council would be prepared to put some money towards the cost. Cllr Carroll proposed that as the Council cannot offer a grant to a as yet, non-existent Committee, that when a new Committee is formed if they apply to the Council for help with funding the Council would look favourably on approving a grant of up to £500, seconded by Cllr Wright and approved.

10. BIKE TRACK:

At the recent meeting with the Chief Executive and Joint Leaders Mr Biggs had agreed to chase up things in relation to the proposed bike track. He has since advised us that John Bryan has reservations relating to the site identified because there are some tentative expressions of interest from developers in that part of the site. He suggests a site in the corner off Love Lane. This site appears to be approximately the same size and would not involve using the lane at all as there would be access through a gate at the top of the lane. It is felt this would be reasonably safe as there is a pavement from Town and users would only need to cross the road and road signs are already in place for the access to the new development and the Community College. There is also suitable barriers to noise in the way of a ditch and hedge. The Clerk has spoken to Mike Pugh, who has could see no objections to the change of site. Cllr Whittall proposed a site meeting with with the young people, seconded by Cllr Dr Penney and approved. ACTION TOWN CLERK

11. MARKET TOWNS INITIATIVE:

Letters were read from Sam Hine, Regeneration Programmes Manager, SSDC and County Cllr Peter Phillips S. Hine advised that Bishop's Castle has been included as a town within the M.T.I., which means that Advantage West Midlands and other partners would like to work with Bishop's Castle in the development of a robust town strategy. It is stated in the brief that where town strategies identify one or two specific projects that will deliver purely economic outputs and meet the strategic policy objectives with A.W.M. they will be appraised on a project by project basis for support from A.W.M.

Cllr Carroll said we should be pleased that there is money available for projects and with the Vital Villages Group nearing completion of the Parish Plan she is confident this will throw up a plan that needs further work and proposed that Sam Hine is invited to a meeting to discuss. Cllr Dr Penney proposed that we wait until a scheme has been identified as a result of the Vital Villages work then invite Sam Hine to a meeting, seconded by Cllr Blundell and approved.

12. BUS SHELTER:

Mr Gallop confirmed that following discussion with Minsterley Motors it has been agreed that the bus service will continue to serve the Boar's Head by operating a one-way loop via Love Lane, Brampton Road, Church Street, Station Street and Schoolhouse Lane, with effect from 14th April. This decision has been made on the basis of the study to find a solution to the problem of parked vehicles in Station Street. However, if delays to the bus service continue and affect the reliability of the whole service, the decision will have to be reviewed. Mr Gallop has discussed the possibility of providing a bus lay-by on Church Street, but unfortunately this is not feasible. However, it is felt that the existing stop in Station Street is not satisfactory as parked vehicles often prevent buses pulling into the stop and the alternative stop in Church Street opposite the Board Head would be preferable. Considerable discussion took place about the safety of a bus stop at this point. However, it was pointed out that with the new 'loop' system the bus will only be stopping to drop off and pick up passengers and will not be parked there for any length of time. Cllr Carroll proposed that a bus shelter is erected in this vicinity and we apply for a grant from S.C.C., which is understood to be available and can be up to 75% of the cost, seconded by Cllr Whittall and approved. Location of a shelter to be agreed at a later date.

13. FOOTPATH - OAK MEADOW - WELSH STREET:

Days Construction have replied that during the next couple of weeks the link from the end of the existing footpath through to Welsh Street will be tarmaced, which will substantially improve on the current situation. They will also endeavour to improve the natural footpath lower down in Oak Meadow, where possible. Days also said that the patience and co-operation of the locals whilst they carried out each phase of this development has been much appreciated. It was suggested that the Clerk contact the S.S. Journal to ask for thess comments to be put in the local press.

14. MONTGOMERY ROAD:

The Council are in receipt of complaints that a wall has been built and a flower bed made on the footpath in front of Parkyrhiw in Bull Lane. Councillors felt that this concrete path has been used by pedestrians for many years and now they will be forced to walk further out in the road on an extremely dangerous corner. The Clerk advised that she has already written to S.C.C. about this matter.

15. STREET LIGHTING: TENDERS FOR NEW LIGHTING IN BRAMPTON ROAD:

The Clerk has spoken to Mr D'Alesio, S.C.C. regarding the design of the lights for Brampton Road. He has advised that if we would prefer a heritage design lamp the column spacing will be different and a new design will need to be drawn up. The lamps are more expensive, more will be required and the cost of the project will be more than doubled. The lamps on the present design cut down on light pollution and give a better coverage than previous lamps. The Mayor proposed that the Council proceeds with the original design that we have had drawn up, seconded by Cllr Morris and approved. Three prices have been obtained for this scheme.

W.T. Parker £5,460, + £45.00 per column if they are required to be painted, excluding local authority mains services/terminations.
Pirelli Construction Co Ltd. - £4,270, excluding local authority mains services/terminations.
M.E.B. - £7,570.00 plus mains services/terminations.
M.E.B. have quoted £9,093 to provide a 230v undergound service for the columns identified on the drawing, which includes all excavation and pavement reinstatement. It was felt that the project would be much easier if M.E.B. Contracting could carry out all of the work, taking down old lamps, erecting the new ones and the underground work, but they are considerably more expensive than Pirelli and unless they can offer an improved package Cllr Whittall proposed we proceed with this project accepting the cheapest quote for erecting the lights and M.E.B. for providing the services, seconded by Cllr Dr Penney and approved.

16. TOWN HALL:

Anne-Marie Jackson has nearly completed the preparation of the Consultancy Brief for the Feasibility Study for the Renovation and Development of facilities in the Town Hall. The Clerk is meeting Mrs Jackson tomorrow to discuss the draft, which when completed and approved by the Council will be submitted to S.S.D.C. Clir Dr Penney proposed the Mayor and Deputy, in order to save time are given Power to Act in this matter. When they receive the draft brief the can decide whether it is necessary to circulate to all Councillors or whether it can be approved for submission to S.S.D.C. ACTION MAYOR AND DEPUTY

17. REVIEW OF RENTS:

(i) Town Hall: Cllr Wright proposed there is no increase in the current charges, seconded by Cllr Dr Penney and approved.

(ii) Playing Field: Last year, for the first time, it had been agreed there would be a fee of £20 per night or £50 for the week-end for camping on the Playing Field. This facility had been used by the Folk Festival, Beer Festival and the Triathalon and no problems had been reported. Cllr Pinches proposed there is no change to the agreed fee, seconded by Cllr Magill and approved.

18. REVIEW OF SALARIES:

(i) Town Hall Cleaner: Ms Fox is paid £988 per annum, a rate for the job, but no set hours. In view of an increase in the Town Hall usage it is felt that her workload will have increased. Cllr Wright proposed the Clerk contacts Ms Fox to enquire about whether she would be prefer to be paid an hourly rate, seconded by Cllr Dr Penney and approved. AGENDA NEXT MEETING

(ii) Town Clerk: The Clerk left the room whilst this was discussed. It was resolved that the salary for the Town Clerk be increased to £6,100 per annum.

19. INTERNAL AUDIT:

Mr J.A. Nicholls has suggested a fee of £150 to carry out the Internal Audit for 2002/2003, which he feels would be in line with the amount of work required. This compares favourably over the £320 quoted by Sykes and Co. Cllr Dr Penney proposed that Mr Nicholls is asked to carry out the Council's Internal Audit, seconded by Cllr Blundell and approved. The Clerk to liaise with Mr Nicholls when details of the Annual Report are received from the External Auditor.

20. ACCOUNTS:

In addition to the accounts listed on the Agenda invoices have been received from:
E. Bishop - Repairs to benches & painting swings - £431.50
Inland Revenue to be deleted, as it is proposed these are paid quarterly.
Cllr Wright proposed that these accounts be paid in full, seconded by Cllr Dr Penney and approved.

21. REPORT OF RECENT MEETINGS ATTENDED BY COUNCIL REPRESENTATIVES:

i) The Mayor and Clerk attended the Annual Emergency Planning Update at the Shirehall on 2nd April. Major Coles, Chairman of S.C.C. introduced the new Emergency Planning Officer as Ian Sawyer has left the Council since the last meeting. There were two speakers, one from Radio Shropshire and the second from the Rapid Response Team from the Ambulance Service.

ii) Cllr Carroll attended the meeting of the B.C. & District Lifeline Company on 9th April at The Boar's Head. Minutes of the previous meeting on 30th January were approved - TO BE CIRCULATED An up-date was given of the position regarding Objective 2 applications, Sports & Arts Project and M.T.I. It was reported that unfortunately the application for funds for the Village Outreach had been turned down again, but efforts are still being made to secure funding for this valuable project. Mike Pugh has left the post of Co-ordinator for Village Outreach.

iii) The Mayor, Cllr Dr Penney and the French Exchange Group went to St. Marcel at the beginning of April for a very enjoyable few days when the Twinning Ceremony took place. Keys were exchanged and a plaque presented to the Mayor. Mr D. Jones, the Mayor's Consort had made a beautiful key with the letters B C incorporated into it. Both The Mayor and Cllr Dr Penney reported how proud they were of the students in the Community College band, who, under the direction of their music teacher Mrs L. Wright looked so smart and played extremely well at the ceremony. A return visit is planned to take place in June, but talks are still continuing about whether the formal signing ceremony will take place then or next year. The Clerk has been asked to contact S.C.C. for a price for 3 signs to be erected on the three main entrances to the Town - Bishop's Castle twinned with St. Marcel.

22. CORRESPONDENCE:

a) Mr P. Lloyd, SCC: Gritting routes in Bishop's Castle. Corporation Street, Kerry Lane and Station Street are not part of the pre-salting gritting network as defined by the County Council's Winter Maintenance Policy. The routes have been gritted during prolonged bad weather conditions after the defined routes have been completed, by existing gritting lorries which have been reloaded, this would therefore not be carried out until 9.00 am - 10.00 am. Cllr Dr Penney proposed the Council write to Mr Lloyd and request that Station Street and Kerry Lane are both school bus routes and as such should be added to the gritting routes, seconded by Cllr Blundell and approved. ACTION TOWN CLERK

b) Mr J. Roads, Head of Libraries and Information: A major review of library opening hours is being carried out, the consultation period is until 31st May. To ensure libraries are open when most local people can get to them as many people as possible are being asked for their views.

c) Audit Commission: In April 2002 the invoice for the Annual Audit for 2000/01 of £1,249.97 had been queried, as it was much higher than the previous year. A Credit note for £298.22 has been received, together with a request for the outstanding £951.75 to be paid. Cllr Blundell proposed this is on the Agenda for discussion at the next meeting, seconded by Cllr Magill and approved.
AGENDA NEXT MEETING

d) Mr A. Cooper, SCC: Shropshire Waste Local Plan 2002 - 2014. A Revised Deposit Draft of the Plan has been prepared and was approved by the Council's Cabinet on 25th March. This will be published for public consultation for a period of 6 weeks from 25th April until Friday 6th June. The Plan and supporting documents will be available at local government offices, public libraries and on the County Council's Website. (www.shropshireonline.gov.uk) The Clerk was asked to put this on the Agenda for the next meeting and in the meantime try and obtain a copy. Councillors to read before next meeting. AGENDA NEXT MEETING

e) Mrs J. Palmer, S.S.D.C.: Acknowledging receipt of the application for a Street Closure Order to accommodate the Mayor's Sunday Parade on Sunday 1st June. The Order will be made towards the end of May.

f) Relate: Request for a donation towards the work of Relate, which includes offering telephone counselling to those families living in rural communities and for families who are in a 'caring situation' or a disability situation. PRECEPT MEETING

g) I.M. Rutherford, Divisonal Surveyor: Copy of the Local Highway Maintenance Plans for 2003/2004 and beyond. Any feedback to be returned to the Ludlow Office. CIRCULATE

h) Mr R. Loveridge, Partnership Manager, South Shropshire Partnership: Invitation to the first South Shropshire Community Conference on Friday 9th May at Ludlow Assembly Rooms 1.30 pm - 4.00 pm. This partnership has worked together with the communities of South Shropshire to produce a document called the Community Strategy. This is the 'grand plan' of how the communities want to see services delivered in South Shropshire. All the organisations that are part of the partnership will work towards this common plan, so that there is a co-ordinated approach to the delivery of services, avoiding duplication and overlap. The conference is being held to enable people to find out about the work of the Partnership and how they can get involved.
Any-one wishing to attend please contact the Clerk.

i) RTP for SS: Invitation to the 2003 AGM of the Rural Transport Partnership for South Shropshire, to be held on 7th May at the Community Centre, Craven Arms 11.00 am to 2.00 pm. Any-one wishing to attend please contact the Clerk.

j) S.S.D.C. Agenda for the meeting of the Standards Committee held on 8th April. CIRCULATE

k) The Playing Field: Newsletter of the Shropshire Playing Field Association. CIRCULATE

l) The Countryside Agency: Copies of publications. The Clerk was asked to circulate a copy to Councillors and forward copies to the Friends of the Playing Field and to the Wasteless Society. CIRCULATE

Cllr Dr Penney reported that during the Election Campaign a considerable number of people had made comment to him regarding the time and effort Cllrs Blundell and Whittall had put into the Playing Field.

The Mayor declared the meeting closed at 9.45 p.m.

Minutes 13th May 2003 (Annual Meeting)

MINUTES OF THE THIRTIETH ANNUAL MEETING OF THE BISHOP'S CASTLE TOWN COUNCIL HELD ON TUESDAY 13TH MAY 2003 IN THE TOWN HALL AT 8.00 P.M.

PRESENT: B.P. Jones, Mayor, in the Chair.
Councillors J.L.V. Blundell, J.M. Carroll, J.E. Gaffney, J.A. Magill, K.E.C. Pinches, G.N. St J. Penney, J.A.J. Whittall and R.D. Wright.

1. APOLOGIES FOR ABSENCE: Received from County Councillor P. Phillips and Mrs F. Jarvis.

2. COUNCILLORS TO SIGN THE DECLARATION OF ACCEPTANCE OF OFFICE:

At noon on the 4th April the following persons stood validly nominated and were duly elected Councillors for Bishop's Castle:
BLUNDELL Jeremy Luke Vivian
CARROLL Jane Margaret
GAFFNEY James Edward
MAGILL Julie Ann
PENNEY Gerald Norman St John
PINCHES Keith Edward Colin
WHITTALL J ustin Andrew John
WRIGHT Robert David
All persons signed the Declaration of Acceptance of Office in the presence of the Clerk and all except Councillors Blundell and Whittall returned the completed Registration of Financial and Other Interests for Elected and Co-opted Members.

3. ELECTION OF MAYOR:

Cllr Dr Penney proposed Cllr Carroll as Mayor, Cllr Whittall seconded the proposition. There being no further nominations the Council approved without division that Cllr Carroll should be Mayor for the ensuing year.

The Mayor was robed and accepted the Chain of Office. Cllr Carroll took the Oath of Allegiance and signed the Declaration of Acceptance of Office.

4. APPOINTMENT OF MAYOR'S CHAPLAIN:

Councillor Carroll advised those present that she has asked the Rev. Julie Reed to be the Mayor's Chaplain for the ensuing year. Rev Reed confirmed her willingness and led the meeting in prayer.

5. MAYOR'S SUNDAY:

The date of Mayor's Sunday was confirmed as Sunday 1st June.

6. ELECTION OF DEPUTY MAYOR:

Cllr Wright proposed Cllr Magill as Deputy Mayor, seconded by The Mayor. There being no further nominations the Council approved without division that Cllr Magill be elected Deputy Mayor for the ensuing year.

7. APPOINTMENT OF CONSORT:

The Mayor asked her husband, Stuart to be her Consort for her term of Office and the Clerk presented him with the Badge of Office.

8. ARRANGEMENT FOR COUNCIL MEETINGS FOR THE ENSUING YEAR:

Cllr Blundell proposed that there is no change to the frequency of Council meetings and they continue to be held every fourth Tuesday, commencing at 8.00 p.m., with additional meetings as and when deemed necessary by the Mayor. Seconded by Cllr Dr Penney and approved.

Cllr Dr Penney declared a personal interest in item 9.a and Cllr Magill declared a personal interest in item 9.b

9. TOWN AND COUNTRY PLANNING ACT 1990:

a) 1/03/14222/RM Approval of Reserved Matter. Erection of three dwellings, formation of vehicular and pedestrian access and construction of estate roads (re-advertised - amended scheme) The Wintles, Welsh Street, Bishop's Castle. Living Villages (Bishop's Castle) Ltd., 5 & 7 Castle Green, Bishop's Castle. Cllr Dr Penney left the room whilst this was considered. It was thought that incorrect elevations were given on the plan and the dwellings are inappropriately high. Despite these concerns Cllr Wright proposed No Objection, seconded by Cllr Blundell and approved.

b) 1/03/14460/F Planning Permission (full) for erection of extension to dwelling. Windmill Cottage, Montgomery Road, Bishop's Castle. Mr M. Evans. Cllr Magill left the room whilst this was considered. Cllr Blundell proposed No Objection, seconded by Cllr Pinches and approved.

10. APPLICATION TO DIVERT PART OF PUBLIC FOOTPATH NO 30 AT THE WINTLES:

The Mayor proposed No Objection to this application, seconded by Cllr Magill and approved.

11. THE MAYOR'S ADDRESS:

The Mayor addressed the meeting, welcoming everyone and thanked the Council electing her this position. Thanks were given to the people who wind the Town Hall clock and keep it running and to the Town Clerk. She particulary wanted to thank the many volunteers involved in the numerous committees in the Town, who work so tirelessly. Without these willing people so many events and festivals would not take place.

The Mayor welcomed the only new Councillor, Cllr Jim Gaffney and thanked those Councillors, who for various reasons had not stood again in the recent election. Cllrs Bedell, Lawrence and Kinmond were thanked for their time and commitment in Council matters over the last four years and Cllr Morris for his work during the last fourteen years. Particular thanks were given to the retiring Mayor, Tricia Jones, who has worked unstintingly for the Council and the community over the last fourteen years and wished her a very happy well-earned retirement.

The Vital Villages Parish Plan project is drawing to a close, but with the Market Towns Initiative and other exciting projects coming up Cllr Carroll is looking forward to an exciting and busy year.

The Mayor declared the meeting closed at 8.20 p.m.

Minutes 27th May 2003

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL, HELD IN THE TOWN HALL ON TUESDAY 27TH MAY 2003 AT 8.00PM

PRESENT: Councillor J.M. Carroll, Mayor, in the Chair.
Councillors: J.L.V. Blundell, J.A. Magill, G.N. St J. Penney, K.E.C. Pinches, J.A.J. Whittall and R.D. Wright.

1. APOLOGIES FOR ABSENCE:

Apologies received from Cllr Gaffney, who unfortunately had a long standing meeting arranged before becoming a member of the Council.

2. DECLARATIONS OF INTEREST:

a) Declarations of personal interests: All Councillors declared a personal interest in Item 6.a and Cllr Blundell declared an interest in item 11.
b) Declarations of prejudicial interests: Cllrs Blundell and Whittall declared an interest in item 15.

3. MINUTES OF PREVIOUS MEETINGS:

Minutes of the Council meeting held on Tuesday 29th April 2003 and the Annual Council Meeting held on Tuesday 13th May 2003, having been circulated were proposed as a true record by Cllr Blundell, seconded by Cllr Whittall, approved and signed by The Mayor.

4. MATTERS ARISING:

Item 14: Copy of letter from P. Lloyd, Assistant Divisional Surveyor sent to Mr and Mrs Hallworth regarding the new wall and flower bed. It is understood by the S.C. that the land in front of the house is Highway land and therefore this wall should not have been constructed. Evidence is required if the area is owned by them.

From April meeting:

Mr Biggs confirmed there has been two expressions of interest in respect of the large unit at Challenge Court and advises that it would be a waste of time to ask A.W.M. to consider reducing the rents until such time as we know whether the advertising campaign has been successful in attracting new tenants at the current rents as A.W.M. is under a duty of law to charge a market rent.

Beeches Three Ltd have confirm that footpath works are included within the Section 38 Agreement and as such will be constructed to an adoptable standard and become part of the development infrastructure within the public domain.

