



BISHOP'S CASTLE TOWN COUNCIL



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The Town Hall
Bishop's Castle
Shropshire
SY9 5BG

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

At THE TOWN HALL

ON TUESDAY 20th July 2021 AT 7.30PM

PRESENT	APOLOGIES
Cllr G. Perry Cllr D. Du Cros Cllr T. Halford Cllr J. Carroll Cllr S. Morris Cllr B. Hawes Cllr R. Houghton Cllr A. Stelman	Cllr J. Dickin
IN ATTENDANCE	
Mr G. Rippon (on zoom) Mrs C. Owen	

Fire Procedure

Minute No.	Agenda Item																													
123-21	1	<u>APOLOGIES</u> Cllr Dickin																												
124-21	2	<u>CO-OPTION</u> None																												
125-21	3	<u>DECLARATIONS OF INTEREST</u> 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. 15 Town Hall Trust</td> <td>✓</td> <td></td> </tr> <tr> <td>Cllr J. Carroll</td> <td>No. 15 Town Hall Trust</td> <td>✓</td> <td></td> </tr> <tr> <td></td> <td>No. 9.1 Planning</td> <td>✓</td> <td></td> </tr> <tr> <td>Cllr A. Stelman</td> <td>No. 15 Town Hall Trust</td> <td>✓</td> <td></td> </tr> <tr> <td></td> <td>No. 9.1 Planning</td> <td>✓</td> <td></td> </tr> <tr> <td>Cllr R. Houghton</td> <td>No. 9.1 Planning</td> <td>✓</td> <td></td> </tr> </tbody> </table>	Name	Agenda Item	Personal	Prejudicial	Cllr G. Perry	No. 15 Town Hall Trust	✓		Cllr J. Carroll	No. 15 Town Hall Trust	✓			No. 9.1 Planning	✓		Cllr A. Stelman	No. 15 Town Hall Trust	✓			No. 9.1 Planning	✓		Cllr R. Houghton	No. 9.1 Planning	✓	
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126-21	4	<u>APPROVAL OF MINUTES of 15th June 2021</u> From now on, minutes will include actions to be undertaken and by whom.																												

- RESOLVED:** Action noted and minutes approved. Proposed Cllr Hawes; Seconded Cllr Stelman. All in favour.
- 127-21 5 **PUBLIC PARTICIPATION SESSION** – None present.
- 128-21 6 **REPORT FROM THE MAYOR**
- The Newsletter will be printed at the end of the month. The last edition was well-received.
- Please respect local businesses' and individual's personal COVID choices re masks, etc.
- Enterprise South West Shropshire had secured a grant from Shropshire Council to assist small businesses and organisations get going again, e.g. Festivals.
- Enterprise SWS were also asking for support with the Blue Forgotten Hills project, creating layered maps on a website to give tourist information on different interests which visitors to the local cross border area might be attracted to explore.
- RESOLVED:** The Town Council supports this project. Proposed Cllr Carroll; Seconded Cllr Stelman. All in favour.
- This year the Roundabout Bishop's Castle Walk was spread over a month because of the need for social distancing. It was very successful and the organisers would like to organise it in the same way next time. The Town Council supports this idea.
- Playing Field equipment. The second design had been received but the schools have now broken up, so it will be circulated in the Autumn. The 3rd quote and design has still not been received. Wooden fences are no longer allowed, so a suitable alternative to keep the dogs out needs to be found.
- ACTION:** Designs sent to school and Crowgate in the Autumn Term. **Mayor**
- 129-21 7 **REPORT FROM THE CLERK**
- The Clerk has heard back from Shropshire Council (Mark Barrows) to say he's following up the issue of the lights on Ox Leasowe.
- The clerk has returned the questionnaire as requested re the Birch tree appeal.
- 130-21 8 **UNITARY COUNCILLOR**
- The Heblands will be closed this weekend for white-lining.
- Shropshire Council adopted the Local Plan (housing) on Thursday, which will now go to the Planning Inspector. (Bishop's Castle is doing its own Neighbourhood Plan.)
- Cllr Houghton has asked Shropshire Council to take the lead on the Freshwater Mussels issue that is preventing any extra houses or extensions with a toilet being built in the Clun Valley area. The issue has been at stalemate for some considerable time without resolution. Natural England and the Environment Agency insist that any water leaving a house should be 100% pure. Reed beds are a solution but expensive and will increase the price of the houses planned which will make them less affordable. River pollution is increasing anyway from other sources. Shropshire Council will need to find a way forward to meet its housing quota. The local MP Phillip Dunne is taking up the issue.
- Waste Collection. An extra bin collection may be introduced (possibly with a charge).
- Work has started on The Business Park.
- 131-21 9 **PLANNING**
1. 21/02771/FUL
- Application for the conversion of existing building from shop and one dwelling into shop and two affordable dwellings, to include erection of first floor extension, demolition of existing toilet block, installation of a replacement shopfront and fascia sign | 68-70 Church Street Bishops Castle SY9 5AE.
- RESOLVED:** No objection. Proposed Cllr Carroll; Seconded Cllr Stelman. All in favour bar one abstention.

