



BISHOP'S CASTLE TOWN COUNCIL



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The Town Hall
Bishop's Castle
Shropshire
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MINUTES of the MEETING OF BISHOP'S CASTLE TOWN COUNCIL

HELD IN THE COUNCIL CHAMBER, TOWN HALL

ON TUESDAY 15TH JANUARY 2019 AT 7.30PM

PRESENT	APOLOGIES
Cllr J. Carroll (Mayor) Cllr A. Roberts Cllr G. Perry Cllr J. Magill	Cllr R. Houghton Cllr K. Bance Cllr S. Whittingham (Absent)
IN ATTENDANCE	
Mr G. Rippon Mrs C. Owen Cllr J. Keeley	

Fire Procedure

Minute No.	Agenda Item	
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01-19 1 **APOLOGIES**
Cllr Bance (Working); Cllr Houghton (Committed elsewhere). **RESOLVED** Apologies accepted. Proposed Cllr Perry; Seconded Cllr Magill. All in favour.

02-19 2 **TO CO-OPT NEW COUNCILLORS**
None.

03-19 3 **DECLARATIONS OF INTEREST**
a) To declare any disclosable pecuniary interests
b) To declare any personal interests.

Name	Agenda Item	Personal	Prejudicial
Cllr J. Carroll	Item 16 Town Hall Trust	✓	
Cllr J. Magill		✓	✓
Cllr J. Carroll	Item 9 Planning	✓	✓

04-19 4 **APPROVAL OF MINUTES**
To approve the minutes of the Town Council meeting held on Tuesday 11th December 2018. **RESOLVED** The minutes were approved. Proposed Cllr Magill; Seconded Cllr Roberts. All in favour.

- 05-19 5 **REPORT FROM THE MAYOR**
Nothing to report other than wishing everyone a Happy New Year!
- 06-19 6 **REPORT FROM THE CLERK**
The Town Clerk had received details of single-use plastic items which should not be used wherever possible on Council premises and the wording to be incorporated into the Hire Agreements. Town Clerk will circulate them accordingly.
- Powys County Council were holding a consultation period on their Local Development Plan, which included neighbouring Parishes, from January 14th – February 24th. This is in relation to planning guidance, including renewable energy.
- The Internal Auditor. Town Clerk to re-appoint (same fee as last year).
- 07-19 7 **UNITARY COUNCILLOR**
Query: Wintles Lane does not need street lighting. If it were a wider Road, it would.
- Public Consultation Meeting to discuss the proposed extra housing development either side of Welsh St to be held on Monday 21st.
- A lot of public concerns had come to Cllr Keeley's attention already: Why here and not on the north-east side of the town near the Doctors, where the road access would be better; concerns over traffic issues on Welsh St (bringing traffic into the narrow roads of town) and the narrow Wintles Lane (bringing traffic into a difficult junction on the Montgomery Road); pedestrian access. The frustrations of the Town Council's recommendations apparently being ignored by Shropshire Council were expressed.
- Matthew Mead's Enablement Team has been disbanded. Matthew has applied to join the new team and will continue to support the future of SpArC, the Business Park and Enterprise South West as much as he is able to.
- Drains and Potholes. A major overhaul of the town's drainage system is being planned for this year. Please continue to report potholes to customer services. Priority is given to the most reported problems.
- Underground. The new pump has been fitted. There is an issue with the foul drains. The Town Clerk will appoint a drains company to identify the problem.
- 08-19 8 **PUBLIC PARTICIPATION SESSION**
None present
- 09-19 9 **PLANNING**
A planning application had arrived just before the meeting. **RESOLVED** To defer it to the next meeting. Proposed Cllr Magill; Seconded Cllr Perry. All in favour.
- 10-19 10 **MONTHLY FINANCES**
- i. To note the Bank Reconciliation.
The Christmas Lights did well. Any surplus will go towards new lights for next year. Town Clerk to investigate an outstanding unrepresented cheque.
RESOLVED The bank balances were noted. Proposed Cllr Perry, Seconded Cllr Magill. All in favour.
 - ii. To discuss an increase in A Wallace's hourly rate. **RESOLVED** To increase it to SP7, in line with similar position. The areas in town to be cleaned will be clarified. Proposed Cllr Magill; Seconded Cllr Perry. All in Favour.