Mr D.A. Francis, Planning Policy Officer acknowledging receipt of the representations on the South Shropshire Local Plan 1996-2011, revised Deposit Draft Replacement Plan March 2003. All comments received by 25th April will be carefully considered by the Council and where possible amendments may be made to the Plan. Any outstanding objections will be considered by an independent Planning Inspector at the Local Plan Inquiry starting in January 2004.

5. MEMBERS OF THE PUBLIC WISHING TO SPEAK: None

6. TOWN & COUNTRY PLANNING ACT:

a) 1/03/14501/F Planning Permission (full) for conversion of first floor to form self-contained accommodation ancillary to main dwelling and holiday letting. (Delegated Matter). P.J. Griffiths, Bonna Vista, Station Street, Bishop's Castle. The Clerk left the room whilst this was considered and it was resolved that there is No Objection.

b) No further plans received.

c) The following Planning Reports have been received since the last meeting:

i) 1/03/14266/AD & 1/03/14267/LB Consent to display advertisements and Listed Building Consent granted for permission to display illuminated advertisement lettering to gable wall of 29 Church Street, Bishop's Castle. McCartneys.

ii) 1/03/14071/TC Permission granted for Works to Trees for crown reduction of Sycamore by 25% and crown reduction of 2 Silver Birch by 25%. Land adjoining Hollinshead, Church Lane, Bishop's Castle.

iii) 1/03/14366/F Planning Permission granted for erection of an extension to dwelling. 44 Union Street, Bishop's Castle. Ms S. Cooper.

iv) 1/03/14280/O Outline Planning Permission granted for erection of a dwelling and garage and formation of vehicular and pedestrian access. Land adjoining Fairfield, Woodbatch Road, Bishop's Castle. I.P. Wait.

v) 1/03/14359/TP Permission granted for Works to Trees for pruning of a Lime Tree. The Grange, Kerry Lane, Bishop's Castle. H.S. Ismail.

vi) 1/03/14351/LB Listed Building Consent granted for internal alterations to dwelling. The Porch House, High Street, Bishop's Castle. Mr J. Lucas.

vii) 1/03/14273/F Planning Permission granted for use of land as a builders merchant and erection of 2 ancillary buildings, construction of estate roads and formation of a vehicular access. Land at Bishop's Castle Business Park, Mr R.J. Matthews.

viii) 1/03/14313/F and 1/03/14314/CA Planning Permission granted and Conservation Area Consent granted for erection of a dwelling. Land to the rear of Shirland House, Church Street, Bishop's Castle. Mr and Mrs G. Wainwright.

7. VACANCIES FOR FOUR COUNCILLORS:

Following the election in May there remains vacancies for four Councillors. The Clerk reported she has asked the S.A.L.C. for advice on the procedure for co-opting and has the N.A.L.C. Legal Topic Note 28. The wording of a notice was discussed and The Clerk was instructed to place this in prominent places around the Town. Cllr Blundell proposed that if there are four applications or less then the matter be considered at the next Council meeting, however should there are more than four applications the Clerk this should be considered on a date to be arranged at the next meeting, seconded by Cllr Wright and approved.
ACTION TOWN CLERK

8. APPOINTMENT OF REPRESENTATIVES ON COMMITTEES:

As there will be four new Councillors within the next few months it was resolved that some representatives should be appointed this evening with the remainder being postponed until the August Council meeting. The following appointments were confirmed:
- South Shropshire Sports & Leisure Advisory Committee: Cllrs Carroll and Whittall
- Public Hall Committee: Cllr Pinches
- Leisure Centre Joint User Group: Cllr Whittall
- Friends of Bishop's Castle Library Group: Cllr Magill
- Bus Contact: Cllr Wright
- Snow Warden: Cllr Blundell
- Power Warden: Cllr Blundell
- Town Hall Committee: Cllrs Blundell, Carroll, Whittall and the Town Clerk, plus one to be appointed in August
- Playing Field Committee: Cllrs Blundell, Carroll, Pinches and Whittall, plus one to be appointed in August
- Rose Lighting Committee: Cllrs Carroll and Penney plus one to be appointed in August. Cllrs Blundell and Whittall resigned from the Committee, but will attend meetings in an advisory capacity when required.
Footpath Committee: Cllrs Carroll, Magill and Wright, plus one to be appointed in August.

9. BIKE TRACK:

A letter was read from the Crowgate Child Centre Co-operative who have a number of concerns over the proposal to have a grass bike area on the Business Park. Cllr Blundell proposed that in the first instance the Clerk contacts the Co-operative to establish whether these issues have been formally discussed and if they are representative of the whole Co-operative and who the members of the Co-operative are, seconded by Cllr Wright and approved. Mike Pugh is presently consulting young people about the change of site and it was proposed that before the next Council meeting a site meeting is held. Cllrs Blundell, Wright and Pinches would like to attend. Cllr Dr Penney proposed that after the site meeting the Mayor and Deputy should meet with the Mike Pugh and some of the young people with representatives of the Child Care Co-operative to discuss their concerns, seconded by Cllr Wright and approved. ACTION TOWN CLERK

10. SHROPSHIRE WASTE LOCAL PLAN:

During the consultation period on the First Deposit Draft Plan 1132 representations were received and about 250 changes to the Plan are proposed in response to these comments and new information received. A Revised Deposit Draft version of the Plan, which includes the changes referred to, has been prepared and has been published for public consultation for a period of 6 weeks from 25th April until 6th June. This is available in the Library or on the Website. A Public Local Enquiry into the Plan is likely to take place in late 2003. Mr Neil Hird of the Wasteless Society was present and Cllr Dr Penney proposed he was asked if he had any comments to make about the Plan, seconded by Cllr Wright and approved. Mr Hird explained that the Wasteless Society is delighted with the success of the Bishop's Castle Site on the Business Park and would be pleased to build on the facilities. However, concern was expressed that in view of the fact that the Sheet Road Site (Ludlow) and Craven Arms sites have been deleted, that more waste may be brought to the Bishop's Castle Site from out of the area. It was proposed that this concern is passed to Mr Adrian Cooper. ACTION TOWN CLERK

SSDC have recently agreed to move the Recycling Centre in order to accommodate a planning application on the Business Park without the need to remove the Bank Area. It is likely that the site will be temporarily re-located while planning permission is being sought. This can be secured.

An invitation has been received to a Conference on Monday 16th June at Hawkstone Park Hotel for all people and organisations intereted in the development of waste management in Shropshire. Cllr Magill and Mr Neil Hird of the Wasteless Society agreed to attend.

11. BISHOP'S CASTLE CARNIVAL:

Cllr Blundell was pleased to report there had been two well attended meetings since the last Council meeting and a new Committee, with Roger Lennox as Chairman, has been formed. Arrangements are in hand to register the Committee as a Charity and open a bank account. It is proposed to hold the Carnival, although time is short and fund raising to finance it impossible. The Public Hall Committe have agreed to be responsible for the insurance for this year only and have made a donation of £200. Volunteers for helping with the arrangements and on the day are being sought. Cllr Magill proposed the Council donates £500 towards the cost of organising the Carnival, seconded by Cllr Whittall and approved, 4 votes to 3 against. It was proposed the Council send a letter thanking them for their efforts to save the Carnival and wishing them every success. ACTION TOWN CLERK

Mrs J.M. Palmer, SSDC: Request for a Street Closure Order for Sunday 6th July to accommodate the Carnival between 1.00 pm and 2.00 pm for Brampton Road, Church Street, High Street, Market Square, Salop Street, Station Street, New Street, Church Street, Harley Jenkins Street, Union Street, Corporation Street and Kerry Lane. As a usual practice access will be maintained at all times for emergency service vehicles. It was resolved that there is no objection to this application.

12. SAFETY ON CHURCH BANK:

Cllr Dr Penney reported that the Headmaster of the Community College is concerned for the safety of students crossing Brampton Road coming to school and going home. The volume and speed of traffic has increased significantly and complaints have been made to provide Bus Stop road marking and relocate the bus stop sign. Cllr Magill proposed we accept Mr Drummond's opinion and take advantage of the S.C.C. grant to erect a bus shelter in this area., seconded by Cllr Wright and approved. The Clerk advised she has contacted Mr Gallop regarding grants and will report back to the next meeting.

(ii) Stone House: Letter read from Mr Colin McLauchlan, General Manager of Stone House Hospital. Nursing staff have recently raised concern that there is no bus stop near to the hospital and elderly visitors often find the walk from the Boar's Head to the hospital taxing. This had first been raised by the hospital over two years ago. Cllr Dr Penney reported that this must be the only hospital in Shropshire without a bus stop nearby and proposed a letter is sent to Mr Gallop as the matter had been raised with him the past, seconded by Cllr Wright and approved. ACTION TOWN CLERK

14. REVIEW OF COST OF BUS SERVICES:

Letter read from Mr Wastling, Principal Officer of Passenger Transport Policy, S.C.C. As a result of a review of supported bus services it is proposed to cease the Monday service (Service 743) from Bishop's Castle, Newcastle on Clun and Clun to Craven Arms. Any comments regarding this proposal to be made before 14th June. Cllr Wright proposed the Council makes no representation, seconded by Cllr Dr Penney and approved.

15. STREET LIGHTING:

(i) Upgrading: The Mayor is concerned that the upgrading of street lighting is not being carried out very quickly and proposed that now we have Brampton Road under way Council should consider the next three areas to up-grade. It was reported that lights in Grange Road are old and will shortly need replacing. Cllr Whittall proposed that M.E.B. are asked to draw up two lighting schemes; Six Bells to Corporation Street and Grange Road. Seconded by Cllr Magill and approved. ACTION TOWN CLERK

(ii) Love Lane: Mr D'Alesio has written to advise that with the provision of lighting at the access of the new development and the proposed new scheme for Brampton Road, by this Council, that it would seem appropriate to illuminate the road in between and northwards as far as the Industrial Estate. Such a scheme would cost between £15,000 - £20,000, dependant upon availability of power supply and lantern type and is scheme number 89 out of a programme of 152, prioritised according to need and footway types, pedestrian usage, accident history, school route and existing lighting. Unfortunately at this time is is not possible to indicate when the scheme might be implemented. Clir Wright proposed that we thank S.C.C. for their letter and request that it moves up the priority list, seconded by Cllr Whittall and approved. ACTION TOWN CLERK

16. CONTRIBUTION TOWARDS COST OF PLANTERS:

The Mayor asked the Council if they would be prepared to make a contribution towards the cost of plants for the planters and hanging baskets. In previous years the Council has contributed £100 sharing the cost with The Chamber of Trade and the Tourism Group. The Clerk reported the Council donates £100, seconded by Cllr Wright and approved.

17. S.C.C. QUESTIONNAIRE:

S.C.C. is always looking for ways to improve the Highways Maintenance Service and value the views of the people and organisations who use the highway network. The questionnaire was completed and the Clerk was asked to return it to Mr Rutherford. ACTION TOWN CLERK

18. PLAYING FIELD HEDGES:

Cllr Whittall reported that the hedge on the left of the entrance to the Playing Field from Union Street is overgrown and hangs over the footway. It is thought the hedge is owned by the adjoining property. Clir Whittall proposed the Clerk contacts the occupier to check ownership and requests it to be cut before the Carnival, seconded by Cllr Pinches and approved.
ACTION TOWN CLERK

19. THREAT TO RURAL POST OFFICES:

Letter read from Miss J. Davies, regarding the change to method of payment of pensions and state benefits, which is believed to threat the future viability of rural Post Offices. There are three options for the future payments of benefits, with the first option of payment directly into bank accounts being the easiest to apply for and the most complicated option to apply for is the Post Office Account Card. Miss Davies first raised this matter at the Annual Town Meeting, as she feels the Government is effectively deterring people from using the Post Offices which will have several knock-on effects. The M.P. was at the meeting and explained he had already received numerous complaints. Cllr Wright proposed the Council should write to Matthew Green, seconded by Cllr Blundell and approved. ACTION TOWN CLERK

20. UPDATE ON MARKET TOWNS INITIATIVE:

The Mayor reported that the Vital Villages Steering Group are nearing the completion of the Parish Plan. Youth, jobs, skills training and housing were identified by the residents of the Town as priorities. It was unfortunate that Bishop's Castle did not get the £1/2 million grant from the Market Towns Initiative, but when the Parish Plan has been completed the Town will be in a better position to attract economic development which the M.T.I. will be able to fund. On 12th June at 7.30 pm there will be a meeting in the Town Hall with the results of the Vital Villages and it is important that Town Councillors try to attend.

21. NEW BELL FOR TOWN CRIER:

Mike Shanahan, the Town Crier who has recently returned from the World Championships has asked if any-one has or knows where there is an ARP bell that he could use in competitions, as the Town Bell he has been using is very heavy and needs both hands to ring it, making it unsuitable for taking to competitions. Alternatively perhaps a local business would be prepared to sponsor a newer lightweight bell for him. The Council were pleased to hear that Mr Richards of The Six Bells Brewery has sponsored a new uniform for Mr Shanahan, which has been made locally. Cllr Whittall proposed that the Clerk arranges for a notice to go in the local press, as some-one may be able to lend us a bell when required, seconded by Cllr Magill and approved. Cllr Blundell proposed that it would be nice if the the old Town Bell was still used when the Town Crier is in Town, seconded by Cllr Pinches and approved. ACTION TOWN CLERK

22. REVIEW OF SALARY FOR TOWN HALL CLEANER:

The Clerk reported that Ms Fox is quite satisfied with the current payment arrangement and Cllr Blundell proposed that the annual salary for this post should be increased from £988 to £1,040 per annum, seconded by Cllr Wright and approved.

23. REPAIRS TO TOWN HALL ROOF;

The Clerk has contacted a local builder about the slates that came off the roof during high winds last Winter. These will need replacing before this Winter as it looks unlikely that the whole roof repairs will be carried before then. Cllr Blundell proposed that the Mayor and Clerk liaise with builders and accept the lowest quotation, seconded by Cllr Magill and approved.

24. ACCOUNTS:

In addition to the accounts listed on the Agenda invoices have been received from:
D. Palliser from the Vital Village Account - necessary services £335.00
Clir Whittall proposed that these accounts be paid in full, seconded by Cllr Pinches and approved.

25. REPORT OF RECENT MEETINGS ATTENDED BY COUNCIL REPRESENTATIVES:

26. CORRESPONDENCE:

a) Mrs P. Middleton: Letter regarding the recent protest against felling of the Oak Tree on the Business Park, which has raised a number of issues. When planning decisions are made there should be careful consideration of the environment and a copy of a letter from Mr P. Carty, Countryside Property Manager to the National Trust to Mr Biggs. CIRCULATE

b) C.C. Phillips: Letter regarding the Oak Tree on the Business Park. CIRCULATE

c) Ms A. Hemmings, Naid's Well: Letter requesting use of the Town Hall on 1st November for a Halloween event. Would also like to use Market Square for 1/2 an hour for a short play and start a fancy dress torchlight procession to the Playing Field, where hopefully the Halloween event could be combined with a professionally organised bonfire and firework display at around 7.00pm. The Clerk reported that there is a Flea Market booked in the Town Hall on this date, although the Council Chamber would be available. It was resolved that this should be considered at the next meeting as an Agenda Item. AGENDA NEXT MEETING

d) Mrs J.M. Palmer, SSDC: A request for a Street Closure Order on 20th and 21st September to accommodate the Michaelmas Fair. From 8 am to 5.30 pm on both date for Union Street from the junction with Church Street to junction of Corporation Street and Market Square. On both dates from 11 am to 11.30 am Station Street and Church Street for procession of steam. On both dates from 2 pm to 3 pm Salop Street, Hight Street, Church Street and Kerry Lane for the vehicle procession. On Saturday 20th from 7 pm to 9 pm Church Street and High Street. and Sunday 21st from 9am to 5.30 pm High Street and Church Street from Market Square to Kerry Lane. As a usual practice, access will be maintained at all times for emergency service vehicles and emergency repairs to any of the utilities. It was resolved there was no objection to this application.

e) Mr B. Edwards: Application on behalf of the Michaelmas Fair to have use of the Playing Field for the Vintage Vehicle display. Clir Blundell proposed permission is granted for free use of the field on both days, providing the Committee arranges it's own insurance for the event.

f Mr P. McCaul, S.S.H.A.: Response to the request for a hard-surfaced path across the land adjacent to Kerry Green and Grange Road. The H.A. presently have a professional looking at the development potential of all "communal" areas. If it is decided at some future date to hard surface the path it would be expected that the owner-occupiers in Grange Road and Kerry Green would contribute to the cost Alternatively the path could be taken over by the Town Council. Clir Blundell proposed that if the Council take over the path, they should take over the whole of the piece of land, seconded by Cllr Whittall and approved. ACTION TOWN CLERK

g) Mr I. Williams: Resigning from post of Mace Bearer through ill health. The Clerk advised that Mr Ken Edwards had kindly offered to join the Parade next Sunday in place of Mr Williams. Cllr Blundell proposed that Ian is thanked for his services and as he took over from his father, ask if there is any other family member that may wish to continue the tradition, seconded by Cllr Magill and approved. ACTION TOWN CLERK

h) Claire Porter, Head of Legal Services, S.C.C.: Giving notice under Section 14(2) of the Road Traffic Regulation Act 1984 that it is necessary to temporarily prohibit the use of 110 metres of Footpath 30 to the north of Welsh Street at GR SO321 to it's junction with Footpath 33 at GR SO322 892 with immediate effect until 31st August because of the danger to the public during construction work.

i) Nicola Pugh, S.A.L.C.: S.C.C. and S.A.L.C. has arranged a seminar presented by the Standards Board for England to be held at the Shirehall on Thurday 19th June 2003. Two identical Seminars are arranged, one for 2 pm and another at 6 pm. Primarily aimed at new councillors all councillors and clerk would find the session beneficial. Anyone wishing to attend to contact the Clerk.

j) Donaldsons Property Management: Act on behalf of Barclays Bank on matters relating to property. They would like confirmation of the problem with pavement behind Barclays in Bishp's Castle in order to put in progress the necessary repairs. Clerk to contact.

k) Office of the e-Envoy: Letter sent to C.C. Phillips - Encouraging use of the Internet. In order to meet the Governments target for internet access for all who want it by 2005 a national campaign to promote the benefits of internet use with begin this month. CIRCULATE

l) Cobbett & Brown: Application for a full Transfer of the Justices' Licence for The Kings Head, Church Street, Bishop's Castle from A.R. Lewins to P.A. Kynaston and R.A. Dowson.

m) Chapel Yard Heritage Partnership: The Heritage Lottery Fund bid was submitted in early March for the purchase and conversion of the former Library building to a Heritage Resource Centre for Bishop's Castle and District. A copy of the Annual Report and the Accounts have been received. The group now need to know what types of materials will be stored in the Centre and how each group will participate in the work there. Cllr Blundell proposed the information is circulated and the Mayor and Clerk complete the form, seconded by Cllr Whittall and approved. ACTION MAYOR & CLERK - CIRCULATE

n) Invitation to the House on Crutches Museum Collection Trust A.G.M. 2003 and Celebration of the 10th Anniversary plus The Launch of 'Friends of the House on Crutches Museum' to be held on Monday 2nd June at 7.00 pm at the Church Barn.

o) Bishop's Castle & District Lifeline Company Ltd. Minutes of meeting held on 9th April 2003. CIRCULATE

p) West Mercia Magistrates Courts Service: Consultation Paper on the organisation of Petty Sessional Areas (PSAs) within Telford Court Centre. CIRCULATE

q) The Regional Tourist Board - Taking Tourism Businesses Forward. CIRCULATE

r) Zurich Municipal: Newsletter. CIRCULATE

s) Shell Interactive: CIRCULATE

t) C.C. Phillips has asked the Clerk to advise the Council that he has arranged for the 'old fashioned' finger post to be erected on the Kennels crossroads and the removal of the large signs on School Lane near The Surgery. Councillors agreed that the new finger post looks much better and the Clerk was asked to thank Clir Phillips.
The Mayor declared the meeting closed at 10.10 p.m.

