



# BISHOP'S CASTLE TOWN COUNCIL



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SY9 5BG

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

At THE TOWN HALL

ON TUESDAY 17<sup>th</sup> August 2021 AT 7.30PM

<b>PRESENT</b>	<b>APOLOGIES</b>
Cllr G. Perry Cllr A. Stelman Cllr J. Dickin Cllr J. Carroll Cllr R. Houghton Cllr B. Hawes	Cllr D. Du Cros Cllr T. Halford Cllr S. Morris

### IN ATTENDANCE

Mr G. Rippon Mrs C. Owen

### Fire Procedure

Minute No.	Agenda Item
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162-21 1 **APOLOGIES** Cllrs Du Cros, Halford and Morris.

163-21 2 **CO-OPTION** None

164-21 3 **DECLARATIONS OF INTEREST**  
a) To declare any disclosable pecuniary interests  
b) To declare any personal interests.

Name	Agenda Item	Personal	Prejudicial
Cllr G. Perry	No. 15 Town Hall Trust	✓	
Cllr J. Carroll	No. 15 Town Hall Trust	✓	
Cllr A. Stelman	No. 15 Town Hall Trust	✓	

165-21 4 **APPROVAL OF MINUTES of 17<sup>th</sup> August 2021**

**RESOLVED:** Minutes approved. Proposed Cllr Carroll; Seconded Cllr Houghton. All in favour.

166-21 5 **PUBLIC PARTICIPATION SESSION** none present

167-21 6 **REPORT FROM THE MAYOR**

Council benches. When the owner can make the benches accessible to Cllr Perry they will be put in Bebb's Auction.

Public Hall Resolution. Most parties have now signed this. The Town Hall can then take over the management as trustee custodians. Once signing is complete an Underground Committee will be called with the new members. 3 people have expressed interest, plus 2 Councillors, and 2 more suggested at the meeting.

Food Strategy Document This was added to the website.

Auction Yard toilets. The architect has looked at the site and suggests leaving the buildings as they are but re-fitting with new equipment. One contractor is working on a quote.

Traffic Management A display will be put up in the Town Hall.

Playing Field equipment. Cllr Perry has met with Shropshire Council re the 3<sup>rd</sup> quote but was still awaiting the details of the design. All the designs will be circulated with the Primary school in October, (with or without Shropshire Council's design).

Welcome Back Grant of £5K for public realm works is awaiting approval.

Small Grant Awards. The committee met and asks approval for the following grants:

£600 to Abbeyfields for a defibrillator (out of £1200 applied for).

£500 towards the Christmas Grotto (out of £1000 applied for).

£250 to Castle Carols (out of £1000 applied for).

£1000 to BC Cricket Club towards a new mower (out of £3000 applied for).

**RESOLVED:** Grants approved. See invoices, Item 10.2.

Meeting with the Mayor of Church Stretton (Andy Munroe) This was a general chat to discuss the possible formation of a South Shropshire Alliance with a view to the local small market towns working together more collaborately in the future where common issues and interests are shared. It is possible that Business Improvement Districts maybe set up by Shropshire Council in the future to include South Shropshire.

Christmas Lights These will be switched on on 4<sup>th</sup> December. It will be low-key again this year. Details in due course.

168-21 7 **REPORT FROM THE CLERK**

The Clerk had received a letter inquiring about the demise of a bench that had been removed from the Old Market Square because it was in poor repair.

The Clerk had sorted out a couple of Direct Debits that had become mixed up.

There had been requests made by the public for overhanging trees and hedges on public paths to be trimmed.

169-21 8 **UNITARY COUNCILLOR**

Roadworks. Colesty to Clun being repaired.

Potholes in Grange Road have mostly been done.

Rural Report from Shropshire Council states that Rural Street Lighting isn't necessary. This is debatable as 'Rural' isn't defined. Cllr Perry has sent the correspondence re the lack of street lighting in Ox Leasowe to the MP Phillip Dunne.

SpArC Membership is increasing slowly. There is a new manager. The App for Shropshire leisure facilities is good.

AONB (Area of Natural Beauty) Committee. Cllr Houghton is putting herself forward as a committee member and seeks the Town Council's approval.

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

Stars building survey. There are still a few weeks left to reply.

Shropshire Council meeting on Thursday. Cllr Houghton will propose that Business Improvement Districts include rural areas such as Bishop's Castle and Colebatch which would benefit from schemes to promote more active walking and travel access.

Also that a lot of affordable housing, needed by local families, remains empty for unnecessarily long periods.

170-21 9

**PLANNING**

1) 21/04176/TCA

Application to fell 1no Cupressus Arizona within Bishops Castle Conservation Area at The Concept House Castle Green Bishops Castle Shropshire SY9 5BY

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

2) 21/04155/TCA

Application to fell 1no Sycamore to hedge height within Bishops Castle Conservation Area at 9 Pound Close Bishops Castle Shropshire SY9 5DJ

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

3) 21/03960/REM

Application for the approval of reserved matters (access, appearance, landscaping, layout and scale) pursuant to outline permission 18/00680/OUT for the erection of 2 dwellings (resubmission) at a Proposed Residential Development Land To The North Of Bowling Green Close Bishops Castle Shropshire

**RESOLVED** No objection. Proposed Cllr Carroll; Seconded Cllr Stelman. All in favour bar 1 abstention.

4) 21/03796/LBC

Application for the conversion of disused barn into domestic space, and associated external and internal alterations at The Co-op Barn 59 -63 Church Street Bishops Castle Shropshire SY9 5AD

**RESOLVED** No objection. Proposed Cllr Carroll; Seconded Cllr Dickin. All in favour bar 1 abstention.

5) 21/03609/FUL

Application for the Siting of shepherd's hut for personal use and holiday accommodation; installation of replacement entrance gate | Proposed Eco Dwelling To The East Of Union Street Bishops Castle Shropshire

