

Bishop's Castle Town Council Meeting

5th January 2010

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL HELD IN THE TOWN HALL ON TUESDAY 5th JANUARY 2010 AT 8.00 PM.

Prior to the meeting Mr. Whatley outlined his suggestions for enhancements to bus services namely a local service linking up with the train station in Craven Arms and a later service into Shrewsbury, which would allow young people to make use of services in Shrewsbury. He went on to say that he was waiting to arrange a meeting with the public transport section at Shropshire Council to discuss his proposals and to identify what funding is available. It was agreed that Mr Whatley should bring his proposals to a future meeting of the Council once he had spoken with the Council.

The Mayor then opened the meeting.

PRESENT Councillor K.E.C.Pinches, Mayor, in the Chair.
Councillors: J. M. Carroll, M. E. Holton, Dr St J Penney, M. Stanley and R.D. Wright.

In attendance: Mr T Ward (Acting Town Clerk)

1. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillor S Farr (family bereavement), Councillor J Gaffney (illness), Councillor N. Hird (holiday) Councillor J Magill (other commitment) and Councillor W.J. Morris (illness).

It was proposed by Councillor Carroll and seconded by Councillor Wright and duly resolved that the apologies be accepted

Unitary Councillor P. Phillips had also sent his apologies (unable to attend due to the weather)

2. DECLARATION OF INTEREST

Councillor Stanley declared a prejudicial interest in items 8 and 15 as she lives and has a business attached to the Town Hall

Councillor Dr Penney declared a personal interest in item 6v as a member of the Castle Green Trust

3. APPROVAL OF MINUTES OF THE MEETING HELD ON 8th DECEMBER 2009

With the amendment of:

8. Paragraph 2 amended to read, "It was proposed by Cllr Magill and seconded by Cllr Wright and duly **resolved** that the accounts listed below be approved"

It was proposed by Councillor Wright and seconded by Councillor Dr Penney and duly resolved that the amended minutes of the Council Meeting held on Tuesday 8th December 2009 be signed by the Mayor as a true record.

4. MATTERS ARISING

The Acting Clerk advised that the Unitary Councillor Mrs Kidd had requested that the subject of SpArc be put on the agenda for the next meeting of the Community Services Scrutiny Panel with a view to holding a local scrutiny meeting on the matter at a later date. Councillor Carroll informed the meeting that Unitary Councillor Phillips had written to Councillor Alan Moseley regarding the sale of land for the Biomass plant, the fact the Council seemed to be ignoring the Town Council's wishes regarding the white lines and the fact that the units at Enterprise House had not been let and that these matters would be discussed at a meeting of the Development Control Scrutiny Panel on the 26 January. Councillor Dr Penney offered to represent the Council at this meeting.

Councillor Stanley informed the meeting that the Clerk had written to Shropshire Council with regard to the installation of a bin outside the Co-Op and had subsequently found an email following a request from the previous Clerk informing the Council that a bin would not be installed.

The Acting Clerk informed the meeting that an email had been received from Glyn Shaw informing the Council that a review of the signage on Union Street had been carried out and that the present signage was considered adequate.

Councillor Carroll enquired whether anything had happened following the request for no footway signs either side of the Cottage Farm. It was agreed that the Clerk should chase this up with the highways department.

5. MEMBERS OF THE PUBLIC WISHING TO SPEAK

There were no members of the public present

6. TOWN & COUNTRY PLANNING ACT:

1. The following Planning applications were considered: -

The Clerk advised the meeting that application 09/03445/FUL had been withdrawn and the proposals fell within permitted development and planning permission was not needed.

Councillor Stanley expressed concern regarding the proposals to cut trees in the conservation area. She went on to say that she felt that the wires should be put underground within the Conservation Area

1. 09/03706/TCA - To side reduce one Larch and one Ash by 2m to provide 2m clearance from electrical cables in Bishop's Castle Conservation Area. Malt House, 20 Welsh Street.

It was proposed by Councillor Stanley and seconded by Cllr Dr Penney that the Council object to the proposal due to the effect on the Conservation area

1. 09/03707/TCA - Silver Birch x 1 - side reduce providing a clearance from electric cables. Creeper - removal from wall of The Laurels providing a safety clearance from electric cables. The Laurels, 23 Welsh Street.

It was proposed by Councillor Stanley and seconded by Cllr Dr Penney that the Council object to the proposal due to the effect on the Conservation area

1. 09/03445/FUL - Erection of extensions to dwelling. 7 Corporation Street.

This application had been withdrawn

1. 09/03904/TCA - Top two Ash Trees to a height of 8 feet from the ground in Bishop's Castle Conservation area. 11 New Street.

Cllr Holton informed the meeting that the applicant wished to carry out this work as the trees in question were very large and cut a lot of light out of her garden.

It was proposed by Councillor Dr Penney and seconded by Cllr Holton that the Council has no objection to the proposal

1. 09/03851/TCA - To crown reduce/draw back by 2m from overhead cables the branches of various trees on Castle Green and Castle Street.

Cllr Dr Penney informed the meeting that there was already permission in place to carry out a lot of the work proposed but that and that this application was to carry out a little additional work.

It was proposed by Councillor Carroll and seconded by Cllr Holton that the Council has no objection to the proposal

b) Reports of Planning Applications.

1. 09/03227/CPE - 21 High Street. Certificate of existing lawful use granted.

7. ACCOUNTS -

a) Councillors considered the schedule of accounts for payment.

It was proposed by Cllr Dr Penney and seconded by Cllr Carroll and duly **resolved** that the accounts listed below be approved

Salaries and Inland Revenue	£1,148.08
ESWS - centre usage	£ 56.50
BT	£ 110.36
Fastrack Maintenance	£ 134.55
Arrow County Supplies	£ 446.74
Andrew Wallace	£ 30.30
Expenses for Farmer's market (1 key cut and mileage)	£ 13.00
D. Malley - post office	£ 8.28

Payments made by Direct Debit

Npower - Town Hall	£ 192.03
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b) To note payments already approved

Bishops Castle Heritage Resource Centre	£ 400.00
West Shropshire Talking Newspaper For the Blind	£ 50.00
Castle Land Trust	£ 400.00
Christmas lights	£ 500.00
Marie Curie Cancer Care	£ 50.00

8. TOWN HALL RENOVATION PROJECT

Having declared a prejudicial interest Councillor Stanley left the meeting

Councillor Dr Penney commented that he was under the impression that the order for the work on the Town Hall roof had already been placed. Councillor Carroll informed him that the work listed was extra to that already agreed on the roof.

Councillor Wright commented that the Council had a contract with South Shropshire Roofing for the repairs to the roof but that he was uncertain about the other work required.

Councillor Carroll informed the meeting that Mr Napier had offered to draw up a schedule of works required to enable the Council to go out to tender for the work

Councillor Dr Penney suggested that when drawing up the schedule of works Mr Napier should have sight of the existing work to be carried out on the roof to ensure that there is no duplication

It was proposed by Councillor Dr Penney and Seconded by Councillor Carroll and duly **resolved** that Mr Napier be asked to draw up a schedule of works having had sight of the existing schedule of work for the roof repairs and that the schedule be brought to the next meeting of the Council for approval prior to tenders being sought.

Councillor Stanley rejoined the meeting

9. TO ADOPT THE HEALTH AND SAFETY POLICY

It was proposed by Councillor Dr Penney and seconded by Councillor Dr Penney and duly **Resolved** that the Health and Safety Policy be adopted

10. TO ADOPT THE RISK ASSESSMENT

It was proposed by Councillor Holton and seconded by Councillor Dr Penney and duly **Resolved** that the Risk Assessment schedule be adopted

11. TO APPROVE THE BUDGET

It was proposed by Councillor Carroll and seconded by Councillor Dr Penney and duly **Resolved** that the Budget for 2010 - 2011 as circulated be approved

12. PRECEPT

It was proposed by Councillor Carroll and seconded by Councillor Dr Penney and duly **Resolved** that the precept for the 2010 - 2011 financial year remain at £44,320.

13. PERSONNEL MANAGEMENT

a) Councillor Wright informed the meeting that he agreed with the setting up of a personnel committee but felt that the membership of the committee should be on the agenda for the next meeting when hopefully more members would be in attendance. Councillor Carroll commented that anyone serving on the Committee should be willing to undergo training and it was agreed that the Clerk should investigate what training was available.

It was proposed by Councillor Wright and seconded by Councillor Stanley and **Resolved** that Personnel/Staffing Committee should be established, the membership of the committee being agreed at the next meeting of the Council

b) It was proposed by Councillor Carroll and seconded by Councillor Wright and duly **Resolved** that the disciplinary procedure and grievance procedure policies be agreed with the following additions: -

- i) that local mediation be included as an optional stage in the procedures and
- ii) and that there should be a clause that allows for the option to pursue a complaint or deal with it informally

14. STREET LIGHTING

1. Councillor Carroll informed the meeting that the problems with the lights in Montgomery Road and Kerry Green had been exacerbated by a number of lights not working but that these had been resolved. She went on to say that several of the residents had requested that the street lighting be improved.

Councillor Holton expressed concern that the lighting repair contractors were not fulfilling their duties. Councillor Carroll commented that the Clerk was looking into this.

It was proposed by Councillor Carroll and seconded by Councillor Stanley and **resolved** that Shropshire Council be asked to draw up a lighting scheme for Montgomery Road and Kerry Green

1. Councillor Dr Penney informed the meeting that the contractors developing the new bungalows had removed a light and were apparently not going to replace it.

It was proposed by Councillor Carroll and seconded by Councillor Dr Penney and **resolved** that the Council write to the Contractor and the Housing Association requesting that the light is replaced

15. SCHEME TO MAKE ENVIRONMENT OF TOWN HALL MORE USER FRIENDLY

Having declared a prejudicial interest Councillor Stanley left the meeting

Councillor Carroll informed the meeting that some preliminary work had been done but the Council need to ask Shropshire Council to draw up a formal scheme.

It was proposed by Councillor Carroll and seconded by Councillor Wright and duly **resolved** that Shropshire Council be requested to draw up a formal scheme to enhance the environs of the Town Hall

Councillor Stanley rejoined the meeting

16. DATES OF MEETINGS FOR 2010

It was proposed by Councillor Wright and seconded by Councillor Dr Penney and **resolved** that the dates for ordinary meetings of the Council as circulated be agreed.

It was proposed by Councillor Dr Penney and seconded by Councillor Wright and **resolved** that the dates for other meeting of the Council as circulated be agreed.

17. CORRESPONDENCE

- a) Big Lottery Fund - notification of grant received
- b) Shropshire Council - Emergency Planning Briefing there was not interest expressed by Councillors.

There being no further business the mayor closed the meeting at 9.00pm

Bishop's Castle Town Council Meeting

2nd February 2010

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL HELD IN THE TOWN HALL ON TUESDAY 2nd FEBRUARY 2010 AT 8.00PM

PRESENT Councillor K.E.C.Pinches, Mayor, in the Chair.
Councillors: J. M. Carroll, S Farr, M Furber, J Gaffney, N. Hird, M. E. Holton, J Magill, Dr St J Penney, M. Stanley and R.D. Wright.

In attendance: Mrs D J Malley (Town Clerk)

1. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillor W.J. Morris (illness).
It was proposed by Councillor Holton and seconded by Councillor Gaffney and duly resolved that the apologies be accepted

2. DECLARATION OF INTEREST

Councillor Dr Penney declared a prejudicial interest in item 6a)i) as a Trustee for the property.
Councillor Stanley declared a prejudicial interest in items 6a)ii) and 15a) as she lives and has a business attached to the Town Hall.
Councillor Hird declared a personal interest in 6a)ii), 8a) and 8b) as he is the member who has been involved in the applications and is the contact point with the contractors.
Councillor Hird also declared a personal interest in 6a)iii) as he is the secretary for Bishops Castle Community Hospital Equipment Fund.

3. APPROVAL OF MINUTES OF THE MEETING HELD ON 5th JANUARY 2010

With the amendment of:
2. Dr Penney declared an interest in item 6v as a member of the Castle **Land** Trust.
It was proposed by Councillor Wright and seconded by Councillor Dr Penney and duly resolved that the amended minutes of the Council Meeting held on Tuesday 5th January 2010 be signed by the Mayor as a true record.

4. MATTERS ARISING

Request for no footway signs on B4358
The location has been inspected by an officer at Shropshire Council who has reported the approach from Lagden Lane, forward visibility to Cottage Farm is good, therefore signage will not be erected. However the approach from Bishops Castle is around a bend and therefore a new sign for this end will be ordered as soon as the budget permits.

High level roof repair to the Town Hall
Peter Napier has prepared 2 schedule of works, one for the roof repairs only and the second for the remaining works required to the upper level of the Town Hall. South Shropshire Roofing has been spoken to regarding the recommendations to the roof. South Shropshire Roofing still feels the whole roof should be replaced. Therefore Mr Napier suggests the following approach:
Go out to tender for the other high level suggestions and then carry out a more detailed inspection of the roof whilst the scaffolding has been erected. South Shropshire Roofing were satisfied with this approach but have asked that they be invited to tender for the other works.
Mr Napier suggests the following companies be invited to tender, the first three companies he has worked with previously and knows their work to be good in relation to listed buildings and conservation areas:-
IJ Preece Ltd
Conservation Building Services
Croft Building and Conservation
South Shropshire Roofing.

It was questioned if local builders should be asked to tender, Councillor Carroll pointed out that the tender documentation is substantial and Mr Napier has produced it at a cost to him. Councillor Gaffney proposed to ask two local builders, Chris Evans and Paul Davis, if they would like to tender for the work. Seconded by Councillor Holton. Eight votes for, three votes against.

Litterbin outside the Co-op
A reply was sent to say that the location is not considered safe nor sufficient litter found on inspections to warrant the cost. The clerk will respond to this letter to point out there is already an unsatisfactory bin at this location that could merely be replaced.

Notice Board
A letter was sent to the manager of the Co-op, unfortunately a reply is yet to be received. The clerk is to chase up a response.

Yellow lines in Bishop's Castle
There is to be another site meeting held in February, this outcome of the site meeting will be reported to the March meeting of the Town Council.

5. MEMBERS OF THE PUBLIC WISHING TO SPEAK

Mr Clarke addressed the Town Council regarding agenda item 6a)i) planning application 10/00036/TCA, land adjacent to Holly Cottage, 23 Castle Street, to fell one semi mature birch tree and one hazel tree growing against boundary wall. Mr Clarke stated he is a neighbour of the property and had approached the owners of the property because the trees were causing damage to the boundary wall, mortar from the wall was crumbling onto his drive.