Minutes 24th June 2003

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL, HELD IN THE TOWN HALL ON TUESDAY 24TH JUNE 2003 AT 8.00PM

PRESENT: Councillor J.M. Carroll, Mayor, in the Chair.
Councillors: J.L.V. Blundell, J.E. Gaffney, J.A. Magill, G.N. St J. Penney, K.E.C. Pinches, J.A.J. Whittall and R.D. Wright.

1. APOLOGIES FOR ABSENCE: None

2. DECLARATIONS OF INTEREST:

a) Declarations of personal interests: Cllr Dr Penney declared a personal interest in Item 6.c and 6.d. Cllr Magill declared a personal interest in item 6.e.
b) Declarations of prejudicial interests: Cllrs Blundell and Whittall declared a prejudicial interest in item 15.

3. MINUTES OF PREVIOUS MEETINGS:

Minutes of the Council meeting held on Tuesday 27th May 2003, having been circulated, were proposed as a true record by Cllr Blundell, with one amendment, to item 8 as Cllr Dr Penney had been proposed to the Town Hall Committee. Seconded by Cllr Dr Penney, approved and signed by The Mayor.

4. MATTERS ARISING:

Item 10: Letter read from Mr A. Cooper, Planning Policy Officer, S.C.C. regarding the Revised Deposit Draft of the Shropshire Waste Local Plan 2002 - 2014. Mr Cooper proposed to correct the discrepancy between the Site Profile and the description of the site in Schedule 1 referring to use of the site for a 'Community Recycling Facility' and not 'Commercial waste transfer and recycling'. Cllr Dr Penney proposed that the Council is satisfied with this action, seconded by Cllr Blundell and approved.
ACTION TOWN CLERK
Item 12: Mr Shaw, Traffic Engineer, S.C.C.: Will look into the issue of safety on Church Bank when he is next in Town. Extra signage may be justified, but doubtful if the numbers crossing on a daily basis would justify expenditure on a zebra crossing.
Cllr Dr Penney felt this is an absurd situation and proposed we contact the Community College and pursue our request for a pelican/zebra crossing and not wait for some-one to be killed before one is installed, seconded by Cllr Blundell and approved.
ACTION TOWN CLERK
Item 13 (i): Mr Wastling advises that the County has funding during the current financial year to assist with the provision of bus shelters and are able to offer a grant of up to 75% of the cost. S.C.C. are not presecriptive about the designs, but expect that the shelter is reasonaly durable, and ideally incorporates seating and timetable display cases. He will be forwarding a number of designs that might be suitable for Bishop's Castle. Cllr Blundell proposed that a site meeting be held opposite the Boar's Head at 7.00 p.m. before the next Council meeting in order to look at the designs and discuss the best location, seconded by Cllr Dr Penney and approved. MEETING 22ND JULY AT 7 PM

Gritting Routes: A review of the winter maintenance policy is undertaken before eac Winter and our request will be sent to the team in Shirehall for consideration.

5. MEMBERS OF THE PUBLIC WISHING TO SPEAK:

Mr John Smythe came to speak on behalf of the Bishop's Castle Cycling Group, who wish to offer to help the Primary School and Community College establish a safe cycling / walking route school. There are many benefits to be gained by the pupils in the way of health, independence and confidence by encouraging walking or cycling to and from school, in addition to the benefits from reducing the amount of daily traffic on the school run, in the way of congestion and pollution.

Although many students of the Community College travel in by bus, for those living locally there are good pavements on both sides of the road, but unfortunately no safe crossing points. Many pupils already walk to the Primary School and there are good pavements on both sides of Oak Meadow, Corricks Rise and Corporation Street, but no safe crossing point. There are normally a number of vehicles parked on the pavements in Corporation Street which add to the dangers of crossing the road. The footpath from Welsh Street to Oak Meadow and further down to Corporation Street need surfacing. The Cycling Group would very much like to help both schools prepare a 'School Travel Plan' to improve the safety of students on their daily journeys to school.

Cllr Dr Penney proposed the Council contacts both the Community College and the Primary School advising them that the Cycling Group have offered to assist them in the preparation of a School Travel Plan, seconded by Cllr Blundell and approved. ACTION TOWN CLERK

6. TOWN & COUNTRY PLANNING ACT:

a) 1/03/14605/F and 1/03/14606/CA Planning Permission (full) and Conservation Area Consent. Renovation of building for use as annexe to main dwelling. Works to include demolition of walls. (delegated matter). Building to the rear of 19 Welsh Street, Bishop's Castle. N.C. Sanderson. Letter of objection read from Mr and Mrs R. Taylor, which Councillors agreed raised several valid points. Councillors were confused as to why the area outlined in blue on the location Plan included the footpath and the property of Sunnybank.

Cllr Wright proposed the Council objects on the grounds of conservation of the area, care should be taken not to destroy the character of the barn. Also, on the grounds of congestion, the main access is also the main access to the property Sunnybank and rear access to nos 13, 15 and 17 Welsh Street. The yard between the barn and Number 19 is a narrow area with three houses having access across it, one vehicular to their garage and two have pedestrian and wheelbarrow access. No 19 is a holiday let for 10 people, extra occupants in the annexe would add to the congestion with a large number of people using this small area. Lack of parking - extra occupants at No 19 would add to the parking problem in Welsh Street which is already seriously overloaded. Seconded by Cllr Blundell and approved, with one vote against the proposition.

b) 1/03/14609/F Planning Permission (full) for Erection of a portal frame building for use as a builders merchant business and formation of a vehicular access (delegated matter). Bishop's Castle Business Park, Bishop's Castle. Mr R.J. Matthews. Cllr Blundell proposed No Objection, providing that the Recycling Centre is re-sited before work begins, seconded by Cllr Pinches and approved. The Recycling Centre has been very successful and it is very much hoped that the new site will build on this success and have room for expansion. The Clerk was asked to forward these comments to the Executive Committee at SSDC.

c) 1/03/14614/F Planning Permission (full) for Formation of a vehicular access, existing access to be closed. (delegated matter) 21 Castle Street, Bishop's Castle. Mr A.G. Watson. Cllr Dr Penney declared a personal interest and took no part in the discussion. Cllr Wright proposed No Objection, seconded by Cllr Blundell and approved.

d) 1/03/14638/F Planning Permission (full) for erection of a domestic garage (delegated matter) Bank Gardens, High Street, Bishop's Castle. Mr D. Coles. Cllr Whittall proposed No Objection, seconded by Cllr Magill and approved.

e) 1/03/14644/F Planning Permission (full) for restrospective application for the erection of a stable, tack room and store (delegated matter). Land adjacent to 4 The Novers, Bishop's Castle. Mrs J.D. Price. Cllr Magill declared a personal interest and took no part in the discussion. Cllr Blundell proposed No Objection, seconded by Cllr Pinches and approved.

f) No further plans received.

c) The following Planning Reports have been received since the last meeting:

i) 1/03/14460/F Planning Permission granted for erection of extension to dwelling. Windmill Cottage, Montgomery Road, Bishop's Castle. Mr M. Evans.

ii) 1/03/14222/RM Approval of Reserved Matters. Erection of 3 dwellings, formation of vehicular and pedestrian access and construction of estate roads. (Re-advertised, amended scheme) The Wintles, Welsh Street, Bishop's Castle. Living Villages (Bishop's Castle) Ltd.,

iii) 1/03/14354.F Planning Permission granted for erection of a dwelling. Old Brick Guest House, Church Street, Bishop's Castle. Mr P. Hutton.

iv) 1/03/14381/O Notice of Withdrawal of Application. Erection of 2 dwellings. Land to the rear of 36 High Street, Bishop's Castle. E.C. Davies & Son.

v) 1/03/14444/LB Listed Building Consent granted for formation of garden and garden structures. Old Vicarage, Church Lane, Bishop's Castle. Mr J. Mawdsley.

The following Planning Applications have been received since the last meeting and as responses were required before this meeting they were seen by The Mayor, Deputy and Cllr Wright who saw no objection.

a) 1/03/14580/HR Hedgerow Removal Notice for removal of a hedgerow (delegated matter) at Little Woodbatch, Woodbatch. Mr and Mrs R.J. Pearson.

b) 1/03/14561/F Planning Permission (full) for Erection of extension to dwelling and a conservatory (delegated matter). 8 Corporation Street, Bishop's Castle. Mr C. Jones.

7. VACANCIES FOR FOUR COUNCILLORS:

The Clerk advised that eight candidates have written to stand for co-option for the four vacancies on the Council:
· Simon Barber
· Miranda Davidson-Stanley
· Julie Davies
· Stephen Farr
· Sandra Garland
· Neil Hird
· John Morris
· Vicky Robson
Advise has been received from Mr R. Thomas, SSDC regarding co-option and a copy of this was given to each Councillor. The Mayor proposed that a special meeting is held on Tuesday 15th July to deal with this matter. Each candidate to be invited to meet the Council for 5 minutes followed by a secret ballot, seconded by Cllr Blundell who felt that the public should have the opportunity to know who is standing for co-option prior to being appointed. Cllr Dr Penney proposed an amendment, that this is dealt with this evening with a ballot paper and each Councillor having four votes, seconded by Cllr Pinches. The proposition was approved with 5 votes to 3 . The Clerk was asked to contact the candidates. ACTION TOWN CLERK

8. SAFE ROUTE TO SCHOOL: Dealt with under Item 5.

9. BIKE TRACK:

The Mayor, Deputy and Clerk met with Mike Pugh, Rural Youth Project Officer, on the Business Park to look at the alternative site for the bike track. Everyone was in agreement that the site was suitable and safe, having access through a gate off the Sewerage Lane, so there would be no need to go near premises on the Business Park. As there is a pavement from the Community College crossroads users would only need to cross the B488, which although busy, already has red tarmac and slow signs for the school and acces to the new development. The area is screened from the road by a ditch and heavy planting. It is already fenced on one boundary and has a hedge on another, so will only require fencing on two sides. A wooden post and rail fence was felt to be suitable. A couple of safety signs would need to be erected, the wording to be discussed and agreed. Crowgate Child Centre have contacted the Clerk and would like the opportunity to meet and discuss the matters raised in their letter. Several dates were put forward and it was agreed that we should try to arrange a meeting on Thursday 17th July at 6.30 p.m. at Crowgate. ACTION TOWN CLERK

10. HALLOWEEN EVENT:

The Clerk read a letter from Abbie Hemmings requesting: Use of the upstairs of the Town Hall on 1st November for a number of workshops and lectures. Use of the Old Market Square between 5pm and 5.30 pm for a seasonal play and the Playing Field for a bonfire and firework display in the evening. An application will be made to S.S.D.C. for a Road Closure Order to hold a Halloween lantern procession down High Street and Church Street. A copy of correspondence from a Company specialising in Firework Displays was enclosed together with a leaflet about paganism. CIRCULATE

This is likely to be a costly event to stage and Abbie and her husband are prepared to put £1,000 towards the cost and there will be a charge for entrance to the Playing Field. If the Council feel able to offer support this would be gratefully received.

Cllr Dr Penney felt that because the Mayor has a Bed & Breakfast Business she might think she had an interest, probably prejudicial, to declare and invited her to declare this and leave the Chamber. The Mayor felt this should be her own decision and did not think she had an interest to declare.

A letter from R. Davies, Lay Co-Chair P.C.C., Rev. J. Read, Curate and Rev C. Homer, Superintendent Minister, Methodist Circuit was read requesting the Council to support a celebration on Bonfire Night on the traditional night of Wednesday 5th November, which they feel is the more traditional custom of England. They would be willing to open up the Parish Church for hot drinks and the Church Barn for toilets for this event. However, regarding any proposal for a Halloween event they would like to receive more information about what is proposed.

Cllr Wright felt it would be difficult for the Council to financially support a single trader and proposed we do not offer a donation towards the cost of the event, seconded by Cllr Dr Penney and unanimously approved. Cllr Magill proposed that the Council supports this Halloween Celebration and offers free use of the Old Market Square and the Playing Field, with the normal charges to be applied for the use of the Town Hall, on the understanding that adequate insurance cover is taken out and all safety legislation is followed. Seconded by Cllr Gaffney and approved 5 votes to 2 against. Cllr Blundell felt that people in Bishop's Castle have missed out on a Firework display for a number of years and hopes the event will be a success.

11. PLAYING FIELD: FRAMEWORK AGREEMENT BEETWEEN TOWN COUNCIL & AN UNINCORPORATED BODY:

To progress the grant application for improvements to the Playing Field, the Friends of the Playing Field need to form an unincorporated group and draw up an Agreement, by way of a legal document with the Town Council. The Town Council would remain owners of the field and would undertake to continue to carry out the normal maintenance of the area, the Group would undertake to raise money to carry forward the enhancement and improvement plans that have been drawn up. Any Agreement would obviously need to come before the Council for approval, but Cllr Blundell proposed the Council approve an Agreement being prepared, seconded by Cllr Magill and approved.

12. CHAPEL YARD HERITAGE RESOURCE CENTRE:

The Chapel Yard Heritage Partnership have put a tremendous amount of effort to raise the money for the purchase and conversion of the old Library building to provide a storehouse and resource centre for the Towns museums. The Mayor felt that as the Town Council is a partner we need to demonstrate our support. Cllr Dr Penney proposed a grant of up to £250 if the Heritage Lottery application is successful, seconded by Cllr Pinches. Cllr Blundell proposed an amendment of a grant of £250 and a letter of support is given now, rather than waiting for the outcome of the grant application. Seconded by the Mayor and approved by 5 votes with 2 against. The amendment was then put to the Council as the substantive motion and approved.

It was approved that Evelyn Bowles who was in attendance at the meeting is asked to speak. Mrs Bowles said the HOCMCT, as the legally constituted body, made a grant application to the Heritage Lottery in March and they are currently awaiting a decision. It would be very helpful to have a grant of £250 at this stage together with the Council's pledge of support. The Council do not need to decide now what articles they would like to put in the Centre as this can be considered at a future date. ACTION TOWN CLERK

The Annual Report and Financial Statements for y.e. 31.3.03 together with minutes of a meeting held on 1st May 2003 are to be circulated. CIRCULATE

13. HOUSING:

(i) Draft Private Sector Housing Renewal Strategy: A summary of Part I and III of the South Shropshire Housing Renewal Strategy (draft version) has been prepared to enable powers under the Regulatory Reform Housing Assistance (England and Wales) Order 2002 to be implemented. The Order gives Local Authorities more freedom over how they provide assistance towards improving privately owned homes and how they adapt their housing renewal strategies to suit local conditions, enabling them to make better use of resources. The policy has been drafted by SSDC using the Housing Renewal Guidance - Consultative Document and sets out proposals for Private Sector Renewal in South Shropshire for the years 2003 to 2007, with a proposed commencement date in late July. This document will be put to the Executive Committee on 26th June, so in view of the short time available any comments need to be telephoned in tomorrow or Thursday. Cllr Dr Penney proposed we support this and raise no objections, seconded by Cllr Magill and approved.

(ii) Affordable Housing: The Mayor advised that the recently completed Parish Plan indicates a major need for Affordable Housing. SSDC have agreed a new Policy for Affordable Housing and we need to identify small plots of land within easy reach of the Town that could be suitable as 'Exception Sites'. Land owners need to be willing to sell land above agricultural prices, but below that for building land. Cllr Gaffney very much hoped that there would be a clause to potential purchasers that the property should not be bought to let out. Cllr Wright agreed this is a very important Policy and proposed we appeal for local land owners who might have suitable land to contact SSDC, seconded by Cllr Whittall and approved.
CLERK TO CONTACT LOCAL PRESS

14. BISHOP'S CASTLE PRIMARY SCHOOL - REPRESENTATIVE ON GOVERNING BODY:

Letter read from Ann Gregory, Governor Support & Development Team. Legislation which comes into force in September requires all governing bodies to adopt a new constitution by 1st September 2006. The L.E.A. has suggested a timescale which would require Bishop's Castle Primary School to reconstitute at Easter 2004. One effect of the new legislation is to remove the additional co-opted category into which a representative from the minor local authority currently falls, but they have the opportunity if they so choose, to increase the number of co-opted (to be called community under the new legislation) governors to include a governor from the parish/town council. As it has not been possible to co-opt someone from the Council this term, which would have enabled the person to continue on the Governing Body until 31.8.06, the timescale is such that it would be inappropriate for the governors to co-opt a represenative from this Council until the Governing Body has decided on its future constitution. Cllr Wright proposed a letter is sent to the Governing Body expressing the wish for the Town Council to have a representative of the Governing Body, seconded by Cllr Dr Penney and approved. ACTION TOWN CLERK

15. STREET LIGHTING - WELSH STREET:

The Mayor and Clerk have recently met Mr Roger Whitehouse, SCC and Mr Alan Day, Days Construction to look at lighting in Welsh Street. The old lamp removed by Days has not been recovered, but Mr Day agreed to erect new lighting along Welsh Street in front of the new development. It was pointed out that the junction of The Wintles and Welsh Street will also have lights. Mr Whitehouse would be liaising with the Street Lighting Department to draw up a suitable scheme for Welsh Street and will agree with Mr Day the precise location of the new lights.

16. SIGNS 'THE NOVERS' AND 'THE RIDGE LEADING TO THE NOVERS':

The Clerk read a copy of a letter send to C.C. Peter Phillips from R. Thomas, SSDC concerning road signage at The Novers. Following receipt of this letter contact had been made with SSDC's Building Control Officer to enquire if they had been successful in contacting the developer regarding signs. Mr Marsh confirmed that no response has been received from the developer and the cost involved in taking the matter further would be far in excess of the cost of the signs. As a rough estimate the cost of two signs is likely to be in the region of £150. Cllr Dr Penney proposed that this Council meets the cost of two signs, seconded by Cllr Pinches and approved. ACTION TOWN CLERK

17. UPDATE ON MARKET TOWNS INITIATIVE:

Cllr Carroll gave a brief report of a Market Towns Initiative meeting she attended last week in the Town Hall. A grant of up to £20,000 is available from Advantage West Midlands. Dr Iain Skewiss was nominated to complete an application form by mid-July, which he will do following consultation with people in the surrounding rural hinterland, asking what facilities they use in Bishop's Castle, how often they come here, etc.

18. REVIEW OF SALARY FOR STREET CLEANER:

The Clerk reported that the rate for Andrew Wallace has not been reviewed since April 2001. He is currently paid £4.10 per hour. Cllr Wright proposed this is increased to £5.00 per hour, seconded by Cllr Magill. Cllr Blundell proposed an amendment that it is increased to £4.50 per hour, seconded by Cllr Dr Penney. The amendment was put to the Council and overruled (4 votes for, 5 votes against). The proposition was put to the Council and approved.

19. ACCOUNTS:

The Clerk reported that The Council has received £1,249.27 from The Countryside Agency, being the second payment for The Vital Villages Project. In addition to the accounts listed on the Agenda invoices have been received from:
D. Palliser from the Vital Villages Account - secretarial services £800.00
Cllr Whittall proposed that these accounts be paid in full, seconded by Cllr Magill and approved.