2. 21/03013/DIS

Application for the discharge of conditions 3 (ecology), 4 (construction management schedule) and 6 (drainage) on planning permission 19/02268/FUL | Proposed Commercial Development Land To The North Of Bishops Castle Business Park Bishops Castle Shropshire.

RESOLVED: No objection. Proposed Cllr Perry; Seconded Cllr Carroll. All in favour bar one abstention.

RESOLVED: Approved. Proposed Cllr Houghton; Seconded Cllr Morris. All in favour

132-21 10

MONTHLY FINANCES

- i. To note the Bank Reconciliation
RESOLVED: Noted. Proposed Cllr Houghton; Seconded Cllr Morris. All in favour
- ii. To receive the Internal Auditors Report.
The Clerk reports that there are no areas for concern.
- iii. To agree the Annual Return
RESOLVED: Agreed. Proposed Cllr Carroll; Seconded Cllr Stelman. All in favour
- iv. To approve the following invoices for payment:

Payee	Item	Invoice	Amount £
Shropshire County Pension Fund	Monthly pension payment	July Return	909.37
HMRC	PAYE and NI	July Return	846.86
Staff salaries	4 staff	July Return	2340.31
C. Owen	Minute taker	89.	37.56
G. Dudley	Toilet cleaning	90.	420.00
Iain Selkirk	Audit	91.	375.00
Exemplum	Printing	92.	1060.16
MBO	Fire Safety	93.	60.00
Host it	IT	94.	59.34
Halls SMS	Toilet consumables	95.	87.55
Halls SMS	Toilet consumables	96.	31.34
Mailroom	Postage	97.	245.05
Allotment Society	Subscriptions	98.	66.00
G. Gampbell	Maintenance	99.	20.00
Telescopic WC	Window cleaning	100.	45.00
Shropshire Council	licence	101.	70.00
Shropshire Council	licence	102.	180.00
Shropshire Council	Joint energy	103.	623.72
waterplus	Public Hall	104.	260.51
Mouse mat	IT work	105.	170.00
For information			
waterplus	Town Hall	106.	35.59
waterplus	Town Hall	107.	23.69

BT	telephone /broadband	108.	308.26
Corona	Electricity	109.	157.74
BG	Electricity	110.	92.40
BG	Electricity	111.	252.77
Shropshire Council	Rates	112.	163.00
Lloyds Bank	Allotments	113.	70.49
Lloyds Bank	bank charges	114.	3.00
	Total		£ 9012.45

In addition, an invoice has been received from Enterprise House in connection with the Public Hall and BCBS for £13.83.

RESOLVED: The invoices be paid, plus the additional invoice. Proposed Cllr Houghton; Seconded Cllr Morris. All in favour.

133-21 11

VISIT SHROPSHIRE

Since the Council agreed to join the categories of membership have changed to Gold, Silver and Bronze. (£2500, £1000 & £500).

If we join we need to keep feeding them event information. Visit Shropshire will then promote more events nationally, e.g. Festivals and smaller events which the Town Council could make sure get advertised. The question is at what level to join.

Town Hall Trust Staff already use Shropshire Hills to advertise events.

RESOLVED Mark Hooper of Visit Shropshire will be invited to speak at the next meeting to outline the benefits of each level of membership. Councillors should prepare questions. Proposed Cllr Stelman; Seconded Cllr Hawes. All in favour.

ACTION: The Clerk will invite Mark Hooper (via Zoom or in person) and collate Councillors' questions.

ACTION: Cllr Carroll will talk with Town Hall Trust staff.

134-21 12

OLD MARKET SQUARE UPDATE

Cllrs Carroll and Halford were meeting with Keith Whiddon, Sue Cooper, Drew Cole and Nigel MacDonald (AONB) to draw up a scheme to apply for a grant. Cllr Hawes offered to join the meeting as he is an industrial designer.

135-21 13

YOUTH PROJECT

Cllr Stelman has prepared a document. The Council thanked him for his work.