6. TOWN & COUNTRY PLANNING ACT:

1. The following Planning applications were considered: -

Having declared a prejudicial interest Councillor Dr Penney left the meeting

1. 10/00036/TCA – Land adj. Holly Cottage, 23 Castle Street. To fell one semi mature birch tree and one hazel tree growing against boundary wall at rear of building within Bishop's Castle Conservation Area. It was proposed by Councillor Magill to make no objection. Councillor Stanley disagreed stating she had looked at the wall and could see no evidence of damage; the birch is a beautiful tree, the hazel was smaller and less important. Councillor Hird reported that silver birches were not deep rooted and can come down easily in high winds. Councillor Stanley proposed objection due to the effect on the Conservation area, seconded by Councillor Wright. Four in favour, three against and duly resolved.

Councillor Dr Penney rejoined the meeting
Having declared a prejudicial interest Councillor Stanley left the meeting

1. 09/03610/FUL - The Town Hall, High Street. Installation of 2no. Photovoltaic renewable energy cells on roof. It was proposed by Councillor Carroll, seconded by Councillor Hird and duly resolved that the Council make no objection to the proposal.

Councillor Stanley rejoined the meeting.

1. 09/03966/FUL - Bishop's Castle Community Hospital, Stone House, Union Street. Erection of medical gases store. It was proposed by Councillor Carroll, seconded by Councillor Hird and duly resolved that the Council make no objection.

1. 10/00105/AGR – Farm Buildings and Land, rear of The Pines House, Colebatch. Erection of one agricultural building for storage of machinery/tools and toilet/washing facilities. It was proposed by Councillor Carroll, seconded by Councillor Stanley and duly resolved that the Town Council make no objection to the proposal on the proviso there is a condition to the permission that the building should not be made into residential in the future.

1. 09/02842/FUL – Longhope, The Cabin. Erection of extension to dwelling (revised scheme). It was proposed by Councillor Farr, seconded by Councillor Hird and duly resolved that the Council make no objection.

1. 09/03802/FUL – Applegarth, Union Street. Erection of extension to dwelling. It was proposed by Councillor Carroll that this be delegated to the clerk to respond. Seconded by Councillor Gaffney and duly resolved.

b) Reports of Planning Applications.

1. 09/03706/TCA – Malthouse, 20 Welsh Street. No objection
2. 09/03707/TCA – The Laurels, 23 Welsh Street. No objection
3. 09/03851/TCA – Tree pruning in Castle Green. Permission Granted

7. ACCOUNTS –

a) Councillors considered the schedule of accounts for payment.

It was proposed by Councillor Gaffney, seconded by Councillor Dr Penney and duly **resolved** that the accounts listed below be approved

Salaries	£ 839.17
ESWS – centre usage	£ 11.00
Fbc manby bowdler – Transfer Deed, land at Kerry Green	£ 225.00
Viking Direct - stationary	£ 66.10
Andrew Wallace	£ 42.42
Clive Pritchard – clearing and salting pavements Kerry Green/ Grange Road and playing field maintenance from 30/11/09–22/1/10	£ 168.00
Castlewood – work in roof space	£ 587.50
Npower – footway lighting electricity	£ 735.21
D. Malley - post office, shredder and ink cartridges	£ 78.46
K Pinches – mileage for Farmers Market	£ 10.00
J Carroll – mileage for LJC meeting	£ 11.15
Fastrack Maintenance Ltd	£ 137.48
Petra Bindloss	£ 100.00
V & W Electrics	£ 116.96

Payments made by Direct Debit

Npower – playing field	
BT	£ 102.55
	£ 84.67

8. SOLAR PHOTOVOLTAIC PANEL SYSTEM

a) Councillor Hird proposed the Town Council accept the grant offer made by Community Sustainable Energy Programme. It was confirmed there was now enough grant money to fund the whole project. Seconded by Councillor Gaffney and duly resolved.
b) Councillor Hird explained that the framework contract for the photovoltaic cells limits the companies that can install the photovoltaic cells due to the recommendations of DTI and the specialist nature of the work. Councillor Hird reported that Dulas Ltd is a long standing company and is accepted under the DTI framework agreement. Councillor Hird proposed to accept the contract of work between the Town Council and Dulas Ltd for the installation of the photovoltaic cells subject to planning approval. Seconded by Councillor Wright and duly resolved.

9. PERSONNEL/STAFFING COMMITTEE

a) It was proposed by Councillor Dr Penney to appoint Councillors Farr, Wright, Hird and Carroll to the Personnel and Staffing Committee. Seconded by Councillor Magill and duly resolved.
b) It was proposed by Councillor Gaffney to make available the funding for the Personnel and Staffing Committee to attend the training course provided by SALC on Line Management. Seconded by Councillor Magill and duly resolved.

10. TEME LEISURE MANAGEMENT OF SPARC

a) The clerk summarised the letter received from Shropshire Council in answer to the points raised by the Town Council. Councillor Carroll gave a short report of the Scrutiny Panel meeting where the matter was reviewed. It would appear there has been a misunderstanding regarding the charges, for the majority of users the charges have not doubled. There is now a minimum time of one hour in which the gym can be used, this was increased from half an hour because it was thought that users are more likely to injure themselves by not properly warming up. Since Teme Leisure has taken over the management of SpARC the annual membership has increased from 7 members to 83 members. The direct debit administration fee is a one off fee which is also payable at Ludlow and Cleobury Mortimer Leisure Centres. However there is the facility to freeze the direct debit payments if a customer is unable to attend for a period of time. Teme Leisure also offer a passport to leisure facility for those on low income. It was thought Teme Leisure now has a good working relationship with the community and although there were originally problems between Teme Leisure and the Community College and ESWS, these relations have now improved.

b) Councillor Carroll proposed to invite Mr Peter Williams, C.E.O. of Teme Leisure to a future meeting of the Town Council to address the council about the management of SpARC. Seconded by Councillor Wright and it was duly resolved.

Councillor Dr Penney proposed that the actual charges of SpARC and also Ludlow Leisure Centre are obtained and brought to a future meeting. Seconded by Councillor Holton. Six in favour and it was duly resolved.

11. TO RECEIVE THE RECOMMENDATION FROM THE PLAYING FIELDS WORKING PARTY

a) It was proposed by Councillor Stanley and seconded by Councillor Carroll and duly resolved to accept the recommendation for immediate work required.
b) It was proposed by Councillor Wright and seconded by Councillor Stanley and duly resolved to accept the recommendation for future ongoing maintenance.

12. THE PURCHASE OF LAND ON THE BUSINESS PARK

The clerk read out a letter from John Sankey regarding the purchase of land at the business park. It was reported that the recent scrutiny panel had said the offer from 2004 was no longer relevant and the whole site should be put nationally out to tender. It was thought that Shropshire Council has a moral and contractual obligation to Mr Sankey. It was proposed by Councillor Dr Penney and seconded by Councillor Stanley and duly resolved that the clerk write to Shropshire Council in the most strongest terms.

13. TO APPROVE THE STATEMENT OF TOWN COUNCIL POLICY

It was proposed by Councillor Dr Penney, seconded by Councillor Gaffney and duly resolved to approve the following statement;
"Bishop's Castle Town Council is committed to the satisfactory upkeep of all the property in its possession: the Town Hall, the playing fields, the Old Market Place and other open spaces.

1. So that the public gains the fullest possible use and enjoyment from these assets both for the present and future.
2. So that the rich heritage of Bishop's Castle is safeguarded for future generations."

14. NEWSLETTER

a) Councillor Gaffney proposed to approve the newsletter with the following amendments to page 2 Under Pros Option 1 include

*Work is already in hand to repair the roof and install photovoltaic cells
*Funds for disabled access could be raised from other sources

Under Cons Option 1 amend to the following
*The lack of disabled access may cause the Council & Clerk to decide to move

Under Cons Option 2 amend:
The cost is estimated to be £600,000 - £700,000
Amend the heading of Option 3 to Do option 2 over a number of years.

The proposal was seconded by Councillor Dr Penney and with seven votes for and 3 votes against it was duly resolved.

1. Councillor Hird proposed the newsletter be put onto the Town Council website with links to advertisers where appropriate. The advertisers will be positioned down the side of the newsletter and with the hyperlinks should earn more income for the Town Council. The proposal would include producing fewer hard copies which will be distributed in places such as the post office. Councillor Carroll stated every household should still get a copy of the newsletter and Councillor Gaffney agreed that printing fewer copies may be a step that could be taken at a future date.

Councillor Hird amended his proposition to put the newsletter onto the website to include hyperlinks to advertisers where appropriate. Seconded by Councillor Gaffney and duly resolved.

15. TOWN HALL REGENERATION

Having declared a prejudicial interest Councillor Stanley left the meeting
a) Councillor Gaffney proposed the Town Council agree to pay up to £400 on the public consultation carried out by Bishop's Castle Town Hall Regeneration Partnership. Seconded by Councillor Carroll and duly resolved.

b) It was proposed by Councillor Gaffney, seconded by Councillor Dr Penney and duly resolved to put the Town Hall Regeneration Consultation questionnaire on the Town Council website.

Councillor Stanley rejoined the meeting

16. CONSULTATION ON NEW CHARTER FOR LOCAL GOVERNMENT IN SHROPSHIRE

Any comments should be given to the clerk before the end of March.

17. BISHOP'S CASTLE PARISH CHURCH ROAD CLOSURE APPLICATIONS

It was proposed by Councillor Magill, seconded by Councillor Dr Penney and duly resolved to support the road closure applications made by Bishop's Castle Parish Church.

18. REPRESENTATIVE TO ATTEND SHOUTH SHROPSHIRE SPORTS & ADVISORY GROUP MEETINGS

Councillor Carroll proposed that Councillor Magill be appointed as the Town Council representative. Seconded by Councillor Hird and duly resolved.

19. SHROPSHIRE BUILDING PRESERVATION TRUST

It was proposed by Councillor Gaffney to subscribe to membership of Shropshire Building Preservation Trust. Seconded by Councillor Hird and duly resolved.

20. SALC TRAINING COURSES

It was proposed by Councillor Gaffney for Councillors Pinches and Carroll and the clerk to attend the SALC training course on Financial updates. Seconded by Councillor Magill and duly resolved.

21. TO INSTALL A BENCH ON LAND AT KERRY GREEN

It was proposed by Councillor Carroll to install a bench on the land at Kerry Green near to the hedge near to Grange Road. Seconded by Councillor Magill and duly resolved.

22. CORRESPONDENCE

The correspondence list was noted.

There being no further business the mayor closed the meeting at 9.40pm

Bishop's Castle Town Council Meeting 2nd March 2010

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL HELD IN THE TOWN HALL ON TUESDAY 2ND MARCH 2010 AT 8.00PM

PRESENT Councillor K.E.C.Pinches, Mayor, in the Chair.
Councillors: J. M. Carroll, S Farr, J Gaffney, N. Hird, M. E. Holton, J Magill, Dr St J Penney, M. Stanley and R.D. Wright.
In attendance: Mrs D J Malley (Town Clerk)

Prior to the start of the meeting Mr Peter Williams and Mr Lee Hassan from Teme Leisure Services addressed members of the Council. Mr Williams expressed disappointment that the Town Council did not approach Teme Leisure in the first instance regarding the points raised in the letter sent to Shropshire Council in December 2009. Mr Williams felt that facts should have been checked first and that adverse press coverage could be detrimental to the business. Mr Williams reported Teme Leisure is a not for profit organisation that receives funding from Shropshire Council as it has deficit charges. Teme Leisure has a turnover of £2,000,000 and employs 60 members of staff. Mr Williams confirmed prices had not been fixed by Teme Leisure but by the former South Shropshire District Council, any price increases were in line with inflation whereas other prices had gone down. Membership of SpArC has increased and there has been the introduction of free swimming. In addition Teme Leisure has worked in partnership with local stakeholders to introduce an Arts programme. Mr Williams concluded that he would like to draw a line under what has occurred and allow a more positive relationship with the Town Council to emerge.

Questions from Town Councillors included;

- Why doesn't SpArC open during weekend afternoons. Mr Williams replied the centre is open when it can be afforded. A trial had previously been carried out which demonstrated more people did not use the SpArC than those currently using the centre in the morning. The trial had been carried out before Teme Leisure had taken over the management of the centre.
- Could consideration be given to morning and evening commuters who may wish to use the facilities either before or after work? Mr Hassan responded that priority had to be given to structured programmes where there is a definite income generated.
- Could there be another trial of longer opening hours with the times being advertised on the large banners outside the SpArC? Mr Williams suggested it may be an idea to have a web link from the Town Council's website to SpArC centre.

Members of the Town Council informed Mr Williams they are personally aware there had been complications between E.S.W.S. and Teme Leisure; the Town Council had originally supported Teme Leisure for managing SpArC and pointed out that the business relationship of the Town Council is with Shropshire Council and not Teme Leisure. Councillor Magill reported that ladies were happy with the fitness classes and thanked Teme Leisure for that.

Future dialogue would take place via the advisory committee.

1. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillors M. Furber (working late) and W.J. Morris (illness).
It was proposed by Councillor Dr Penney and seconded by Councillor Holton and duly resolved that the apologies be accepted

2. DECLARATION OF INTEREST

Councillors Stanley, Gaffney, Hird and Dr Penney declared a personal interest in item 6a)i) as they are friends of the applicant.

3.APPROVAL OF MINUTES OF THE MEETING HELD ON 2ND FEBRUARY 2010

With the amendment of:

- The date of the meeting being the 2nd February 2010
- Item 10, it was not the Scrutiny Panel meeting from Councillor Carroll's report but a personal meeting that the information had come from.

With the above amendments Councillor Carroll proposed, seconded by Councillor Magill, that the minutes of the Council Meeting held on 2nd February 2010 be signed by the Mayor as a true record.

4.APPROVAL OF MINUTES OF THE SPECIAL MEETING HELD ON 22ND FEBRUARY 2010

With the amendment on the second page to change the word from 'adjoined' to 'adjourned'
With the above amendments Councillor Carroll proposed, seconded by Councillor Magill, that the minutes of the Special Meeting held on 22nd February 2010 be signed by the Mayor as a true record.

5. MATTERS ARISING

Notice Board at the Co-op – Permission has been granted from the Co-op to place a notice board on the wall at the section on Church Street where the pavement is widest. This is to be brought back to the next agenda for further discussion.

Playing Fields Maintenance – The approved schedule of works has been sent out to the existing contractors, plus the grass cutting contractors plus 2 local contractors taken from the local directory. The clerk requested details of any other person suitable to provide a quotation. Councillor Holton requested that leaf clearance should be added to the contract. It was noted the approved schedule had only been for the playing fields and the town enhancement schedule needed to be approved. This item is to be brought to a future agenda.

