



# BISHOP'S CASTLE TOWN COUNCIL



Gwilym J. Rippon Cery He Ceg, MILCM  
TOWN CLERK  
Tel: 01588 638141  
E-mail: townclerk@bishopscastle.co.uk

THE TOWN HALL  
BISHOP'S CASTLE  
SHROPSHIRE  
SY9 5BG

## MINUTES of the MEETING OF BISHOP'S CASTLE TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, TOWN HALL ON TUESDAY 18<sup>th</sup> JULY 2017 AT 7.30 PM

Two members of the public

PRESENT	APOLOGIES
Cllr J Carroll, Mayor Cllr. A Roberts Cllr R Houghton Cllr. G Perry Cllr. J.Magill Cllr. A.Naiad	Cllr. S Whittingham Cllr. K Bance.
IN ATTENDANCE	
Mr. G. Rippon	

68.17/18	Agenda Item	
68.17/18	1.	<b><u>APOLOGIES</u></b>
		To receive apologies Apologies were received from Cllrs. JM & AR
69.17/18	2.	<b><u>TO CO-OPT NEW COUNCILLORS</u></b>
		To discuss and decide to co-opt any new councilors and receive Acceptances of Office
70.17/18	3.	<b><u>DECLARATIONS OF INTEREST</u></b>
		a) To declare any disclosable pecuniary interests. b) To declare any personal interests.
		Cllrs Carroll, Magill, Naiad and Roberts – Town Hall Trust
71.17/18	4.	<b><u>APPROVAL OF MINUTES</u></b>

The minutes of the Town Council meeting held on Tuesday 16<sup>th</sup> June 2017 were approved and it was proposed by Cllr. Perry that the Chair signed them this was seconded by Cllr. Houghton.

**RESOLVED.**

The Mayor Cllr Carroll would sign them after the meeting as authorised.

**72.17/18** 5. **REPORT FROM THE MAYOR**

The Mayor had nothing to report.

**73.17/18** 6. **REPORT FROM THE CLERK**

Letters read out

**74.17/18** 7. **UNITARY COUNCILLOR**

The unitary member was not present

**75.17/18** 8. **PUBLIC PARTICIPATION SESSION**

Real Ale Trail. A member of the public reported that they did not have any notice of Church Street being closed during this day which caused the business to suffer.

Police

The Friday was quieter than normal

One Saturday there was a report of two criminal damage to cars, there was a reported criminal damage to a window of a business premises. It was also reported an incident which involved six assaults.

Councillors resolved to report the comments to the festival organisers.

**76.17/18** 9. **PLANNING**

To discuss and decide on the following planning applications:

- a) 17/02846/FUL, 5 Welsh Street Gardens, SY0 5BH, erection of single storey rear extension  
This matter was discussed  
**RESOLVED**  
No Objection
- b) 17/02935/REM, proposed res. Development west of Lavender Bank; phase 1 approval of reserved matters pursuant to 14/02632/OUT for mixed res. Development.  
This matter was discussed  
**RESOLVED**  
There was no objection to this development, however Bishop's Castle Parish Plan placed great emphasis on affordable housing. The Council would have liked to have seen at least one of these properties as affordable housing
- c) 17/03031/CPE, 10 the Novers, SY9 5DN, application for Certificate of lawful development to confirm that the proposed development of a second floor summer room was within permitted development.  
This application was noted
- d) 17/03101/FUL, 6 Corporation Street Bishops Castle Shropshire SY9 5AN,

application for Formation of vehicular access and erection of car-port to front elevation.

This matter was discussed

**RESOLVED**

Council objected to this application on the grounds that it was not in keeping with the surrounding houses, in as much as the development protruded from the main house, all other houses developed their properties on the side of their houses.