20. REPORT OF RECENT MEETINGS ATTENDED BY COUNCIL REPRESENTATIVES:

Cllr Magill reported that she has recently attending a meeting of the Chapel Yard Heritage Partnership and would circulate the minutes when they have been received. She has also attended the recent meeting of the Friends of Bishop's Castle Library - who were discussing the organisation of fund raising events they have coming up in the future. Both Cllr Magill and Mr Neil Hird had attended the Standing Conference of the Shropshire Waste Partnership on 16th June at Hawkstone Park Hotel. Members of this Partnership are Bridgnorth D.C., North Shropshire D.C., S.S.D.C., Oswestry Borough Council and S.C.C. This was a very informative meeting with several interesting speakers and some of the information distributed will be circulated. CIRCULATE
Cllr Whittall reported he had attended the A.G.M. of the South Shropshire Sport & Leisure Advisory Council meeting on 17th June. The Agenda and minutes of the previous meeting on 18th March to be circulated. CIRCULATE

21. CORRESPONDENCE:

a) B.D. Catton, District Planning Solicitor, SSDC: Tree Preservation Order confirmed for tree on Bishop's Castle Industrial Estate.

b) Mrs J. Baker: Concerned that the Oak tree be preserved in the best way possible, protecting the root ball and perhaps fence around the area with a wild flower walkway and a seated area. It was agreed that the District Council have confirmed the Tree Preservation Order and as the land is Industrial and is the responsibility of the DC this Council takes no further action.

c) Mr B. Edwards, Michaelmas Fair: Copy of letter to SSDC regarding parking provision for M. Fair and other events. Councillors noted. In the feedback from last years fair there were a number of comments about the lack of camping/caravanning facilities close to Bishop's Castle. Councillors had in recent months written a letter of support for a local farmer who hopes to offer such facilities.
d) Mrs J. Palmer, SSDC: An application has been received for a Street Closure Order for 29th November to accommodate the Christmas Lights Festival. From 2pm to 11 pm Church Street, High Street, Market Square and part of Salop Street to the Three Tuns entrance and from 12 noon to 3 pm 30 feet of Harley Jenkins Street (from its junction with Church Street to erect a marquee). No Objection to this application.

e) Mrs J. Palmer, SSDC: An application for a Street Closure Order has been made to accommodate the Tractor Pull on Thursday 4th July from 7 pm to 9 pm. No Objection to this application.

f) Mr G. Biggs: 25 Church Street has been inspected and the owners given 28 days to deal with the structural matters requiring attention. Officers are satisfied that action is being taken which will alleviate the problem in due course.

g) South Shropshire Housing Association: Invitation to the Open Day on Tuesday 15th July at Castle Square, Ludlow, between 10 am and 4 pm. Anyone wishing to attend please contact the Clerk.

h) Matthew Green M.P.: Copy of a letter from Severn Trent Water Ltd. regardiang the flooding problem in Bishop's Castle.

i) Kaye Chambers, Secretary to B.C. Community Forum: Notice of public meeting at 7.30 p.m. tomorrow, 25th June at the Community College.

j) defra: The Quality Parish Council Scheme: CIRCULATE

k) South Shropshire Access Group: Invitation to next meeting on 1st July at Clun memorial hall at 7.30 pm.

l) The Standards Board for England: The IDeA Guide for New Members. Cllr Dr Penney asked for this to be circulated and on the Agenda for the next meeting.
CIRCULATE & AGENDA

m) The Wasteless Society: Newsletter. CIRCULATE

n) SSDC Standards Committee: Agenda for 3rd June and Minutes of meeting held on 8th April. CIRCULATE

o) No Panic: Invitation to the A.G.M. on 28th June at 3.00 pm at the Holiday Inn, Telford.

p) Mr D. Hinves, Sports & Leisure Development Officer: South Shropshire Arts Advisory Council Agenda for meeting on 9th June at 7.30 p.m. at Ludlow Assembly Rooms and minutes of previous meeting on 13th March at the Community College.
CIRCULATE

q) The Boundary Committee for England: Periodic Electoral Review of Shropshire County Council: Having considered the Recommendations during the initial stage of the S.C.C. review, the Committee is publishing its Draft recommendations on future electoral arrangements on the website, at S.C.C. offices and at local libraries. Views are welcome by 21st July 2003. It was proposed this Council makes no comment.

r) Mr D. Hinves, SSDC: South Shropshire Cultural Strategy: This document forms the culmination of an 8 month consultation period with various partner agencies and will form the framework for the development of cultural activities in South Shropshire over the forthcoming years. CIRCULATE

s) NALC: Annual Conference and Exhibiition will be held 3rd - 5th October at Cardiff City Hall. Contact the Clerk for further information.

t) action REPLY: The Official Youth Sport Newsletter of the Shropshire Sports Partnership: CIRCULATE

u) Cllr Dr Penney reported that Mr R. Thomas, SSDC was considering reviewing the number of Councillors in Bishop's Castle in view of the lack of elections in recent years. Councillors felt this would be quite wrong to reduce the number of Councillors and there had certainly, excepting this year, been an election on every occasion for at least the past 20 years. Cllr Blundell proposed a letter is sent to Mr Thomas giving him this information, seconded by Cllr Whittall and approved.
ACTION TOWN CLERK

v) We now have the fixing kits and posts for the Dog Waste Bins, Cllr Whittall would arrange for them to be put in place and asked for confirmation of where they are to go. It was confirmed that one bin is for Corporation Street, in the area of The Green in front on Clive House, one is for Oak Meadow, in the area of the bus lay-by by the Primary School and the third for the Castle Land.

The Mayor declared the meeting closed at 10.00 p.m.

Minutes 22th July 2003

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL, HELD IN THE TOWN HALL ON TUESDAY 22ND JULY 2003 AT 8.00PM

PRESENT: Councillor J.M. Carroll, Mayor, in the Chair.
Councillors: J.L.W. Blundell, J. Davies, M. Davidson Stanley, S.A. Farr, J.E. Gaffney, N. Hird, G.N. St J. Penney, K.E.C. Pinches, and R.D. Wright.
In attendance Mrs M.M. Griffiths, Town Clerk

1. NEW COUNCILLORS TO SIGN DECLARATION OF ACCEPTANCE OF OFFICE:

Councillors Davies, Davidson Stanley, Farr and Hird completed and signed a Declaration of Acceptance of Office. Cllrs Davidson Stanley, Farr and Hird handed in a completed Declaration of Financial and Other Interests. Cllr Davies, having contacted S.S.D.C. for advise will be completing a form after 3rd August, when a sale currently in progress has been completed.

2. APOLOGIES FOR ABSENCE: Apologies received from Cllrs Magill and Whittall

3. DECLARATIONS OF INTEREST:

a) Declarations of personal interests: Cllrs Gaffney and Hird both declared a personal interest in Item 7 as Directors of The Wasteless Society.
b) Declarations of prejudicial interests: None.

4. MINUTES OF PREVIOUS MEETINGS:

Minutes of the Council meeting held on Tuesday 24th June 2003, having been circulated, were proposed as a true record by Cllr Blundell, seconded by Cllr Pinches, approved and signed by The Mayor. Minutes of the Council meeting held on Tuesday 15th July 2003, also having been circulated were proposed as a true record by Cllr Blundell, seconded by Cllr Wright, approved and signed by The Mayor.

5. MATTERS ARISING:

Item 13.(ii): As a result of an article in the local press the Clerk has had three people requesting further details about 'Exception Land', details have been forwarded to Mr G. Biggs, SSDC.

Item 4.13.(i): The Council had met earlier opposite the Boar's Head to look at the site for a bus shelter. Brochures of a number of different types of bus shelters had been received from S.C.C., which were recommended as suitable for a Conservation Area.
(i) Site: It was proposed by Cllr Wright that a shelter is put immediately on the northern side of the existing traffic sign, with the back end of the shelter level with the post furthest from the pavement. Seconded by Cllr Davidson Stanley and approved. Cllr Blundell recommended that before the shelter is erected the precise position is marked out with white paint, which he will be willing to do.
(ii) Shelter: Cllr Wright proposed that The Queensbury Arun Range shelter is the preferred style, with the curved roof and each end half width of shelter. This is a minimal, but sturdy steel structure, with a minimal seat and back rest, it comes in a choice of sizes and colours and he proposed the 3 metre length in dark green (colour ref: RAL 6028). The Clerk to check whether Planning Permission will be required and obtain prices. If the cost is £3,000 + VAT or less then an order to be made. Cllr Blundell seconded this proposition which was approved by the Council. ACTION TOWN CLERK

6. MEMBERS OF THE PUBLIC WISHING TO SPEAK: No-one

7. TOWN & COUNTRY PLANNING ACT:

a) No plans received.

b) The following Planning Reports have been received since the last meeting:

(i) 1/03/14614/F Planning Permission granted for formation of a vehicular access. Existing access to be closed. Mr A.G. Watson, 21 Castle Street, Bishop's Castle.

(ii) 1/03/14644/F Planning Permission granted for a restrospective application for the erection of a stable, tack room and store. Land adjacent to 4 The Novers, Bishop's Castle. Mrs J.D. Price.

(iii) 1/03/14561/F Planning Permission granted for erection of extension to dwelling and a conservatory. 8 Corporation Street, Bishop's Castle. Mr C. Jones.

(iv) 1/03/14501/F Planning Permission granted for conversion of first floor to form self-contained accommodation ancillary to main dwelling and holiday letter. Mr P.J. Griffiths, Bonna Vista, Station Street, Bishop's Castle.

Mr Caird, SSDC has written regarding objections to the South Shropshire Local Plan 1996 - 2011 together with a summary of the Council's objections with the District Council's response. Mr Caird would like the Council to indicate whether we wish the objections to be dealt with as written representations or whether we wish to appear at the Local Plan Inquiry to be held in January 2004. Alternatively we may wish to withdraw the objections. Written representations carry exactly the same weight as those made orally at an inquiry.

First Objection: Ref: S9/A88/1050/8335 Object to revised wording of policy as it will encourage developers to build out of town outlets, it was the Town Council's view that the original wording should be maintained. It is recommended by SSDC that there be no change to the policy as the revised wording more accurately reflects central government guidance set out in PPG6. Cllr Wright proposed the Council do not withdraw the objection and request that the objection be discussed orally at the Public Enquiry, seconded by Cllr Pinches and approved.

Second Objection: S1/A79/1050/8334 Object to the inclusion of site BIS2. It is SSDC recommendation that the policy in respect of site BIS2 remains unchanged. Cllr Blundell proposed the Council do not withdraw the objection and request that the objection be discussed orally at the Public Enquiry, seconded by Cllr Dr Penney and approved.

Forms for both objections were completed confirming that it is the Council wish the objections be discussed orally at the Public Enquiry, the Council is willing to cooperate with others to present a joint case at the Public Inquiry and intend to call witnesses.

7. WASTE RECYCLING CENTRE:

Cllrs Gaffney and Hird declared a personal interest. Letter read from Mr Biggs confirming that there is full liaison with the Wasteless Society and that the Council had given assurance that it would as far as possible continue to provide the existing services whilst the work on the new site is being carried out. The Wasteless Society had been asked if they would be agreeable to a smaller site, having been very pleased with the enthusiastic success of the site so far, it was confirmed they would not want the new site to be any smaller. They had also applied for a grant from the D.C. for £1,175 to cover the additonal costs that will be involved with temporary arrangements while work on the new site is being carried out. The Mayor proposed that this Council supports the application for the grant and reaffirms the view to the D.C. that the new site should have room to expand the facilities and certainly be no smaller, seconded by Cllr Blundell and approved. ACTION TOWN CLERK

8. ANNUAL ACCOUNTS FOR APPROVAL:

Accounts for the y/e 31.3.03 had been circulated to Councillors with the Agenda. The Clerk answered a number of questions and Cllr Blundell proposed the accounts, which have been excellently presented, are approved, seconded by Cllr Dr Penney and approved. The Annual Report was completed and duly signed by The Mayor, the Clerk reported that she is taking the records and accounts to the Internal Auditor tomorrow.

9. BIKE TRACK:

On 17th July the Mayor, Clerk, Cllrs Blundell, Magill and Penney and Mr M. Pugh had met with members of Crowgate Child Centre Co-operative to discuss matters raised in their letter to the Council. It became clear during the course of discussions that many of the concerns had been addressed by the decision to move the site and the proposed new site seems to be much more acceptable. Access would only be from the B488 and not through Crowgate site. The area will be fenced, which is already fairly well screened with trees and no-one will be permitted outside the agreed area. The area should be self-policed and some rules will be drawn up, Mike Pugh will provide suggestions of the rules for the Council to approve and these will be posted on the site. A copy to be sent to Crowgate with a contact telephone number. Mr Biggs has confirmed that the Council's Legal Section have been asked to prepare a draft lease/licence as soon as possible.

10. MARKET TOWNS INITIATIVE:

Cllr Carroll gave a brief update of the Market Towns Initiative. The Vital Villages Parish Plan has produced a number of comments regarding facilities in Bishop's Castle and Dr Iain Skewiss is putting together a bid for funds from Advantage West Midlands to help fund research.

11. VITAL VILLAGES - DRAFT PARISH PLAN:

The draft Parish Plan has now been completed, but due to the nearing deadline for completion there is very limited time to make comments and amendments. The final Plan needs to be completed and printed in order that the final part of the grant can be applied for very shortly. Copies have been placed in The Library, in Enterprise House and with the Mayor and Clerk. However, it was resolved that each Councillor should have a copy and any comments passed to The Mayor or Clerk within the next two weeks. The Mayor proposed that, excepting minor amendments, the Council resolve to approve the Plan, seconded by Cllr Wright and approved. CIRCULATE

12. STANDARDS BOARD FOR ENGLAND - GUIDANCE FOR COUNCILLORS:

Cllr Dr Penney is Vice-Chairman of the SSDC Standards Committee and proposed Mr Richard Thomas, Head of Administration & Legal Services be invited to either the August or September Council meeting in order to give guidance to Councillors. Seconding this Cllr Blundell requested that Mr Thomas be asked whether he would be using Council minutes during his talk and if so agree which minutes would be used, this part of the proposition was seconded by Cllr Gaffney and approved. Cllr Dr Penney thought he would be using a new booklet that has been issued, the Clerk to confirm with Mr Thomas. ACTION TOWN CLERK

13. WATER VOICE:

Water Voice has been launched as an independent Consumer Council for Water, giving a 'One Stop Shop' for consumers. Ofwat has launched the next price review, to reset the level of water and sewerage bills for the five years from April 2005 and Water Voice has the job of articulating the views of 9 million people in the Central area, served by Severn Trent Water and South Staffordshire Water. The Mayor advised that during the Vital Villages Survey a large number of residents raised complaints about water, both quality and pressure cause concern. It was resolved that this should be an Agenda for the next meeting and a copy of the letter should be circulated with the Agenda. ACTION TOWN CLERK

14. QUALITY PARISH COUNCIL SCHEME - NEWSLETTER:

One of the qualifications to be a Quality Parish Council requires a quarterly newsletter. The Mayor advised that grants are available via the Vital Villages and the Community Council for setting up the production of a Newsletter. It was not suggested this extra work should be carried out by the Clerk. It was felt that a Newsletter would be a good idea, the public should see what is being discussed. Cllr Wright feels that passing council information to the public needs to be considered as a whole, now that the press no longer regularly attend council meetings. There should be proper representation in the local newspapers and suggested that there should be a full discussion about this. He proposed that on the next Agenda, as separate items there should be Newsletter and Press Representation. This will give time for Councillors to consider and make enquires what happens in other Town and Parish Councils and for the Mayor/Clerk to look further at grants available. AGENDA NEXT MEETING

15. SAFETY RAIL - TOWN HALL CLOCK:

Cllr Gaffney is one of a team of three who keep the Town Hall clock working and he reported that after the storms last Autumn the rail around the flag pole is loose. There was discussion about whether a padlock should be put on the door, to prevent any-one going out. Cllr Hird also advised that the halliards need attention and perhaps this could be done at the same time. Cllr Gaffney proposed that Mark Grimes is asked to look at both these matters when he comes to look at the roof, seconded by Cllr Wright and approved.

16. BENCHES:

Mrs Pam Apperley had said she would like to give a bench to the Town in memory of her late father, Mr Edwin Lewis who had kept the garage in Union Street for many years and would like it to be put at the front of the Town Hall. Cllr Dr Penney proposed this would be a lovely idea, seconded by Cllr Wright and approved. The bench in the hall of the Town Hall could be moved somewhere else if Councillors could consider a suitable site.

17. ACCOUNTS:

In addition to the accounts listed on the Agenda invoices have been received from:
J. Palliser - (from the Vital Villages Account) - Production work on Parish Plan - £500.00
Playground Management Ltd. - Annual Inspection of Playing Field - £92.83
Cllr Dr Penney proposed that these accounts be paid in full, seconded by Cllr Wright and approved.

18. REPORT OF RECENT MEETINGS ATTENDED BY COUNCIL REPRESENTATIVES:

The Deputy Mayor represented the Council at a Reception at Ludlow Castle on 10th July when H.R.H. Queen Elizabeth and Prince Philip visited Ludlow.

19. CORRESPONDENCE:

Cllr Wright expressed concern about this item on the Agenda being used to bring up 'any other business'. This should not be the case, it should only be for matters where a letter or article has been received.

a) The Annual Inspection of the Playing Field equipment had been carried out by Playground Management Ltd and the Report received. Cllr Blundell would take and pass onto other members of Playing Field Committee. CIRCULATE

b) S.S.D.C. Standards Committee - Agenda for meeting 15th July and minutes of meeting 3rd June. CIRCULATE

c) S.S.D.C. Street Closure Order - A request has been made to close The Square, High Street and Church Street to the Six Bells Public House on Saturday 1st November between 5.30 pm to 6.00 pm to accommodate the Halloween Lantern Parade. It was resolved there was no objection to the application. ACTION TOWN CLERK

d) Business Link Shropshire: Shropshire Social Business Grant Scheme - Through this scheme financial help is available (grants from £500 to £5,000) to assist new and developing social and community businesses in Shropshire. Eligible applicants should be "not for profit" having both social and economic goals and operate within or as part of the local community. Contact the Clerk for further details.

e) John Stallard & Co: Mrs M.A. Garrad, Upper Beech Cottage, Bishop's Castle has recently applied to H.M. Land Registry in respect of registration of title and have been informed that they are unable to register an absolute leasehold title without evidence of the Freeholder's title to the land. They understand that the Bishop's Castle Town Council is the Lessor of Upper Beech Cottage and would be pleased if we could forward evidence of the title to the freehold of the property. This is a similar situation to other properties in the area and Cllr Blundell proposed that we try to locate the deeds and there should be no objection to the transfer, providing there is no cost to the Council, seconded by Cllr Dr Penney and approved. ACTION TOWN CLERK

f) Ms L. Lawson, Housing Officer (Regeneration), S.S.D.C.: There are approximatly 400 current long term vacant homes in South Shropshire. The D.C. has a statutory duty to bring these properties back into use and an overall responsibility to address housing conditions in the area. Information sheets have been prepared and the Clerk has circulated these on a number of notice boards in Town.

g) It has been brought to the attention of The Mayor and Clerk that No 39 Welsh Street has painted the front of their mid-terrace house sky blue. The block of houses are listed and the Clerk has contacted Mr Colin Richards, Conservation Officer who advised that Planning Permission should have been obtained before painting and the Enforcement Officer is already aware of this and taking appropriate action.

h) Mr G. Biggs, Chief Executive, S.S.D.C.: The Sunshine Radio advertising campaign has not been successful in generating new tenants for Challenge Court. There were 15 enquiries and 11 visitis to the site by prospective tenants, but none materialised into tenancies. One reason was the level of rent. Mr Biggs confirmed that he has written to Advantage West Midlands seeking their agreement to the appointment of a Valuer to review the rents of all of the workshop and offices at Challenge Court.

i) Harrisons Solicitors: Application for Transfer of licence in respect of The Crown & Anchor Vaults to Mr T.J.A. Kennett & Mr S. Kennett at Ludlow Magistrates Court on 7th August 2003. Cllr Dr Penney proposed No Objection, seconded by Cllr Gaffney and approved. ACTION TOWN CLERK

j) Mrs A. Bayliss, Headteacher, Bishop's Castle Primary School: Letter thanking the Council for the contribution towards the Crucial Crew programme that takes place each year. The year six pupils find these days very informative and enjoyable and the Council's support has enabled them to take part and benefit from the various life-skill activities that are available.

k) S.S.H.A. A plan outlined in red the parcel of land between Kerry Green and Grange Road, a copy of the plan is being sent to the Development Department which deals with such matters.

l) Mrs P. Hudson, Field Worker for Staffordshire & Shropshire, ViRSA Educational Trust: Assurance that ViRSA is continuing vigorously to campaign against closure of any rural Post Office.

m) Matthew Green M.P. Letter of response regarding the threat to rural Post Offices created by changes to the method of payment of allowances, benefit and pensions. Mr Green has lobbied against such changes being made for the very reasons the Council outlined. Our letter has been forwarded to Steven Timms Esq MP who is Minister with responsibility for Post Offices for comment.