South Shropshire Youth Forum in association with Cllrs Stelman and Dickin worked with local young people for 8 weeks, meeting with them and listening to what they had to say. It is important that youth voices are heard. 56 questionnaires were completed by young people in Bishop's Castle and Clun.

The Skate Park in Bishop's Castle needs improving and a shelter is needed. (A proposal to revamp it early in 2020 fell by the wayside because of COVID).

A commercial shelter would cost £9000 to purchase, but Cllr Stelman has secured a quote from a local welder (Matt Maddox) who will make a shelter for £7154.

In addition, a local widow would like to buy a bench for the Skate Park in memory of her late husband.

Cllr Stelman suggested 3 proposals:

- i) That the Council allocates £7000 as a contribution towards the skate park improvements, the balance being obtained through donation requests/crowd

funding, and by young people themselves creating one or two money generating projects.

RESOLVED: The Council will grant £6000 towards the cost of £7154 for a local welder to make the shelter. The young people will be asked to raise the rest. Proposed Cllr Carroll; Seconded Cllr Halford. All in favour.

ACTION: Cllr Stelman will commission the work by the welder

ACTION: Cllr Stelman will write a press release for the Shropshire Star Group.

- ii) That the Council approves the donation of a commemorative bench in the skate park as a memorial to the late husband of a resident, to provide more seating options to skate park users.

RESOLVED: The Council accepts the donation of the bench. Proposed Cllr Perry; Seconded Cllr Carroll. All in favour.

ACTION: Cllr Stelman will contact the widow.

- iii) The Council explores the viability of some kind of Youth Forum, whose representative(s) feed the Forum's concerns directly into the Town Council.

RESOLVED: The Council will explore the idea of a Youth Forum. Proposed Cllr Houghton; Seconded Cllr Carroll. All in favour.

ACTION: Cllrs Stelman and Dickin will take the lead.

There is also a youth project going on at SpArC involving music and poetry involving Open Mike sessions.

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TRAFFIC SURVEY UPDATE

Cllrs Perry and Halford had collated the results of the survey. Traffic has not yet returned to pre-COVID levels.

One-way schemes have 50/50 response.

A 20mph speed limit will be pursued (Battery operated 20mph signs can be moved; solar ones are permanent). Signage can be improved, e.g. information for 'Through Routes', and making the main street up from the Boar's Head 'Access Only'. This will then feed into SatNav information.

(The SLOW by the Playing Fields and the uncompleted white-lining is Shropshire Council's responsibility and is yet to be completed).

Many people complained about Kerry Lane, both lower down re pedestrian safety and higher up re passing places.

RESOLVED: **ACTION** Cllr Perry will put survey information/proposals in the newsletter and ask for feedback. Proposed Cllr Carroll; Seconded Cllr Stelman. All in favour.

Families should be encouraged to walk to school to reduce unnecessary traffic (and pollution from exhausts) at peak times, and possibly the 'walking bus' should be reintroduced. The Climate Action Plan supports this idea.

ACTION Cllr Perry will encourage walking to school in the October newsletter.

ACTION Cllr Carroll will raise the issue at a School Governor's meeting.

137-21 15

TOWN HALL TRUST

Town Hall is now opening on Mondays, Tuesdays, Thursdays (volunteer staff), Fridays and Saturdays. Staff are trying to organize bigger events now.

There is a need for the inside of the windows to be cleaned perhaps once a quarter and/or prior to major events. The contractor has done it recently on request, but is not always available at short notice.

ACTION: The clerk will look into making a permanent arrangement for cleaning the inside windows.

The outside area by the steps could be better maintained.

ACTION: The clerk will talk to the contractor concerned.

Thanks to the residents for watering the planters.

Sue is still looking for somewhere to store the books.

138-21 16

COMMUNITY PARTNERSHIP

Cllr Du Cros is happy to continue working as the liaison between the Community Partnership and the Council. There will be a request for printing costs at some point.

The Community Partnership Groups Event at Enterprise House was well-received.

Enterprises SWS are keen to host other similar events, such as Job Fairs, or Food Fairs.

139-21 17

REPORTS FROM MEETINGS ATTENDED

Enterprises SWS is developing a Business Support Structure to help the smaller businesses and Festival Committees with admin and risk assessment support. (In the longer future a Festival Manager/Coordinator may be employed as previously discussed before COVID).

140-21 18

ITEMS FOR FACEBOOK / WEBSITE

Small Grants Scheme; Traffic Survey and comments; Food Strategy document.

141-21 19

NEXT MEETING

Tuesday 17^h July 2021, 7.30pm. The meeting closed at 9.05pm.