



BISHOP'S CASTLE TOWN COUNCIL



Gwilym J Rippon Cert. He CEG, PSLCC
Town Clerk
Tel: 01588 638141
Email: townclerk@bishopscaletowncouncil.gov.uk

The Town Hall
Bishop's Castle
Shropshire
SY9 5BG

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

HELD USING ZOOM

ON TUESDAY 19th JANUARY 2021 AT 7.30PM

PRESENT	APOLOGIES
Cllr G. Perry Cllr J. Dickin Cllr T. Halford Cllr J. Carroll Cllr S. Morris Cllr B. Hawes Cllr J. Magill Cllr. R Houghton	

IN ATTENDANCE

Mr G. Rippon Mrs C. Owen Mrs M. Gwilliam

Fire Procedure

Minute No.	Agenda Item	
------------	-------------	--

1-21 1 **APOLOGIES** None received

2-21 2 **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	✓	

3-21 3 **APPROVAL OF MINUTES of 15th December 2020**

RESOLVED: Accepted. Proposed Cllr Perry; Seconded Cllr Dickin. All in favour.

4-21 4 **PUBLIC PARTICIPATION SESSION**

None present.

- 5-21 5 **REPORT FROM THE MAYOR**
 The Mayor had thanked those involved with organising the virtual “Christmas Lights”. (Sheep trail, Grotto, Advent Calendar). The feedback had been positive.
 The next BC Newsletter would not be delivered door-to-door because of COVID restrictions but would be available from the Town Hall, shops and other central locations in the town and on-line.
 The vaccines are beginning to be rolled out, but please check on neighbours. They may be ill or self-isolating and may need supplies.
 Staff have refused the delivery of 4 planters designed to prevent people parking on the pavement outside SPAR because the oil tanker needs the space to manoeuvre into position. Other semi-permanent barriers will be investigated and discussed with staff.
- 6-21 6 **REPORT FROM THE CLERK**
 Shropshire Council had settled over the pointing and have paid £30,000 plus solicitor’s fees and disbursements. The Town Council will need to pay the VAT on the costs and reclaim it back.
- 7-21 8 **PLANNING** (This item was brought forward while Cllr Houghton logged in).
 1. 20/05232/LBC and 20/05231/FUL
 Application for the removal of pergola and erection of external staircase to form fire escape from first floor flat at The Three Tuns Inn Salop Street Bishops Castle SY9 5BW
RESOLVED: No objection. Proposed Cllr Perry; Seconded Cllr Dickin. All in favour.
- 8-21 7 **UNITARY COUNCILLOR**
 Next Shropshire Council meeting is on 25th February. Only the first 6 questions will be tabled so please let Cllr Houghton have any questions by 9th February.
 SpArC is closed to the Public but some maintenance/improvement work has continued. COVID-19 Vaccinations will be rolled out in the next 2 weeks.
 Business Grants are available again. Contact Shropshire Council if you haven’t already applied. Also Hardship Grants.
 Cllr Houghton had done a litter pick and filled one bag in 45 minutes. Owners of a holiday cottage have donated some grabbers for future picks.
 Ox Leasowe – there is 1 bungalow left to rent and some still for sale, but otherwise occupied now. There is a still a housing need locally for rented accommodation.
 Please let Cllr Houghton know any potholes or road repairs that need doing.
- 9-21 9 **MONTHLY FINANCES**
 i. To note the Bank Reconciliation
 The figures showed that the target of having 40% in reserves would likely be met. The playground underspend could be put in the reserves but earmarked for the playground.
RESOLVED: Approved. Proposed Cllr Dickin; Seconded Cllr Houghton. All in favour.
 ii. To discuss and decide on a Grant received from the Children’s Hope House Hospice
RESOLVED: Rejected as it was outside the area. Proposed Cllr Dickin; Seconded Cllr Halford. All in favour.
 iii. To discuss and decide on joining the Rural Services Network
RESOLVED: Agreed to join. Proposed Cllr Carroll; Seconded Cllr Dickin.

All in favour.

iv. To approve the following invoices for payment:

Payee	Item	Invoice	Amount £
Shropshire County Pension Fund	Monthly pension payment	January Return	909.37
HMRC	PAYE and NI	January Return	846.86
Staff salaries	4 staff	January Return	2340.31
C. Owen	Minute taker	292.	37.56
G. Dudley	Toilet cleaning	293.	336.00
M. Gwilliam	Work from home allowance	294.	24.00
G.J. Rippon	Work from home allowance	295.	23.00
Mailroom	Franking machine	296.	119.40
Blachere	Christmas lights	297.	552.00
Blachere	Christmas lights	298.	930.00
Blachere	Christmas lights	299.	370.00
Belvidre lifts	Lift Maintenance	300.	139.20
Imprint	Leaflets (elephant trail)	301.	158.00
Telescopic WC	Window Cleaning	302.	45.00
BCBS	Materials	303.	52.90
Exemplum	printing	304.	91.08
Shropshire Council	Rates	305.	304.00
Halls SMS	Toilet supplies	306.	148.08
Mark One	Fire Safety	307.	167.93
For information			
ICO	Data protection registration	308.	35.00
Shropshire Council	rates	309.	141.00
BG	Electricity	310.	30.20
Water Plus	Rates	311.	33.73
BT (Nov)	Telephone / Broadband	312.	304.39
BT (Dec)	Telephone / Broadband	313.	303.36
Corona	electricity	314.	163.80
	Total		£ 8697.18

--	--	--	--

RESOLVED:

The invoices be paid. Proposed Cllr Dickin; Seconded Cllr Carroll. All in favour.

- | | | |
|-------|----|---|
| 10-21 | 10 | <p><u>TREE PLANTING INITIATIVE</u></p> <p>To discuss and decide in supporting of a BBC Countryfile and woodland trust 2-year project to plant 150,000 trees to form community woodlands.</p> <p>Finding a site was difficult. The current green areas all have purposes and the land behind SpArC does not belong to the Town Council.</p> <p>Shropshire Council is also awarding trees to be planted in Shropshire.</p> <p>It was agreed to do an article in the next newsletter asking private landowners if they have space to plant trees.</p> |
| 11-21 | 11 | <p><u>OLD MARKET SQUARE REFURBISHMENTS</u></p> <p>A resident had volunteered to undertake the consultation and grant application for £600. This process would be overseen and managed by Sue Cooper.</p> <p>RESOLVED:</p> <p>The Town Council agrees in principle to spend £600 on a consultation process to be ratified by the Council following a zoom meeting with the resident and Sue to confirm the details. Proposed Cllr Carroll; Seconded Cllr Magill. All in favour.</p> |
| 12-21 | 12 | <p><u>VISIT SHROPSHIRE TOURISM GROUP</u></p> <p>To discuss and decide to join the Visit Shropshire Tourism Group at a cost of £250.00p per annum</p> <p>RESOLVED: It was agreed to join so as to benefit from more promotion of the local area. Proposed Cllr Houghton; Seconded Cllr Carroll. All in favour.</p> |
| 13-21 | 13 | <p><u>SOUTH SHROPSHIRE YOUTH FORUM</u></p> <p>Adjourned until next meeting</p> |
| 14-21 | 14 | <p><u>TO RECEIVE AN UPDATE FROM THE TRAFFIC MANAGEMENT GROUP</u></p> <p>An article had been written for the BC Newsletter asking for feedback. However, it was decided to defer this to the following BC Newsletter which would hopefully be delivered to every household.</p> |
| 15-21 | 15 | <p><u>TOWN HALL TRUST</u></p> <p>The Town Hall is closed.</p> <p>Farmers' Market on Enterprise House Carpark- a gazebo blew over damaging a stallholder's stock. It was not covered by insurance through the Town Hall, Enterprise House or the stallholder. Therefore, the Farmers' Market will return to the Town Hall when permitted to be within the terms of their insurance. Enterprise House will also review their insurance policies and stallholders encouraged to take out Stock Insurance as well as Public Liability Insurance. A £200 ex-gratia payment was made to the stallholder.</p> <p>An application had been made to Shropshire Council for funding because the Town Hall cannot currently trade.</p> |
| 16-21 | 16 | <p><u>COMMUNITY PARTNERSHIP</u></p> <p>The Community Partnership Response to the SC Draft Local Plan had been received and Shropshire Council has agreed to let Bishop's Castle identify its own plan of housing need.</p> |
| 17-21 | 17 | <p><u>REPORTS FROM MEETINGS ATTENDED</u></p> <p><u>Enterprise South West Shropshire.</u> Cllrs Perry, Houghton and Carroll had attended a meeting. There was a focus on Business regeneration.</p> |