**RESOLVED** No objection. Proposed Cllr Carroll; Seconded Cllr Dickin. All in favour bar 1 abstention.

171-21 10

**MONTHLY FINANCES**

i. To note the Bank Reconciliation

**RESOLVED:** Noted. Proposed Cllr Houghton; Seconded Cllr Dickin. All in favour.

The external auditor's report highlighted a couple of technical issues: Public Notices were not displayed for the correct period and the accounts were not signed off within the correct period. However, this was due to the restrictions presented by the COVID pandemic affecting the signing of the documents in time.

ii. To approve the following invoices for payment:

Payee	Item	Invoice	Amount £
Shropshire County Pension Fund	Monthly pension payment	September Return	909.37
HMRC	PAYE and NI	September Return	846.86
Staff salaries	4 staff	September Return	2340.31
C. Owen	Minute taker	142.	37.56
G. Dudley	Toilet cleaning	143.	336.00
Andrew Evans	Grass cutting	144.	3306.00
Exemplum	Printing	145.	1048.03
Exemplum	Printing	146.	10.74
Visit Shropshire	Advertising	147.	3000.00
Shropshire Council	rates	148.	56.00
Shropshire Council	Joint Energy	149.	623.72
<b>For information</b>			
Baxi	Heating repair	150.	249
BT	telephone /broadband	151.	315.48
Shropshire Council	rates	152.	163.00
Waterplus	Water rates	153.	103.55
Allotment Society	Subscription	154.	84.00
	<b>Total</b>		<b>£ 13511.36</b>

In addition, an invoice has been received from Play Safety for £358.20; and the external auditor, Mr Littlejohn, for £720.

**RESOLVED:** The invoices be paid, including the additional invoices. Proposed Cllr Carroll; Seconded Cllr Dickin. All in favour.

**RESOLVED:** the grants described in item 6 be awarded. Proposed Cllr Houghton; Seconded Cllr Stelman. All in favour.

172-21 11

**ALLOTMENTS**

1. Allotments: To receive Allotment Report
2. To review Annual Rent and consider a rent increase

**RESOLVED:** The report is accepted and the rents increased as suggested (bringing all rents into line). Proposed Cllr Carroll; Seconded Cllr Stelman. All in favour.

3. To review the Tenancy Agreement, and consider minor amendments

**RESOLVED:** The agreement and revisions are accepted. Proposed Cllr Houghton; Seconded Cllr Dickin. All in favour.

The Town Clerk had investigated bringing electricity to the allotments from the new Business Park but it was found to be far too expensive.

173-21 12

**CCTV**

The Town Clerk had attended a Zoom meeting to learn about WCCTV, used by many Police Forces and Councils. The cost would be £7000 for 1 camera and maintenance for 5 years. (£1000 per annum thereafter). The camera has its own SIM Card and hard disk. It can be plugged in to mains or run on solar. The Town Clerk would access the information, which can be shared with the Police.

A discussion ensued on the ethics of it, reasons for it and possible locations. The public would need to be consulted.

174-21 13 **OLD MARKET SQUARE**

Some protection for the coat of arms (possibly a cover) is being investigated. Sue Cooper is enquiring from the Heritage organisations. The Cobbles may be taken up and replaced with pavers. The Ash tree will be removed and the yews thinned. The middle section will have benches and planting. A shelter will have rainwater harvesting and there will be recycling bins.

A resident would like to donate a bench to replace the bench dedicated to her late father. The bench has been taken away for repair.

175-21 14 **SKATEBOARD PARK**

Cllr Stelman has been working on the Young People's Policy which he had circulated beforehand and asked for the Town Council's support for the following proposals:

- i) That the Council reaffirms its commitment to working with young people specifically regarding the upgrade of the skate park, and more generally so that they feel that their concerns are valued, listened to, and acted on where possible;
- ii) That the Council agrees to a piece about the young persons' initiative be put on the appropriate Facebook pages;
- iii) That the Council supports attempts to obtain grant money for the employment of a youth worker/leader whose terms of employment (should grant applications be successful) would be determined between the Council and the South Shropshire Youth Forum.

The youth leader would be employed by South Shropshire Youth Forum, but the Town Council would be involved in the line management.

It is also hoped to locate and facilitate a drop-in centre for 14-19 year olds and a local Youth Forum.

**RESOLVED:** The proposals are accepted. Proposed Cllr Hawes; Seconded Cllr Carroll. All in favour.

Cllrs Perry and Dickin will be meeting with a teacher at the Community College and subsequently with Liz Steer and Rob McKay re the Underground.

176-21 15 **TOWN HALL TRUST**

The government financial support has now ended. Events are increasing but numbers are still being restricted for safety reasons, so just about breaking even financially. Normal opening hours have resumed.

Storage facilities are a possibility in containers at Enterprise House – awaiting further details.

177-21 16 **REPORTS FROM MEETINGS ATTENDED**

Cllrs Hawes and Stelman attended the meeting called by Lightfoot to discuss installing a large heat pump and wind turbine for the town.

178-21 17 **ITEMS FOR FACEBOOK / WEBSITE**

Cllr Hawes is walking to COP26 in Glasgow with Clarion the Bear to raise Climate Change awareness and is looking for support. Youth Initiative. CCTV. Approved Small Grants. Traffic Management Display (when installed). Christmas Lights. Appeal for dedicated bench donations. Appeal for owners to trim overhanging hedges/trees adjacent to public rights of way. Allotments AGM.

179-21 18 **NEXT MEETING**

Tuesday 19<sup>th</sup> October 2021, 7.30pm.

The meeting closed at 9.16pm.