



# BISHOP'S CASTLE TOWN COUNCIL



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## MINUTES of the VIRTUAL MEETING OF BISHOP'S CASTLE TOWN COUNCIL

### HELD USING ZOOM

### ON TUESDAY 20<sup>th</sup> OCTOBER 2020 AT 7.30PM

PRESENT	APOLOGIES
Cllr G. Perry Cllr J. Dickin Cllr A. Stelman Cllr J. Carroll Cllr S. Morris Cllr B. Hawes Cllr J. Magill Cllr. R Houghton Cllr T. Halford	
IN ATTENDANCE Mr G. Rippon Mrs C. Owen plus 4 members of the public	

### Fire Procedure

Minute No.	Agenda Item																					
178-20	1	<b><u>APOLOGIES</u></b> None																				
179-20	2	<b><u>TO CO-OPT NEW COUNCILLORS</u></b> The Council welcomed Tim Halford.																				
180-20	3	<b><u>DECLARATIONS OF INTEREST</u></b> a) To declare any disclosable pecuniary interests b) To declare any personal interests.																				
		<table border="1"> <thead> <tr> <th>Name</th> <th>Agenda Item</th> <th>Personal</th> <th>Prejudicial</th> </tr> </thead> <tbody> <tr> <td>Cllr G. Perry</td> <td>No. 13 Town Hall Trust</td> <td>✓</td> <td></td> </tr> <tr> <td>Cllr J. Carroll</td> <td>No. 13 Town Hall Trust</td> <td>✓</td> <td></td> </tr> <tr> <td>Cllr A. Stelman</td> <td>No. 13 Town Hall Trust</td> <td>✓</td> <td></td> </tr> <tr> <td>Cllr J. Magill</td> <td>No. 13 Town Hall Trust</td> <td>✓</td> <td></td> </tr> </tbody> </table>	Name	Agenda Item	Personal	Prejudicial	Cllr G. Perry	No. 13 Town Hall Trust	✓		Cllr J. Carroll	No. 13 Town Hall Trust	✓		Cllr A. Stelman	No. 13 Town Hall Trust	✓		Cllr J. Magill	No. 13 Town Hall Trust	✓	
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- 181-20 4 **APPROVAL OF MINUTES of 18th AUGUST 2020**  
**RESOLVED:** Accepted. Proposed Cllr Dickin; Seconded Cllr Morris. All in favour.
- 182-20 5 **PUBLIC PARTICIPATION SESSION**  
David Luckhurst gave an update on the installation of an electric charging point in the town.  
Since last month Shropshire Council has outlined its own scheme for installing 50 fully funded charging points across Shropshire. We need to make a case by showing there is sufficient demand. 184 paper surveys have been distributed to houses where there is no off-street parking, plus it is available on-line. Thanks to the Coop for being a completed survey collection point. Initial responses are encouraging, but only 15 returned so far. A Zoom meeting will be held to review the responses. (Cllr Stelman (representing the Town Council), Sustainability Group and Community Partnership Group).  
Shropshire Council, Town Council and residents would need to decide the best location. Harley Jenkins St Car Park has the advantage of being in the town centre. Crowgate is nearer to the 3-phase supply at the substation (and where there is spare capacity) and therefore would be a better location to site a more powerful 50kw rapid charge point, (especially if the Business Park Development gets the go-ahead), but it is outside the town.  
There is a French Company, which is interested in providing charge points in rural locations as there is more tyre-fall than in cities, so this may be an option to pursue. Thanks to Mr Luckhurst for his hard work on this issue.
- 183-20 6 **REPORT FROM THE MAYOR**  
Remembrance Service The Mayor had met with Rev. Preb. Stephanie Fountain and the Royal British Legion. There will be no parade or service in Church, but there would be a wreath laying ceremony (attended by no more than 30 people) which will be live-streamed on the Bishop's Castle Events and Community Facebook page.  
Auction Yard Toilets. These are 16 years old now and the mechanisms are now perishing, e.g. soap dispensers. The rain-water pump also doesn't work. Manual soap dispensers are provided, but can run out on a busy market day. The cleaner attends twice on market days. The Mayor suggested that within 5-7 years the toilets will need replacing and a programme of repairs be initiated in the meantime.  
Playground Equipment. One quote was still outstanding.  
Two complaints about parking will be addressed in Item 11.
- 184-20 7 **REPORT FROM THE CLERK**  
The Clerk had received a complaint about rising staff costs. It was decided that the Finance Committee would discuss the letter at a Zoom meeting.  
Mr David Jones would collect the chain of office for additional engraving after Remembrance Day.
- 185-20 8 **UNITARY COUNCILLOR**  
Cllr Houghton had attended a Shropshire Council Meeting.  
Free School Meals – September 2019, 3569 meals had gone up to 4883 in September 2020. The Council made no decision to extend it for half-term and Christmas.  
A 20mph speed limit outside schools would be in place by 2025.  
Shirehall (The Old Council Building) may be demolished.  
SpArC. The Leisure Centre has been open since August with reduced capacity. However, footfall is low, especially at weekends. Needs promoting.  
Tier 1 Posters are being circulated.  
There is a new grant available towards renewable energy installation for Business and Community Buildings, but applications must be in by November 1<sup>st</sup>.
- 186-20 9 **PLANNING**  
1. 20/03897/TCA Crown lift and thin Oak tree at 5 Union St.

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

2. 20/03732/FUL Installation of a UK kiosk and a chlorination kiosk at the Pumping Station.