Community Lands Trust were pursuing buying Stars Newsagents.
Cllr Houghton will enquire as to the position re the Methodist Chapel.

18-21 18 **ITEMS FOR FACEBOOK / WEBSITE**

The BC Newsletter would be put on-line and on Facebook.

19-21 19 **UPDATE OF THE COURT CASE**

Members of the public were asked to leave the room at 8.32pm.

RESOLVED: It was agreed to pay Sam Hines £5000 in recognition of the hard work she had put in supporting the Town Council over the last 6 years. Proposed Cllr Carroll; Seconded Cllr Houghton. All in favour

20-21 20 **NEXT MEETING**

Tuesday 16th February 2021, 7.30pm. The meeting closed at 8.38pm.



BISHOP'S CASTLE TOWN COUNCIL



Gwilym J Rippon Cert. He CEG, PSLCC
Town Clerk
Tel: 01588 638141
Email: townclerk@bishopscaletowncouncil.gov.uk

The Town Hall
Bishop's Castle
Shropshire
SY9 5BG

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

HELD USING ZOOM

ON TUESDAY 16th FEBRUARY 2021 AT 7.30PM

PRESENT	APOLOGIES
Cllr G. Perry Cllr J. Dickin Cllr T. Halford Cllr J. Carroll Cllr S. Morris Cllr B. Hawes Cllr J. Magill Cllr R. Houghton Cllr A. Stelman	

IN ATTENDANCE

Mr G. Rippon Mrs C. Owen Mrs M. Gwilliam

Fire Procedure

Minute No.	Agenda Item	
------------	-------------	--

21-21 1 **APOLOGIES** None received

22-21 2 **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. 12 Town Hall Trust	✓	
Cllr J. Carroll	No. 12 Town Hall Trust	✓	
Cllr A. Stelman	No. 12 Town Hall Trust	✓	
Cllr A. Stelman	No. 16 Empty Property	✓	
Cllr R. Houghton	No. 16 Empty Property	✓	

23-21 3 **APPROVAL OF MINUTES of 19th January 2021**

RESOLVED: Accepted. Proposed Cllr Halford; Seconded Cllr Dickin. All in favour.

- 24-21 4 **PUBLIC PARTICIPATION SESSION**
- None present.
- 25-21 5 **REPORT FROM THE MAYOR**
- 'My Shropshire' The Mayor had successfully registered for My Shropshire and reported 7 faulty street lights and 12 blocked drains. Shropshire Council sent a team to look at 6 of the street lights the following day. However, the day after the maintenance, all 6 street lights had stopped working again. The Mayor has re-reported the faulty lights. No news on the drains, yet.
- Phone Boxes A 70-day consultation process notice has been displayed on the Colebatch Phone box to say the Town Council wants to take it over. The Phone box in the High St is listed and can't be removed by BT. The Phone box in Kerry Lane has gone.
- Play Area Equipment. When the 3rd quote has been received, all the quotes will be circulated amongst Councillors for discussion. Cllr Houghton suggested that Shropshire Council should be invited to tender for installing the new equipment. The Clerk will follow it up.
- SWS Broadband. SWS Broadband want to invest in a super-fast fibre broadband infrastructure for the town. A Government scheme will pay for some of the cost. The Mayor asked them to come and talk to the Town Council when they have a firm proposal in place.
- 26-21 6 **REPORT FROM THE CLERK**
- Birch Tree The complainant is not satisfied with the outcome from the ICO and will appeal.
- An incident of a motorised scooter being ridden in the play area has been reported to the authorities.
- Elections are coming up in May. Forms will be sent out. The Council will need to be mindful of the legislation regarding virtual meetings which currently runs out at the end of April, but may possibly be extended by the Government. The Town Hall is too small to maintain social distancing for a public meeting in the current restrictions. The Council will make a decision on dates and venue or virtual at the next meeting.
- 27-21 7 **UNITARY COUNCILLOR**
- The next Shropshire Council meeting is next Thursday. Cllr Houghton has tabled a question on the number and location of empty houses in Shropshire. Empty houses have an impact on the housing need. They could be utilised for local families.
- Flooding There is a site meeting coming up to look at the flooding issues in Colebatch, (including blocked ditches and pot-holes).
- Cllr Houghton has been trying to identify the ownership of the land and gullies in connection with the repeated flooding of the gully at the back of Stone House Hospital.
- Cllr Houghton has been trying to get Highways to provide a grit box for Drews Leasowe (which is an un-adopted road) to no avail. The road was extremely icy in recent cold weather.
- Roads The Town Council will complain to Shropshire Council about the poor state of recent road repairs on Kerry Lane and other roads in Bishop's Castle.
- Ox Leasowe. The Town Council will ask Connexus about installing street lights.
- 28-21 8 **PLANNING**
1. 21/00385/TCA
- Application to Fell 2 No Ash Trees to hedge level within Bishops Castle Conservation Area at Land Off Church Lane Bishop's Castle Shropshire

RESOLVED: The Town Council recommends that the Tree Warden's

recommendation of reducing the height of Tree 1 to 3m (not hedge height) and felling tree 2 to hedge height be followed. Proposed Cllr Carroll; Seconded Cllr Stelman. All in favour.

29-21

9

MONTHLY FINANCES

- i. To note the Bank Reconciliation

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

- ii. To discuss and decide on the re-appointment of Iain Selkirk as the internal auditor for 2020-2021

RESOLVED: Agreed. Proposed Cllr Carroll; Seconded Cllr Stelman. All in favour.

- iii. To approve the following invoices for payment:

Payee	Item	Invoice	Amount £
Shropshire County Pension Fund	Monthly pension payment	February Return	909.37
HMRC	PAYE and NI	February Return	846.86
Staff salaries	4 staff	February Return	2340.31
C. Owen	Minute taker	336.	37.56
G. Dudley	Toilet cleaning	337.	336.00
M. Gwilliam	Work from home allowance	338.	24.00
G.J. Rippon	Work from home allowance	339.	24.00
T. Moulder	Planters	340.	500.00
BCHRC	Storage	341.	143.00
A.Evans	Maintenance	342.	1335.00
Exemplum	printing	343.	239.02
Shropshire Council	Rates	344.	364.00
Bullseye	Pest control	345.	158.00
For information			
Host it	Website Domain name	346.	167.88
Zoom	Log on fee	347.	48
BG	Electricity	348.	30.80
Societe Generale	Printer Lease	349.	322.80
Allotment Society	Membership collected	350.	276.00
BT	Telephone / Broadband	351.	302.73
Corona	electricity	352.	531.07
	Total		£ 9285.14

RESOLVED:

The invoices be paid. Proposed Cllr Carroll; Seconded Cllr Houghton. All in favour.