Planning application 09/03802/FUL Aplegarth, Union Street. Erection of extension to dwelling.
The was no objection made to this planning application by the Town Council

Purchase of Land at Bishops Castle Business Park

The Mayor together with Councillors Dr Penney and Hird attended the cabinet meeting where the sale of the business park was discussed. Three questions had been put to the cabinet:-

- Councillor Dr Penney asked a question regarding the sale of the land to John Sankey. The reply was there had been no evidence that the consent from the partners had been sought and therefore the agreement was not binding.
- Mr Michael Daves on behalf of the Bishop's Castle Group regarding the sister biomass plant at Eccleshall. The response was that there are a number of parties who have expressed interest in the land and that local views have been noted.
- Councillor Hird put forward an expressional interest in siting a care farm at the business park. The response was that the expressional interest was noted but this would need to be supported by evidence as to its viability.

It was noted the report was not clear if the sale included the allotment plots and bike track however it had been noted that Shropshire Council would be sympathetic to the Town Council leasing the allotments/bike track for 99 years. This matter is to be put onto a future agenda.

Litterbin outside the Co-op

A reply was sent to say that the location is not considered safe nor sufficient litter found on inspections to warrant the cost. The existing bin is unauthorised and will be removed. The clerk was asked to invite the Co-op to install a bin.

Yellow lines - A site meeting took place with officers from Shropshire Council, Councillor Phillips, Councillors Pinches, Carroll and Stanley and the Town Clerk. The officers offered to put forward an alternative scheme but were informed the Town Council expected the promise of the trial of the yellow lines to be removed to be upheld. A response from the officers is currently being awaited.

Shropshire Charter – This document had been discussed at the L.J.C. meeting and is thought to have more substance than previous charters. This matter is to be brought to a future meeting.

6. MEMBERS OF THE PUBLIC WISHING TO SPEAK

There were no members of the public wishing to speak.

7. TOWN & COUNTRY PLANNING ACT:

- The following Planning applications were considered: -

- 10/00080/LBC – Black Lion House, 1 Welsh Street. Installation of solar heating panel on roof on a Grade II listed building. It was proposed by Councillor Hird, seconded by Councillor Wright and duly resolved that the Council make no objection to the proposal.
- 10/00176/FUL – 1 Bull Lane. Rebuilding unsound wall and remodelling elevations. It was proposed by Councillor Dr Penney, seconded by Councillor Stanley and duly resolved that the Council make no objection to the proposal.

- 10/00282/FUL – Bishop's Castle Primary Sub-Station, Station Street. Proposed alterations to electrical plant, construction of new building, demolition of existing building, alterations to fencing. It was proposed by Councillor Stanley, seconded by Councillor Carroll and duly resolved that the Council make no objection.

b) Reports of Planning Applications.

- 09/03610/FUL – Town Hall, High Street. Permission Granted
- 10/00105/AGR – Farm Buildings and land north west of The Pines, Colebatch. Prior Approval not required.
- 09/03966/FUL – Bishops Castle Community Hospital. Permission Granted

8. ACCOUNTS –

a) Councillors considered the schedule of accounts for payment.

It was proposed by Dr Penney that Councillors Dr Penney, Magill and Holton go through the boxes stored at Bishop's Castle Heritage Resource Centre and dispose of anything that should not be kept. This was seconded by Councillor Holton and duly resolved.

It was proposed by Councillor Carroll, seconded by Councillor Gaffney and duly resolved that the accounts listed below be approved

Salaries	£ 1,087.25
Viking Direct – stationary	£ 221.54
BCHRC – shelf storage for 1 year	£ 160.00
Petra Bindloss – Gardening maintenance for January	£ 100.00
Andrew Wallace	£ 24.24
Fastrack Maintenance	£ 137.48
Jane's Petals - polish	£ 15.00
Severn Trent Water	£ 186.46
D. Malley – post office & card	£ 26.11
K Pinches – mileage	£ 19.39
V&W Electrics	£ 85.38

9.TEME LEISURE MANAGEMENT OF SPARC

a) Councillor Carroll confirmed that E.S.W.S. would not have run the facilities themselves but would have leased the facility out to an organisation such as Teme Leisure to manage on its behalf. Councillor Dr Penney proposed the clerk write to Mr Williams to thank him for attending the meeting. Seconded by Councillor Wright and duly resolved.

b) The Leisure Centre price list was received and noted.

10. PURCHASE OF ADVERTISING SIGNS FOR CRAFT FAIR AND FRIDAY MARKET

It was proposed by Councillor Hird to purchase 12 road side signs to advertise the Craft Fair and Friday Market up to the value of £250. Seconded by Councillor Dr Penney and duly resolved.

11. INVITE STUART TOULSON TO SPEAK AT 27TH APRIL TOWN COUNCIL MEETING

It was proposed by Councillor Hird to invite the manager of Oak Farm at Ditton Priors to speak to the Council before the meeting of 27th April 2010. This would be a follow up of the expressional interest for use at the business park. Seconded by Councillor Gaffney and duly resolved.

12. STREET LIGHTING SCHEME

a) Councillor Gaffney proposed to correct the minutes of 5th January under the heading of street lighting to read Montgomery Road and Castle Green and not Kerry Green. Seconded by Councillor Carroll and duly resolved.

b) Councillor Carroll proposed to request a street lighting scheme be drawn up on the top of Kerry Green where the residential houses are. Seconded by Councillor Dr Penney and duly resolved.

c) It was proposed by Councillor Carroll to request the Clive Pritchard cuts back the hedge in Kerry Green bordering the playing fields which is currently blocking out the light. Seconded by Councillor Dr Penney and duly resolved.

13. TO APPOINT THE INTERNAL AUDITOR

It was proposed by Councillor Carroll and seconded by Councillor Hird and duly resolved to re-appoint John Nicholls as the Internal Auditor.

14. MINOR HIGHWAY AND ENVIRONMENTAL GRANTS

Councillor Gaffney proposed that the Town Council apply for the Environmental grant for 2010/2011 and to delegate to the Mayor, Deputy Mayor and Clerk to complete the form. Seconded by Councillor Carroll and duly resolved.

15. GRANT REQUESTS

a) Samaritans of Telford. Councillor Hird recommended the Samaritans apply to the Shropshire Community Fund for specific funding for equipment. Seconded by Councillor Dr Penney and duly resolved.

b) Bridgnorth and South Shropshire Crucial Crew. Councillor Gaffney proposed to award a grant of £90, seconded by Councillor Carroll and duly resolved.

16. LOCAL DEVELOPMENT FRAMEWORK

Councillor Carroll proposed to accept the document as the document was nearing the end of the consultation process and it is a good document as far as Bishop's Castle is concerned. Seconded by Councillor Magill and duly resolved.

17. TOWN PLAN QUESTIONNAIRE

Councillor Carroll said it is important to get a good response from the Town Plan questionnaire and asked for suggestions of encouraging more people to return their questionnaires. The following were suggested:

- Put a reminder in The Journal
- Send emails and speak to people that are personally known
- Put posters in the windows as a reminder
- Councillor Wright volunteered to put spare copies at his premises
- Councillor Stanley volunteered to re-deliver in the High Street.

18. CORRESPONDENCE

- SALC new standing orders. The clerk has ordered a new copy
- Shropshire Council regarding the landscaping hedge at Bishop's Castle Building Supplies. The hedge has been installed in the wrong location and Shropshire Council state it is not expedient to pursue the matter further. The Mayor was asked to speak to the proprietor.
- Withdrawal of skips to the business park. It was proposed by Councillor Gaffney the clerk to write to Shropshire Council to protest about the withdrawal of the skips pointing out that Shropshire Council were supposed to level up services not down; there is a green skip at the site; Bishop's Castle is an especially isolated part of the County, if the skips are removed then there will be more people having to travel to Craven Arms to the tip there increasing the overall carbon footprint; there is likely to be an increase in fly tipping. Seconded by Councillor Stanley and duly resolved.
- Town Hall Regeneration Partnership – Councillor Carroll proposed there is a Special Meeting on 23rd March to discuss the proposals of the Town Hall Regeneration Partnership. Seconded by Councillor Wright and duly resolved.

There being no further business the mayor closed the meeting at 9.15pm

Signed Date

Bishop's Castle Town Council Meeting

24th March 2010

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL HELD IN THE TOWN HALL ON WEDNESDAY 24TH MARCH 2010 AT 7.00PM

PRESENT Councillor K.E.C.Pinches, Mayor, in the Chair.

Councillors: J. M. Carroll, S Farr, M Furber, J Gaffney, N. Hird, M. E. Holton, J Magill, Dr St J Penney, M. Stanley and R.D. Wright.

In attendance: Mrs D J Malley (Town Clerk)

Prior to the start of the meeting Councillor Carroll introduced one of the project officers, Evelyn Bowles. Ms Bowles summarised that following the consultation process, nearly 80% of respondents preferred option 2 which is to support the major renovation and the Heritage Lottery bid. The project officers are now in a position to write the bid if the Town Council is in agreement.

The proposed partnership would be Bishop's Castle Tourism Community Interest Company and Bishop's Castle Heritage Resource Centre with the aim of opening the Town Hall on a daily basis, communicating the history of the Town Hall and the town to as many audiences as possible and to develop income generating opportunities within the building to fund these activities and in time to contribute to a fund for the maintenance of the Town Hall.

It was noted that the consultation process highlighted the attachment residents and visitors to the town have for all markets including the Friday market. Therefore all the current uses including all markets would be included within the proposals. The proposed use would be as flexible as possible with the ground floor tourism office consisting of moving sets of shelves which could be moved to allow for market uses.

In answer to questions raised by members of the public and councillors the following responses were given:

- the tourism office would work around the other uses of the market hall but when the market hall is not being used for other uses the tourism office would take up around one quarter of the floor space.
- The finer points regarding the Tourism Group paying rent has not been discussed at this very early stage, however the tourism group will be providing a service to the Town Council from which both the Town Council and Tourism Group will benefit and consequently will benefit the community.
- If the HLF bid is successful there will be a temporary period when the Town Hall will not be accessible whilst work is in progress, therefore all current uses will have to temporarily relocate, the markets may discover they prefer a different location.
- The Town Council will need to deal with any temporary relocations directly with the Town Hall users.
- There will be a need to demonstrate that the income of the Town Hall will increase for the HLF bid
- Bishop's Castle Tourism Community Interest Group are a not for profit organisation

At 7.37 pm the Town Council Special meeting started

1. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillor W.J. Morris (illness).

2. DECLARATION OF INTEREST

Councillor Stanley declared a prejudicial interest in item 4 as she lives and has a business attached to the town hall

Councillor Hird declared a personal interest in item 4 as he lets a caravan out through Bishop's Castle Tourism Community Interest Company.

Councillor Carroll declared a personal interest in item 4 as she is the Treasurer to Bishop's Castle Tourism Community Interest Company. Councillor Hird questioned if Councillor Carroll wishes to change her declaration of interest to prejudicial in view of her connections with Bishop's Castle Tourism Community Interest Company, Councillor Carroll replied she was satisfied her interest at this stage is personal as the outline agreement is in principle to form a partnership with Bishop's Castle Tourism Community Interest Company and there is no more detail to discuss at this stage.

Councillor Wright declared a personal interest as he is a member of Bishop's Castle Tourism Community Interest Company.

Councillor Gaffney declared a personal interest as he is a member of Bishop's Castle Tourism Community Interest Company

Councillor Furber declared a personal interest as he is a member of Bishop's Castle Tourism Community Interest Company

3. MEMBERS OF THE PUBLIC WISHING TO SPEAK

- Councillor Miranda Stanley addressed the council during public forum as she had declared a prejudicial interest in item 4 on the agenda. Councillor Stanley stated she would like to see the Town Hall fully restored for many generations to enjoy. The Town Hall is a superbly built building which is now tatty, there is a need for the building to have a far better presence and a need to attract tourists which in turn will increase turnover in other businesses. Markets could continue in the Town Hall over 2 floors if necessary together with a tourism office. In addition the Town Council needs an office and meeting place. The markets raise an income of £6,000 per year, with other uses the rental income could be improved. Cheap, temporary, stop gap fixes for the Town Hall won't work.
- Rosie Bird reported that most of her questions had already been answered, however she thought the Friday Market traders should have been informed of the Special Meeting. The markets in the Town Hall are good for other shops and cafes, the building should be kept accessible; there is a fear it will be too posh and arty and lose its functions.
- Sally Ann Hudson had prepared a statement which was read out by Rosie Bird. A summary is:

The market traders should have been informed about the meeting;

Markets are part of our heritage, they are an important part of towns and cities for hundreds of year, if lost they could be lost forever;

Government Policy PPS6 requires local authorities to seek to retain and enhance existing markets and ensure they remain competitive by investing in their improvement;

Economic benefits of the markets include - the livelihood and employment of stall holders; the markets are the sole major and constant income for the Town Council; markets attract tourists and customers for other businesses of the town; markets helps and supports local businesses by supplying to them; markets offers good quality, well priced produce; markets draw people back to the town centre

Social benefits include - focal point for social interactions, provides sense of community; promotes healthy eating; promotes greener lifestyle.

With respect to moving/losing the markets - the Church Hall is too far out of town for the markets; for other uses, e.g. weddings, there is no parking for guests; how would exhibitions make money for the town?; the TIC is best placed at Enterprise House as the library is already there; It would be cheaper just to upgrade the market hall for the markets: The Friday markets and other markets only take up 1 to 2 days per week, this leaves all the other days for other uses.

- Ian Holton asked why doesn't the T.I.C. issue brochures for Bishop's Castle, visitors won't come if they don't know about it.

4. WORK IN THE TOWN HALL

Councillor Hird asked if the Town Council can legally enter into a partnership with a private company? Councillor Gaffney thought the answer is likely to be yes, the Tourism Group are a not for profit organisation and other Town Councils have entered into similar agreements.

Councillor Gaffney proposed that the Town Council deal with item 4 a) and b) together and proposed to accept the draft outline agreement between Bishop's Castle Town Council, Bishop's Castle Tourism CIC and Bishop's Castle Heritage Resource Centre of:

"In the context of the project to renovate the Bishop's Castle Town Hall, the Town Council agrees, in principle, to form a partnership with Bishop's Castle Tourism Community Interest Company (BCTCIC) to develop Bishop's Castle Town Hall for the benefit of the community.

The aims of the partnership will be to:-

1) Staff the Town Hall to enable it to be opened on a daily basis (5-6 days per week)

2) Communicate the history of the Town Hall and the town to as many audiences as possible.

3) Develop income generating opportunities within the building to fund aims 1 & 2 and, in time, to contribute to a fund for the maintenance of the Town Hall.

Both the Town Council and BCTCIC agree that for the Town Council to lease the Market Hall to the BCTCIC is the preferred method of achieving these aims.

The terms of the lease, including the distribution of management responsibilities and entitlement to income are all to be negotiated as part of the development of proposals for the financial sustainability of the Town Hall.

Market research, to inform such proposals, will be part of the brief for the project development team which will be established if the 1st Round Application to the HLF is successful.