n) C.C. Peter Phillips: Copy of a letter sent to him from Mr R. Drummond regarding Montgomery Road. The 'Village Gateway' approach could be upgraded, at the expense of being more instrusive and having greater red carpet use and white dragons teeth road markings. This is achievable if it is accepted the balance of achieving greater impact upon the approaching driver against the increased intrusion into the rural landscape of such conspicuous signs and road markings. C.C. Phillips has asked if the Town Council would support this, as he would. It was reported that the hedges have grown and neither 30 mph sign is visible and Cllr Blundell proposed this is an Agenda item for the next meeting, seconded by Cllr Dr Penney and approved. AGENDA NEXT MEETING

o) The Countryside Agency: Draft Map Information for Parish Councils regarding Countryside and Rights of Way Act 2000. The formal consultation maps are open for public inspection and comment until 30th September. The Draft Map of Registered Common Land and Open Country shows nothing within the Bishop's Castle parish boundary.

p) Rev. Lisa Stewart, The Awareness Shop: Letter regarding proposal for Halloween Event. It was apparent that most Councillors had received a personal copy of this letter and the Clerk was asked to arrange a copy for the new Councillors who had not received one. It was resolved there should be no action.

q) It has been raised that a lane at Banks Head is often blocked and has a sign advising 'No Through Road'. The Mayor reported there is a public right of way and the matter has been raised with S.C.C. Footpaths Department who will be taking appropriate action.

r) Office of the Deputy Prime Minister: Consultation paper on Indemnities for Relevant Authority Members and Officers: Section 101 of the Local Government Act 2000 allows the Secretary of State to confer powers on relevant authorities to provide indemnities for some or all of their members and officers. The consultation paper and the draft order set out the Government's proposals for the use of that power. Responses are sought by 6th October 2003.
CIRCULATE & AGENDA NEXT MEETING

s) Mr R. Lennox: Following discussion with Cllr Blundell it was suggested that waterproof boxes by the lights in the Playing Field would be a good idea and could be used by fairs/festivals using the field. They would be lockable and used only with the consent of the Council. Cllr Blundell, a wholesaler and Mr Lennox are prepared to sponsor one box each and agreed to supply their labour free of charge. Cllr Dr Penney proposed this is a very generous offer and both Mr Lennox and Cllr Blundell should be thanked, seconded by Cllr Davies and approved.

t) Mr P.D. James, Highway Technician, S.C.C.: Passing Place in Welsh Street - Following the meeting in March with Cllr Dr Penney, the work will be carried out once funding has been approved.

u) South Shropshire Area Committee: S.A.P.T.C. Agenda for meeting 14th July together with minutes of previous meeting held on 14th April. CIRCULATE

v) Mr A. Collier: Looking for Monumental Restoration work in Churchyards. It was suggested this letter is forwarded to the P.C.C.

w) Wickstead Leisure: A Guide to the Disability Discriminatin Act 1995. CIRCULATE

x) Local Environment Focus: CIRCULATE

y) Mr D. Hinves, S.S.D.C. The South Shropshire Cultural Strategy has been completed and launched and as part of the Open Space Strategy SSDC are seeking the Council's assistance to audit open space in Bishop's Castle. Councillors looked at the map provided and made several additions, which the Clerk was asked to pass onto Mr Hinves. ACTION TOWN CLERK

z) Mr R. Thomas, SSDC: Local Authorities (Members) Allowances (England) Regulations 2003: Cllr Blundell proposed that Mr Thomas is advised that the Mayor is paid an allowance and travel allowance for Councillors representing the Council on business outside theTown, seconded by Cllr Dr Penney and approved. ACTION TOWN CLERK

The Mayor declared the meeting closed at 10.05 p.m.

Minutes 22th July 2003

MINUTES OF THE SPECIAL MEETING OF BISHOP'S CASTLE TOWN COUNCIL, HELD IN THE TOWN HALL ON TUESDAY 15TH JULY 2003 AT 8.00PM

PRESENT: Councillor J.M. Carroll, Mayor, in the Chair.
Councillors: J.L.V. Blundell, J.E. Gaffney, J.A. Magill, G.N. St J. Penney, K.E.C. Pinches, J.A.J. Whittall and R.D. Wright.

1. APOLOGIES FOR ABSENCE: None

2. DECLARATIONS OF INTEREST:

a) Declarations of personal interests: None.
b) Declarations of prejudicial interests: None.

3. COUNCILLORS MET CANDIDATES:

Councillors met individually seven of the eight candidates.

4. BALLOT:

Cllr Dr Penney proposed that none of the voting figures for the ballot should be released to the public, seconded by Cllr Blundell and unanimously approved. A secret ballot took place and the following were co-opted onto the Council:

Miranda Davidson-Stanley
Julie Davies
Stephen Farr
Neil Hird

The Clerk was asked to invite the above to the Council meeting next Tuesday and to contact the other candidates to thank them for standing for co-option and for coming along this evening.

The Mayor declared the meeting closed at 9.30 p.m.

Minutes 19th August 2003

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL, HELD IN THE TOWN HALL ON TUESDAY 19TH AUGUST 2003 AT 8.00PM

PRESENT: Councillor J.M. Carroll, Mayor, in the Chair.
Councillors: J.L.V. Blundell, J. Davies, M. Davidson Stanley, J.E. Gaffney, J.A. Magill, G.N. St J. Penney, K.E.C. Pinches, J.A.J. Whittall and R.D. Wright.
In attendance: Mrs M.M. Griffiths, Town Clerk

1. APOLOGIES FOR ABSENCE:
Apologies received from: Cllr Farr, who is on holiday and Cllr Hird who had a prior commitment to attend another meeting, arranged before becoming a Councillor.

2. DECLARATIONS OF INTEREST:

a) Declarations of personal interests: Cllrs Gaffney declared a personal interest in Items 6a and 7, as a Director of The Wasteless Society. Cllr Blundell declared a personal interest in item 6.d, as a friend of the applicant.
b) Declarations of prejudicial interests: Cllrs Blundell and Whittall declared a possible prejudicial interest in item 21.

3. MINUTES OF PREVIOUS MEETING:

Minutes of the Council meeting held on Tuesday 22nd July 2003, having been circulated, were proposed as a true record by Cllr Blundell, with three amendments; (1) delete Cllr Whittall from the list of Councillors present, (2) Add Cllr Pinches and (3) amend Item 9, Cllr Magill was present at the meeting on 17th July.
Seconded by Cllr Gaffney, approved and signed by The Mayor.

4. MATTERS ARISING:

Item 5: Mr Biggs has confirmed he will be contacting the people who enquired about 'Exception Land', asking them to send a plan of the areas of land in question to see if they are likely to be suitable.

Item 5: The Clerk confirmed that no planning permission is required for a bus shelter. Letter read from Bishop's Castle Civic Society, who are not opposed to the design of the bus shelter, but are concerned about the safety of the bus stop being in Church Street so near the crossroads. The price of the bus stop has been obtained and this has been passed to S.C.C. for approval. The proposed shelter will be 3 metres long, with two widths available. Cllr Wright proposed we should purchase the 1.30m wide, seconded by Cllr Dr Penney and approved. The cost from Queensbury Shelters to supply, deliver and install will be £2,815. The Clerk was asked to check that a bus timetable can be secured inside the shelter and if so, providing S.C.C. approve the grant aid it was agreed that an order should be made. Cllr Blundell to paint on the road the exact position before delivery.

Item 12: Mr Thomas will be happy to come along on 16th September to talk to Councillors about their obligations under the Code of Conduct, but suggests this is not during the meeting because of the time limit. It was proposed by Cllr Wright that Councillors meet Mr Thomas at 7 p.m. in the Town Hall, seconded by Cllr Magill and approved.

Item 19.h: Mr Biggs has confirmed that Advantage West Midlands have agreed to a rent review being undertaken in respect of Challenge Court. He will let the Council know the conclusion of the review in due course.

Item 19.m: Letter from Matthew Green M.P. enclosing the reply received from Stephen Timms MP, Minister for Postal Services. CIRCULATE

ITEM 19.q: Ms D. Hughes, Principal Rights of Way Officer: Confirmation that the blocking of the bridleway from Bankshead to join the B4385 will be investigated.

5. MEMBERS OF THE PUBLIC WISHING TO SPEAK: None

6. TOWN & COUNTRY PLANNING ACT:

a) 1/03/14774/F Planning Permission (Full) for Re-location of recycling centre and extension of estate road and formation of a vehicular access (Committee Matter) Land at Bishop's Castle Business Park. South Shropshire District Council. Councillors felt this plan was a great disappointment on several counts, it reduces the amount of room for recycling and encroaches on the area around the oak tree, with no room for expansion it limits the size forever. Welshpool was held as an example of what should be aiming for. Cllr Gaffney proposed we object to the application on these grounds, seconded by Cllr Wright and approved.

b) 1/03/14767/F Planning Permission (Full) for erection of a conservatory (Delegated Matter). New dwelling off Woodbatch Road, Bishop's Castle. Mr R. Davies. Cllr Wright proposed No Objection, seconded by Cllr Gaffney and approved.

c) 1/03/14753/F Planning Permission (Full) for erection of a slurry store and construction of estate road. OS 3327 - 2875, The Cottage, Bishop's Castle. Beamond Partners. Cllr Whittall proposed No Objection, seconded by Cllr Blundell and approved.

d) 1/03/14805/F & 1/03/14806/LB Planning Permission (Full) and Listed Building Consent. Change of use and alterations to workshop to create hostel accommodation (Delegated Matter). Old Carriage Workshop, Six Bells, Church Street, Bishop's Castle. N. & C.L. Richards. Cllr Blundell declared a personal interest. Cllr Wright proposed No Objection, although we should draw attention to the fact that there is no provision for parking for guests and this area is already quite a bottle neck for traffic, seconded by Cllr Stanley and approved.

Since the last meeting an application for Listed Building Consent has been received for alterations to public house (Delegated Matter) at The Three Tuns Inn, Salop Street, Bishop's Castle. (Ref: 1/03/14734/LB) These were seen by The Mayor, Deputy and Cllr Davidson Stanley, who other than expressing concern that the toilets are across a court yard, proposed No Objection. The Planning Department had been contacted and the location of the toilets would not be a planning matter, but a licensing one.

e) The following Planning Reports have been received since the last meeting:

i)1/03/14638/F Planning Permission approved for erection of a domestic garage. Bank Gardens, High Street, Bishop's Castle. Mr D. Coles.

ii) 1/03/14580/HR Consent granted for removal of a hedgerow. Little Woodbatch, Woodbatch, Bishop's Castle.

iii) 1/03/14609/F Planning Permission approved for erection of a building for the sale and storage of building materials and formation of vehicular access. Bishop's Castle business Park, Mr R.J. Matthews.

iv) 1/03/14605/F and 1/03/14606/CA Permission approved for renovation of building for use as annexe to main dwelling. Works to include demolition of walls. Building at rear of 19 Welsh Street, Bishop's Castle. N.C. Sanderson.

7. REVISED DEPOSIT DRAFT SOUTH SHROPSHIRE LOCAL PLAN:

The Office of the Deputy Prime Minister has appointed Mr John Mattocks to consider all objections to the Plan. Mr Tom Morris has been appointed Programme Officer for the purpose of organising and managing the Inquiry on behalf of the Inspector. The Inspector will hold a Pre-Inquiry Meeting on 7th October at 10.00 am in the Community Centre, Craven Arms. The Inquiry will commence on Tuesday 13th January 2004 at 10.00 and is open to the public. Cllr Dr Penney proposed the Mayor is asked to represent the Town Council at the meeting on 7th October and completes the questionnaire, seconded by Cllr Magill and approved. ACTION MAYOR

Letter read from Mr D.A. Francis, Planning Policy Officer, SSDC advising the revised replacement South Shropshire Local Plan 1996 - 2011 will be placed on deposit for public inspection for a six week period commencing 1st August 2003. Objections to and representations in respect of the further proposed changes to the Local Plan should be sent in writing by 13th September 2003. The Council can only consider representations to the specific proposed changes and not to the original deposit proposals or any omissions.

8. WASTE RECYCLING CENTRE:

Cllr Gaffney asked for the Council to support The Wasteless Society regarding the temporary re-siting of the Recycling Centre, as there are a number of issues of concern which they would like raised with Mr Jones, Director of Environment, SSDC:
· The necessity for a temporary site has now increased from a 3 month period to 6 months.
· The Town Council should be promptly and fully informed of any developments.
· The green waste trailers should be kept on the same site as the other facilities, to split onto separate sites is surely not necessary in view of the unused land on the Business Park and it may lead to problems with fly tipping and create a nuisance on both sites.
· The Wasteless Society has offered to hardcore an area as a temporary site at no cost to the Council, which has not yet been accepted.
Cllr Gaffney proposed a letter is sent to Mr Jones raising the above and requesting a site meeting with him, members of the Council and representatives of the Wasteless Society, seconded by Cllr Dr Penney and approved.
ACTION TOWN CLERK

9. APPOINT REPRESENTATIVES ON VARIOUS COMMITTEES:

The following nominations were made:

· Public Hall Committee: Cllr Gaffney as a deputy for Cllr Pinches.
· Director of South Shropshire Housing Association: Cllr Davidson Stanley
· Community College Management Team: Cllr Carroll
· Area Committee, S.A.P.T.C.: Cllr Davies
· Playing Field Committee: Cllr Hird
· Street Lighting Committee: Cllr Davies
· Footpath Committee: Clirs Farr and Davidson Stanley
· Tourism Group: Cllr Gaffney
· Chapel Yard Partnership: Cllr Hird
· Director on board of Lifeline Company: Cllr Davidson Stanley
· Friends of Bishop's Castle Playing Field: Clirs Whittall and Blundell
· Primary School Governing Body: Presently under review. It is hoped the Council will be asked for a representative and if so it was suggested that Cllr Farr may be interested.

10. BIKE TRACK:

Letter read from Mr R. Thomas, S.S.D.C., regarding the request to use land on the Business Park for a Cycle Track. As the District Council has no other plans for the area at the present time they are prepared to allow the Town Council use for an indefinite period rent free, subject to the Town Council agreeing in writing to vacate the land on being given three months notice to so so. Cllr Blundell proposed the Council accept the terms in the letter, sign the agreement and return to Mr Thomas, seconded by Cllr Dr Penney and approved. At the site meeting with Mike Pugh it was understood that some fund raising by the young people would be taking place to finance the fencing required and he proposes to have a meeting with them at the start of the new school term.

11. APPLICATION TO DIVERT FOOTPATH NO 49:

Letter read from Gwynnes Solicitors requesting a diversion of footpath 49 leading from Welsh Street to Oak Meadow to follow the estate road off Welsh Street. Cllr Blundell proposed No Objection, seconded by Cllr Wright and approved. ACTION TOWN CLERK

12. LITTER BINS:

It had been agreed at a previous meeting that there should be: A large bin opposite the Boar's Head, a large bin in the area of the Castle Delight, a large bin at the top of The Cobbles and a wall mounted bin by Country Pursuits. The exact location needs to be agreed. Cllr Davidson Stanley proposed that three new bins are purchased and she will meet with the Deputy Mayor and Clr Wright to discuss the most suitable positions for them, seconded by Cllr Blundell and approved. Cllr Davidson Stanley proposed the owner of the food outlets should be contacted and asked to be responsible for the rubbish outside their establishments, seconded by Cllr Blundell and approved.
ACTION DEPUTY MAYOR, CLLRS WRIGHT & DAVIDSON STANLEY

13. WATER VOICE:

Letter from Water Voice has been circulated to Councillors. From the Vital Villages survey considerable concern had been raised about both the quality and pressure of water supplies in Bishop's Castle. Cllr Wright proposed the questionnaire from Water Voice is completed expressing this dissatisfaction and a letter sent to Severn Trent, seconded by Cllr Davidson Stanley and approved. ACTION TOWN CLERK

14. COUNCIL NEWSLETTER:

The Mayor has an application form for a community grant to produce a quarterly newsletter. It is proposed this is put together by someone independant of the Council and printed at Enterprise House. There was considerable discussion about what information the newsletter should contain, who should approved it and how it should be distributed to residents. Cllr Blundell proposed we advertise for someone with editorial experience to work approximately five days each quarter putting together the newsletter and obtaining a grant and advertising to off-set the cost, seconded by Cllr Dr Penny and approved. ACTION TOWN CLERK

Cllr Blundell proposed that all Councillors see a draft before printing and if one person objects, we call a meeting to discuss, seconded by Cllr Dr Penney. Cllr Gaffney proposed an amendment, as he believes there should be some editorial independence and when some-one has been appointed it should be left to them. The draft copy should be circulated to Councillors, to check for accuracy and there should be no need to have a meeting to discuss, seconded by Cllr Wright and approved. The substative motion was put to the Council and approved.

15. PRESS REPRESENTATION:

Currently there is no regular press representation at meetings, which puts the responsibility on the Clerk to discuss the meeting with the papers, so that the public are kept informed about matters the Council has discussed. Agendas and Minutes of meetings are circulated to the local press as well as sent to the Library and on the Web-site. The Editor of the local newspaper was not in favour of some-one who did not work for their newspaper attending meetings and making reports. It was resolved to take no action in this respect at the present time.

16. MONTGOMERY ROAD:

County Councillor Phillips has fowarded a letter from Mr Drummond regarding the Montgomery Road, who agreed that the 'village gateway' entrance could be upgraded, at the expense of being more intrusive with greater red carpet use and white dragons teeth road markings. C.C. Phillips indicated he would support this action.

Cllr Wright proposed that the two members of the public present, who live in Montgomery Road, be asked if they would like to make any comment, seconded by Cllr Whittall and approved. Mr Frost expressed concern about the lack of pavement and the narrow width of the road, making it extremely dangerous for pedestrians and suggested that signs warning of concealed entrances should be erected. Mrs Phillips thought a physical narrowing of the road might help slow vehicles down. It was explained that this suggestion had already been put to S.C.C., who advised it would cause an unacceptable pinch point for traffic engaged in servicing the local agricultural industry.

The Mayor explained that Mr Drummond had advised that a footpath along this road is in a "wish list" for consideration as a future highway improvement scheme, however it is not a priority for the next two financial years.

Cllr Dr Penney proposed the Council puts three requests to S.C.C.: They erect 3 bar, 2 bar and 1 bar signs on the B4835 towards The Lodge indicating that drivers are approaching a 30 mph area. Move the existing 30 mph signs out of the hedge into a more prominent position and erect a sign warning of 'concealed entrances.', seconded by Cllr Whittall and approved. ACTION TOWN CLERK

17. CONSULTATION PAPER ON INDEMINITIES TO RELEVANT AUTHORITY OFFICERS AND MEMBERS:

Section 101 of the Local Government Act 2000 allows the Secretary of State to confer power on relevant authorities to provide indemnities for some or all of their members and officers. The draft consultation paper setting out the Government's proposals for the use of that power has been circulated to Councillors. Cllr Wright proposed the Council accepts the suggestions made and make no additional representation, seconded by Cllr Gaffney and approved.

18. BUSINESS IMPROVEMENT DISTRICTS:

Letter from Mr Biggs with a copy of report No 07/03, submitted to the Executive committee of SSDC regarding Business Improvement Districts (BIDS), a new initiative proposed by Central Government. The Executive Committee, whilst deciding whether or not to support this believe it is important to promote discussion of the opportunities offered by BIDS within the five market towns of the District. The Mayor proposed the Chamber of Trade is asked to consult their members on their views, seconded by Cllr Wright and approved.
ACTION TOWN CLERK

19. MARKET TOWNS INITIATIVE UPDATE:

The Mayor gave a report of the recent meeting of the Market Towns Initiative, of which the Deputy Mayor and Cllr Whittall are also members. A successful application has been made to Advantage West Midlands for £20,000 to carry out research in the area. This will take place this Autumn, to produce a plan for action next February/March. The research will be in various areas including; youth, the relationship between the town and rural villages, transport, community facilities and housing. A further meeting is planned for September.

20. VITAL VILLAGES PARISH PLAN:

The Mayor advised that the draft Parish Plan has been circulated and approved by the Countryside Agency. The final document is now being prepared for publication and the last portion of the grant can now be claimed. It will then be up to the Town Council to push ahead with the matters raised in the document by residents of the Town. Cllr Dr Penney proposed the Council approve the action taken, seconded by Cllr Pinches and approved with one vote against.