30-21

10

ALLOTMENTS

To discuss and decide the report in relation to the allotments.

Maintenance. The track needs resurfacing. It was agreed that 3 contractors be asked for

advice. One contractor has already given a quote.

Membership and Rent.

RESOLVED It was proposed that the Allotments Society passed on money owed to the Town Council as soon as it was recovered. Proposed Cllr Carroll; Seconded Cllr Stelman. All in Favour.

31-21 11 **SOUTH SHROPSHIRE YOUTH FORUM**

To receive a report from Cllr Stelman in relation to South Shropshire Youth Forum. The manager of the South Shropshire Youth Forum sends his apologies for this meeting.

Purpose twofold:

- 1) To demonstrate to the youth that they are appreciated and have a valuable contribution to make to the local area.
- 2) In the light of the long-term impact of Covid on young people, how can we support them?

The proposal is to allocate some seed money for young people to work with SSYF and identify what young people want and need in Bishop's Castle. 8 weekly 3 hour sessions will cost £1200. The Community College is also in discussion with SSYF.

The Underground Youth Centre plans have stalled. Plans to develop a skateboard area in the playing fields were interrupted by Covid, so there is not much provision in the town at the moment.

Cllr Stelman agreed to find out if there was a limit on the numbers that could attend.

The Town Clerk would advise on grants and monies available.

Cllr Stelman hoped that something could be set up Post Covid.

32-21 12. **TO RECEIVE AN UPDATE FROM THE TRAFFIC MANAGEMENT GROUP**

The traffic survey will go in the next newsletter, so nothing to report as yet. Cllr Halford requested an up-to-date map. The Clerk will contact Shropshire Council re obtaining an electronic map.

33-21 13. **TOWN HALL TRUST**

The Farmers' Market will be on Saturday. Staff are partly furloughed. Awaiting further instructions from The Government.

34-21 14. **COMMUNITY PARTNERSHIP**

Nothing to report.

35-21 15. **REPORTS FROM MEETINGS ATTENDED**

Enterprise South West Shropshire. Cllrs Perry and Houghton had attended a meeting. There is less IT support but the future is more optimistic than it was.

36-21 16. **ITEMS FOR FACEBOOK / WEBSITE**

Election; Census; My Shropshire.

37-21 17. Confidential item. At 8.31pm there were no members of the public in attendance.

TO DISCUSS USE OF EMPTY PROPERTIES ON THE MAIN STREET.

A property on the High Street was discussed but due to commercial sensitivity the identity is withheld

38-21 18. **NEXT MEETING**

Tuesday 16th March 2021, 7.30pm. The meeting closed at 8.38pm.



BISHOP'S CASTLE TOWN COUNCIL



Gwilym J Rippon Cert. He CEG, PSLCC
Town Clerk
Tel: 01588 638141
Email: townclerk@bishopscastletowncouncil.gov.uk

The Town Hall
Bishop's Castle
Shropshire
SY9 5BG

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

HELD USING ZOOM

ON TUESDAY 16th MARCH 2021 AT 7.30PM

PRESENT	APOLOGIES
Cllr G. Perry Cllr J. Dickin Cllr T. Halford Cllr J. Carroll Cllr S. Morris Cllr B. Hawes Cllr J. Magill Cllr R. Houghton Cllr A. Stelman	

IN ATTENDANCE

Mr G. Rippon Mrs C. Owen Mrs M. Gwilliam

Fire Procedure

Minute No.	Agenda Item				
39-21	1	<u>APOLOGIES</u> None received. (Cllr Houghton has another meeting and will arrive later).			
40-21	2	<u>DECLARATIONS OF INTEREST</u> a) To declare any disclosable pecuniary interests b) To declare any personal interests.			
		Name	Agenda Item	Personal	Prejudicial
		Cllr G. Perry	No. 14 Town Hall Trust	✓	
		Cllr J. Carroll	No. 14 Town Hall Trust	✓	
		Cllr A. Stelman	No. 14 Town Hall Trust	✓	
		Cllr J. Magill	No. 11 Community Land Trust	✓	

- 41-21 3 **APPROVAL OF MINUTES of 16th February 2021**
RESOLVED: Accepted. Proposed Cllr Stelman; Seconded Cllr Dickin. All in favour.

42-21	4	<p><u>PUBLIC PARTICIPATION SESSION</u></p> <p>None present.</p>
43-21	5	<p><u>REPORT FROM THE MAYOR</u></p> <p><u>Election</u> The Publicity campaign has begun. The newsletter will go door to door this time as part of the election information. Cllr Magill is stepping down.</p> <p><u>Colebatch Phone Box</u> There is one quote outstanding. There has been 1 objection.</p> <p><u>Play Area Equipment.</u> There is one quote outstanding.</p> <p><u>SWS Broadband.</u> They will come and talk to the Town Council when they have a firm proposal in place.</p>
44-21	6	<p><u>REPORT FROM THE CLERK</u></p> <p>The Clerk will collect the Election Candidate nomination packs on 22nd.</p> <p>There had been some correspondence regarding the proposed Fairy Trail.</p>
45-21	8	<p><u>PLANNING</u></p> <p>1. 21/00766/FUL</p> <p>Application for the erection of storage shed at St John The Baptist Church Brampton Road Bishops Castle Shropshire SY9 5AX</p> <p>RESOLVED: No objection. Proposed Cllr Carroll; Seconded Cllr Dickin. All in favour.</p> <p>2. 21/01041/TC</p> <p>Application for tree Works to reduce the crown and sides of 1No Ash tree by approximately 3m, and lightly thin the tree to remove any dead/decaying or crossing branches, sever the Ivy on the tree and reduce the height of the two Leylandii hedges at the front side and rear side to approximately 2.5m within Bishops Castle Conservation Area at Yarrow End House Station Street Bishops Castle SY9 5DD</p> <p>RESOLVED: The Tree Warden supports this application. No objection. Proposed Cllr Stelman; Seconded Cllr Morris. All in favour.</p> <p>3. 21/00772/FUL Application for the installation of external wall insulation, with render finish, to include associated alterations to eaves and verges; relocation of rainwater goods and SVP - relating to property nos. 5, 14, 19 and 42 Corporation Street Street Record Corporation Street Bishops Castle Shropshire.</p> <p>When built, these houses were considered a good example of high standard Council Housing. However, the houses need bringing up to standard re energy saving.</p> <p>RESOLVED: The Town Council objects to the external cladding for architectural reasons and asks that cavity wall insulation should be used instead. Proposed Cllr Carroll; Seconded Cllr Magill. All in favour</p> <p>Two further applications which arrived today will be considered at a Special Council meeting to give Councillors time to study the applications.</p>
46-21	7	<p><u>UNITARY COUNCILLOR</u> (Cllr Houghton joined the meeting)</p> <p><u>Consultations.</u> Shropshire Council have a consultation process re access to debt advice. If you have any comments, please let them know.</p> <p>Similarly another consultation is on access to the countryside/AONB. You can comment on state of footpaths, stiles etc.</p> <p>The Local Plan consultation has been extended to July.</p> <p>The North West Relief Road plan is attracting many comments, (environment/ climate change and cost of £90 million).</p>

Shropshire Big Town Plan consultation is now closed but there is concern that the closure of the bus station impacts greatly on the rural bus network. Buses will now terminate at the park and ride car parks.