This team should be instructed that the terms of the lease should not leave the Town Council worse off or at risk of incurring any additional liabilities and should aim in the medium to long term to provide positive benefits to the Town Council in cash or in kind."

Councillor Dr Penney thought the Town Council should not lease the Town Hall as it would be worse off than at present, the Town Council would not benefit. Councillor Gaffney pointed out the bottom paragraph states the Town Council should not be worse off.

Councillor Dr Penney felt the Town Council has no business to sign away the income, the TIC should not require so much space however he could agree in principle to working with the group.

Councillor Gaffney expressed that at this stage there was no need to go into details of a business plan or the terms of any lease.

Councillor Wright seconded Councillor Gaffney's proposal to deal with item 4 a) and b) together and proposed to accept the draft outline agreement between Bishop's Castle Town Council, Bishop's Castle Tourism CIC and Bishop's Castle Heritage Resource Centre.

Councillor Dr Penney did not wish to lease the market hall to the Tourism Group, he felt this would not guarantee the markets would continue, the Town Council should have over all control. Councillor Holton added her concern was that she was told there couldn't be an assured booking. Councillor Gaffney stated there could be a provision to include all markets, these could be built into the lease to safeguard the protection of the markets.

Councillor Dr Penney proposed an amendment to Councillor Gaffney's proposal to change the following wording:-

Change partnership to agreement, i.e. The aims of the agreement will be to:-

*And after item3) add in BCTCIC is **one of** the preferred methods of achieving these aims.*

The amendment was seconded by Councillor Hird. Councillor Gaffney did not accept the amendment to his proposal and therefore a vote was taken on the amendment, 4 votes in favour, 5 votes against, the amendment was lost.

For the original proposal there were 6 votes in favour and 4 votes against, therefore the original proposal was duly resolved.

There being no further business the mayor closed the meeting at 8.25pm

Signed Date

Bishop's Castle Town Council Meeting

30th March 2010

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL HELD IN THE TOWN HALL ON TUESDAY 30th MARCH 2010 AT 8.00PM

PRESENT Councillor K.E.C. Pinches, Mayor, in the Chair.
Councillors: J. M. Carroll, S. Farr, M. Furber, J. Gaffney, N. Hird, M. E. Holton, J. Magill, Dr St J Penney, M. Stanley and R.D. Wright.
In attendance: Mrs D J Malley (Town Clerk)

1. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillor W.J. Morris (illness).
It was proposed by Councillor Dr Penney and seconded by Councillor Holton and duly resolved that the apologies be accepted

2. DECLARATION OF INTEREST

Councillor Stanley declared a prejudicial interest in item 9 as she is a Director of E.S.W.S and a prejudicial interest in item 22 as she lives and has a business attached to the Town Hall.
Councillor Carroll declared prejudicial interests in the following:
Item 7, a mileage claim; item 9 and 21 as she is a Director of E.S.W.S; item 20 as she is involved in a business relationship with one of the contractors who has submitted a quote.
Councillor Gaffney declared a prejudicial interest in item 9 as he is a member of the Bishop's Castle Community Land Trust.
Councillor Farr declared a prejudicial interest in item 7, mileage claim
The Mayor declared a prejudicial interest in item 7, mileage claim.

3. APPROVAL OF MINUTES OF THE MEETING HELD ON 2ND MARCH 2010

Councillor Wright proposed, seconded by Councillor Gaffney, and duly resolved that the minutes of the Council Meeting held on 2nd March 2010 be signed by the Mayor as a true record.

4. MATTERS ARISING

Notice Board at the Co-op – It was proposed by Councillor Carroll, seconded by Councillor Stanley, and duly resolved to apply for advertising consent and listed building consent.

It was proposed by Councillor Wright, seconded by Councillor Farr, and duly resolved to use the notice board with the permission of Bishop's Castle Tourism Group that used to be in Harley Jenkins Street Car Park.

Street Lighting scheme
It was proposed by Councillor Carroll, seconded by Councillor Furber, and duly resolved to accept the quotation for the Kerry Green revised lighting scheme to be drawn up. However enquiries are to be made regarding the necessity of another scheme for Bull Lane, this will be brought back to a future agenda.

Community Skips
It was proposed by Councillor Dr Penney, seconded by Councillor Wright, and duly resolved to send a letter drafted by the clerk to Shropshire Council with the inclusion of the fact the site is supervised and therefore there is no question of items being placed in the wrong skips, there is also space for multiple skips at the site; there would be an increase in fly tipping at the site itself.

Grant for railings at Welsh Street
It was proposed by Councillor Gaffney, seconded by Councillor Wright, and duly resolved that the agreed grant of £200 should not be paid until the work has been carried out and an invoice has been received.

SpArC website link to Town Council webpage
Councillor Carroll reported there was already a web link to SpArC via the tourism link and it was agreed to ask Mike Ashwell to place a direct link to the SpArC website.

The Old Bake House, Church Street
The appeal had been allowed. The clerk is to send a copy of the appeal decision to Councillors.

Silver Birch Tree, Station Street
This planning application was granted and the tree has been removed.

Retrospective Planning application for Bull Lane
Councillor Dr Penney declared a prejudicial interest and left the room. The clerk was asked to find out what is happening with this development.

5. MEMBERS OF THE PUBLIC WISHING TO SPEAK

Mr Holton made comment that the gardening in the playing fields is not being carried out properly. He has taken photographs of areas where the work has not been done and stated somebody should be taken on who knows what they are doing.

6. TOWN & COUNTRY PLANNING ACT:

- The following Planning applications were considered: -
 - 10/01025/TCA – The Old Vicarage, Church Lane. Fell 1 Sycamore Tree and removal of Ivy from 1 Hazel Tree within Bishop's Castle Conservation Area. It was proposed by Councillor Dr Penney to support the application in order to save a rare nut tree. Seconded by Councillor Carroll and duly resolved.
 - Reports of Planning Applications.

- 10/00080/LBC – Black Lion House, 1 Welsh Street. Installation of solar heating panel on roof on a Grade II listed building. Granted
- 10/00176/FUL – 1 Bull Lane. Rebuilding unsound wall and remodelling elevations. Granted.
- 10/00282/FUL – Bishop's Castle Primary Sub-Station, Station Street. Proposed alterations to electrical plant, construction of new building, demolition of existing building, alterations to fencing. Granted

7. ACCOUNTS –

a) Councillors considered the schedule of accounts for payment.

Councillor Hird explained that it was condition of the Dulas contract that 50% should be paid at the start of the contract but he had negotiated a 25% deposit instead. This could be reclaimed from LCBP upon receiving the receipted invoice.
It was noted the Town Council had already become members of Action for Market Towns via partnership with Shropshire Council and therefore this should be deleted from the list.

It was proposed by Councillor Carroll, seconded by Councillor Wright and duly resolved that the accounts listed below be approved and the authorised signatories be instructed to sign the cheques

Salaries	£ 1,756.68
B.C. Public Hall Committee, public consultation	£ 75.00
BCHRC – printing, display and meeting for Town Hall Partnership	£ 212.87
Petra Bindloss – Gardening maintenance for February 2010	£ 100.00
E.S.W.S – Centre usage including copying of Town Plan and Newsletter	£ 250.67
E.S.W. S – Website hosting	£ 235.00
V&W Electrics	£ 76.76
Mr Jameson – safety hoop for loft ladder	£ 132.00
Mr B Nottingham – relief Toilet Attendant	£ 36.35
BT – internet services	£ 112.77
Dulas Ltd (25% deposit for PV Cells as per contract requirement)	£ 4,715.50
Diane Malley – mileage and postage expenses	£ 37.13

The Mayor, Councillors Carroll and Farr then left the room. Councillor Dr Penney proposed that the expenses listed below be approved and the authorised signatories be instructed to sign the cheques. Seconded by Councillor Hird and duly resolved.

Councillor's Expenses	
Councillor Pinches – mileage for Farmer's Market signs & Shirehall	£38.85
Councillor Carroll – mileage for Shirehall	£28.85
Councillor Farr – mileage for Shirehall	£28.85

b) It was proposed by Councillor Dr Penney, seconded by Councillor Furber, and duly resolved to approve the bank transfer of £5,500 from the Money Manager Account to the Community Account.

8. SHROPSHIRE CHARTER
It was proposed by Councillor Gaffney to support the Shropshire Charter and commit to sign it at the appropriate time. Seconded by Councillor Wright and duly resolved.

9. TO ADJOURN THE MEETING TO ALLOW FOR PUBLIC DISCUSSION
It was proposed by Councillor Wright, seconded by Councillor Hird and duly resolved to close the meeting at 8.35 p.m. to allow public discussion. Councillor Gaffney abbreviated the contents of a draft letter intended for the Leader and Chief Executive of Shropshire Council regarding a 99 year lease of the Business Park. (Appended to the minutes). It was felt that a Care Farm could be incorporated into the proposals. The moral obligation to Mr Sankey was discussed and it was thought that he may be able to be accommodated.

Mr Steven Levers stated he was interested in investment opportunities in Bishop's Castle but would not wish to bid against the Town Council. He asked if the council could push against the deadline of 7th May.

It was noted that for the proposal outlined in the letter would not require a great deal of infrastructure.
The meeting was re-adjourned at 8.52 p.m.

10. BUSINESS PARK

a) It was proposed by Councillor Wright, seconded by Councillor Dr Penney and duly resolved to send the letter with the following amendments:

- the letter to include the Care Farm which would employ people and vulnerable people;
- such development of the land would not need complicated infrastructure.
- A request to extend the deadline to a workable time frame

b) Although attempts have been made to discuss expectations for a 99 year lease, a meeting had not yet been held.

11. PUBLIC HALL

It was noted that members of the Town Council could not volunteer to become Committee Members of the Public Hall. Grant Perry, the President of the Public Hall, is going to undertake publicity for the hall. This is to be brought back to the next agenda.

12. GREEN AREAS GROUND MAINTENANCE

It was questioned if the Kings Head garden should be included in the budget as it is private land even though there is a public right of way through the car park.

Councillor Gaffney proposed, seconded by Councillor Farr, and duly resolved to accept the budget for the grounds maintenance subject to checking if the maintenance of the Kings Head garden has previously been approved in the minutes. If it has not been approved then the Kings Head garden is to be excluded from the budget.

13. TOWN CRIER'S UNIFORM

The Town Crier is competing in a Town Crier's World competition and has sought publicity for a new uniform, he also requires a letter from the Town Council to introduce the town.

It was proposed by Councillor Hird to make a donation of £1,000 towards the uniform. Seconded by Councillor Dr Penney.
Councillor Carroll proposed an amendment to put a ceiling of £500 and to give the Town Crier the letter he requires. The amendment was seconded by Councillor Stanley.

There were seven votes for the amendment and three votes for the proposal for £1,000. The amended proposal of a ceiling of £500 was duly resolved.

14. REPORTS FROM MEETING ATTENDED

a) Councillors Carroll, Farr, Hird and Wright reported on the training they attended on Personnel Management and the Power of Well Being. Areas to be considered were a sub-committee to act as an appeals committee; the need for terms of reference; and the need for personnel records to be locked away and computers to be password protected. There should be a procedure in place for the staffing committee to access these records in an emergency.

The Power of Well Being would allow the Town Council to do anything legal for the benefit of its residents even outside the parish area. It is a requirement for 80% of Councillors to be trained in the Power of Well Being and the Clerk must have passed that module in CiLCA. It was proposed by Councillor Carroll, seconded by Councillor Stanley and duly resolved to ask the clerk to liaise with other nearby councils and request SALC provide a training session for it.

b) The Mayor, Deputy Mayor and Clerk attended a General Finance Clinic. Topics covered were VAT; Cost shunting, voting on expenses; payments other than by cheque and members involvement in internal controls. Councillor Carroll proposed that Councillors Farr and Furber take responsibility for internal control test checks and checking the bank reconciliation statements. Seconded by Councillor Gaffney and duly resolved.

c) At the SpArC Scrutiny Panel meeting it was agreed to strengthen the advisory committee. Shropshire Council will be asked to consider a 3 – 5 year budget for Teme Leisure to assist in forward planning. There will an experiment of 6 months to open SpArC on a Sunday afternoon between 3 pm and 7 pm.

d) Bishop's Castle Community Land Trust has obtained a grant from the Homes and Community Agency to build affordable homes at the rear of the Kings Head. Shropshire Council has promised some funds and more needs to be raised locally. It is believed the houses should be built over the forthcoming year.

15. USE OF PLAYING FIELDS BY A.M.P.

About Music Project wish to run an all day event in the playing fields on 24th July. The organisation have their own insurance and have applied for licences. There will be a refreshments tent and stage area, the young people providing the entertainment are all aged between 11 – 16years. It was proposed by Councillor Dr Penney, seconded by Councillor Holton and duly resolved to allow A.M.P. use of the playing fields on condition they have appropriate insurance for the event.

16. HEALTH AND SAFETY FOR CLOCK WINDING

It was proposed by Councillor Carroll to approve the Health and Safety Document for the clock winders. Seconded by Councillor Dr Penney and duly resolved.

17. REVIEW THE RATES OF THE TOWN HALL FOR CHARITIES

It was agreed there should not be a blanket reduced rate for charities because it would need to be considered further of who would qualify as a charity. It was proposed by Councillor Hird, seconded by Councillor Wright and duly resolved to allow Severn Hospice the use of the Town Hall for a two day books sale for £39.

18. CORRESPONDENCE

- Junction of the Boars Head. The clerk was asked to write to Highways to request a review of the safety of the junction and to repaint the white lines in the area which are worn. The clerk is to advise Ms Bravistock of the action taken.
- Request for bench in the park. The clerk is to ask what advice Ms Bravistock is required and confirm location.
- Cones for Carnival Committee. The clerk is to pass the letter on to the Festival's Officer.
- Fire Engines in the town. The letter was noted.

19. EXCLUDE MEMBERS OF THE PRESS AND PUBLIC

It was proposed by Councillor Gaffney, seconded by Councillor Magill and duly resolved to exclude members of the press and public due to the confidential nature of the business to be transacted.

20. CLERK'S WORKING HOURS

It was proposed by Councillor Hird, seconded by Councillor Wright and duly resolved to increase the clerk's working hours to 30 hours for one week.

21. EXTEND THE MEETING

It was proposed by Councillor Wright, seconded by Councillor Dr Penney and duly resolved to extend the meeting by ten minutes to conclude the business to be transacted.

22. MAINTENANCE AND GARDENING OF THE PLAYING FIELDS

Councillor Carroll left the room

It was proposed by Councillor Gaffney, seconded by Councillor Magill and duly resolved to appoint Clive Pritchard to carry out the maintenance of the playing fields and Alan Jones to carry out the gardening including an initial tidy up of the playing fields.

Councillor Carroll returned to the room.