21. STREET LIGHTING - STATION STREET:

The Clerk reported that the light which had been knocked down was in a vulnerable position, in the gateway to Enterprise House and that she had asked M.E.B. Contracting about moving it further down the street. They had advised that this would incur additional costs of approx £220 + VAT. It was suggested that the light was not vulnerable until the decision had been taken to move the entrance to Enterprise House. Cllr Blundell proposed a letter is sent to E.S.W.S. asking if they would be prepared to meet this additional cost, otherwise the new light should be erected in the same position as the old one, seconded by Cllr Wright and approved. ACTION TOWN CLERK

22. TOWN HALL - FEASIBILITY STUDY:

Sam Hine, S.S.D.C. has confirmed approval of the grant for the feasibility work on the Town Hall and for Mr John Wheatley, Architect to undertake Parts I and II of the brief and E.S.W.S. to undertake Part III of the brief, at a total cost of £15,279. There is a deadline of end of September for project applications seeking fund in 2004 and Mr Wheatley and Mrs Jackson have been urged to work towards submitting a bid to the Government Office by then. Clr Dr Penney proposed the Council approve the action taken by the Mayor amd Clerk in this matter, seconded by Cllr Whittall and approved.

23. ACCOUNTS:

In addition to the accounts listed on the Agenda invoices have been received from:
J.A. Nicholls - Internal Audit - £150
NPower - Street Lighting - £317.86

Cllr Whittall proposed that these accounts be paid in full, seconded by Cllr Wright and approved. Mr Watkins has expressed concern about the money outstanding. He has invoiced the Council for two jobs: £2,700 for the Playing Field entrance and £640 for the footpath. Concern was expressed about the quality of the finish of the footpath and the Council agreed to pay only 50% of the outstanding £3,924.50. Mr Watkins feels that as the Council are quite satisfied with the work in the Playing Field this should be paid for and we should only be holding back a portion of the £640 for the footpath. Clr Dr Penney proposed the Council does not pay any further money until we have written to Mr Watkins asking what action he proposes to take to improve the quality and finish of the footpath, seconded by Cllr Wright and approved. ACTION TOWN CLERK

24. ANNUAL ACCOUNTS - MATTERS RAISED BY INTERNAL AUDITOR:

In view of the shortage of time it was agreed this should be put onto the Agenda for the next meeting.

25. REPORT OF RECENT MEETINGS ATTENDED BY COUNCIL REPRESENTATIVES:

As above.

26. CORRESPONDENCE:
In view of the time it was resolved that only urgent matters of correspondence should be dealt with:

a) Mr J.M. Bryan, S.S.D.C. Review of public conveniences. The Council is invited to attend a consultation meeting, on the review of the Council's Public Conveniences at Stone House on Wednesday 3rd September at 7.00 pm. The Council has set up a Working Group comprising of members and Officers to review the provision of the Council's public conveniences and to investigate on how best to provide this discretionary service in the future. Cllr Stanley offered to attend the meeting.

b) Cath Murphy, Friends of B.C. Playing Field: The scheme should be ready to be presented to the Council in September, in the meantime she would like to know what members of the Council the Group can discuss matters with. It was suggested contact is made with the Mayor and/or Clirs Blundell and Whittall.

c) Mr D. Phillips: Dismay with the appearance of the hedges and verges on the approaches to the Town. Cllr Blundell agreed with these comments and felt there must be a compromise between conservation of the hedgerows and keeping the appearance of the approaches tidy and inviting. It was proposed by Cllr Blundell that Mr Phillips is invited to the next meeting, seconded by Cllr Magill and approved. In the meantime the Clerk was asked to contact Highways to enquire about the policy for hedge trimming and tidying of verges. ACTION TOWN CLERK

d) Bromford Housing Group - re Billingsley Close: When the scheme was developed The Association had been keen to tarmac a pathway for residents. Unfortunately S.S.D.C. did not want the pathway included in the plans and it was suggested we contact them with our request. ACTION TOWN CLERK

e) Mrs P. Edwards: Seeking permission to bring a caravan across the Playing Field to the rear of their property. It was confirmed that there is no objection to this request and that Mrs Edwards is informed of the resolution approved 7 or 8 years ago regarding crossing the field with a caravan, i.e. a fee of £5 per occasion is made to the Clerk for opening the gate. ACTION TOWN CLERK

The Mayor declared the meeting closed at 10.10 p.m.

Minutes 16th September 2003

PRESENT: Councillor J.M. Carroll, Mayor, in the Chair.
Councillors J.L.V. Blundell, S.A. Farr, J. Furbear, N. Hird, J.A. Magill, G.N. St J. Penney, K.E.C. Pinches, J.A.J. Whittall and R.D. Wright.
In attendance: Mrs M.M. Griffiths, Town Clerk

1. APOLOGIES FOR ABSENCE:
Apologies received from Cllrs Davidson Stanley and Cllr Gaffney, who had another meeting.

2. DECLARATIONS OF INTEREST:

a) Declarations of personal interests: Cllr Hird declared a personal interest on the following:
Item 10 - Director of the Wasteless Society, item 11 - carries out voluntary work on verges, item 12 - member of the Church Barn Committee and item 19 - carries out voluntary work on trees.
Cllr Dr Penney declared a personal interest in item 12 as a member of the Church Barn Committee.
Cllr Farr declared a personal interest in item 6.e, as he lives next door to the applicant.
Cllr Magill declared a personal interest in item 6.a, as her husband is the Officer in Charge of the Fire Station.

b) Declarations of prejudicial interests:
Cllr Farr declared a prejudicial interest in item 6.e, as he owns the adjoining property.

3. MINUTES OF PREVIOUS MEETING:

Minutes of the Council meeting held on Tuesday 19th August 2003, having been circulated, were proposed as a true record by Cllr Wright, with the phrase 'and grant' to the proposition in item 14 - 'obtaining a grant and advertising to offset the cost.' Seconded by Cllr Blundell, approved and signed by the Mayor.

4. MATTERS ARISING:

Item 4.5: Mr Westling has confirmed that S.C.C. will pay 75% of the cost of the shelter proposed for Church Street. The grant to be claimed after the shelter has been installed and paid for. The Clerk, having had discussions with another Council who have already purchased a shelter from Queensbury suggested that a representative from the Company is invited to inspect the site and confirm the shelter is suitable before a purchase is made. The Mayor proposed the Council approve this, seconded by Cllr Dr Penney and approved. ACTION TOWN CLERK

Item 4.19: Letter from Mr J. Newnham, Rights of Way Inspector, S.C.C. regarding the Green Lane from Banks Head to the B4385. This track is not on the County's Definitive Map, this does not mean it cannot be regarded as a public right of way, but the Council's policy only allows action to be taken on recorded rights of way. The Clerk stage to get this path recorded on the Definitive Map as a right of way is that local people submit evidence claims of usage to the County's rights of way review team. Cllr Dr Penney proposed that some of these forms are obtained for completion. ACTION TOWN CLERK

Item 16: Mr Shaw, Traffic Engineer has advised that all of the budget for the current financial year are fully committed, however he is willing to look at the issues raised early in the new financial year. Cllr Phillips reported that the Council approved pursuing the idea of greater red carpet use and white dragon teeth road markings. Cllr Dr Penney proposed that the Council stay with the proposals made at the last meeting and subsequently put to Mr Drummon , seconded by Cllr Blundell and approved.

Item 21: The Mayor declared a prejudicial interest, being a member of the Boards of Directors of E.S.W.S. Mike Ashwell has
advised the Council that E.S.W.S. would not be prepared to meet the cost of moving the light. Cllr Blundell proposed that the Council does not pay for moving the light either, so it will have to be funded in the same position, seconded by Cllr Dr Penney and approved. The Clerk reported that the light has within the last few days been erected in the new position, even though M.E.B. had verbally been instructed not to replace the light until advised where it was to go.

5. MEMBERS OF THE PUBLIC WISHING TO SPEAK:

a) Mr Pickford, Church Barn Committee: Mr Pickford gave a brief history of the Church Barn, which is a 400 year old tythe barn. Canon Smith sold the building to the P.C.C. in 1934 for £5. It was renovated 20 + years ago and needs complete modernisation. It was proposed by the P.C.C. to sell the barn, but there was strong local opposition and funds for a Community Centre became available in 2002. It has since been inspected and Listed as a Grade II building. The Barn is used by various local organisations and with modernisation of the facilities can continue to be a useful facility for the community. £8,500 has already been raised locally and the Committee are appealing to the Town Council for support and any financial assistance it can offer.

b) Mr D. Phillips: Mr Phillips is concerned about the neglected appearance of the various approaches to the Town. In Schoolhouse Lane the footpath is overgrown and the verges are a mass of thistles and nettles. Crowgate gives the same neglected appearance. Montgomery Road, which is already dangerous enough without a footpath has overgrown verges, making it impossible to step on when vehicles approach. Pavements outside the Chinese and Kebab shop are often littered with rubbish and the Old Market Square has weeds growing on it.

6. TOWN & COUNTRY PLANNING ACT:

a) 1/03/14856/TC Tree Works (Conservation Area). Felling of 3 Scots Pine trees and 1 Holly tree (Delegated Matter). Bishop's Castle Fire Station, Church Lane. A. & S. Landscape Contractors. Cllr Magill declared a personal interest as her husband is the Officer in Charge at the Fire Station. Letter of objection read from Mr A. Thomas. The Tree Warden has pointed out that the Holly and one Scots Pine trees on the site. One Holly and two others were found that appeared to by dying. Cllr Blundell proposed the Council objects on the grounds on inaccurate information on the application and these trees cannot be found, seconded by Cllr Magill and approved. Cllr Pinches reported that A. & S. Landscapes should be required to clearly identified the trees concerned.

b) 1/03/14878/LB Listed Building Consent for internal alterations and renovations of dwelling (Delegated Matter). 15 Market Square, Bishop's Castle. Mrs S. Wilkinson. Cllr Magill proposed No Objection, seconded by Cllr Wright and approved.

c) 1/03/14860/P Planning Permission (full) for erection of extension to dwelling. 1 Bells Court, Bishop's Castle. Mrs F. Robertson. Cllr Blundell proposed the Council objects to this application on the grounds of overdevelopment of the area, seconded by Cllr Magill and approved.

d) 1/03/14885/TC Tree Works (Conservation Area) Felling of an Ash Tree and pruning of a second Ash tree. Land adjacent to Grange Gardens, Bishop's Castle. T.W. Davies. Stanley Jones. The Tree Warden has pointed out that the Ash Tree has been the felling regreable, but did not oppose the application. Cllr Wright proposed the Council recommend pruning of both trees, rather than falling, seconded by Cllr Magill and approved.

e) 1/03/14892/F Planning Permission (full). Erection of a domestic garage and formation of vehicular and pedestrian access. 2 Corporation Street, Bishop's Castle. Mr F. Thomas. Cllr Farr declared a personal interest as he is a personal friend of the owners of the neighbouring property and left the room whilst the matter was considered. Cllr Blundell proposed that the proposed entrance is very near the junction and would be dangerous, seconded by Cllr Magill and approved.

f) Shropshire County Council: Planning application for the construction of new sports and arts facilities at the Community College, Bishop's Castle. The application will be considered by the County Council's Planning Committee at their meeting on Wednesday 22nd October 2003 and any comments should be made no later than 20th October. Councillors had received a copy of the plans at the application and carefully consider the plans. It was proposed they are put in the Library and the matter is on the agenda of the next meeting. AGENDA NEXT MEETING

Since the last meeting an application for Advertisement Consent has been received for an illuminated ATM box panel sign (Delegated Matter) at Barclays Bank Plc, 14 High Street, Parish Church. Cllr SSDC were contacted and advised the Clerk that the application is a result of the of the need to improve the illumination for the partially sighted as required by the Disability Discrimination Act. It is very low key illumination and not in the category of an illuminated sign. The Plan was seen by the Mayor, Deputy and Cllr Whittall who recommended No Objection.

g) The following Planning Reports have been received since the last meeting:

i) 1/03/14767/F Planning Permission granted for erection of a conservatory at new dwelling off Woodbatch Road, Bishop's Castle. Mr R. Davies.

ii) 1/03/14753/F Planning Permission granted for erection of a slurry store and construction of estate road. OS 3327 - 2875, The Cottage, Bishop's Castle. Beamond Partners.

It was reported that the application for Planning Permission for the re-location of the recycling centre, extension of estate road and formation of a vehicular access on the Business Park is to be considered at the meeting of the SSDC's Development Control Committee tomorrow. Cllr Dr Penney and Cllr Gaffney both hope to attend and speak against the application. Cllr Blundell proposed an application to speak on behalf of the Town Council against the application, Cllr Blundell expressed his concern that Cllr Gaffney is also a Director of the Wasteless Society. However, it was resolved that as there is no conflict of opinion between The Wasteless Society and The Town Council there should be no objection. Seconded by Cllr Hird and approved. CLERK TO CONTACT SSDC

7. RESIGNATION OF THE TOWN CLERK:

The Mayor read a letter from the Town Clerk who has given three months notice of her intention to resign from the post at the end of November. Councillors appreciated the excellent job she has done and that she has done it for many years. A draft advertisement had been circulated to Councillors and there was discussion about the wording, where to advertise, when to interview etc. The Mayor has contacted SALC and Mr Thomas, SSDC for advice. It was resolved
- The vacancy is registered with the Job Centre.
- The vacancy is advertised in the Shropshire Star, Shropshire Journal (at a cost of approximately £180) and The Ludlow Advertiser (cost to be confirmed).
- Notices to be placed in Enterprise House, Stars and on the Town Hall Notice Board.

Application forms have been requested from the Clerk, she is preparing a Job Description which can be sent to applicants. It was agreed that the closing date should be Monday 6th October with interviews being held during the week. It was resolved that a committee of five should carry out the interviews, to comprise: The Mayor, Deputy, Past Mayors, (Cllrs Blundell and Dr Penney), Cllr Wright and the Town Clerk, although Cllr Blundell offered to stand down if there are more than required.

8. S.S.D.C. REVIEW OF PUBLIC CONVENIENCES IN SOUTH SHROPSHIRE:

The provision of public conveniences is a discretionary service and SSDC presently has 14 sets. The Council regularly receives complaints about the condition and inadequate opening times. It does not comply with Disability Discrimination Act. In order to consider how best to address these problems the D.C. has set up a Working Group which has spent a lot of time considering the issues. As a result they have put forward four options for consultation and the SSDC Policy Committee has also put forward an alternative proposal. A copy of these options was circulated to Councillors, comments are required by 30th September.

Councillors felt that both sets of public conveniences are essential to the Town and all options involved closing the ones at the Town Hall. It was felt that the DC must be aware that the plans for renovation of the Town Hall currently being prepared will include the complete refurbishment of the toilets. Cllr Dr Penney proposed a letter is sent to SSDC advising them of the situation and requesting that these toilets be kept open until such time that the renovation work takes place, seconded by Cllr Wright and approved. ACTION TOWN CLERK

9. FIRE HYDRANTS:

Cllr Magill declared a Personal Interest as she is married to the Station Officer. In the past fire hydrants were maintained locally. There has been a change of policy and it is understood that Severn Trent now service and maintain the hydrants. Cllr Blundell reported that it caused great concern two weeks ago when the fire engine right outside a house had to leave to find one that could be used and an alternative hydrant had to be found. This was much further down Church Street near the Guest House, thus losing valuable time. Cllr Blundell proposed a letter is sent to both the Chief Fire Officer and to Severn Trent to establish whose responsibility it is to maintain hydrants and express serious concern that it is not being carried out satisfactorily, seconded by Cllr Hird and approved. ACTION TOWN CLERK

10. WASTE RECYCLING CENTRE:

Mrs J. Palmer, Democratic Services Officer, SSDC has written to inform the Council that the Council's Scrutiny Committee has agreed to undertake a review of its recycling schemes to critically assess the way they operate. The Committee is looking to collect information on the way the existing schemes run to enable it to consider an alternative. A number of questions were posed about existing services and how the aims and objectives could be improved. Cllr Dr Penney proposed the Mayor and Cllr Hird consider the questions and respond on behalf of the Council, seconded by Cllr Blundell and approved. ACTION TOWN CLERK

11. HEDGES AND VERGES ON APPROACHES TO THE TOWN:

Mr Phillips had spoken about this subject earlier in the meeting. The Clerk read a letter from Mr Rutherford regarding Vegetation Control and the Highway Maintenance Plan Document. Annual cutting of verges takes place in certain areas in a certain year and not cutting once, with an additional cut during seasons of excessive growth and for sightline considerations. Hedges are not generally a highway authority responsibility.
It is understood that a letter has been sent to the Parish Council about existing services and how the aims and objectives could be improved. Cllr Dr Penney proposed the Mayor and Cllr Hird consider the questions and respond on behalf of the Council, seconded by Cllr Blundell and approved. ACTION TOWN CLERK

Cllr Blundell also proposed a grant of £1,000 to the Church Barn Committee, seconded by Cllr Hird, Cllr Magill proposed an amendment, that £500 is given to the Committee, seconded by Cllr Pinches. Votes were five for the amendment, four for the proposition. The amendment was therefore put to the Council as the substantive motion and approved. (Cllr Dr Penney did not vote)

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Cllr Davidson Stanley asked for this to be put on the Agenda, as she is not present tonight it was proposed this is carried forward to the next meeting.

18. E.S.W.S. - SUPPORT FOR WEB DESIGN COURSE:

Letter read from Mike Ashewell, E.S.W.S. A training proposal is being put to the Learning & Skills Council requesting support for a course based on a web design, promotion and management course. The course would be delivered over 2 hours and it is hoped to run 3 or 4 courses for 7-8 people during the next 16 months. Would the Town Council support this idea. Cllr Magill proposed the Council offer it's support, as it would be very useful for small businesses in Town, seconded by Cllr Dr Penney and approved. ACTION TOWN CLERK

19. PLAYING FIELD:

Councillors were disappointed to hear that hedge cuttings are being put into the Playing Field from neighbouring properties. This necessitates some-one collecting them up and taking them to the Green Skip. Cllr Hird proposed that the Council make enquiries as to who is responsible, contact them and request that in future they to use the skips provided on the Business Park, seconded by Cllr Blundell and approved.

20. TOWN HALL:

The Mayor advised that the bid for funding for the Town Hall has to be submitted before the end of this month and requested that the Town Hall Committee be given power to Act to approve the Feasibility Study currently being prepared by Wheatley Lines Architects and E.S.W.S. Cllr Dr Penney proposed The Town Hall Committee are given Power to Act on this matter and that a special meeting is arranged in due course, seconded by Cllr Pinches and approved.

21. ACCOUNTS:

In addition to the accounts listed on the Agenda invoices have been received from:
E.S.W.S. Centre Usage August - £13.96
C. Pritchard - works to trees in the Playing Field - £110

Cllr Blundell proposed that these accounts be paid in full, seconded by Cllr Dr Penney and approved.

22. ANNUAL ACCOUNTS - MATTERS RAISED BY INTERNAL AUDITOR:

Mr Nicholls has completed the Internal Audit for y.e. 31st March 2003 in accordance with the Audit Commission requirements and Section 4 of the Annual Return. The audit included comprehensive examination of the Council's records, sufficient to give reasonable assurance that the Council's affairs are properly conducted and free from material mis-statement. The following matters should be brought to the Council's attention:
- Apologies from members should include reasons for non-attendance.
Enquiure evidence that the Council has adopted Standing Orders.
- Risk Assessment. Requires regular minuted assessment of identifiable risks and the measures taken to reduce them.
- Asset Register: Recommended that a Asset Register is maintained.
- Precept Budget: Should be regularly monitored to check spending is within the limits agreed.

23. REPORT OF RECENT MEETINGS ATTENDED BY COUNCIL REPRESENTATIVES:

The Deputy Mayor reported she had represented the Town Council at the Flower Show in Shrewsbury on 15th August, attended the Three Choirs Festival on the 17th August and last week helped at a Friends of Bishop's Castle Library fund raising event.