Roads Cllr Houghton will complain again to Shropshire Council about the poor state of recent road repairs on Kerry Lane and other roads in Bishop's Castle and also about the white lines that have not been painted. (Some have, but not all). Particular concern is at the entrance of the Playing Fields.

However, the system isn't working. Although complaints are registered, little seems to happen. Some roads are patched but not all, and the repairs don't last. This may be partly due to the cuts in the Council's budget.

RESOLVED: The Town Council will also write to Shropshire Council in support of the need for the outstanding repairs/white lines to be done, (and to a good standard). Proposed Cllr Carroll; Seconded Cllr Magill. All in favour.

Ox Leasowe. There has been no reply from Connexus about installing street lights.

Business Park. The construction work is out for tender. It is anticipated that work will start this Spring and last about a year. An Ecology Report was undertaken at the planning stage and the trees have/will be removed safely.

47-21

9

MONTHLY FINANCES

- i. To note the Bank Reconciliation

RESOLVED: Approved. Proposed Cllr Carroll; 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	March Return	909.37
HMRC	PAYE and NI	March Return	846.86
Staff salaries	4 staff	March Return	2340.31
C. Owen	Minute taker	365.	37.56
G. Dudley	Toilet cleaning	366.	336.00
M. Gwilliam	Work from home allowance	367.	24.00
G.J. Rippon	Work from home allowance	368.	24.00
Viprint	Banner	369.	486.00
Shropshire Council	Rates	370.	484.00
Telescopic window cleaning	Window cleaning	371.	45.00
A. Evans	Grass cutting /maintenance	372.	1209.00
For information			
Water plus	Water rates	373.	54.44
BT	Telephone / Broadband	374.	302.73
BG	Electricity	375.	253.46
Corona	electricity	376.	209.93
	Total		£ 7560.40

RESOLVED: The invoices be paid. Proposed Cllr Stelman; Seconded Cllr Dickin. All in favour.

48-21 10 **DOG BIN ON OLD CASTLE LAND TRUST**

Henry Hunter of The Castle Hotel has asked for a dog bin to be sited at the top of town. The Castle Land Trust own the land adjacent to The Castle Hotel and are willing to provide a bin, but Shropshire Council will not empty bins on private land.

RESOLVED Cllr Carroll will look for a safe site for a bin. Cllrs Perry and Carroll will talk to David Jones of the Castle Land Trust. There will be an education campaign via social media etc about picking up dog mess. Proposed Cllr Perry; Seconded Cllr Carroll. All in favour.

49-21 11 **APPLICATION FOR GRANTS**

1. To discuss and decide on a grant to produce a video to assist with a lottery grant for the refurbishment of Old Stars Newsagent as a contribution towards regenerating the High Street post Covid.

The property is now owned by the Community Land Trust who will meet the cost of converting the upstairs flats.

A £200,000 bid is being sought for the refurbishment of the ground floor of the old Stars shop and abattoir. A promotional video needs to be made at a cost of £400. The Food bank will sponsor £300 and the Town Council is asked for a further £100.

RESOLVED The Council supports this application and will provide the £100. Proposed Cllr Houghton; Seconded Cllr Stelman. All in favour.

2. To discuss and decide on a grant to the conservation charity Caring for God's Acre (CfGA)

CfGA will continue to maintain the graveyard of behalf of the town, but need regular funding.

RESOLVED The Council agrees to pay CfGA £500 per year. Proposed Cllr Carroll; Seconded Cllr Magill. All in favour.

3. To discuss and decide on a grant to fund 8 x 3 hour sessions at a cost of £1200 with South Shropshire Youth Forum, (deferred from last month whilst numbers of attendees was clarified).

Cllr Stelman reported that the limit on numbers was defined as the number that can reasonably be managed.

RESOLVED The Council supports the proposal and will fund the £1200. Proposed Cllr Stelman; Seconded Cllr Dickin. All in favour

50-21 12. **PLAYING FIELDS**

The fence around the garden on the playing fields is in poor repair.

RESOLVED The Council will write to the owner of the fence to see if they still want to maintain that area. Proposed Cllr Perry; Seconded Cllr Carroll. All in favour.

51-21 13. **TO DISCUSS AND DECIDE ON THE MEETING DATE AND FORMAT FOR ANNUAL TOWN MEETING**

Current and changing Covid restrictions are making it difficult to plan this meeting.

RESOLVED A short Town meeting will be held via Zoom on 27th April with a view to holding a fuller meeting, where people can attend in person, later in the year. Proposed Cllr Carroll; Seconded Cllr Stelman. All in favour.

52-21 14. **TOWN HALL TRUST**

The Farmers' Market was successful. A Book Sale is planned in April and some weddings are booked in later in the year. Staff are still partly furloughed, awaiting

further instructions from The Government.

53-21 15. **COMMUNITY PARTNERSHIP**

A presentation will be made to the next meeting.

54-21 16. **REPORTS FROM MEETINGS ATTENDED**

Enterprise South West Shropshire. There are on-going discussions with Shropshire Council re the Muga and theatre at SpArC. Village Outreach will be revamped, including allowing the hire of equipment online.

Shropshire Council want Enterprise House to be the first port of call for IT and business support.

Food Resilience Strategy Group. The Action Plan is almost ready.

55-21 17. **ITEMS FOR FACEBOOK / WEBSITE**

Election and new Councillors.

Education Campaign re dog mess.

56-21 18. **NEXT MEETING**

Tuesday 20th April 2021, 7.30pm. The meeting closed at 8.42pm.



BISHOP'S CASTLE TOWN COUNCIL



Gwilym J Rippon Cert. He CEG, PSLCC
Town Clerk
Tel: 01588 638141
Email: townclerk@bishopscastletowncouncil.gov.uk

The Town Hall
Bishop's Castle
Shropshire
SY9 5BG

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

HELD USING ZOOM

ON TUESDAY 23rd MARCH 2021 AT 7.30PM

PRESENT	APOLOGIES
Cllr G. Perry Cllr J. Dickin Cllr T. Halford Cllr J. Carroll Cllr S. Morris Cllr B. Hawes Cllr J. Magill Cllr R. Houghton Cllr A. Stelman	

IN ATTENDANCE

Mr G. Rippon Mrs C. Owen Mrs M. Gwilliam

Fire Procedure

Minute No.	Agenda Item				
57-21	1	<u>APOLOGIES</u> None received. (Cllr Houghton has another meeting and will arrive later).			
58-21	2	<u>DECLARATIONS OF INTEREST</u> a) To declare any disclosable pecuniary interests b) To declare any personal interests.			
		Name	Agenda Item	Personal	Prejudicial
		Cllr Morris	Planning	✓	✓
		Cllr J. Magill	Planning	✓	

59-21 3 **PUBLIC PARTICIPATION SESSION**

Abby gave a presentation for Part in the Park, permission was requested for the use of the playing fields for this function. Permission was granted providing Covid restrictions and the necessary insurance.