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

187-20 10

**MONTHLY FINANCES**

i. To note the Bank Reconciliation

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

ii. To approve the following invoices for payment:

Payee	Item	Invoice	Amount £
Shropshire County Pension Fund	Monthly pension payment	October Return	909.37
HMRC	PAYE and NI	October Return	846.86
Staff salaries	4 staff	October Return	2340.31
C. Owen	Minute taker	186.	37.56
G. Dudley	Toilet cleaning	187.	420.00
M. Gwilliam	Work from home	188.	66.96
G.J. Rippon	Work from home	189.	24.00
Bishop's Castle	Grant	190.	500.00
Enterprise House	Grant	191.	500.00
BCBS	Materials	192.	97.84
Blachere	Christmas lights	193.	1398.00
Blachere	Christmas lights	194.	345.00
Exemplum	printing	195.	159.95
Phils Tool Hire	grant	196.	160.80
VT Prints	grant	197.	144.00
Shropshire Council	rates	198.	301.35
Shropshire Council	Licence	199.	70.00
<b>For information</b>			
Groombridge Sculpture	Grant	200.	562.50
waterplus	Rates	201.	68.28
waterplus	Rates	202.	34.10
waterplus	Rates	203.	22.13
BT	telephone and broad band	204.	252.11
Corona	electricity	205.	63.74
Corona	electricity	206.	29.51
Corona	electricity	207.	26.99
Shropshire Council	rates	208.	141.00
	<b>Total</b>		<b>£ 9694.08</b>

A further invoice had been received for £1600 from WaterPlus for the outstanding Payments (18 months) for the Public Hall. (The bills had wrongly been directed).

**RESOLVED:**

The sculpture payment be ratified, the invoices paid and the WaterPlus invoice be noted. Proposed Cllr Magill; Seconded Cllr Hawes. All in favour.

188-20 11

**TO DISCUSS THE TOWN CENTRE WORKING GROUP**

The Government had issued a Consultation Document re parking issues which ends on 22<sup>nd</sup> November. Last year the Department of Transport ran a survey which was responded to by 68 Local Authorities. 57 said there were issues with people parking on the pavement. The Town Council is aware of issues in the town and wants to collaborate with residents about it. (The pre-existing Town Centre Working Group did a lot of work on parking issues in the past).

Parking on pavements is allowed in London, but not elsewhere. It is a problem in some streets in the town where residents have no off-street parking. However, some residents are parking on the pavements when they do have access to off-street parking and this should be discouraged.

It is an offence to obstruct the pavement, but the Police will only get involved if there is a serious obstruction.

It was suggested that some streets could be exempt from the ban (e.g. where roads were too narrow to allow wider vehicles through if cars didn't park partly on the pavement) but there could be demarcation on the pavement and signage to explain. Safety of all users needs considering.

**RESOLVED:** It was agreed to form a new group to look at the parking on pavement/grass verges, comprising of Cllrs Stelman, Magill and Perry, and the item be put on the November agenda.

189-20 12

**TO DISCUSS THE LOCATION OF THE ELECTRIC CHARGE POINT**

Already discussed in Item 5. Public Participation Session

190-20 13

**TOWN HALL TRUST**

A Book Sale is planned for the weekend.

Thanks to Glyn and Anne Roberts who did the charity walk route and raised £1000 for the Town Hall.

The furlough scheme ends at the end of October and the Job Support Scheme replaces it with less funding. £1000 will be received from Government for Staff still retained in January, but lack of events (and therefore income) and footfall is an issue.

The Town Council asked the Trust to prepare a projection (best guesstimate) of costs/income going into next year.

191-20 14

**COMMUNITY PARTNERSHIP**

Anne Marie Jackson was allowed to speak to the council regarding the Community Partnership response to the local review of housing site allocation, (Local Plan) which Shropshire Council had deferred to the Neighbourhood Planning Group.

Mrs Jackson outlined the issue and requested the Town Council meet with Shropshire Planning to stress the importance of Policy 24, (preserving and enhancing the local environment) in conjunction with Appendix 1 (the detailed assessment of the town and Conservation Area).

There are over 200 Heritage Assets in the Conservation Area in Bishop's Castle, (as identified by the Neighbourhood Plan). As most routes in and out of Bishop's Castle go through the Conservation Area, the Heritage Environment team at Shropshire Council need to apply Policy 24 (to prevent further damage to the Heritage Assets) to all site proposals, regardless of whether the site is adjacent to the Conservation Area, or not.

**RESOLVED:** The Town Clerk will set up a meeting with Eddy West and Joy Tetsill at Shropshire Council to discuss Policy 24 and how to move forward with the Neighbourhood Plan. Mrs Jackson will prepare a paper to inform the discussion. Proposed Cllr Perry; Seconded Cllr Carroll. All in favour.

- 192-20 15 **REPORTS FROM MEETINGS ATTENDED**  
Food Resilience Group Cllr Stelman had attended the inaugural meeting of this group. The aim of the group is to develop a Community Food Resilience strategy to minimise the worst outcomes of a No Deal Brexit (should it occur), and the pandemic. Food Resilience is being looked at as part of the Climate Action Plan  
Enterprise South West Shropshire. Cllr Perry had attended a meeting. Tim Russell has been appointed as Chair and the new manager Rob starts next week. The focus will now be more about economic recovery and business resilience.  
SpArC Cllr Houghton had attended the meeting. Shropshire Council are undertaking a 4-week review. Existing members are encouraged to use the Leisure Centre.  
Ox Leasows Cllr Magill had been shown around the new houses. They look good.
- 193-20 16 **ITEMS FOR FACEBOOK / WEBSITE**  
Remembrance Day  
Weekend use of SpArC  
Christmas Lights  
Business grants for renewable energy  
Elephant Trail Sculpture location and painting  
Grant applications close at end of October  
Welcome to new Councillor Tim
- 194-20 17 **NEXT MEETING**  
Tuesday 17<sup>th</sup> November 2020, 7.30pm. The meeting closed at 9.03pm.