The Mayor gave Councillors details of the meetings she had attended since the last meeting, which included:
Attended the Community Forum Meeting on the 5th September: Terry Hunt, Dr Ray Pahl, Heather Kidd, Phillip Extance, Chief Executive of the Learning and Skills Council and Robert Hartley, Chairman of the Shropshire Learning and Skills Council to explore ways of helping local young people train for work locally.
Need Meeting of D.E.W.S. on the Shropshire Market and concerned with the newly completed development at Enterprise House which give an IT training room, two offices for let, an office for businesses visiting the Town and a meeting room. These facilities are being marketed to businesses in a wide area.
Market Towns Initiative Meeting on the Town Hall on 9th September: Up to £20,000 has been granted to research was highlighted by the Parish Plan as in need of further information and explore the relationship between the town and the surrounding villages. To include topics: Catchment area analysis and retail and services study, Young People, Housing, Community Facilities and Economic Development and Transport.

24. CORRESPONDENCE:

a) Deb Hughes, Principal Rights of Way Officer, S.C.C. - Countryside and Rights of Way Act 2000, Statutory Rights of Way Improvement Plan. Under this Act the County Council has a duty to develop a Statutory Improvement plan for Rights of Way in Shropshire. The Councils view on the consultation document would be welcome. CIRCULATE & AGENDA

b) Ms K. Chambers: Notice of meeting of Steering Group to be held on 2nd October at 8pm at the Community College. Are there any issues the Town Council would like to discuss? There appeared to be no issues to put forward, Councillors were asked to contact the clerk if there is anything.

c) Mrs S. Hanson, S.S.D.C. Public Open Spaces: Currently undertaking an audit and assessment of open spaces and recreational facilities within the district. To complement questionnaires will be sent out to a selection of the population and to all parish and town councils and any other groups who may have an interest in open space within South Shropshire.

d) County Councillor P. Phillips: Copy of letter to R. Drummond asking for the large directional sign opposite the Doctor's surgery to be removed and for the large sign opposite the Hoist Head to be removed and some other signage put up. Copy of letter to J. Roberts requesting that weeds growing by the old school in Station Street be treated.

e) The Local Channel: A new country wide network of community websites, launching nationally from 15th September which will help Bishop's Castle meet the Government's e-initiative. The Freeform Project is the transport capital programme for 2003/-4, bid for capital funding for future years, performance against local objectives and targets and supplementary bids for capital expenditure. Also notice of the Stakeholders Seminar planned for 25th November. CIRCULATE

f) The Countryside Agency: Doorstep Greens, Newsletter. Issue 6. CIRCULATE

r) The Standards Board for England: The Code in Practice and Standards Committee determinations - Guidance for monitoring officers and Standards Committees. CIRCULATE

s) South Shropshire Housing Association: Copy of the Association's Sustainable Building Strategy which was launched at the Green Fair in Ludlow in August. This strategy forms the first stepping stone for the change towards carbon neutrality. Annual Report 2003 and Financial Statements 2002/03. CIRCULATE

t) West Midlands Regional Assembly - Speaking Out: CIRCULATE

u) Zurich Municipal: The newsletter of the community insurance centre. CIRCULATE

The Mayor declared the meeting close at 10.10. p.m.

Minutes 14th October 2003

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL, HELD IN THE TOWN HALL ON TUESDAY 14TH OCTOBER 2003 AT 8.00PM

PRESENT: Councillor J.M. Carroll, Mayor, in the Chair.
Councillors: J.L.V. Blundell, M. Davidson-Stanley, S.A. Farr, J.E. Gaffney, J. Furber, N. Hird, J.A. Magill, Dr G.N. St J. Penney, and R.D. Wright.
In attendance: Mrs M.M. Griffiths, Town Clerk

1. APOLOGIES FOR ABSENCE:

Apologies received from Cllrs Pinches and Whittall.

2. DECLARATIONS OF INTEREST:

a) Declarations of personal interests: Cllr Hird declared a personal interest on item 8, having carried out some work at the property concerned.

b) Declarations of prejudicial interests:
Cllr Davidson-Stanley declared a prejudicial interest in item 15, as she lives in the adjoining property.
The Mayor declared a prejudicial interest on item 6.d, being acquainted with the applicant.

3. MINUTES OF PREVIOUS MEETING:

Minutes of the Council meeting held on Tuesday 16th September 2003, having been circulated, were proposed as a true record by Cllr Blundell, with the date being amended to 16th September and item 16 point 5 the word takeaway being added, seconded by Cllr Dr Penney, approved and signed by The Mayor.

4. MATTERS ARISING:

Item 9: A telephone call from Brigade Headquarters in Shrewsbury confirmed that the responsibility for maintenance of fire hydrants lies with them and not Seven Trent Water. Contracts are in place for maintenance to be carried out within the next few weeks. They would be writing with more information shortly and would be very happy to attend a Council meeting to discuss and answer questions. Cllr Blundell proposed that at the present time that would not be necessary, but may be an option for the future, seconded by Cllr Davidson-Stanley and approved.

Item 10: Letter read from Jane Palmer informing the Council of a special meeting of the Scrutiny Committee on Wednesday 19th November at 10.00 am at Stone House. This will commence its deliberations on its recycling schemes and take account of the views expressed. Cllr Dr Penney is already on the Scrutiny Committee. Cllr Hird said he would attend the meeting and Cllr Gaffney said he may be available to attend.

Item 15: The Clerk had spoken to the Technical Adviser of Queensbury regarding the bus shelter, who had advised the pavement needs to have at least 1.5 metres at the back of the shelter and the ground needs to be reasonably level. The Mayor proposed that Cllr Blundell paints on lines where the shelter would go as he had offered to do. The Clerk has contacted the Rural Transport Partnership for an application form for a grant.

5. MEMBERS OF THE PUBLIC WISHING TO SPEAK: None.

6. TOWN & COUNTRY PLANNING ACT:

a) 1/03/14937/CC Shropshire County Council Development. Enlargement and remodelling of existing swimming pool, squash court and fitness suite to include enhanced facilities in badminton and performing arts together with foyer/reception and display areas and changing rooms for both college and community use. The Community College, Bishop's Castle.

It was reported a letter has been received from Dr Petterson expressing a number of concerns relating to the operating costs, the people served by the proposed development, etc. It was resolved that these are not really planning issues. Cllr Wright proposed No Objection, seconded by Cllr Davidson Stanley, Cllr Dr Penney proposed an amendment, that the Council objects on the grounds that the car park involves vehicles driving through the site, it was felt this would be unsafe for students and felt it should be recommended that all parking should be nearest the entrance, seconded by Cllr Blundell. There were 7 votes for the amendment, with 3 against, the amendment was then put to the Council as the substantive motion and approved.

b) 1/03/14956/F Planning Permission (Full) for erection of a conservatory (Delegated Matter). 9 Corporation Street, Bishop's Castle. Miss K. Bavistock. Cllr Blundell proposed No Objection, seconded by Cllr Magill and approved.

c) 1/03/14940/TC Tree Works (Conservation Area) Felling of a Leylandii and a Hazel Tree (Delegated Matter). 17 Union Street, Bishop's Castle. Mr and Mrs J. Jones. Cllr Magill proposed No Objection, seconded by Cllr Davidson-Stanley and approved.

d) 1/03/15000/F Planning Permission (full) for erection of a domestic garage. Dwelling to the rear of the Old Brick Guest House, Church Street, Bishop's Castle. Mr P. Hutton. The Mayor left the room whilst this was discussed and the Deputy took the Chair. Cllr Blundell proposed the Council objects to this application on the grounds that it will be over-development of the area and poor access, seconded by Cllr Furber and approved.

The Clerk read a copy of a letter from Miss D. Humphreys, Planning Department, SSDC to Mrs Matthews, Mill House, Colebatch, regarding the felling of an Ash tree. As the tree has been identified as being potentially dangerous, no further consent is required.

e) The following Planning Reports have been received since the last meeting:

i) 1/03/14825/AD Consent granted to display an illuminated ATM box panel sign at Barclays Bank, High Street, Bishop's Castle.

ii) 1/03/14805/F Planning Permission granted for change of use and alterations to workshop to create hostel accommodation. Old Carriage Workshop, Six Bells, Church Street, Bishop's Castle. N. & C.L. Richards.

iii) 1/03/14774/F Planning Permission granted for re-location of recycling centre, extension of estate road and formation of a vehicular access. Land at Bishop's Castle Business Park. S.S.D.C.

7. APPOINTMENT OF TOWN CLERK:

Following advertisements in the local press eight candidates had been interviewed by The Mayor, Deputy, Cllrs Dr Penney and Wright and the Town Clerk. The post has been verbally offered, on a six month probationary period to Mrs Janet Ince who has accepted the offer. She will start on 1st December on a commencing salary of £5,619.90 per annum. This will be confirmed in writing. It is anticipated that Mrs Ince will work with the current Clerk when possible during November and it is hoped she will be able to attend the next Council meeting.

8. SECURITY AND APPEARANCE OF CHALLENGE COURT:

Cllr Hird has received complaints about the security of Challenge Court, which currently only has three tenants. One of these has been broken into 4 times in 5 years and the Police advised him to find an alternative 'safer' workshop. Cllr Hird proposed that as it is a waste of public funds having empty workshops and would like a meeting with representatives of Advantage West Midlands and the District Council to discuss a realistic programme to fill these units, seconded by Cllr Dr Penney and approved. ACTION TOWN CLERK

9. POLICING IN THE TOWN:

As a result of the surveys carried out under the Parish Plan the one topic that was very evident was residents concern about the lack of police presence in the Town and the time taken to attend incidents. It was also discussed that during recent weeks there has been a number of incidents concerning fighting in the Town Centre. Cllr Dr Penney proposed the Council writes to Inspector Payton to express concern and that although we feel the local police are doing their best with limited manpower in a wide rural area, it is not enough, seconded by Cllr Furber and approved. Cllr Gaffney reminded Councillors of the need to advise the police of incidents and to make complaints when they happen so they can be recorded, otherwise the Police are not even aware of many of the problems. ACTION TOWN CLERK

10. COUNTRYSIDE AND RIGHTS OF WAY ACT 2000 - STATUTORY RIGHTS OF WAY IMPROVEMENT PLAN:

Under the Countryside and Rights of Way Act 2000, the County Council has a duty to develop a Statutory Improvement plan for Rights of Way in Shropshire. S.C.C. is one of eight demonstration projects across the Country piloting this approach with the support of the Countryside Agency. As part of the process there is a questionnaire to complete. It was felt that when attempting to answer the questions that the form was for individuals to complete and Cllr Gaffney proposed a copy is given to each Councillor for individual completion. Seconded by Cllr Davidson Stanley and approved
CLERK TO COPY

11. COUNCIL NEWSLETTER:

The Mayor reported that the grant application had not been successful, but she had been advised that a grant may be available from another source which was currently being investigated. To report back at a future meeting. AGENDA FUTURE MEETING

12. SURFACE OF AREA IN FRONT OF CLIVE HOUSE FLATS:

A resident has complained about the state of the surface of the road in front of Clive House flats. Complaints have been made to both the Housing Association and Highways Department of Shropshire County Council, with both advising it is not their responsibility. Cllr Wright proposed a letter is sent to S.S.D.C. asking if they could advise who would be responsible for this area, seconded by Cllr Dr Penney and approved.
ACTION TOWN CLERK

13. SOUTH SHROPSHIRE COMMUNITY SAFETY PARTNERSHIP:

Letter received from South Shropshire Community Safety Partnership, asking to be kept up to date with any community safety issues for concerns that local Councils have in their local area. Anything that we would like brought up at a future meeting should be forwarded to Jill Owen at S.S.D.C. Cllr Dr Penney proposed that the Partnership is advised of our concerns regarding anti-social behaviour, fighting and drugs and send a copy of the letter we write to Inspector Payton, seconded by Cllr Davidson-Stanley and approved. ACTION TOWN CLERK

14. DRAINS:

For a number of years there have been blocked storm drains at the top part of Town and down High Street. The Contractors have on numerous occasions attempted to clear these out by blowing out, but as they are solid this has had little effect. Streets affected are Welsh Street, The Square, Union Street, High Street, Church Street and Bull Lane. Cllr Davidson-Stanley proposed a letter is sent to the M.P. regarding the poor maintenance, seconded by Cllr Dr Penney and approved. It was reported that there is a dreadful smell from the drain in Church Street near the Post Office/Chemist. ACTION TOWN CLERK
15. TOWN HALL:

Cllr Davidson Stanley declared a prejudicial interest and left the room whilst the Town Hall was discussed. The Mayor reported that an application for Objective 2 funding was made at the end of September for a refurbishment and enhancement scheme for the Town Hall costing approx £620,000. The scheme included toilets in the basement of the building, improved kitchen facilities, disabled access and a lift. An application is to be made to English Heritage in due course. The Clerk was asked to make an application to the Standards Committee for a dispensation for Councillors to discuss the Town Hall, excepting Cllr Davidson Stanley who it was felt had a particular prejudicial interest, as she lives in the property adjoining the Town Hall.

16. CLOCK TOWER:

Cllr Gaffney is one of a team of three who winds the Town Hall clock and expressed concern about the condition of the access, safety rail and casing of the clock and consequent safety of those winding the clock. Cllr Gaffney proposed that three local carpenters are contacted to give a quote, seconded by Cllr Dr Penney and approved. AGENDA NEXT MEETING
17. PLAYING FIELD - FOUNTAIN:

The Mayor reported that part of the Playing Field improvement project being organised by the Friends of the Playing Field is the restoration of the fountain. The Clerk was asked to contact the Secretary and ask for a copy of the plans for the project so that new Councillors can be brought up to date with this project. AGENDA NEXT MEETING

Cllr Blundell reported that Mr Tony Worthington has raised a number of safety concerns regarding the play equipment in the Play Area of the Playing Field. The Clerk reported she had received a complaint about the condition of the climbing frame. Cllr Blundell said he would have a look and carry out the repairs if he can.

18. ACCOUNTS:

In addition to the accounts listed on the Agenda invoices have been received from:
Newsquest (Midlands South) Ltd. - Advertisement - £119.70
The Clerk advised that the Wheatley Lines invoice for £2,596.75 and E.S.W.S. invoice for £1,880.00 are to be reclaimed from S.S.D.C. who have approved a grant to meet the cost for the feasibility study for the Town Hall.
Cllr Blundell proposed that these accounts be paid in full, seconded by Cllr Gaffney and approved.

19. REPORT OF RECENT MEETINGS ATTENDED BY COUNCIL REPRESENTATIVES:

The Deputy Mayor reported she had attended a meeting at The Shirehall with the Clerk on 15th September regarding Section 66 Regulations.

Cllr Furber gave a report of the meeting she had attended in Ludlow last night of the Area Committee of the S.A.P.T.C. The meeting included an update by S.S.D.C. on the review of public conveniences, which should be complete in 4 - 6 weeks., information on the Market Towns Initiative, report from Inspector Payton and a talk by Mr M. Kimber on Quality Councils. CIRCULATE

Cllr Gaffney reported that he had attended the meeting of the Planning Committee on 15th October to present the Council's objections to the proposed new recycling site. Cllr Gaffney had been granted a 3 minute slot and was extremely disappointed that this was cut short because of a technical problem with the equipment and he did not have the opportunity to explain the alternatives he wished to put forward. Cllr Magill proposed a letter is sent to S.S.D.C. that this was not acceptable. Cllr Gaffney should have been allowed the 3 minutes in which to explain the case, seconded by Cllr Blundell and approved. Cllr Dr Penney proposed that the Council contacts the M.P. Matthew Green to ask if a judicial review is possible, seconded by Cllr Magill and approved. ACTION TOWN CLERK

The Mayor gave Councillors details of the meetings she had attended since the last meeting, which included attending the Pre-Public Enquiry meeting held in Craven Arms. It appears that Craven Arms and Church Stretton have organised paid legal representatives. The Mayor would try and get the Chamber of Trade and the Civic Society to support the case. She had also attended the Shropshire County Council "Lets Talk" 2003 at the Community College on 8th October. This meeting was held to discuss a variety of subjects including recycling, job opportunities, care of the elderly. The Clerk was asked to circulate the information. CIRCULATE

20. CORRESPONDENCE:

a) Abbie Hemmings had contacted the Clerk to advise that the bonfire and fireworks on the Playing Field on the 1st November would be free of charge. However, she needed a number of stewards and she would be pleased to hear from any Councillor who could help.

b) Councillor Whittall: Letter of resignation from the Council, owing to a change in personal circumstances. Councillors were very disappointed as Cllr Whittall had made a valuable contribution to the Council during the past four years. The Clerk was asked to write to Cllr Whittall and thank him for his work and to contact S.S.D.C. for advice in filling the vacancy that now exists.

c) Mr Anthony Jones: As owner of Pounds House, which joins the Playing Field, he would like to build a low dry stone wall on the boundary. He has uncovered a blocked and damaged drain which runs down to the road and has offered to replace this whilst carrying out his project, if the Council would be prepared to provide the materials. Cllr Blundell said this is a job which needs to be carried out and advised that the cost of materials would be minimal. Cllr Blundell proposed the Council approve this work being carried out, seconded by Cllr Wright and approved.

d) Mr P. Sutton, S.S. Housing Association: Footpath between Grange Road and Kerry Green. The Association have agreed to undertake an investigation into the use of the site as a development plot and a valuation of the land and respond to us shortly.

e) Severn Trent Water: Water Quality and Pressure in Bishop's Castle. Previous water loggings in Montgomery Road have shown a minimum pressure above the regulatory minimum. However, recent loggings have shown a reduction in pressure in the area. It will be necessary to carry out further checks on the system to identify the nature of the problem and they will contact us again when the analysis has been completed. It would be helpful if any further information could be forwarded regarding the complaint of water quality - area, times affected, dates and nature of complaint - colour, taste/odour.

f) Mr Biggs, S.S.D.C.: Open Spaces in South Shropshire - We need your views about the provision of open space that is owned and/or maintained by the Town Council. It was proposed the Mayor and Clerk read and complete this.

g) Michaelmas Fair: A letter of thanks to everyone who helped make this years event a success. Next year will be the 10th Fair and more help is needed - organising and stewarding on the day. The A.G.M. will be held on 14th January 2004.

h) Mrs J. Palmer, S.S.D.C. Area Notice of Motion on Communication: This has been referred from Council to the next meeting of the Policy Committee on 16th October. It would be helpful if Mrs J. Leivers could have any information on current or potential problems in the area so they can be considered by the Policy Committee.

i) Mrs J. Palmer, S.S.D.C.: Street Closure Order for Remembrance Sunday Parade on 9th November. A request has been received to close High Street and Church Street to allow the passage of the parade from 10.40 am to 11.00 am and 11.55 am to 12.15 pm. It was proposed there was no objection to this application. The Mayor reminded Councillors that the Remembrance Sunday Parade will leave the Town Hall the same as previous years, at about 10.40 am to arrive at Church for the laying of wreaths and a service. It would be appreciated if as many Councillors as possible can join her for the parade.

j) S.S.D.C. - South Shropshire Sport & Leisure Advisory Council, meeting held on 23rd September. CIRCULATE

k) S.S.D.C. Standards Committee Agenda for meeting of 30th September and minutes of meeting held on 26th August. CIRCULATE

l) Shropshire Hills A.O.N.B. News and Views. CIRCULATE

m) Clee St Margaret Parish Council. Environmental Protection for Green Lanes: CIRCULATE

The Mayor declared the meeting close at 9.55 p.m.

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Minutes 11th November 2003

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL, HELD IN THE TOWN HALL ON TUESDAY 11TH NOVEMBER 2003 AT 8.00PM

PRESENT: Councillor J.M. Carroll, Mayor, in the Chair.
Councillors: J.L.V. Blundell, S.A. Farr, J. Furber, N. Hird, J.A. Magill, Dr G.N. St J. Penney, and R.D. Wright.
In attendance: Mrs M.M. Griffiths, Town Clerk and Mrs J. Ince

Notice was given that a request has been received to make an addition to the Agenda - after item 14, - 14a. Special Resolution re Financial Matter.

1. APOLOGIES FOR ABSENCE:
Apologies received from Cllr Davidson-Stanley (bereavement of a friend) and Gaffney (another meeting).