PLANNING**PLANNING**

1. 21/01137/DIS

Application to discharge of Conditions 6 (Bird Boxes) and 7 (External Lighting Plan) associated with planning application number 19/00049/FUL at 23 High Street Bishops Castle Shropshire SY9 5BE

This application was discussed

RESOLVED

This application was noted

2. 21/01055/FUL

Application for the erection of two storey extension to the south of existing cottage at 2 Church Lane Bishops Castle SY9 5AF

This application was discussed

RESOLVED

The Council supported this application

3. 21/00822/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 3 dwellings at Proposed Residential Development Land To The North Of Bowling Green Close Bishops Castle Shropshire

This application was discussed

RESOLVED

The Council supported this application

4. 21/00774/FUL

Application for the installation of external wall insulation, with render finish, to include associated alterations to eaves and verges; relocation of rainwater goods and SVP - relating to property nos. 1,1a,2,2a, 4-7, 10,12,14,18,20,24,29 Kerry Green | Street Record Kerry Green Bishops Castle Shropshire

This application was withdrawn

5. 21/00773/FUL

Application for the installation of external wall insulation, with render finish, to include associated alterations to eaves and verges; relocation of rainwater goods and SVP - relating to property nos. 18,20,22,28,37 and 39 Grange Road | Street Record Grange Road Bishops Castle Shropshire

This application was withdrawn



BISHOP'S CASTLE TOWN COUNCIL



Gwilym J Rippon Cert. He CEG, PSLCC
Town Clerk
Tel: 01588 638141
Email: townclerk@bishopscastletowncouncil.gov.uk

The Town Hall
Bishop's Castle
Shropshire
SY9 5BG

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

HELD USING ZOOM

ON TUESDAY 20th April 2021 AT 7.30PM

PRESENT	APOLOGIES
Cllr G. Perry Cllr J. Dickin Cllr T. Halford Cllr J. Carroll Cllr S. Morris Cllr B. Hawes Cllr J. Magill Cllr R. Houghton Cllr A. Stelman	

IN ATTENDANCE

Mr G. Rippon Mrs C. Owen
2 members of the public.

Fire Procedure

Minute No.	Agenda Item																							
61-21	1	<u>APOLOGIES</u> None																						
62-21	2	<u>DECLARATIONS OF INTEREST</u> a) To declare any disclosable pecuniary interests b) To declare any personal interests.																						
		<table><tr><th>Name</th><th>Agenda Item</th><th>Personal</th><th>Prejudicial</th></tr><tr><td>Cllr G. Perry</td><td>No. 14 Town Hall Trust</td><td>✓</td><td></td></tr><tr><td>Cllr J. Carroll</td><td>No. 14 Town Hall Trust</td><td>✓</td><td></td></tr><tr><td>Cllr A. Stelman</td><td>No. 14 Town Hall Trust</td><td>✓</td><td></td></tr><tr><td>Cllr J. Magill</td><td>No. 8.2 Planning</td><td>✓</td><td></td></tr></table>	Name	Agenda Item	Personal	Prejudicial	Cllr G. Perry	No. 14 Town Hall Trust	✓		Cllr J. Carroll	No. 14 Town Hall Trust	✓		Cllr A. Stelman	No. 14 Town Hall Trust	✓		Cllr J. Magill	No. 8.2 Planning	✓			
Name	Agenda Item	Personal	Prejudicial																					
Cllr G. Perry	No. 14 Town Hall Trust	✓																						
Cllr J. Carroll	No. 14 Town Hall Trust	✓																						
Cllr A. Stelman	No. 14 Town Hall Trust	✓																						
Cllr J. Magill	No. 8.2 Planning	✓																						

63-21 3 **APPROVAL OF MINUTES of 16th March and 23rd March 2021**

RESOLVED: Accepted. Proposed Cllr Dickin; Seconded Cllr Magill. All in favour.

64-21	4	<p><u>PUBLIC PARTICIPATION SESSION</u></p> <p>Items 12 and 11 should be brought forward. RESOLVED: Agreed. Proposed Cllr Perry; Seconded Cllr Halford. All in favour.</p>
65-21	12	<p><u>COMMUNITY LED TOWN PLAN</u></p> <p>Mr Keith Whiddon explained that the Town Plan was first produced in 2016, originally to be run for 5 years and reviewed in 2021. Because of the pandemic it will run for a further year.</p> <p>The yearly update has shown that there are numerous actions and projects to celebrate, some of which had started during the pandemic and are shown separately in the report. It is wonderful to know the community has so many volunteers willing to get involved. Another section of the report has been assigned to economic recovery which will be an important part of the plan going forward.</p> <p>It is good for the community to know all the successful projects going on locally and to engage with them and get involved.</p> <p>The Mayor thanked Mr Whiddon and team for their hard work producing the report which shows the depth of the Community Spirit.</p> <p>The Town Council will endeavour to liaise with Rob McKay from Enterprise South West Shropshire and the Community Partnership to encourage economic recovery and look out for appropriate grants as they become available.</p> <p>RESOLVED: The Council approves and accepts the Report. Proposed Cllr Stelman; Seconded Cllr Magill. All in favour.</p>
66-21	11	<p><u>TOWN COUNCIL'S CLIMATE ACTION PLAN</u></p> <p>Mr Steve Hales asked that the Town Council discuss the Climate and Ecological Emergency Bill at the next meeting. Mr Hales will prepare a briefing document.</p> <p>(Community Food Resilience Strategy to be discussed at the next meeting. Cllr Stelman will invite Daphne to attend).</p>
67-21	5	<p><u>REPORT FROM THE MAYOR</u></p> <p><u>Newsletter distribution</u> Thanks to all who helped. Hopefully there will be a good response to the parking survey.</p> <p><u>SWS Broadband.</u> They have been allocated space in the Exchange by Open Reach and will write up their proposal before the next newsletter.</p> <p><u>War Memorial</u> The Mayor asked for permission to spend £150 to commission a formal report on the state of the War Memorial. This money would hopefully be recovered in the subsequent grant application. All in favour.</p> <p><u>Social Media</u> Recent criticisms made of dog fouling, parking etc, will be responded to via press releases and the Council's own on-line platforms.</p>
	6	<p><u>REPORT FROM THE CLERK</u></p> <p>The Clerk will circulate the uncontested Election documents for Councillors to sign.</p>
68-21	7	<p><u>UNITARY COUNCILLOR</u></p> <p>Cllr Houghton as preparing the 8 pages of outstanding pothole repairs to report.</p> <p>Highways will come and paint the white lines once they've finished Covid Distancing mark-ups elsewhere.</p> <p>SPAR - parking on pavement issues. Discussions continue – one-way system?</p> <p>Removable bollards – no price yet, hatching on pavement? Buses 'parking' opposite at the bus stop doesn't help.</p> <p>Abandoned Cars in Harley Jenkins Car Park. Appeal to owners to remove them before StreetScene tow them away. Not fair on genuine carpark users, particularly disabled</p>

drivers who have lost their parking space.

8 **PLANNING**

Two applications were added to the agenda which had arrived too late to be discussed last time.

- a) Installing CCTV over the ATM at HSBC Bank.

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

- b) Reducing height and side branches of trees overhanging the bench by the bus stop opposite The Boar's Head.