23. PURCHASE OR LEASE OF A PHOTOCOPIER

It was proposed by Councillor Wright, seconded by Councillor Stanley and duly resolved to authorise the clerk to obtain a photocopier. It was recommended to purchase a reconditioned coloured A3 photocopier.

24. HIGH LEVEL WORKS TO THE TOWN HALL

- A summary of contractors who had submitted tenders was noted.
- It was proposed by Councillor Carroll to accept the clerk's advice to instruct Mr Napier to inspect the roof of the scaffolding had been erected and if the roof needs to be replaced then this should be awarded to South Shropshire Roofing. Mr Morris of South Shropshire Roofing should be invited to the office for a discussion. Seconded by Councillor Wright and duly resolved

There being no further business the mayor closed the meeting at 10.10 p.m.

Signed Date

Bishop's Castle Annual Town Meeting

4th May 2010

MINUTES OF BISHOP'S CASTLE ANNUAL TOWN MEETING HELD ON TUESDAY 4th MAY 2010 8.00PM IN THE TOWN HALL

PRESENT: Councillor Keith Pinches, Mayor, in the Chair.

Councillors: J. Carroll, M. Furber, J. Gaffney, N. Hird, M. Holton, J Magill, Dr St.J. Penney, M. Stanley and R.D. Wright. Also present were 14 members of the public, Unitary Councillor Peter Phillips, Police Sgt Graham Preece, PC Nick Williams and a member of the press.

In attendance: Mrs D. Malley, Town Clerk.

- TO RECEIVE APOLOGIES

Apologies received from Councillor J.W. Morris

- TO AGREE THE MINUTES FROM THE ANNUAL TOWN MEETING DATED 7TH APRIL 2009.

It was proposed by Councillor Wright, seconded by Councillor Dr Penney and duly resolved to agree the minutes of the annual Town Meeting dated 7th April 2009.

- MATTERS ARISING FROM ANNUAL TOWN MEETING ON THE 7TH APRIL 2009.
- There is no firm news on the Wintles development, only rumours over a new firm taking over.
- Even though there have been 6 site visits over a period of 5 years with officers from Highways regarding the removal of the yellow lines, the matter has still not been resolved. The officer dealing has stated he is putting proposed plans to the Cabinet Member in March but so far nothing has been reported to the Town Council

- POLICING IN THE TOWN

PC Nick Williams gave a report of crimes recorded over the last 12 months in the town and surrounding areas which totalled 91 offences. There are other incidents such as speeding near to the Doctor's surgery which will be the subject of speed enforcement in due course.

In partnership with Shropshire Council there are initiatives coming up over the summer months to target young people from the age of 11 years and upward. The initiatives include football, driving lessons, mechanics and demonstrations at the fire station.

The police have adjusted their hours to provide extra cover later in the evenings and at weekends. There will also be a new Special Constable working in the area.

Rural watch was an initiative starting 2 years ago which has now been rolled out force wide. The scheme can be joined on-line or by contacting the local police station.

Sgt Preece reported the number of Sergeants in the area will be increased next month. There is a new policing pledge to deal with victims more professionally. There have been a number of new initiatives from his officers which he is proud of, these are a credit to the officers involved.

Questions of the officers included:

- the difference between incidents and crimes. Incidents can include speeding and anti-social behaviour which incorporates parking, rowdy behaviour, nuisances, fireworks, malicious telephone calls. Incidents can be seen in your area by logging on to the West Mercia web site crime mapper and putting in your postcode.
- Why was the 4x4 vehicle taken away in the snow? The vehicle had been sent to Bridgnorth which is stationed 24 hours a day and had not got access to their own 4x4 vehicle. Bishops Castle was covered by Ludlow's 4x4 vehicle at this time.
- Any noise can be a nuisance, it doesn't have to be after 11.00 pm, this is an Environmental Health problem but can also be anti-social behaviour.

The officers were thanked for attending the meeting and left.

- CONSIDERATION FOR FUTURE DEVELOPMENT

Maps of the town showing areas which are under consideration for future development were handed out. Residents were asked to make any comments to the Town Clerk before the next council meeting on 25th May. There is also a Local Joint Committee meeting on 20th May where a planning officer will be present.

- REPORT FROM COUNCILLOR PHILLIPS

Councillor Phillips reported he was pleased to be shoulder to shoulder with the Town Council on most issues in the town. Members of the Town Council have been to a number of meetings at Shropshire Council recently.

- It has been a difficult year with the new Shropshire Council
- He was correct regarding the issues raised about SpArC however by the time the scrutiny panel had met most of the issues raised had been corrected.
- There had been workshops not let at Enterprise House, however the lease is now being paid.
- Regarding the land for sale at the business park, it is believed Shropshire Council will not sell to the Biomass and there could be an extended lease for the allotment site and bike track.
- The community skips have been lost. The petition for their retention was signed by 705 people., it is disappointing that Shropshire Council have broken their promise.
- There is a working party looking at Meals on Wheels
- There is a working party looking at the mobile library
- The electricity pole on The Wintles has now been moved 6 years after the first request

- TO RECEIVE QUESTIONS AND COMMENTS FROM ELECTORS

- When there is an event on in the playing fields there is inconsiderate parking in Grange Road. Drivers block the footpaths and carers can't park near to the elderly persons homes. The clerk was asked to write to the police.
- There are too many street lights in Union Street. If the scheme is reviewed can the public be consulted? It was reported that lighting schemes have to be to the standard of Shropshire Council. The latest equipment is lower energy and more downward facing lamps. It was also reported that the Town Council receives more complaints about the lights being out than those of lights being too bright.
- There was a report of street lights not working in Kerry Road towards the church. All street lighting issues can be reported to the clerk or a councillor.

There being no further business, the meeting closed at 8.35 pm.

Signed
Mayor of Bishop's Castle

Bishop's Castle Town Council Meeting Minutes 20 July 2010

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL HELD IN THE TOWN HALL ON TUESDAY 20th JULY 2010 AT 8.00PM

PRESENT Councillor J.M Carroll, Deputy Mayor, in the Chair.
Councillors: S. Farr, N. Hird, M. E. Holton, Dr St J Penney and R.D. Wright.
In attendance: Mrs D J Malley (Town Clerk)

83.10/11. APOLOGIES FOR ABSENCE.

Councillor K.E.C.Pinches recovering from an operation, Councillor M. Furber working, Councillor J. Gaffney attending another meeting, Councillor J Magill due to illness and Councillor W. J Morris working.

84.10/11. DECLARATION OF INTEREST

Councillor Hird declared personal interests in item 14 as he is a volunteer for the Farmer's Market, item 16 as he has worked with the town clerk on the electricity tariffs.
Councillor Dr Penney declared a personal interest in item 7c) report on planning applications as he is a relative of the applicant.
Councillor Carroll declared a personal interest in item 4 as she lives and has a business within the parking restricted zone.
Councillor Hird declared a prejudicial interest in item 8b as he has expenses for payment.
Councillor Carroll declared a prejudicial interest in item 8b as she has expenses for payment.

85.10/11.APPROVAL OF THE MINUTES OF THE MEETING HELD ON 22TH JUNE 2010

With the insertion of the word 'Councillor' in front of W. J. Morris in 58.10/11, apologies for absence, it was proposed by Councillor Wright, seconded by Councillor Hird and duly resolved that the minutes of the Town Council meeting held on 22nd June 2010 be signed by the Deputy Mayor as a true record.

86.10/11 ACCEPTANCE OF MINUTES OF STAFFING COMMITTEE MEETING HELD ON 29TH JUNE 2010

It was proposed by Councillor Wright, seconded by Councillor Farr and duly resolved to accept the minutes of the Staffing Committee held on 29th June 2010.

87.10/11 ALTER ORDER OF BUSINESS

It was proposed by Councillor Carroll, seconded by Councillor Farr and duly resolved to alter the order of business to allow members of the public to speak before item 4, on street waiting restrictions.

88.10/11 MEMBERS OF THE PUBLIC WISHING TO SPEAK

Miranda Stanley addressed the Town Council on the reasons why the proposals for white lines were put forward. The yellow lines are in the wrong places and the intention was to maximise free on street car parking around the town. The emergency services had been consulted and had not objected. A similar scheme had been in place in station Street and was working well.
The town did not want double yellow lines and residents will ignore parking boxes. Mrs Stanley asked Mr Glyn Shaw from Shropshire Council if he could give one good reason why the white line scheme could not be trialled.

89.10/11 ON STREET WAITING RESTRICTIONS

Mr Glyn Shaw, an officer from Shropshire Council Highways, spoke regarding restricted parking zones. He stated the plan sent to the town council was for discussion and is not written in tablets of stone. The advantage of the zone is that it is less visually intrusive to an historic market town such as Bishop's Castle. If the town council wished to progress the scheme then it would need to be approved by the Department of Transport. An allowance of 5 metres is allowed for each vehicle and the parking bays do not have to be sub-divided into individual parking bays. It is possible to have different parking restrictions in different areas but this will mean more signage. The current proposal was drawn up with an officer from Mouchel following a site visit where the existing passing bays and drives were taken into account.

In answer to the points raised by Mrs Stanley, there had been an objection received from the Police Liaison officer regarding the white line scheme because there would be a need to prove the offence of obstruction to police it.

There would be a risk if the amount of parking available in the town was reduced then there could be migration into surrounding roads.

It was proposed by Councillor Dr Penney, seconded by Councillor Wright and duly resolved to form a working party to investigate the scheme further. Any future proposal will be in a future newsletter. Mr Shaw was thanked for attending the meeting.

90.10/11 MATTERS ARISING

1. The paint work at the Boar's Head junction will be refreshed with minor alterations to the lines to improve visibility.
2. Kennels Bank crossroads: Councillor Wright proposed the town council write to request the white lines are refreshed at the junction together with a hatch box on the main carriageway. Seconded by Councillor Dr Penney and resolved
3. Brampton Road crossroads: It was proposed by Councillor Dr Penney, seconded by Councillor Holton and duly resolved to request Shropshire Council paint the junction area a different colour.
4. Grass cutting in Oak Meadow. The additional play area in Oak Meadow had not been included in the original tender. The contract for the additional play area has now been let to Castle Lawns.

91.10/11 TOWN AND COUNTRY PLANNING ACT

1. 10/02629/TCA Tall Trees, Church Lane - reduce height of Lawson Cypress hedge to 12ft and to re-top to previous height one Lawson cypress Tree. It was proposed by Councillor Farr, seconded by Councillor Dr Penney and resolved to make no objection.

1. It was proposed by Councillor Wright, seconded by Councillor Farr and duly resolved to delegate future applications involving trees to the clerk and the two tree wardens to respond when the comments by date falls in between meetings and the two tree wardens agree and the application is not contentious.

Reports of planning applications decisions.

10/02007/LBC - Land at The Old Surgery, Bull Lane, installation of PV cells. Listed Building Consent granted.

92.10/11 ACCOUNTS

a) Councillors considered the schedule of accounts for payment.

It was proposed by Councillor Wright, seconded by Councillor Farr and duly resolved that the accounts listed below be approved and the authorised signatories be instructed to sign the cheques

	£
Salaries	1,189.13
Andrew Wallace	24.24
Garden Rescue	400.00
Fastrack Maintenance (playing fields and Brick Meadow)	192.39
Clive Pritchard – playing field maintenance	200.50
Clive Pritchard – other ground maintenance	257.00
Churchill Office Solutions – photocopier usage (includes posters and leaflets for public meeting)	58.32
V&W Electrics	259.93
DW Cole	62.50
Npower – Street lighting	742.99
J A Nicholls – Internal Auditor	150.00
Nick Grinsell - planters	200.00
Norman Jones – Vacuum bags	6.80
Diane Malley – postage and expenses	178.37
Playsafety Limited	116.33
Dewi Howell	160.00
<i>Payments by Direct Debit</i>	
Npower – playing field	109.63
Npower – town hall	169.89
Atlantic Electric and gas – public toilets	105.11
BT	135.81

The Deputy Mayor and Councillor Hird then left the room. Councillor Farr took the Chair, Councillor Dr Penney proposed that the expenses listed below be approved and the authorised signatories be instructed to sign the cheques. Seconded by Councillor Wright and duly resolved.

Councillor J Carroll – mileage re LJC & keys cut	13.31
Councillor N Hird – mileage for markets and meeting in Shrewsbury	67.20
Councillor N Hird - payments to Farmer's market helpers	50.00
Councillor Julie Magill – mileage to meeting at Shrewsbury	28.85

The Deputy Mayor and Councillor Hird returned to the room.

93.10/11 INTERNAL AUDIT

- a) It was proposed by Councillor Wright, seconded by Councillor Farr and duly resolved to accept the Internal Auditor's report.
- b) It was proposed by Councillor Wright, seconded by Councillor Farr and duly resolved to accept the review of Internal Controls for the year ending 31 March 2010.

94.10/11 FINANCIAL MONITORING

- a) It was proposed by Councillor Farr, seconded by Councillor Wright and duly resolved to accept the 1st quarter monitoring report.
- b) It was proposed by Councillor Farr, seconded by Councillor Wright and duly resolved to accept the 1st quarter bank reconciliation statement.

95.10/11 TOWN COUNCIL REPRESENTATIVES

This item was deferred to the next meeting.

96.10/11 TEMPORARY FOOTPATH CLOSURE

It was proposed by Councillor Hird, seconded by Councillor Farr and resolved to make no objection to the temporary footpath closure behind Stone House Hospital bordering Oak Meadow.

97.10/11 EDUCATIONAL VISION AND CRITERIA REVIEW

It was proposed by Councillor Wright, seconded by Councillor Dr Penney and duly resolved to note the document.

98.10/11 PAYMENTS FOR HELPERS AT FARMERS MARKETS

It was proposed by Councillor Carroll, seconded by Councillor Hird and duly resolved to authorise the following payments to helpers at the Farmer's Markets

£10.00 per hour for those helping
£20.00 for towing trailer of stalls
Mileage for putting out the Farmer's market signs should be paid at the current approved mileage rates per mileage travelled.

99.10/11 ELECTRICITY POINT IN THE PLAYING FIELDS

It was proposed by Councillor Farr, seconded by Councillor Wright and duly resolved to delegate to the clerk to authorise the replacement of the electricity cable up to a ceiling of £500.

100.10/11 STREET LIGHT INVENTORY

It was proposed by Councillor Hird, seconded by Councillor Dr Penney and duly resolved to accept the quotation from Mouchel to draw up the street lighting inventory.

101.10/11 LAUNCH 250 AT CHURCH BARN

It was proposed by Councillor Hird, seconded by Councillor Dr Penney and duly resolved to authorise payment for the hire of the Church Barns for the 250 Launch.

102.10/11 GRANT FOR MURAL AT SWIMMING POOL

This item is to be brought to the next agenda.