- iii. To discuss and decide to approve the National Pay Awards. **RESOLVED** Approved. Proposed Cllr Magill; Seconded Cllr Perry. All in favour.
- iv. To approve the following invoices for payment:

Payee	Item	Invoice	Amount £
Shropshire County Pension Fund	Monthly pension payment	January	640.21
HMRC	PAYE and NI	January	762.50
Staff salaries	4 staff	January	2128.22
Lennox Electrical	Electrical	323	1950.0
C. Owen	minute taker	324	37.56
A. Wallace	street cleaning	325	23.55
G. Dudley	Toilet cleaning	326	420.00
Halls SMS (inv 17262)	Toilet paper/cleaning products	327	41.28
Halls SMS (inv 17543)	Toilet paper/cleaning products	328	49.90
Blachere Illumination UK	Hire Xmas lights	329	561.00
Blachere Illumination UK	Installation, storage	330	2,488.80
Shropshire Council	Licence	331	70.00
Highline	Street Lighting	332	71.40
J. Cambell	Street Lighting	333	89.96
Exemplum	Printing	334	10.74
Exemplum	Printing	335	386.38
			For Information
BT	telephone	DD	365.08
Shropshire Council	Rates	DD	108.00
E-on	Electricity Playing Fields	DD	56.62
Water Plus	Public toilets Town Hall	DD	20.02
Water Plus	Town Hall	DD	32.68
Total			10313.90

RESOLVED The invoices are paid, plus £564.54 to eon – an overdue payment just received, following the changeover of bank mandates relating to the Underground/Public Hall. Proposed Cllr Roberts; Seconded Cllr Magill. All in favour. A thank you letter will be sent to Mr Campbell for repairing the street lights.

- 11-19 11 **ALLOTMENTS**
Cllr Carroll was waiting on 1 item to do with VAT Registration Numbers and Company Names, and then the grant application to the Leader Action Group will be submitted.
- 12-19 12 **LOCAL COUNCIL AWARD SCHEME**
We have already achieved Bronze. We need to work towards appointing more Councillors, but no reason why we can't aim for Gold. **RESOLVED** Go for Gold and accept Silver if necessary. Proposed Cllr Perry; Seconded Cllr Magill. All in favour.
- 13-19 13 **LOCAL LETTINGS POLICY**
Connexus is a Community Led Group. There is a high demand locally for the houses. In line with the local needs criteria, priority will be given to Bishop's Castle and its

adjoining Parishes, (Lydham, Lydbury North, Colebatch, Mainstone and Churchstoke).
RESOLVED Proposed Cllr Perry; Seconded Cllr Roberts. All in Favour.

If necessary, further adjoining Parishes will be included. **RESOLVED** Proposed Cllr Perry; Seconded Cllr Roberts. All in Favour.

There are 9 Lettings Criteria: **RESOLVED**

a) At least 5 must be met.

b) Priority will be given to those with jobs, and those with specific care needs: both those that provide informal care to relatives already living here, and also those with a care need that can only be provided by a family already living here.

c) The Town Council will be part of the vetting process.

Proposed Cllr Perry; Seconded Cllr Magill. All in favour.

14-19 14

NEIGHBOURHOOD PLAN

i) to receive an update: No further update to report.

ii) to designate the Neighbourhood Plan Area: **RESOLVED** The area in the Plan will be the designated area for the Neighbourhood Plan. Proposed Cllr Magill; Seconded Cllr Roberts. All in favour.

15-19 15

TOWN PLAN

There is a meeting next week.

16-19 16

TOWN HALL and TOWN HALL TRUST

Staff are preparing a stand for the Shropshire Hills Tourism Expo at Ludlow Racecourse on April 3rd.

There will be a fund-raiser at the Public Hall in June.

The Castle Hotel is working on the Elephant Project.

The Town Hall Trust is working on reducing its use of single-use plastics.

It is with regret that the Town Hall Trust has accepted the resignation of Ms E Bowles. She will be greatly missed by the Trust. A new Rep from The House on Crutches is being sought. Ms S Wilmer has agreed to take over organising the Book Sales.

17-19 17

REPORTS ON MEETINGS ATTENDED

Cllr Carroll had attended a Enterprise SW Shropshire meeting. Shropshire Council have agreed to fund Enterprise House in the same way for 1 year. They are making an application through the Local Enterprise Partnership (which covers Worcestershire, Herefordshire and Shropshire), for capital money re the Business Park, SpArC and Enterprise House. It might mean slight changes in what Enterprise House does, with more links with the Business Park and support services for businesses. Chris Hill is making the case for it to carry on with Shropshire Finance Department. The infrastructure for the Business Park needs to be put in place, as a priority.

18-19 18

ITEMS FOR FACEBOOK / WEBSITE

Christmas Lights – money raised and thank you.

Public Consultation Meeting re Future Housing Development on Welsh St.

19-19 19

NEXT MEETING

Tuesday 19th February, 7.30pm

Meeting closed at 9pm.