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

1. 21/01460/FUL

Application for the erection of two storey extension to rear elevation at Upper Pantglas Pantglas Montgomery SY15 6TR

Not in Bishop's Castle Parish. The Clerk will confirm with Shropshire Council

2. 21/01335/FUL

Application for the erection of oak framed orangery/sunroom following demolition of existing conservatory, erection of timber framed garage with storage above following demolition of existing garage and carport and erection of new oak framed porch at Idimw Woodbatch Road Bishops Castle SY9 5JT

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

69-21

9 **MONTHLY FINANCES**

- i. To note the Bank Reconciliation

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

- ii. To agree the accounts for 2020 - 2021

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

- iii. To approve the following invoices for payment:

Payee	Item	Invoice	Amount £
Shropshire County Pension Fund	Monthly pension payment	April Return	909.37
HMRC	PAYE and NI	April Return	846.86
Staff salaries	4 staff	April Return	2340.31
C. Owen	Minute taker	365.	37.56
G. Dudley	Toilet cleaning	366.	420.00
M. Gwilliam	Work from home allowance	367.	24.00
G.J. Rippon	Work from home allowance	368.	24.00
MBO	Fire extinguisher service	369.	50.40
Exemplum	Printing	370.	881.95
Blachere	Christmas lights	371.	1398.00
A. Evans	Grass cutting /maintenance	372.	567.00
Viking	Stationery	373.	138.46
Andrea Pellegram	NDP	374.	1206.00

For information			
Shropshire Council	Rates	375.	183.35
Shropshire Council	Rates	376.	160.19
Shropshire Council	Rates	377.	56.05
BT	Telephone / Broadband	378.	302.73
BG	Electricity	379.	107.06
Corona	electricity	380.	214.12
	Total		£ 9358.86

RESOLVED: The invoices be paid. Proposed Cllr Houghton; Seconded Cllr Stelman . All in favour.

70-21 10 **DOG BIN ON OLD CASTLE LAND TRUST**

Cllrs Perry and Carroll met with Trustees of the Castle Land Trust and agreed the best site was on the road by the entrance to the site. This means that Shropshire council will empty it. Castle Land Trust and Town Council will share the cost: £120 to install the and £140 for the bin.

RESOLVED: Approved. Proposed Cllr Carroll; Seconded Cllr Hawes. All in favour.

71-21 11 & **ALREADY DISCUSSED**
12

72-21 13 **TO DISCUSS THE QUOTE FOR A CROSS STREET DECORATION**

Infrastructure works for the feature crossing: 2x Wire ropes with wall plates from Poetry Pharmacy to town hall with power supply. COST £688.18 + VAT

The lights were purchased last year.

RESOLVED Approved. Proposed Cllr Carroll; Seconded Cllr Stelman. All in favour.

73-21 14 **TOWN HALL TRUST**

Town Hall is opening on Thursdays, Fridays and Saturdays. Book Sale, Flea Markets, craft Fairs and Farmers' Market. Staff still partly furloughed.

74-21 15 **REPORTS FROM MEETINGS ATTENDED**

SpArC Trustees' meeting. LED and efficiency measures have been installed.

Enterprise South West Shropshire. Website and Village Outreach will be revamped, including allowing the hire of equipment online. Obsolete equipment has been scrapped and new equipment bought. The basement will be an IT and equipment repair room. Use of rooms and offices are being maximised.

BC Tennis Club were overwhelmed with the response to their Easter Courses and Junior football and cricket in demand.

75-21 16 **ITEMS FOR FACEBOOK / WEBSITE**

Annual Town Meeting 27th April; Abandoned cars in Carpark; Parking at SPAR; Dog mess; Please report potholes on My Shropshire.

76-21 The Mayor thanked Cllr Magill for her dedicated service to the Town Council over the past 22 years. When Covid restrictions are eased there will be an in-person thank you.

77-21 17 **NEXT MEETING**

Tuesday 18th May 2021, 7.30pm. The meeting closed at 8.27pm.

Request for street lighting at Ox Leasowe be put on agenda.



BISHOP'S CASTLE TOWN COUNCIL



Gwilym J Rippon Cert. He CEG, PSLCC
Town Clerk
Tel: 01588 638141
Email: townclerk@bishopscastle.co.uk

The Town Hall
Bishop's Castle
Shropshire
SY9 5BG

MINUTES of the MAYOR MAKING AND ANNUAL MEETING OF BISHOP'S CASTLE TOWN COUNCIL HELD VIA ZOOM

ON TUESDAY 18th May AT 7.30PM

PRESENT	APOLOGIES
Cllr J. Carroll Cllr A. Stelman Cllr G Perry Cllr J. Dickin Cllr R. Houghton Cllr T. Halford Cllr. B. Hawes Cllr S. Morris	
IN ATTENDANCE	
Mr G. Rippon Mrs M Gwilliam Mrs C. Owen 6 members of the public <u>Fire Procedure</u>	

Minute No.	Agenda Item	
78-21	1	<u>ELECTION OF MAYOR</u> RESOLVED Cllr G Perry. Proposed Cllr Dickin; Seconded Cllr Morris. All in favour.
79-21	2	<u>ELECTION OF DEPUTY MAYOR</u> RESOLVED Cllr J Dickin. Proposed Cllr Stelman; Seconded Cllr Carroll. All in favour.
80-21	3	<u>DECLARATION OF ACCEPTANCE OF OFFICE AND OATH OF ALLEGIANCE</u> RESOLVED The new Mayor read and signed the declaration and oath. (The Clerk would personally witness all acceptances of Office by 1 st June).
81-21	4	<u>APPOINTMENT OF THE MAYOR'S CHAPLAIN</u> Rev Stephanie Fountain
82-21	5	<u>APPOINTMENT OF THE MAYOR'S CONSORT</u> Mrs Claire Perry
83-21	6	<u>MAYOR'S CIVIC DAY ARRANGEMENTS</u>

Currently not possible, but it is hoped to hold a civic celebration in the Autumn.

84-21 7 **APOLOGIES**

No apologies.

85-21 8 **COUNCILLORS ACCEPTANCES OF OFFICE**

The Councillors will sign and the Clerk will witness them by 1st June.

86-21 9 **TO CO-OPT NEW COUNCILLORS**

An interest has been expressed and will be followed up.

87-21 10 **DECLARATIONS OF INTEREST**

a) To declare any disclosable pecuniary interests

b) To declare any personal interests.

Name	Agenda Item	Personal	Prejudicial
Cllr G. Perry	Item 21. Mayor's Allowance		✓
Cllr G. Perry	Item 22 (Town Hall Trust)	✓	
Cllr J. Carroll	Item 22 (Town Hall Trust)	✓	
Cllr A. Stelman	Item 22 (Town Hall Trust)	✓	

88-21 16 **PUBLIC PARTICIPATION SESSION**

This item is to be brought forward. Proposed Cllr Perry; Seconded Cllr Dickin. All in favour.

South Shropshire Young Persons' Social Prescribing Pilot Scheme.

Liz Still had previously circulated a breakdown of the project. The Bishop's Castle project would focus on Performing Arts as a way of engaging with the Town's youth. Rural isolation means there is not a lot to do locally for young people. (Other areas taking part in the scheme are Shifnal – Boxing and mentoring; Shrewsbury Town – Football; Ludlow – Life skills' mentoring).

It was hoped to use The Underground. Liz asked for support from the Town Council and help with Risk Assessments/Insurance/minor repairs/safety checks and the possibility of free rent.