103.10/11 POLICY OF SOUTH SHROPSHIRE HOUSING ASSOCIATION

It was questioned if it would be useful to the Town Council for an officer to attend the meeting. Most applications for housing are confidential and therefore specific cases cannot be discussed. It was proposed by Councillor Dr Penney, seconded by Councillor Farr and resolved to leave this item on the table.

104.10/11 REPORT ON LJC MEETING

Mr William Butler gave a presentation to the LJC meeting on Shropshire Council budgets. There will be cost cutting exercises where market towns will be offered to take over services where they can be carried out locally for less money. The business park had not been mentioned.

105.10/11 REPORTS ON MEETINGS ATTENDED

a) ESWS, there are still business units not ready for let with a waiting list for tenants wanting to let the units. It was proposed by Councillor Holton to write to Property Services at Shropshire Council to support ESWS in taking over the units to enable them to be finished. Seconded by Councillor Dr Penney and resolved.

b) Councillor Magill had attended a traveller and gypsy meeting at Shirehall. A report will be brought to the next meeting.

106.10/11 TOWN COUNCIL BLOG

It was agreed to put details regarding the unlet buildings at ESWS onto the blog.

107.10/11 CORRESPONDENCE

1. Vehicle parked in Grange Road
2. Licences for events, can Castle Land be included
3. Thank you from Carnival Committee
4. Future planning application consultations
5. Delegation of Street Trading

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108.10/11 EXCLUDE MEMBERS OF THE PRESS AND PUBLIC

It was proposed by Councillor Wright, seconded by Councillor Holton and duly resolved to exclude members of the press and public due to the confidential nature of the business to be transacted involving staffing.

109.10/11 STAFFING COMMITTEE

a) It was proposed by Councillor Farr, seconded by Councillor Wright and duly resolved to approve the Terms of reference of the Staffing Committee.

b) It was proposed by Councillor Holton, seconded by Councillor Hird and duly resolved to appoint Jade Copeland as cleaner with a probationary period of three months.

c) It was proposed by Councillor Hird, seconded by Councillor Dr Penney and duly resolved to alter the cleaners payment frequency to four weekly intervals.

d) It was proposed by Councillor Hird, seconded by Councillor Dr Penney and duly resolved to increase the clerk's hours to 35 per week for the period of one month, then adjust the hours to 30 hours per week to be reviewed in the Autumn.

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There being no further business the deputy mayor closed the meeting at 9.25 p.m.

Bishop's Castle Town Council Meeting Minutes 17th August 2010

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL HELD IN THE TOWN HALL ON TUESDAY 17th AUGUST 2010 AT 8.00PM

PRESENT Councillor K.E.C. Pinches, Mayor, in the Chair.
Councillors: J.M Carroll, S. Farr, M. Furber, J. Gaffney, N. Hird, M. E. Holton, J. Magill, P. Middleton, Dr St J Penney and R.D. Wright.
In attendance: Mrs D J Malley (Town Clerk)

The Mayor welcomed Councillor Paula Middleton to the Town Council and thanked her for attending the meeting at such short notice.

110.10/11. APOLOGIES FOR ABSENCE.

Councillor W. J Morris who had not received his agenda.

111.10/11. DECLARATION OF INTEREST

a) Declarations of Personal Interest.
Councillor Farr declared a personal interest in item 20, as his wife works for Medicott Snows.
Councillor Hird declared personal interests in item 8a as he submitted a tender for the business park; item 8b as he is the treasurer of the Bishop's Castle Group against the Biomass; item 9 as he is the Secretary to two local charities who have money invested in CCLA; item 21 as he is the Secretary to Bishop's Castle Hospital Equipment Fund; and item 23 as he has a business arrangement with Keith Phasey who has submitted a quotation for the scaffolding.
Councillor Dr Penney declared a personal interest in item 9 as he is a member of organisations with funds invested in CCLA.
Councillor Carroll declared a personal interest in item 8b as she is a Director of E.S.W.S., a partner referred to by Shropshire Council's Cabinet.
Councillor Middleton declared a personal interest in item 8b as she is a member of the Bishop's Castle Group against the Biomass.

b) Declarations of Prejudicial Interest.
Councillor Hird declared a prejudicial interest in item 7 as he has expenses for payment.

112.10/11. APPROVAL OF THE MINUTES OF THE MEETING HELD ON 20TH JULY 2010
With the following amendments: minute 84.10/11, Councillor Gaffney gave apologies as he was working; 104.10/11, correction of name to Mr Gwilliam Butler.
It was proposed by Councillor Dr Penney, seconded by Councillor Holton and duly resolved that the minutes of the Town Council meeting held on 20th July 2010 be signed by the Mayor as a true record.

113.10/11 MATTERS ARISING

- Paula Middleton has been elected on to the Town Council
- Councillor Magill had been requested by members of the public to ask the Housing Association why housing in Bishop's Castle has been prioritised to people from outside the area before local residents

114.10/11 MEMBERS OF THE PUBLIC WISHING TO SPEAK
Kate Evans addressed the Town Council on the work required to restore the Hokusai Wave mural at the swimming baths at SpArC. The estimated cost will be £3,000. Teme Leisure has promised a grant of £500 plus in kind contributions. It is intended to apply for a LJC grant of £1,000 and £1,000 is asked from the Town Council. The remaining money will be raised by fund raising.

115.10/11 ALTER ORDER OF BUSINESS
It was proposed by Councillor Carroll, seconded by Councillor Wright and duly resolved to alter the order of business to deal with item 18, grant for mural at swimming baths at this point.

116.10/10 GRANT FOR MURAL AT SWIMMING BATHS
It was proposed by Dr Penney to award a grant of £500. Councillor Wright wished to amend the proposal to award a grant of £750, seconded by Councillor Carroll. Six votes in favour of putting the amendment forward. It was duly resolved six votes for and four votes against to award a grant of £750 towards the repair and restoration of the mural at the swimming baths.

117.10/11 MEMBERS OF THE PUBLIC WISHING TO SPEAK
Dr Adrian Penney reported the works to the Community Hospital will soon be completed and will be opening in the Spring. Dr Adrian Penney invited the Mayor and Councillors to attend an event at 11.30 am Thursday 16th September 2010.

118.10/11 TOWN AND COUNTRY PLANNING ACT

- 10/01695/LBC - The Old Vicarage, Church Lane. Internal and external alterations in connection with replacement of various windows affecting a Grade II Listed Building. It was proposed by Councillor Dr Penney, seconded by Councillor Carroll and resolved to make no objection.

Reports of planning applications decisions.

10//01945/FUL Hillcrest, Station Street – formation of vehicular access. Permission granted.

119.10/11 ACCOUNTS

a) Councillors considered the schedule of accounts for payment. Councillor Dr Penney raised a concern that only invoices listed on the agenda should be paid.

It was proposed by Councillor Carroll, seconded by Councillor Gaffney and duly resolved that the accounts listed below be approved and the authorised signatories be instructed to sign the cheques. In addition letters should be sent to Petra Bindloss and E.S.W.S. giving them dates for submission of future invoices and the Town Council should not leave itself open to incur penalties or administration charges for not complying with terms for accounts.

Salaries	£	1,546.43
Andrew Wallace		24.24
Fastrack Maintenance		339.27
Clive Pritchard – playing field maintenance		200.50
Clive Pritchard – other ground maintenance		105.00
Mouchel		1,909.38
Village ~Outreach		9.00
Diane Malley – mileage		12.02
Farmer's Market		
Jim Pratt		10.00
Paul Lucas		10.00
ESWS		49.60
Petra Bindloss		400.00

Councillor Hird then left the room. Councillor Gaffney proposed that the expenses listed below be approved and the authorised signatories be instructed to sign the cheques. Seconded by Councillor Magill and duly resolved.

Councillor N Hird – mileage for markets 11.40

Councillor Hird returned to the room.

120.10/11 BUSINESS PARK

a) It was proposed by Councillor Carroll to carry on talks with Shropshire Council as per the Cabinet decision reached regarding the Town Council and its partners investigating the potential for comprehensive development to meet the objectives of the sustainable Community Strategy. Councillor Carroll reported the partners have indicated they will discuss the matter further. Councillor Gaffney wished to add an amendment to include a representative of the Allotment Society. The amendment was accepted by Councillor Carroll, seconded by Councillor Dr Penney and duly resolved.

b) The Cabinet decision has been called into Scrutiny as the decision is not in accordance with policy of Community Sustainability. A scrutiny meeting will be held at SpArC during early September.
It was proposed by Councillor Holton, seconded by Councillor Dr Penney and duly resolved to write a letter to the Chief Executive, the leader of the Council and the leaders of appropriate Committees highlighting the Town Council's dismay at the decision regarding the Biomass despite all the representations against the Biomass.

121.94.10/11 INVESTMENT OF TOWN COUNCIL FUNDS
This item was deferred until the next meeting to enable further information to be obtained.

122.10/11 DIGITISING THE FIRST BOROUGH MINUTE BOOK
It was proposed by Councillor Holton, seconded by Councillor Carroll and duly resolved to agree to the digitising of the first Borough minute book.

123.10/11 TOWN COUNCIL REPRESENTATIVES
a) Councillor Hird proposed Councillor Pinches as Town Council Representative on the Board of Directors for E.S.W.S.. Seconded by Councillor Dr Penney and resolved.

b) Councillor Carroll proposed Councillor Gaffney to attend the LJC pre meeting on 28th September, seconded by Councillor Gaffney and resolved.

124.10/11 DELEGATION OF STREET TRADING TO TOWN COUNCIL
It was proposed by Councillor Gaffney, seconded by Councillor Wright and resolved to accept all powers and delegations under Section 3 and Schedule 4 of Local Government (Miscellaneous Provisions) Act 1982 – Street Trading.

125.10/11 ON STREET WAITING
It was proposed by Councillor Wright, seconded by Councillor Gaffney and duly resolved to accept the recommendations of the working group, (notes appended to these minutes).
In addition it was proposed by Councillor Dr Penney, seconded by Councillor Carroll and duly resolved to amend the wording on the parking notice to

'YOU ARE PARKING IN AN OBSTRUCTIVE POSITION. THIS IS INCONSIDERATE TO DRIVERS AND/OR PEDESTRIANS. IF THE VEHICLE IS SEEN IN THIS POSITION AGAIN YOUR NUMBER COULD BE GIVEN TO THE POLICE.'

126.10/11 CONSULTATION ON DRAFT SHROPSHIRE PARKING STRATEGY
It was proposed by Councillor Gaffney, seconded by Councillor Dr Penney and duly resolved to make the following comments;

- The current system of free on and off street parking works well within Bishop's Castle.
- The Town Council would not wish to see any interference with the system and would vehemently oppose any proposal to introduce charges for either on or off street parking.
- The Town Council questions the logic of lumping towns together and believes Shropshire Council should be working with Town Councils to implement any charges that is appropriate to each individual town and is accordance of that Town Council's wishes. All towns should be dealt with independently as they all have their own identity and distinctive places.
- A uniform strategy does not suit Bishop's Castle

127.10/11 FUTURE CONSULTATION ON PLANNING APPLICATIONS
It was proposed by Councillor Farr, seconded by Councillor Penney and duly resolved to request paper copies of plans are continued to be sent.

128.10/11 TOWN HALL RENOVATION REPORT
a) The report from the project officers was noted.
b) It was proposed by Councillor Hird, seconded by Councillor Gaffney and duly resolved request further information regarding Building Preservation Trusts from Colin Richards.

129.10/11 R.O.S.P.A. PLAY AREA INSPECTION REPORT
The summary of the play inspection was noted. It was proposed by Councillor Farr, seconded by Councillor Carroll and duly resolved that all repairs should be carried out by suitably qualified play equipment maintenance people.

130.10/11 FORMATION OF D.D.P FOR TOURISM STRATEGY
It was proposed by Councillor Dr Penney to respond option 1, to receive minutes and updates by email. Seconded by Councillor Gaffney and resolved.

131.10/11 PROVISION OF LEGAL AID IN BISHOP'S CASTLE
It was proposed by Councillor Gaffney, seconded by Councillor Hird and resolved to write to the Department of Justice regarding the provision of legal aid in and surrounding Bishop's Castle.

132.10/11 LETTER FROM C.E.O. SHROPSHIRE P.C.T.
There was some discussion regarding the new body and how it affects the General Practice. It was proposed by Councillor Hird, seconded by Councillor Dr Penney and resolved to write and thank Jo Chambers for her letter and ask her to keep us updated.

133.10/11 BRITISH TOWN CRIER CHAMPIONSHIPS
It was proposed by Councillor Carroll, seconded by Councillor Hird and resolved to write to congratulate Mike Shanahan on his success in the British Town Crier Championships.

134.10/11 SCAFFOLDING AT THE TOWN HALL
The date of 6th September for the erection of the scaffolding had been agreed a recent site meeting between contractors, Peter Napier, the Mayor, Deputy Mayor, Councillor Morris and the Town Clerk. During late afternoon the principle contractor met with Steven Birmingham, the Shropshire Council officer dealing with road closures and scaffolding. Mr Birmingham had indicated to the principle contractor that traffic lights would be required for the scaffolding and he had concerns regarding the effect the scaffolding would have on the Michealmas Fair and the Road Closure associated with it. He had recommended to the Principle Contractor that the scaffolding is not erected until 20th September. This will put the grant from Low Carbon Buildings Programme for the PV cells at risk because the grant needs to be claimed by 5th October. Councillor Hird reported that if this grant is not claimed then the Town Council could claim the higher feed in tariff which may be more cost effective in the long run.

It was proposed by Councillor Carroll, seconded by Councillor Dr Penney and resolved to speak to the Michealmas Fair Committee and delegate to the Clerk arrange a compromise.

Councillor Dr Penney asked if Mr and Mrs Stanley had sought permission to place scaffolding on Town Council property, i.e. the roof and area in front of the door, and asked how long the scaffolding will be in place and will it affect the scaffolding required for the Town Hall. It was reported that Mr and Mrs Stanley had informed members of the Council and the Town Clerk that the scaffolding would be required during a site meeting to discuss the trading position outside the Town Hall. The Principle Contractor for the high level works had confirmed the scaffolding would not interfere with the scaffolding required for the Town Hall. Councillor Dr Penney stated that scaffolding should never be placed on Town Council property without permission again.

135.10/11 REPORTS ON MEETINGS ATTENDED
a) The site meeting with contractors for high level works had been positive. A provisional date had been set to commence work on 6th September with South Shropshire Roofing starting on 20th September.

136.10/11 TOWN COUNCIL BLOG

It was agreed to put details of;

- the provision of legal aid
- fund raising for the repair and restoration of the mural at the swimming pool
- the work on the roof of the Town Hall is imminent

Councillors were requested to look and comment on the blog

13.10/11 CORRESPONDENCE

a) Shropshire Hills, guidance of duty of public bodies to statutory landmarks designations
b) Letter regarding hours worked at playing fields – the clerk is to respond
c) Shropshire Council Community Tree Scheme, the tree wardens will co-ordinate this
d) Community Fund Grant – an offer of £30,000 has been made
e) Jonathan Hopkinson would like to give a short presentation on Homestart to the Town Council. This is to be put onto a future agenda.
f) Trips hazard in Church Street, Shropshire Council ask if we would like to base of a flower planter to be removed.