- e) Pre application for preliminary scheme layout at Oak Meadow for BCCLT  
This pre application was noted

**DECISIONS:**

- a) 17/01408/FUL, 68-70 Church St, SY9 5AE; change of use of ground floor from A1 (shop) to A5 (hot food takeaway)

77.17/18

10. **MONTHLY FINANCES**

- i. To receive any recommendations from the Finance & Resources Committee  
There was nothing to report as the Committee had not met.
- ii. To approve the following payments made between meetings under delegated powers

To Payee	Item	Invoice	CHQ	Amount £
Shropshire County Pension Fund	Pension fund underpayment correction			235.48

- iii. To approve the following invoices for payment

Payee	Item	Invoice	Amount £
Shropshire County Pension Fund	Monthly pension payment	July Return	456.90
HMRC	PAYE and NI	July Return	501.17
Staff salaries	3 staff	July salaries	1478.46
Andrew B Wallace	Mondays street cleaning	260	22.50
GJ & SA Dudley	Auction Yard toilets	8/7/17	300.00
Tony Baker	Painting and general work	5/7/2017	300.00
ESWS	Pc & scanner set up	10311	75.00
Halls Holdings Ltd	Valuation report	503/9006	411.00
Highline Electrical Ltd	Lighting repairs	1634	1137.11
Telescopic Window Cleaning	June window cleaning, town hall	28 Jun 17	45.00
Promo Printing	Stickers for planters	PP0527117	20.40
The Mailing Room	Annual maintenance	1211087	201.60
SLCC	Book Local Council Administration 10 <sup>th</sup> ed	122879	73.60
R C Jones	Steel etc for decking	0970	312.00

Water Plus	Surface water drainage TH	00207741	64.01
DIRECT DEBITS (for information)			
Shropshire Council	NDR public toilets <b>July</b>	<i>(last payment this yr)</i>	55.00
Shropshire Council	NDR council office <b>July</b>		97.00

All invoices were agreed and the Clerk was instructed to pay all invoices  
**Proposed Cllr. Roberts**  
**Seconded Cllr. Perry**

**78.17/18**      11.      **USE OF THE PLAYING FIELDS**

To discuss and decide on the request from the Michaelmas Fair Committee to use the playing field as a car park.

This was discussed

**RESOLVED**

Permission was granted for the use of the playing fields as a car park under the usual conditions that the field was not to be used if very wet and the ground likely to be cut up by motor vehicles. And that the normal public liability insurances and deposit payment were in place.

**79.17/18**      12.      **SAFE KEEPING OF COUNCIL REGALIA**

To discuss and decide on the method of ensuring secure location for Council Regalia. It was reported that the HSBC bank had sent a letter informing the Council that they had 6 weeks in which to secure alternative storage for Council's regalia. The clerk stated that he had commenced enquires with an alternative storage solution.

**80.17/18**      13.      **STAFFING ISSUES**

To discuss and decide on delegating authority to the clerk in consultation with the Chair of Staffing to appoint a minute secretary. Also discussed was the responsibility for the Town Hall cleaner. It was agreed that negotiations should commence with the cleaner with a view if agreed for the Town Council to take over responsibility of the employment of the cleaner. However there was a need for Tupe consultation

**81.17/18**      14.      **TOWN PLAN**

A full update of the current position of the Town Plan was given. In the last meeting, the different themes were identified and allocated to various councilors.

**RESOLVED**

That the report be noted

**82.17/18**      15.      **TOWN HALL TRUST**

Cllr. Roberts reported that Real Ale Trail event at the Town Hall had raised £800.00p Jenny Davies is leaving and there is an informal event to mark this event.

There were a number of historic documents which will be handed over to Shropshire Archives.

**RESOLVED**

That the report be noted

**83.17/18**

16. **ALLOTMENTS**

To receive a report on Allotments.

Purchase of matting to prevent weeds at a cost of £300

To approve a grant of £400 to the allotment society.

**RESOLVED**

Proposed by Houghton

Seconded by Cllr. Magill that Council approve the purchase of matting to the cost of £300 and award the Allotment Society a grant of £400.00p, also for an outstanding expenditure for petrol be reimbursed

**84.17/18**

17. **REPORTS FROM MEETINGS ATTENDED**

Cllr. Magill in relation to the Christmas lights

Community Land Trust held their meeting and had received £40,000 extra from Bill Bainbridge's will.

Police / Fire Commissioners meeting. There is a consultation process which ends 11<sup>th</sup> September 2017.

**85.17/18**

18. **ITEMS FOR FACEBOOK/WEBSITE**

It was agreed that it be minuted Council's thanks for all the hard work that went in to the new decking and fencing at the public hall

**NEXT MEETINGS**

The following are dates of the next meetings: -

Ordinary Town Council meetings Tuesdays 15<sup>th</sup> August 2017.