RESOLVED The Town Council supports this project. The Town Council will undertake the necessary electrical checks, fit anti-slip strips on the decking, check the insurance and generally assist Liz with the Risk Assessment and necessary arrangements. Proposed Cllr Houghton; Seconded Cllr Stelman. All in favour.

Climate and Ecology Emergency Bill

As promised, Steve Hale had circulated a document relating to this bill. Part of it was a report on Food Resilience prepared by Daphne Page, who was thanked for her comprehensive report. This report meets the Climate Action Plan requirement to carry out an assessment of the local situation. Local communities need to build on their strengths and identify and address future possible food shortages. There is now more interest in communities controlling and taking ownership of their local supplies and resources. The next step would be to put the report out for public consultation to check it is meeting the local needs. This would continue to be a living document updated from time to time to reflect changes.

RESOLVED The Town Council thanked Daphne for her report and accepts it in total. Proposed Cllr Stelman; Seconded Cllr Houghton. All in Favour.

MP support

It was stressed the importance of gaining a ground swell of support of public, councils and MPs to encourage the government to act.

RESOLVED The Town Council will publicise the report and action required in the Bill locally, via social media, Shropshire Council, MP Philip Dunne

Proposed Cllr Stelman; Seconded Cllr Halford. All in Favour

89-21 11 **APPROVAL OF MINUTES**

To approve the minutes of the Town Council meeting held on Tuesday 20th April 2021.

RESOLVED Approved. Proposed Cllr Morris; Seconded Cllr Stelman. All in Favour.

90-21 12 **REVIEW OF COMMITTEES**

a) Continuation of Committees, Working Parties, Task & Finish Groups etc.

b) Terms of Reference of Committees etc.

RESOLVED a) and b) Keep as current and maintain under review. Proposed Cllr Stelman; Seconded Cllr Dickin. All in favour.

c) Membership of Committees etc

Staffing: Cllrs Magill, Stelman and Carroll.

Finance: Cllrs Perry, Dickin and Houghton.

d) Confirm Delegated Powers of Committees, Working Parties, Task & Finish Groups etc.

RESOLVED Keep as current and maintain under review. Proposed Cllr Carroll; Seconded Cllr Houghton. All in Favour.

91-21 13 **REPRESENTATION ON OUTSIDE BODIES**

SALC Cllrs Carroll, Perry and the Town Clerk.

PACT Cllr Carroll.

SpArC Cllr Houghton.

Public Hall Cllr Dickin.

Town Hall Trust Cllrs Carroll, Perry and Stelman.

Enterprise South West Cllrs Perry and Carroll.

Library Cllr Houghton

Christmas Lights Cllr Perry.

Town Plan Cllrs Carroll, Perry with Houghton representing County Council.

92-21 14 **REVIEW OF GOVERNANCE AND INTERNAL CONTROL ITEMS**

Standing Orders, Financial Regulations, Assets Register, Insurance Cover for all insured risks.

93-21 15 **REVIEW OF COUNCIL COMPLAINTS PROCEDURE**

Council's procedure for handling requests made under the Freedom of Information and Data Protection Acts and Council's Press Policy.

The Mayor confirmed that all policies and procedures mentioned in items 14 and 15 are up to date and thanked the assistant town clerk for her work in keeping them so.

16 **PUBLIC PARTICIPATION SESSION**

Already done.

94-21 17 **UNITARY COUNCILLOR**

Cllr Houghton was congratulated for her success in the recent election.

Following the elections, Shropshire Council had a new admin leader, but the cabinet was yet to be determined. Cllr Houghton will be on the People Overview and Scrutiny Committee.

Roadworks. Repairs to the A488 should be finished by 25th May. The surface was much improved where done. Surface dressing will take place later in the year/next

Spring once to give time for the ground to settle.

Abandoned Cars. A reminder will be put on facebook to remove the cars from Harley Jenkins Car Park. The Parking Enforcement team have the details and will follow it up.

95-21 18 **REPORT FROM THE CLERK**

The 90 day consultation on the phone box at Colebatch has completed. The suggestion is to put a defibrillator in it.

A contractor had been asked to level out and make good the grass in the playing field following the erection of the May Fair Fairground equipment

Trees casting shade had been trimmed back.

The strimming on the A488 had not been done by the Town Council's contractors.

96-21 19 **PLANNING**

1. To discuss the provision of street lighting at Ox Leasowe

Apparently the street lighting at Ox Leasowe had been blocked by a Shropshire Council Officer for light pollution reasons, without consultation. A compromise might be low level footpath lighting. The Town Council will explore this option once a dialogue is re-established.

The Clerk will raise the issue of there being no give way markings on Ox Leasowe and a similar junction close by with the Highways Department.

2. 21/01763/LBC

An application for affixing two water heating solar panels to rear roof slope of room above passage affecting a Grade II Listed Building at 53 Church Street Bishops Castle SY9 5AD

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

3. 21/02047/FUL

Application for a change of use from agricultural land to allow siting of 2 No. holiday let units with the creation of new septic tank & new vehicular access at Beecho Cwmago 20 Banks Head Bishops Castle Shropshire SY9 5JL.

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

In addition, the Clerk will write to Highways about the poor condition of the approach to this site.

97-21 20 **MONTHLY FINANCES**

- i. To note the Bank Reconciliation

RESOLVED Noted. Proposed Cllr Stelman; Seconded Cllr Morris. All in favour.

- ii. To agree that Bishop's Castle Town Council meets the criteria to exercise the General Power of Competence.

2/3 Council Members are elected via a contested or uncontested election and the Clerk has the suitable qualification. **RESOLVED** The criteria are met. Proposed Cllr Carroll; Seconded Cllr Dickin. All in favour.

- iii. To discuss and decide on having a yearly service of the Town Clock by Smith's of Derby, cost £234 +vat.

RESOLVED Agreed. Proposed Cllr Carroll; Seconded Cllr Stelman. All in Favour.

- iv. To approve the following invoices for payment:

In addition an invoice for Smith's of Derby for £420 for clock repairs had been received.

RESOLVED The invoices be paid plus the extra invoice. Proposed Cllr Halford; Seconded Cllr Dickin. All in favour.

Payee	Item	Invoice	Amount £
Shropshire County Pension Fund	Monthly pension payment	May Return	909.37
HMRC	PAYE and NI	May Return	846.86
Staff salaries	4 staff	May Return	2338.05
C Owen	Minutes		37.56
G. Dudley	Toilet cleaning		336.00
M. Gwilliam	Work from home		24.00
G.J. Rippon	Work from home		103.99
PHS	sanitary disposal		915.29
PHS	sanitary disposal		477.22
SALC	Subscription		705.67
Highline	Street Lighting		106.20
Highline	Street Lighting		204.00
Telescopic WC	Window cleaning		45.00
Exemplum	printing		242.77
Allotment Society	Grant		450.00
BCBS	Materials		43.37
Shropshire Council	ROSPA		192.00
Sentinel	Alarm		364.62
For Information			
British Gas	Electricity		100.11
Corona	Electricity		171.41
BT	telephone and broad band		308.56
Shropshire Council	Rates		57.00
Shropshire Council	Rates		163.00
Shropshire Council	Rates		182.00
Water plus	Rates		289.52
Lloyds Bank	Bank Charges		3.00
	Total		22418.52

98-21 21 **MAYOR'S ALLOWANCE for 2021/22**

To authorise the annual Mayoral Allowance. Cllr Dickin took the chair for this item.