There being no further business the deputy mayor closed the meeting at 9.44 p.m.

Signed Date

Notes from Bishop's Castle Town Council Working Group Meeting on August 3rd 2010 at 5.30p.m., at the Town Hall to discuss the proposed "Parking Restricted Zone".
Glyn Shaw of Shropshire Council Highways had attended the Town Council meeting on July 20 to put forward for discussion a proposed "Parking Restricted Zone" for the town centre and Welsh St.
Present: Jane Carroll (taking notes), St. John Penny, Mary Holton, mayor Keith Pinches, Steve Farr, Jock Wright.
Town Council's aims for the town centre:

- To allow as many people as possible to park to shop.
- To maximize parking space.
- To prevent parking causing obstructions.
- To get rid of yellow lines and posts at the top of town.
- To keep any sort of traffic wardens out of the town.

Councillors agreed unanimously that the final aim was the most important and overriding one. Therefore they proposed to put the following recommendations to the Town Council meeting on August17th.

- That the council that Shropshire Council Highways for their work in preparing the "Restricted Parking Zone" scheme but reject it completely on the grounds that it would bring traffic wardens into Bishop's Castle.
- That the council believes town councillors and the residents of Bishop's Castle are capable of organising parking in the town centre to meet the council's first 4 aims.
- That the council asks Shropshire Council to divert the £27,500 which would have been spent on the scheme a highway improvement the town wants – such as the extension of the 30 mph limit to include the Community College cross roads.
- That the council asks for permission to put short white lines in Market Square and High St. where drivers sometimes cause obstruction inadvertently. As these have no legal basis, the council sees no reason why it can't white line in these places.
- That the council regrets that by rejecting this scheme it will not be able to rid the town of the redundant, ugly and confusing yellow lines and posts at the top of town but asks Shropshire Council highways not to re-paint these.
- That the council looks at the wording of the notices that councillors can put on cars incorrectly parked to bring them up to date, decide where they can be used and to urge all councillors to use them

Bishop's Castle Town Council Meeting

Minutes 14th September 2010

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL HELD IN THE TOWN HALL ON TUESDAY 14th SEPTEMBER 2010 AT 8.00PM

PRESENT Councillor K.E.C. Pinches, Mayor, in the Chair.

Councillors: J.M Carroll, S. Farr, M. Furber, J. Gaffney, N. Hird, M. E. Holton, J. Magill, P. Middleton, W. J Morris, Dr St J Penney and R.D. Wright.
In attendance: Mrs D J Malley (Town Clerk)

138.10/11. APOLOGIES FOR ABSENCE.

No apologies were received

139.10/11. DECLARATION OF INTEREST

a) Declarations of Personal Interest.

Councillor Dr Penney declared a personal interest in item 14 as he is a member of organisations with funds invested in CCLA
Councillor Hird declared personal interests in item 4a)i) as he submitted a tender for the business park; item 8 a) and 8b) as has been dealing with the PV solar panels; item 14 as he is the Secretary to two local charities who have money invested in CCLA.
Councillor Middleton declared a personal interest in item 4a) as she is a member of the Bishop's Castle Group against the Biomass.
Councillor Holton declared a personal interest in item 14 as she is a member of an organisation with funds invested in CCLA

b) Declarations of Prejudicial Interest.

Councillor Pinches declared a prejudicial interest in item 7 as he has expenses for payment.

140.10/11.APPROVAL OF THE MINUTES OF THE MEETING HELD ON 17TH AUGUST 2010

It was proposed by Councillor Dr Penney, seconded by Councillor Wright and duly resolved that the minutes of the Town Council meeting held on 17th August 2010 be signed by the Mayor as a true record.

141.10/11 MATTERS ARISING

- **Business Park.** It would not be known until after the Scrutiny Panel meeting what area of land on the business park is to be discussed further.
- **On Street Waiting.** The response from Shropshire Council was noted.

142.10/11 MEMBERS OF THE PUBLIC WISHING TO SPEAK

Mr Howard Dartnall addressed the Council regarding the lane running between Welsh Street and Salop Street which had been blocked with bollards to prevent vehicular access. The bollards also prevent access to delivery vehicles and emergency vehicles. Right of access over the lane is listed on Mr Dartnall's deeds. Mr Dartnall has been unable to speak with the new owners of the Castle Hotel even though he has attempted to do so.

143.10/11 ALTER ORDER OF BUSINESS

It was proposed by Councillor Carroll, seconded by Councillor Wright and duly resolved to alter the order of business to deal with item 24f) other correspondence at this point.

144.10/11 LANE RUNNING FROM WELSH STREET TO SALOP STREET

It was reported that confirmation had been received that the lane is a designated footpath and therefore without the deeds giving permission of vehicular access, the vehicular access would not be permitted. It was proposed by Councillor Carroll, seconded by Councillor Furber and resolved to write to Jean Jones at Shropshire Council to request the lane be re-designated as a matter of urgency as a by-way open to traffic. The owners of the hotel should also be informed of the difficulty the bollards are causing.

145.10/11 TOWN AND COUNTRY PLANNING ACT

- 10/03033/LBC 54 Church Street, external alterations in connection with replacement windows affecting a Grade II listed building. It was proposed by Councillor Wright, seconded by Councillor Farr and resolved to make no objection.

Reports of planning applications decisions.

10/01695/LBC - The Old Vicarage, Church Lane. Internal and external alterations in connection with replacement of various windows affecting a Grade II Listed Building. Refused.

144.10/11 ACCOUNTS

a) It was proposed by Councillor Carroll, seconded by Councillor Gaffney and duly resolved that the accounts listed below be approved and the authorised signatories be instructed to sign the cheques. With regards to the invoice from Severn Trent Water, the matter was delegated to the clerk in consultation with the Mayor to query the invoice and authorisation to pay the invoice upon being satisfied it is correct.

	£
Salaries and Inland Revenue	2,779.46
Andrew Wallace	24.24
Fastrack Maintenance	192.39
Clive Pritchard – playing field maintenance	200.50
Clive Pritchard – other ground maintenance	112.00
Petra Bindloss – gardening in playing field	400.00
COS NW Ltd – photocopier usage/lease	107.73
Diane Malley – expenses postage & cable protector for FM	93.08
V&W Electrics Ltd	78.96
Jane Petals & Gifts – polish	15.00
Domestic General Insulation Ltd	565.16
BT Internet Services	112.76
Mouchel – street lighting inventory	1,321.88
Farmer's Market	
Jim Pratt	10.00
Paul Lucas	10.00
Severn Trent Ltd – to be queried	847.79

The Mayor then left the room. Councillor Wright proposed that the expenses listed below be approved and the authorised signatories be instructed to sign the cheques. Seconded by Councillor Magill and duly resolved.

Councillor K Pinches – mileage for markets 10.82

The Mayor returned to the room.

146.10/11 PV SOLAR PANELS

a) It was reported that an extension had been received from LCBP to 5th November 2010.

b) It was reported that a decision was yet to be made if the Town Council could reclaim the LCBP and CSEP grant and apply for the Feed in Tariff scheme, Councillor Hird thought it was most unlikely the Town Council could do both. It was confirmed that there had been a calculation by DULAS who had reduced the amount of electricity to be generated in their calculations to allow for the shadow of the bell tower and therefore the amounts put forward for consideration were realistic figures. Also DULAS had offered a lower contract if the FIT scheme was applied for. The reduction is achievable due to the PV cells being more widely available now than when the contract was originally offered.

Concerns were raised that although the Town Council will be better off in the long run, not claiming the grant would mean the council would have to spend the earmarked reserves for the Town Hall renovation project on the PV Solar Panel project which would reduce the amount of cash available to match fund the main refurbishment project.

The Government had guaranteed the Feed in Tariff for 25 years which would be directly linked to the RPI. The projection would be that the capital expenditure would be paid back in year 8.

Councillor Gaffney asked if the cash lost by not claiming the grants could be put back over the next two budgets. Councillor Farr asked if the energy provider had confirmed they will pay the Feed in Tariff.

Councillor Gaffney proposed that subject to confirmation that the energy company will pay the Feed in Tariff, and confirmation of the reduced DULAS contract and if the grants will be unable to be claimed; that the Town Council forgo the LCBP and CSEP grants, the Town Council pay the remainder of the costs from reserves and the Feed in Tariff is claimed. Seconded by Councillor Hird. Ten votes for and two abstained.

147.94.10/11 FUTURE SPEAKERS AT TOWN COUNCIL MEETINGS

It was proposed by Councillor Wright, seconded by Councillor Dr Penney and resolved to invite both Colin Richards and Jonathon Hopkinson to speak at future Town Council meetings, Colin Richards should be invited first.

148.10/11 SHROPSHIRE COUNCIL REGENERATION PROSPECTUS

It was agreed that Councillors Pinches (The Mayor), Holton, Dr Penney and Farr would attend the workshop.

149.10/11 TOWN COUNCIL ENTERTAINMENT LICENCES

It was proposed by Councillor Wright, seconded by Councillor Carroll to apply for a variation in the conditions to the Entertainment Licences as per the information report previously circulated.

150.10/11 SHROPSHIRE COUNCIL'S LDF CORE STRATEGY HEARING

The information regarding the hearing was noted

151.10/11 POWER OF WELL BEING

It was proposed by Councillor Carroll to suggest a training session on a Tuesday evening, not on a Town Council meeting date from late October onwards. A date of 26th October was put forward. Seconded by Councillor Holton and resolve.

152.10/11 INVESTMENT OF TOWN COUNCIL FUNDS

It was proposed by Councillor Carroll, seconded by Councillor Dr Penney and duly resolved to Invest £50,000 in the CCLA Trust Fund then delegate to the clerk to invest another suitable amount in one of the major bank's bond for a period of two years.

153.10/11 LOCATION OF THE HORSE TROUGH

It was noted it had been previously established that the horse trough was poorly positioned and currently filled with rubbish. The Auction Yard staff are happy for it to be moved and accept the horse trough is the property of the Town Council. It was agreed that some thought is given to a suitable location for the horse trough and the method of how the horse trough is to be removed is considered. This item will be brought back to a future meeting in due course.

154.10/11 REVIEW OF STANDING ORDERS

This item is to be deferred until the next meeting.

155.10/11 STATEMENT OF COMMUNITY INVOLVEMENT

Councillor Wright commented that the document referred to giving town and parish councils more responsibility in making the public aware of contentious planning applications and questioned how this could be achieved. Councillor Gaffney proposed a response included that in return for making the public aware of contentious planning applications, Shropshire Council undertake to take more notice of Town Council comments.

156.10/11 SURFACE WATER MANAGEMENT – INTERIM GUIDANCE FOR DEVELOPERS

The consultation document was noted.

157.10/11 REFERENDUMS TO VETO EXCESSIVE COUNCIL TAX INCREASES

It was proposed by Councillor Carroll, seconded by Councillor Gaffney and resolved to write in response of this consultation to state that referendums would be unsuitable for Town and Parish Councils.

158.10/11 WORK IN THE PLAYING FIELDS

The contents of a letter received from Julie Burgill was reported to the town council. Councillor Farr clarified that the contractor carried out 10 hours per week on all the beds and not just the bed in question. Councillor Carroll confirmed that prior to Petra Bindloss taking on this work Alan Jones had reported the bed is unworkable because it is so overgrown. His suggestion was to clear the whole bed out in the Autumn and replant the plants. Petra Bindloss had agreed this course of action also but in the meantime had been carrying out limited work to prevent the bindweed creeping towards the back.

159.10/11 RADNORSHIRE HEALTHY FRIENDSHIPS BEFRIENDING SCHEME

It was proposed by Councillor Dr Penney seconded by Councillor Wright and resolved to write to support this charity.

160.10/11 REPORTS ON MEETINGS ATTENDED

Councillors Carroll and Pinches attended a meeting at ESWS. The Business Park had been discussed. A financial report showed that ESWS is making a profit. The work units still had not been let however Shropshire Council are now paying ESWS £1,000 per month in lost rent.

161.10/11 TOWN COUNCIL BLOG

It was agreed to put details of;

- The work on the Town Hall and the Feed in Tariff

162.10/11 CORRESPONDENCE

- Consultation on Big Lottery Funding
- Shropshire Olympian Festival
- Consultation on Mobile Library Services
- Do or Die Challenge for Rural Communities
- Shropshire Council consultation events for residents for future savings on spending

Copies of the above correspondence had been put into the circulation envelope to be passed around

There being no further business the mayor closed the meeting at 9.34 p.m.

Bishop's Castle Town Council Meeting

Minutes 9th December 2010

MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL HELD IN THE TOWN HALL ON TUESDAY 9th NOVEMBER 2010 AT 8.OOPM

PRESENT Councillor K.E.C. Pinches, Mayor, in the Chair.
Councillors: J.M Carroll, S. Farr, M Furber, J. Gaffney, N. Hird, M. E. Holton, J. Magill, P. Middleton, Dr St J Penney and R.D. Wright.
In attendance: Mrs D J Malley (Town Clerk)

Prior to the start of the meeting Jonathon Hopkinson gave a presentation on Homestart, a charity who assists families with children under the age of 5. The charity provides practical support to families who are struggling due to health, mental or social problems. The organisation provides training and support to a team of volunteers who work with families for 2 hours per week over a period of time. Referrals can come in via G.P.s, health workers or by self referral.

Homestart has been running in South Shropshire for 21 years however does not have a high profile in Bishop's Castle. Mr Hopkinson wished to raise this profile in order for families who would benefit from assistance and also to ask for volunteers who wish to work with the charity. Training takes place half a day per week over a ten week period. Training can either take place at Bridgnorth or Ludlow.

201.10/11. APOLOGIES FOR ABSENCE.

Councillor Morris gave apologies as he is working. It was proposed by Councillor Carroll, seconded by Councillor Magill and resolved to accept the reason for the apology.

202.10/11. DECLARATION OF INTEREST

a) Declarations of Personal Interest.
Councillor Dr Penney declared a personal interest in item 12 as he is a Trustee to the Old Castle Land Trust.
Councillor Holton declared a personal interest in item 12 as she is a Trustee to BCHRC and the museum.
Councillor Middleton declared a personal interest in item 12 as she is a Trustee to the Old Castle Land Trust.

b) Declarations of Prejudicial Interest.
Councillors Pinches and Carroll declared a prejudicial interest in item 8 as they have expenses for payment.
Councillor Magill declared a prejudicial interest in item 12 because her husband is the Scout Group Leader.