2. DECLARATIONS OF INTEREST:

a) Declarations of personal interests, Cllr Hird declared a personal interest on
item 6.a - being a member of the Church Barn Committee and item 9 - he has been involved in planting trees on the Playing Field.
Cllr Dr Penney declared a personal interest on item 6.a - being a member of the Church Barn Committee.
Cllr Blundell declared a personal interest on item 7 - as a member of the Christmas Lights Committee.
Cllr Furber declared a personal interest on item 7 - as a member of the Christmas Lights Committee and item 8, she may represent the Chamber of Trade on the B.C. Heritage Partnership.
Cllr Farr declared a personal interest on it 6.c - he owns property next to the proposed garage; item 7 -as a member of the Christmas Lights Committee; item 8 - he may represent the Chamber of Trade on the B.C. Heritage Partnership and item 9 - his wife is secretary of the Friends of the Playing Field.

b) Declarations of prejudicial interests: Cllr Farr declared a prejudicial interest in item 6.c as he owns property next to the proposed garage.

3. MINUTES OF PREVIOUS MEETING:

Minutes of the Council meeting held on Tuesday 14th October 2003, having been circulated, were proposed as a true record by Cllr Magill, seconded by Cllr Blundell, approved and signed by The Mayor.

4. MATTERS ARISING:

Item 4.9: Report read from Station Office Magill. A second meeting with The Brigade Water Officer has been arranged. Some hydrants will no longer be used or maintained. New hydrants are to be installed in strategic areas, which are considered to be high risk. Deputy Chief Fire Officer Scutt will be attending a conference in London this week when the Bishop's Castle Hydrant Scheme will be used as the model to form part of the Shropshire Fire and Rescue Services Integrated Risk Management plan.

Item 8: Letter from Mr G. Biggs was read advising that the Council's Valuer had made his recommendations relating to the rents of units and offices at Challenge Court. He is recommending a substantial reduction and Advantage West Midlands have been contacted. When they have confirmed whether they are prepared to accept the recommendations the matter will be referred to the Council's Executive Committee. The Mayor proposed that the Council meet with Mr Biggs after he has heard from A.W.M. as there would be little point meeting before he has received a response from them, seconded by Cllr Wright and approved.

5. MEMBERS OF THE PUBLIC WISHING TO SPEAK: None.

6. TOWN & COUNTRY PLANNING ACT:

a) 1/03/15034/LB Listed Building Consent. Internal alterations to building (delegated matter). The Church Barn, Bishop's Castle. Save The Church barn Committee. Cllr Blundell proposed No Objection, seconded by Cllr Wright and approved.

b) 1/03/15090/F Planning Permission (full) for erection of a dwelling, formation of vehicular and pedestrian access and installation of a septic tank (delegated matter). Land adjacent to Fairview Farm, Colebatch, Bishop's Castle. D. & R. Griffiths. Cllr Wright proposed No Objection, seconded by Cllr Dr Penney and approved. Cllr Dr Penney proposed that the Architect of this application be permitted to speak, seconded by Cllr Blundell and approved. Mr Gomersall asked if the Council would be prepared to write in support of this application. Cllr Wright proposed a letter is sent to the Planning Department supporting this on the grounds that the proposed site would be infill, the design of the house is appropriate and fits well with the surrounding properties. This has been designed by a local person for a local family and would enable Mr Griffiths to be close to his uncle's stock, which he looks after. Seconded by Cllr Dr Penney and approved. ACTION TOWN CLERK

c) 1/03/15082/F Planning Permission (full) for erection of a domestic garage and formation of a vehicular and pedestrian access (delegated matter). 2 Corporation Street, Bishop's Castle. F. Thomas. Cllr Blundell proposed the Council objects to this application on the same grounds as the last time, i.e. the proposed entrance is too near to the junction of Corporation Street with Union Street and would be dangerous, seconded by Cllr Wright and approved.

d) No further plans have been received, but the Clerk reported that two applications had been received since the meeting which required a response before this meeting. These were seen by The Mayor, Deputy Mayor and Cllr Dr Penney, who proposed No Objection.I
i) 1/03/14983/AD & 1/03/14984/LB Advertisement Consent and Listed Building Consent. Installation of a shop fascia and a hanging sign (Delegated Matter). 39 High Street, Bishop's Castle. Mr K. Sheriton.

ii) 1/03/15028/F Planning Permission (Full) for erection of extension to dwelling (Delegated Matter). Plas Madoc Cottage, Bishop's Castle. Mr T. Pryce.

The following planning reports have been received since the last meeting:

i) 1/03/14856/TC Permission granted for Works to Trees. Felling of 2 conifers and a Holly tree. Bishop's Castle Fire Station, Church Lane, B.C. A. & S. Landscape Contractors.
ii) 1/03/14860/F Planning Permission granted for erection of extension to dwelling. 1 Bells Court, Bishop's Castle. Mrs F. Robertson.
iii) 1/03/14956/F Planning Permission granted for erection of a conservatory. 9 Corporation Street, Bishop's Castle. Miss K. Bavastock.
iv) 1/03/14734/LB Listed Building Consent granted for alterations to public house, Three Tuns Inn, Salop Street, Bishop's Castle. The Three Tuns.
v) 1/03/14892/F Refusal of Planning Permission. Erection of a domestic garage and formation of vehicular and pedestrian access. 2 Corporation Street, Bishop's Castle. F. Thomas.
vi) 1/03/14885/TC Permission for Works to Trees. Felling of an Ash tree and pruning of a second Ash tree. Land adjacent to Grange Gardens, Bishop's Castle. T.W. Dawson.

7. CHRISTMAS LIGHTS COMMITTEE:

(i) Request for donation of £500 towards lighting costs: The cost of Christmas lights in Bishop's Castle is met by the Chamber of Trade and the Town Council. The Christmas Lights Committee would like to ask the Council to consider this years contribution. Cllr Wright proposed £300, seconded by Cllr Dr Penney and approved.

(ii) Use of Town Hall: In recent years there have been stalls downstairs and Father Christmas' Grotto in the Mayor's Parlour and Story Telling in the Council Chamber. Cllr Dr Penney proposed the use of the Town Hall is offered for this year's event, free of charge, seconded by Cllr Magill and approved.

(iii) Use of Playing Field: The use of the Playing Field as an overspill car park was requested, which will only be used if the weather is dry and there is no risk of damaging the surface of the field. Cllr Magill proposed No Objection, the Committee to be responsible for any damage caused on the field, seconded by Cllr Wright and approved.

8. CONSIDERATION OF APPLICATIONS FOR FINANCIAL SUPPORT:

Cllr Dr Penney proposed that under Section 142 of the Local Government Act a donation of £283 is made to the South Shropshire Citizens Advice Bureau, seconded by Cllr Wright and approved.

It was resolved that the following donations should be made under Section 137 of the Local Government Act:

1. West Shropshire Talking Newspaper - Cllr Dr Penney proposed a donation of £25, seconded by Cllr Magill and approved.
2. Marie Curie Cancer Care - Cllr Dr Penney proposed £25, seconded by Cllr Magill and approved.
3. The Hummingbird Appeal - Cllr Magill proposed a donation of £50, seconded by Cllr Wright and approved.
4. Hope House Children's Respite Hospice - Cllr Wright proposed a donation of £50, seconded by Cllr Blundell and approved.
5. Relate - Cllr Dr Penney proposed a donation of £25, seconded by Cllr Blundell and approved.
6. B.C. Dial-a-ride - As no request has yet been received, Cllr Dr Penney proposed a donation is considered when an application is received, seconded by Cllr Magill and approved.

Shropshire & Mid Wales Hospice - Cllr Blundell proposed no donation, seconded by Cllr Dr Penney and approved.
9. PLAYING FIELD:

(i) Safety of play equipment: It was resolved that the Playing Field Committee should meet to consider the Rospa Annual Report. The Playing Field Committee needs a new member since Cllr Whittall's resignation. Cllr Dr Penney proposed that Cllrs Farr and Magill should be appointed to this Committee, seconded by Cllr Blundell and approved.
(ii) Mrs Farr, on behalf of the Friends of the Playing Field, had provided copies of the proposals and plans for the Playing Field, a copy of which was given to each Councillor. Cllr Farr explained that the Friends of the Playing Field are in the process of applying for a grant and need the broad approval of the Council as owners of the land to go ahead. If the grant application is successful a formal arrangement will need to be entered into. No work would go ahead without further consultation with the Council. The plans were welcomed and it was recognised that considerable effort had been put in by the Group to get this far with the project. Cllr Blundell proposed the Clerk should write a letter of support, thanking them for the enormous amount of work carried out and give approval for them to go ahead and seek funding, seconded by Cllr Dr Penney and approved.

10. CASUAL VACANCY:

The Clerk had contacted Mr G. Amos, Electoral Services Officer, SSDC regarding the vacancy created by Cllr Whittall's resignation. Mr Amos advised that the Council needs a notice of 'Declaration of a Casual Vacancy' widely circulated on notice boards in Town. An election will be required if within 14 days of the date of the notice (excluding Saturdays and Sundays) 10 or more electors have requested in writing that an election should be held. If an election is not called then the Town Council can decide how they should advertise and co-opt someone to fill the vacancy.

11. BISHOP'S CASTLE HERITAGE PARTNERSHIP:

Letter read from Mrs P. Theobald, Secretary of the Chapel Yard Heritage Partnership. The House on Crutches Museum Collection Trust (HOCMCT) has been offered a Heritage Lottery Fund grant for the creation of the Bishop's Castle Heritage Resource Centre (BCHRC). A special meeting of the Partnership is required in order that appropriate arrangements can be made for carrying the Project forward into its next phases. A meeting has been arranged for Tuesday 2nd December at 7.30 p.m. at Chapel Yard. Cllr Hird confirmed his willingness to attend.

12. BADGE OF OFFICE FOR DEPUTY MAYOR:

The Deputy Mayor has represented the Mayor on many occasions, but as there is no badge of office for the Deputy Mayor she wondered if the Council would consider purchasing one. Cllr Dr Penney proposed that the Mayor's Consort badge of office should be used on such occasions, seconded by Cllr Hird. Cllr Blundell proposed an amendment, that this is an Agenda item for a future meeting and in the meantime the cost of buying a badge is investigated, seconded by Cllr Wright. The amendment was approved 5 votes and 2 against. This was put to the Council as the substantive motion and approved 5 votes to 2. ACTION TOWN CLERK

13. COUNCIL NEWSLETTER:

The Mayor advised that she had not been successful in obtaining a grant to meet the cost of producing a newsletter. It was suggested that a smaller version is produced, just one folded double sided A3 sheet. As competitive tenders are required The Clerk has contacted the Community College to ask if they would like to give a price for copying the newsletter, but they have not yet responded.

14. TRAINING FOR NEW CLERK:

The Society of Local Council Clerks has a home study course 'Working with your Council' 'The Knowledge'. This course covers the core knowledge to study Roles & Responsibilities, Law, Procedures, Finance, Planning and Community Action. The cost is £130 and Janet said she would like to enrol. Cllr Wright proposed the Council pays the £130 plus travel expenses, seconded by Cllr Dr Penney and approved.

14.a SPECIAL RESOLUTION RE FINANCIAL MATTER:

Cllr Blundell suggested that a leaving party be held for the Town Clerk on 1st December 2003. The Poppy House was suggested as a venue with a buffet, wine and soft drinks provided.
Cllr Blundell proposed that a maximum sum of £7 per head for a maximum of 50 people be spent from public funds for a leaving party for the Town Clerk. Past and present Councillors and their Partners to be invited plus the Clerks immediate family and the new Clerk and Partner. Seconded by Cllr Magill...
An amendment was proposed by Cllr Dr Penney that the event be paid out of the pocket of Councillors. Any short fall from Councillors would be paid for by Cllr Dr Penney. This was seconded by Cllr Hird. The amendment was put to the Council and overruled. (2 votes for, 5 votes against). The proposition was then put to the Council and approved with two votes against.

15. TOWN HALL COMMITTEE AND PROGRESS ON RENOVATION PLANS:

The Town Hall Committee had lost a member with the resignation of Justin Whittall and with such a major project in hand a new representative needs to be appointed. The Mayor proposed the Deputy and Clirs Gaffney and Wright be asked to sit on this Committee, seconded by Clir Dr Penney and approved. The Mayor reported that she and Cllr Gaffney had recently had a meeting with Mr Wheatley and Mrs Jackson to discuss the funding applications for this project. Copies of the plans and proposals were issued to Councillors.

16. CLOCK TOWER:

Three local builders had been approached to look at the Clock Tower and invited to give an estimate to carry out the necessary repair work. So far only one had given an estimate. Clir Dr Penney proposed that if not other estimate has been received within the next week, the Mayor and Deputy have Power to Act, seconded by Cllr Magill and approved six votes to one. Cllr Blundell wished it to be recorded that he voted against the proposition.

Cllr Dr Penney proposed that as the builder who has put an estimate forward is not V.A.T. registered the Council should buy any materials and pay just for the labour, seconded by Cllr Magill and approved.

17. TOWN CRIER'S BELL:

It was reported that two people have come forward and offered the Town Crier a light weight bell which will be much more suitable. Anne Lawrence had asked if the old bell could be put in the museum if it is not to be used in future. Cllr Blundell said he had no objection, providing it was secured in place so it could not be removed from the premises without permission. Cllr Dr Penney proposed that providing there is no charge incurred and it is secured as suggested, the bell is lent to the museum, seconded by Cllr Magill and approved.

18. ACCOUNTS:

In addition to the accounts listed on the Agenda the following invoices have been received:
Loyal Company of Town Criers - Membership Subscription - £20.00
A. Fox - cleaning materials - £7.26

Cllr Dr Penney proposed the accounts as presented are approved for payment, seconded by Cllr Blundell and approved.

19. REPORT OF RECENT MEETINGS ATTENDED BY COUNCIL REPRESENTATIVES:

The Deputy Mayor reported she had attended the Shropshire Star's Annual Women of the Year Awards at the Lord Hill on 24th October.

20. CORRESPONDENCE:

a) An invitation from the Churchwardens and Parochial Church Council to attend the Installation and Licensing of the Revd. Paul Collins as Priest-in-Charge by The Right Revd. M. Hooper, Bishop of Ludlow on Wednesday 28th November. The Mayor, Deputy, Clir Dr Penney and Town Clerk would all like to attend. Clerk to respond.

b) S.S.D.C. Public Conveniences: A number of local businesses that use the public conveniences at the Town Hall are unhappy with the quality of work being carried out. Members of the Waste Services Team inspect the toilets on a regular basis and have generally found them to be satisfactory. However, anyone who finds a problem should phone 01584 813391. Clerk asked to put these details on the Town Hall Notice Board.

c) John Lawson's Circus: Enquiring if there is a site in Bishop's Castle that would be suitale for the presentation of a small family circus during 2004. The circus follows a traditional family circus programme and includes a variety of presentations - all human. CIRCULATE

d) S.S.D.C.: South Shropshire Local Plan Review - 1996 - 2011. Notice of Local Inquiry to consider objections. The Local Inquiry is scheduled to commence on 13th January at the Council Chamber, Ludlow. The Inspector appointed to conduct the Inquiry will take into account all supporting representations.

e) S.S.D.C.: Revised application to divert part of footpath No 30 at The Wintles, Bishop's Castle under the Town & Country Planning Act 1990. A map showing the revised proposals has been received. It was resolved there was No Objection to this application.

f) S.C.C.: Footpath 49, Bishop's Castle. Public Path Diversion Order 2003. Two copies of the legal notice regarding the Rights of Way Order made by S.S.C. on 31st October 2003 to make changes to the Definitive Map and Statement of Rights of Way. This Council had at a previous meeting resolved there was No Objection to this application.

g) S.S.D.C. Tourism Strategy: At a recent meeting of S.S.D.C.'s Tourism and Economic Development Working Group it was agreed that the Council should consider producing a Tourism Strategy and Action Plan. A discussion session will be held on Wednesday 26th November in the afternoon at Craven Arms Community Centre. The Mayor advised she will be attending this meeting to represent the Tourism Group.

h) Mr J. Rainey: Letter of thanks for the Council's donation of £500 to the Castle Community Leisure.

i) S.S.D.C. Standards Committee Hearing: Meeting at Stone House on Tuesday 21st October. CIRCULATE

j) Shropshire Drug Action Team: As part of the Team's work investigating drug and alcohol issues within the county, a questionnaire survey is being carried out. It is hoped that the results of the survey will ensure South Shropshire Community Safety Partnership and the Drug Action Team are able to serve communities effectively.

k) C.C. Peter Phillips: Notes from the meeting held at the Community College on 8th October. CIRCULATE

l) West Midlands Regional Assembly: Speaking Out CIRCULATE

m) Looking for Funding? Working with Children & Young People. The Local Network Fund could be the answer. CIRCULATE

n) Shropshire Ambulance Service: Serving Your Community. CIRCULATE

o) S.A.L.C. A.G.M. to be held on Saturday 15th November at The Shirehall, Shrewsbury. Any-one wishing to attend contact the Clerk.

p) Shell Interactive: CIRCULATE

a) Mayor declared the meeting close at 9.55 p.m.

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Minutes 25th November 2003

MINUTES OF A SPECIAL MEETING HELD BY BISHOP'S CASTLE TOWN COUNCIL IN THE TOWN HALL ON TUESDAY 25TH NOVEMBER AT 8.OO PM.

PRESENT Councillor J.M. Carroll, Mayor, in the Chair.
Councillors: J.L.V. Blundell, S.A. Farr, J.E. Gaffney, J.Furber, N. Hird, J.A. Magill,
Dr. G.N.St.J. Penney, K.E.C. Pinches and R.D. Wright.
In attendance: Mrs J. Ince, Town Clerk.

1. APOLOGIES FOR ABSENCE:
Cllr N. Hird sent apologies that he may be late.

2. DECLARATION OF INTEREST:

a) Declaration of personal interest: The following declared personal interests on item 3b. on the grounds that they had a business in the Town Centre. Councillors J.M. Carroll, J.E. Gaffney, J. Furber, J.A. Magill and R.D. Wright.

b) Declaration of prejudicial interest: The Mayor, J. M. Carroll declared a prejudicial interest in item 3b. and would leave the Chair for this item.

3. TOWN AND COUNTRY PLANNING ACT:

It was proposed by Cllr Blundell that item 3c. be dealt with before item 3b. Seconded by Cllr Wright and approved.

a) 1/03/15113/F AND 1/03/15114/LB Planning permission (full) and Listed Building Consent for erection of extension and alterations to restaurant, letting rooms and residential building (delegated matter). The Poppy House, 20 Market Square, Bishop's Castle. Mr and Mrs S. Jenkins.
It was proposed by Cllr. Dr Penney that the owner Mrs Jenkins be allowed to speak. Seconded by Cllr Wright and approved.
Mrs Jenkins listed the following aims for consideration.
1. To improve accessibility for the disabled.
2. To increase the number of B & B rooms from 3 to 4 and to incorporate en suite facilities.
3. To improve the kitchen and utility areas to allow for a wider range of food to be prepared and cooked.
4. To allow the owners to move into the roof.
5. To restore original features.
Cllr Dr. Penney observed that the wall of the new kitchen would be only 2ft 6 ins from the neighbours dining room window. Mrs Jenkins replied that they were willing to put a roof light in the dining room.
It was proposed by Cllr Dr. Penney that there be no objection if the owners were willing to provide a roof light in the dining area if required. Seconded by Cllr Wright and approved.

c) 1/03/15081/LB Listed Building Consent for internal alterations to dwellings to convert two dwellings into one (Delegated matter) at 8 and 10 Church Street Bishop's Castle. Mr N Gaspar.
Cllr Blundell proposed no objection, seconded by Cllr Wright and approved.

The Mayor left the Chair and the Deputy Cllr J.A. Magill took the Chair.

b) 1/03/15107/f and 1/03/152108/LB Planning permission (full) and Listed Building Consent for change of use ground floor retail to licensed restaurant and internal alterations (delegated matter).
26 High Street, Bishop's Castle. Mr. R. Nicholas.
Cllr Blundell proposed there be no objection on condition that the restaurant closes no later than
11.30 pm Monday to Thursday and 12.00 Midnight on Friday and Saturday. If take away food is provided it is the restaurants responsibility to provide bins and keep the street outside clean. Seconded by Cllr Wright and approved.

The Mayor declared the meeting closed at 8.20 pm.

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