203.10/11. APPROVAL OF THE MINUTES OF THE MEETING HELD ON 12TH OCTOBER 2010
With the amendment of clarification of 175.10/11, Councillor Hird's declaration of interest as it was on behalf of the Wasteless Society and on page 48 to make the second minute 187.10/11, 187a.10/11. It was proposed by Councillor Gaffney, seconded by Councillor Dr Penney and duly resolved that the minutes of the Town Council meeting held on 12th October 2010 be signed by the Mayor as a true record.

204.10/11 MARKET TOWNS REVITALISATION PROGRAMME
a) Frances Hall of Shropshire Council outlined the Market Towns Revitalisation Programme. There will be £500,000 to be split between 11 settlements for Capital expenditure. There will be a requirement to match fund and to meet the criteria of the programme which relates to projects that revitalise the areas to benefit economically and socially the community and to assist in the sustainability of the area's future.
Frances will work with the Town Council to try to find the necessary match funding required. Match funding can be obtained from LJC, Shropshire Council Capital Investment Fund, EU and the lottery. There will also be a rural toolkit event early next year which will involve discussion about what local people like about living in the area. This information will go towards evidence for the bid. All bids must be submitted by April 2011.
Councillor Peter Phillips added the maximum bid for each area would be £75,000 and stressed the importance to have projects co-ordinated by the Town Council so as to not get lots of bids.

b) In relation to putting in a bid for the Market Towns Revitalisation Programme, Councillor Gaffney proposed that the Town Council invites representatives of ESWS and BCCLT to any meeting with Shropshire Council, with a view to asking Shropshire Council to make over the rest of the Business Park to a partnership of the 3 organisations. The priorities for the land would include preserving and expanding, according to demand, the allotment site; making available, according to local demand, appropriate and affordable employment facilities. The proposal was seconded by Councillor Dr Penney and duly resolved.

Councillor Carroll proposed that part of the programme go to the Town Hall Renovation project and earmark £35,000 for this. The Town Hall Renovation project meets nearly all the criteria outlined for the Market Towns Revitalisation Programme, seconded by Councillor Wright and resolved. Councillor Gaffney commented that the £35,000 would open doors for further match funding.

205.10/11 UNITARY COUNCILLOR
Councillor Phillips expressed concern that a number of shops were closing in Bishop's Castle, the latest of which are Whittles, Nationwide and Countrywide. This leaves a problem for the remainder of businesses because if people need to go elsewhere for certain goods then they may buy other goods elsewhere too. This item should be brought for future discussion.

It was highlighted at a recent Rural Toolkit event that although members of the public gave favourable comments concerning their Parish Council and Unitary Councillor, they were negative about Shropshire Council.

Shropshire Council is responsible for stopping the Community Skips Scheme, has not listened to the Town Council in relation to parking in the town or the Biomass plant and is reducing the number of LJC meetings to be held. Shropshire Council should take notice of the town, any future cuts should be fair and it is important the Town Council should have a say in what's important.

206.10/11 MATTERS ARISING
a) Relevant information following the last ordinary meeting
a) PV Cells: - The installation should be completed on Friday 12th November. The LCBP grant was extended until 22nd November to enable the works to be finished.
ii) Power of Well Being Training: - A reminder that training has been arranged for 6.30 pm Tuesday 16th November in the Council Chamber
iii) Provision of Public Conveniences: - A meeting has been arranged to discuss the devolution of provision of public conveniences to the Town Council.
iv) Flower beds in the playing fields :- Ransford Wood Yard has agreed to supply bark and membrane free of charge. The gardening contractor has saved some of her hours from October towards finishing the tidying of the flower beds and replanting flowers. A list of suggested plants required is expected to be quite small and will be forwarded shortly.
v) Notice Board for the Co-op: - Brochures with prices have been obtained for a new notice board. Invitations to provide quotations to make a new notice board and/or to clad the existing notice board were sent to Castlewood and Anthony Jones.

vi) Street lighting: - There are no street lighting grants currently available from Shropshire Council to assist with paying for the street lighting schemes. The Bond money from The Wintles development has been paid to the Highways Authority and the Town Council's request to use some towards the lighting of the junction has been forwarded to them.
b) Relevant information following previous meetings
i) Minor Variation for public entertainment licences: - the minor variations for the public entertainment licences were granted.
ii) 'H' bar white line markings in Station Street: - (request by Margaret Griffiths). A site meeting has been requested by Shropshire Council to discuss the issues raised.

207.10/11 MEMBERS OF THE PUBLIC WISHING TO SPEAK
Pete Banford reported that a new scouts group has been established in Bishop's Castle which is meeting every Thursday in the Community College Canteen. So far there are 36 cubs and 24 beavers. It is hoped that a scouts group will be up and running shortly. The catchment of the group is the surrounding areas which are not served by their own scout group. Although the children are charged £2.50 for subs, there are ongoing costs such as capitation (insurance), rental and trips. The group wish to support the town in the Remembrance Day Parade, Mayor's Sunday and the Christmas lights parade. The scout group is asking for support in the purchase of flags and standards for each of the groups and a George Cross. To date a cubs and beavers flag have been purchased from the group leaders own pockets. Finally Mr Banford extended an invitation for members to come to a meeting to see what is going on.

Miranda Stanley raised concern that as the owner of the adjoining property to the town hall, the proximity of the PV solar panels to their property, if the presence of the panels would prevent access to their roof to carry out repairs and who would be responsible if one of their roof slates fell off and broke the PV cells? Did anybody think about this? Has any of the money raised for the Town Hall Renovation project been used to purchase the PV cells? The clerk replied that none of the money raised for the Town Hall renovation project had been used for the PV cells. Lastly Mrs Stanley commented that she thought the replacement of the market hall tables was a good idea and asked what will happen to the old tables?

James Collins, a local resident from Lydbury North and member of the Kemp Valley Group spoke about the Biomass development. The Kemp Valley group had succeeded in stopping the Brockton Biomass proposal and were fighting the Bishop's Castle proposal. Mr Collins explained why the development will by an incinerator, although the developers say it is not. Mr Collins reported poor standards and breaches from the Eccleshall plant. If the development were to go ahead then the developers would stand to receive in the region of £1.3 m a year in income from the Government and ultimately from us. As Shropshire Council do not have the means to properly enforce any breaches it could cost £52,000 a year to monitor the plant. Mr Collins estimated that health problems would be evident after 4 years. As Mr Collins had taken around 10 minutes of time he was stopped at this point with the Mayor suggesting he came to a future meeting.

208.10/11 ALTER THE ORDER OF BUSINESS
Councillor Carroll proposed to alter the order of business to take item 12 next, seconded by Councillor Magill and resolved.

209.10/11 GRANTS
Councillor Gaffney proposed the donation for the Town Crier's Uniform should come from the contingency fund. Seconded by Councillor Farr and resolved.

Councillor Gaffney proposed awarding £400 to the Scouts Group, £200 to the Christmas Lights Festival, £300 to the Old Castle Land Trust, £100 to BCHRC and £100 to the Museum. Dr Penney seconded. Councillor Wright proposed an amendment to add £50 to CAB. The amendment was accepted by Councillor Gaffney and Dr Penney and duly resolved.

210.10/11 TOWN AND COUNTRY PLANNING ACT

- 10/04811/TPO - The Chestnuts, High Street. Councillor Carroll proposed no objection, seconded by Councillor Wright and duly resolved.
- 10/04826/TCA - 5 Grange Court, Kerry Lane. To fell 1 Sycamore Tree and 2 Leylandii trees within the conservation area. This item was not on the agenda and therefore was delegated to the Tree Wardens and Town Clerk. Councillor Dr Penney reported the tree wardens had no objection to the removal of the Leylandii but the Sycamore should only be removed on condition it is replaced by a British tree.

Reports of planning applications decisions.
None received

211.10/11 ACCOUNTS
It was proposed by Councillor Gaffney, seconded by Councillor Wright and duly resolved that the accounts listed below be approved and the authorised signatories be instructed to sign the cheques.

	£	
Salaries and Inland Revenue	1,466.45	
Andrew Wallace	24.24	
Fastrack Maintenance	143.35	
Clive Pritchard - playing field maintenance	208.50	
Clive Pritchard - other ground maintenance	160.50	
Petra Bindloss - gardening in playing field	200.00	
COS NW Ltd - photocopier usage/lease	21.39	
Diane Malley - expenses, postage, dusters, tea & coffee	7.66	
Dulas - PV Solar panels	15,089.60	
Royal British Legion - wreath		25.00
Mace Bearers	60.00	
Paul Lucas - replacement window for market hall	12.00	
Gavin Cooke - light in clock tower and attic	157.45	
Shropshire Council - Equifax report	17.63	
Nick Grinsell - winter flower planters	200.00	
S Austin - reduce height of planters, put up planters & move	270.25	
Shropshire Building Preservation Trust	20.00	
Piggotts - flag pole (paid by Diane Malley)	827.20	
V & W Electrics	218.13	
D W Cole - repairs to leaks in toilets	73.50	
Joanna Cintra - refund from table top sale	6.50	
Croft Ltd - Interim Payment	11,744.59	

The Mayor and Deputy then left the room, Councillor Gaffney took the Chair. Councillor Wright proposed that the expenses listed below be approved and the authorised signatories be instructed to sign the cheques. Seconded by Councillor Farr and duly resolved

K.E.C. Pinches: 44.46
J.M. Carroll: 73.32

The Mayor and Deputy Mayor returned to the room.

212.10/11 SPECIAL MOTION TO RESCIND PREVIOUS RESOLUTION IN RELATION TO THE SIGNING OF THE SHROPSHIRE CHARTER
Councillor Dr Penney highlighted several parts of the Shropshire Charter that had been breached by Shropshire Council during The Cabinet meeting of 13th October. Councillor Carroll said she was against rescinding the decision to sign the charter because it wasn't in being as it hadn't been signed when The Cabinet meeting took place. Councillor Carroll said it would be fine if the Town Council did not need dialogue with Shropshire Council, however the Town Council does need dialogue with the council. The charter gives the Town Council more power and the Town Council would be giving residents a dis-service by not signing it. Councillor Wright said the charter gives vague promises, however the Town Council does comply with it's part. If the Town Council were to sign the charter then it could be pointed out that Shropshire Council had failed on their part. Councillor Pinches reported that during The Cabinet meeting, members of Shropshire Council showed they didn't care about Bishop's Castle.
Councillor Gaffney said he would vote for rescinding the resolution. In his opinion Shropshire Council had absolutely no intention of sticking to the charter and he doubted if any members of The Cabinet had even read it. Councillor Gaffney proposed the Town Council does not sign the charter unless evidence is given that Shropshire Council will take the charter seriously. Councillor Dr Penney wished to add an amendment that the matter should be reviewed in six months. The amendment was accepted by Councillor Gaffney and seconded by Councillor Holton and it was duly resolved (with one vote against). The Town Clerk was asked to write a suitable letter to Shropshire Council.

213.10/11 BUSINESS PARK
a) Councillor Carroll proposed Mr Taylor is asked for a time frame in which officers will speak to the Town Council. Seconded by Councillor Dr Penney and duly resolved.
b) Councillor Dr Penney proposed that the questions, comments and answers put to The Cabinet meeting on 13th October be placed on record, seconded by Councillor Hird and duly resolved.

214.10/11 BUDGET REVIEW
a) Councillor Carroll proposed to make a virement of £19,000 from general reserves to the Street Lighting earmarked reserves. Seconded by Councillor Dr Penney and duly resolved.
b) There was some discussion that because the precept has remained the same over a number of years and the tax base had increased over those years, residents were paying less precept individually now than they were a number of years ago. The Town Council was also proactive in obtaining grants which also helped in keeping expenditure down.

Councillor Gaffney had calculated that a 3% rise in the precept would translate to a personal increase in band C of 3 pence per week. Councillor Carroll proposed the precept is raised by 3% in order to increase the general reserves, seconded by Councillor Gaffney and resolved.

215.10/11 TOWN HALL REPAIR/RENOVATION WORKS
a) The site visit reports were noted.
b) It was noted there is various stone work around the town hall where the rendering could be replaced. Councillor Wright commented it would be best to leave this until the full restoration. Councillor Dr Penney disagreed suggesting the works ought to be carried out whilst the scaffolding is in place. Councillor Carroll pointed out the scaffolding has been erected under a contract between Croft and Mr Phasey. Councillor Hird said the quoin stones which are near to the main entrance of the town hall should be refaced not replaced and that a grant could be obtained to carry the works out. Councillor Carroll thought that by the time funding and quotes were obtained the scaffolding should have already come down. Councillor Carroll proposed the work is not carried out at this time, seconded by Councillor Wright. There being 7 votes in favour and 4 votes against it was resolved.
c) Councillor Dr Penney proposed to authorise expenditure of £600 for Richard Morris to write the conservation statement for the HLF bid, seconded by Councillor Carroll and duly resolved.

216.10/11 REPLACEMENT TABLES FOR THE TOWN HALL
It was proposed by Councillor Gaffney to purchase white fold up tables from GRMP, seconded by Councillor Hird and resolved. The clerk is to seek advice on the best way to dispose of the existing tables to get the best price for them.

217.10/11 PREMISES AGE VERIFICATION POLICY
It was proposed by Councillor Carroll, seconded by Councillor Wright and duly resolved to adopt the age verification policy.

218.10/11 PARKING BAY FOR FIRST RESPONDER
It was proposed by Councillor Carroll, seconded by Councillor Furber and duly resolved to write to Mary Pullen expressing that the pull in bay should be kept as such and is an ideal place for Ms Pullen's driver to collect her from. However if there is to be a designated parking bay it is thought best that this be off the road and a suggestion of outside the Red Cross in New Street was put forward.

219.10/11 UPDATE ON THE COMMUNITY LAND TRUST PROGRESS
The building of the affordable housing will begin at the Kings Head Yard site on Friday 15th November. A Launch will take place at the site at 10.30 am on Friday, 19th November followed by tea and coffee and sandwiches at the Six Bells at 11.00 am. The Community Land Trust AGM will take place at the Church Barn on 30th November. Councillors Holton and Gaffney are prepared to carry on as Town Council representatives.

220.10/11 MEETINGS ATTENDED
Councillor Carroll reported on a recent ESWS meeting. There is still a loss of £1,000 per month in lost rent from Shropshire Council because they will not refurbish and let the empty work units. Councillor Hird reported financial and professional services could not use the units at ESWS as they were the wrong business class designation.

221.10/11 TOWN COUNCIL BLOG
It was agreed to put details of;

- The disposal of the market hall tables
- The ideas for the Market Towns Revitalisation Programme

222.10/11 CORRESPONDENCE
) South Shropshire Housing - Housing Allocation
b) Walking For Health
c) Clerks & Councils Direct
d) Action for Market Towns
Which is all in the brown envelope to be circulated

There being no further business the mayor closed the meeting at 10.02 p.m.

Signed Date