RESOLVED In the light of the difficult year for small organisations, £1000 was agreed to allow the Mayor more flexibility. Proposed Cllr Carroll; Seconded Cllr Stelman. All in favour.

99-21 22 **TOWN HALL TRUST**

Some events are happening: a wedding, craft sale, farmers' market. The town is still quiet so staff are still partly furloughed but now plan to open Thursday, Friday and Saturdays. The Book Sale did very well and raised £1500.

The missing tiles in the public toilets will be replaced soon.

We are now members of Visit Shropshire. Cllr Halford has responded on behalf of the Town (thank you) but the Town Hall Trust will now take on this role.

100-21 23 **UNDERGROUND**

To discuss the use of the underground, Already discussed in item 16.

101-21 24 **ALLOTMENTS**

Most of the Annual Membership has been paid. 2 out of the 3 quotes for the track improvement have been received. The leaking taps have been repaired. One quote has been received for putting in some new taps. A handyman is needed for occasional work – to be advertised locally. They will need their own tools.

The footpath from Love Lane to the Business Park is not a right of way, but it will be registered as a permitted path to secure future access. Cllr Carroll will contact the Access team.

Whether to allow/limit size of fruit cages in the future has been discussed. The Assistant Town Clerk will do some research with other allotment associations and report back.

102-21 25 **THE CLIMATE AND ECOLOGICAL EMERGENCY BILL**

Already discussed in item 16.

103-21 26 **REPORTS FROM MEETINGS ATTENDED**

Traffic Survey – Cllr Halford will write an article for the next newsletter following the public's enthusiastic response.

Old Market Square – Michelle had written a comprehensive document and was asking for feedback from the residents of the square. The interpretation panel is excellent.

Elephant Trail – the mammoth is finished and another project is nearly finished.

Enterprise SW Shropshire. Enterprise House is opening more often and the offices are all let. Rob MacKay will give a presentation to a future Town Council Meeting.

104-21 27 **ITEMS FOR FACEBOOK / WEBSITE**

As previously discussed.

The newly elected Mayor thanked everyone for their support and hoped that they can soon move on some of the projects that have been on hold. He looked forward to meeting in person in and on site from July.

105-21 28 **NEXT MEETINGS**

Ordinary Town Council meetings Tuesday's 15th June, 20th July, 17th August 2021.

The meeting closed at 9pm.



BISHOP'S CASTLE TOWN COUNCIL



Gwilym J Rippon Cert. He CEG, PSLCC
Town Clerk
Tel: 01588 638141
Email: townclerk@bishopscaletowncouncil.gov.uk

The Town Hall
Bishop's Castle
Shropshire
SY9 5BG

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

HELD USING ZOOM

ON TUESDAY 15th June 2021 AT 7.30PM

PRESENT	APOLOGIES
Cllr G. Perry Cllr J. Dickin Cllr T. Halford Cllr J. Carroll Cllr S. Morris Cllr B. Hawes Cllr R. Houghton Cllr A. Stelman Cllr D. Du Cros	
IN ATTENDANCE	
Mr G. Rippon Mrs C. Owen Mrs. M. Gwilliam 1 member of the public.	

Fire Procedure

Minute No.	Agenda Item																	
106-21	1	<u>APOLOGIES</u> None																
107-21	2	<u>CO-OPTION</u> RESOLVED Daphne Du Cros was co-opted onto the Council. Thank you. Proposed Cllr Stelman; Seconded Cllr Hawes. All in Favour.																
108-21	3	<u>DECLARATIONS OF INTEREST</u> a) To declare any disclosable pecuniary interests b) To declare any personal interests.																
		<table><tr><th>Name</th><th>Agenda Item</th><th>Personal</th><th>Prejudicial</th></tr><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></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	✓	
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	✓																

- 109-21 4 **APPROVAL OF MINUTES of 18th May 2021**
RESOLVED: Accepted. Proposed Cllr Houghton; Seconded Cllr Dickin. All in favour.
- 110-21 5 **PUBLIC PARTICIPATION SESSION**
Mr Luckhurst gave an update on the Electric Vehicle Charge Points for the town.
2 (double) charging points would be installed in Harley Jenkins Street car park allowing 4 bays to be used for overnight charging, in about 6-8 weeks' time. The abandoned cars need removing.
Two other sites are not suitable because access is needed for the auction.
OVO Energy may provide 6 free electric cars to Shropshire, one of which may be dedicated to Bishop's Castle.
The Business Park development will include the larger type of charging points for business users and 1 for public use, but will be sourced differently.
The Mayor thanked Mr Luckhurst for his work on this.
- 111-21 6 **REPORT FROM THE MAYOR**
The Mayor had met with Phillip Dunne MP. He visited the school and Enterprise House also. The Business Improvement Districts, (currently restricted to larger towns) may be extended to smaller Market towns including Bishop's Castle. This would mean towns could band together to make bids for funding.
Rob McKay is developing a new Business Forum for SW Shropshire to work together to bid for grants. Having on-going projects is advantageous when grant application windows are short.
Phillip Dunne will chase the outstanding freshwater mussel situation which is affecting planning applications. A resolution is needed.
The Mayor was meeting Fiona Rogers-Coltman on behalf of the Lord Lt of Shropshire.
A report on the condition of the War Memorial is being commissioned prior to a grant application.
Blachere have installed the bracket to support the Christmas Lights over the street.
Excessive parking and access difficulty and state of the road (see Agenda Item 8) had been raised in Grange Road. The situation should improve once the builders had finished.
Shropshire Council had still not responded to our request for a quote for the playground refurbishment. The existing quotes had been circulated to the Primary School.
The next meeting will hopefully be in person, (20th July).
Visit Shropshire has changed their membership to Bronze, Silver and Gold, (£500 upwards). To be discussed at the next meeting.
The Community Partnership is holding an event on the 26th June for groups to report back on their activities. Cllr Halford was feeding back on the traffic survey.
- 112-21 7 **REPORT FROM THE CLERK**
The Clerk had still not heard back from Shropshire Council about the lights on Ox Leasowe.
Highways were not answering emails very promptly.
- 113-21 8 **UNITARY COUNCILLOR**
The state of Grange Road had been reported to Highways both 4 weeks ago and 10 weeks ago. The visibility at Brampton Crossroads has improved now that some grass has been mown. The Heblands road was being repaired. A488 is vastly improved now.

The Newton Bridge at Lydham had to be urgently closed because it is collapsing.

Enterprise SW Shropshire met with Keith Whiddon to make a bid for the latest Covid Recovery Grant. (Only one week to apply so need projects ready to go). There is some work on historical records of Pubs and Inns.

The consultation for the NW Shrewsbury Relief Road has been extended.

Notices will be issued shortly on the abandoned cars on Harley Jenkins Street car park. One is illegally parked. (Item for facebook to get them moved ASAP.)

114-21 9

PLANNING

None received

115-21 10

MONTHLY FINANCES

i. To note the Bank Reconciliation

(There is extra income which has been refunded because the Government has decided that Councils should not pay rates on public toilets).

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

ii. To discuss and decide on compensation for leave untaken.

RESOLVED: The Council agrees to pay the clerk and assistant clerk in lieu of half their annual leave not taken because of Covid. Proposed Cllr Stelman; Seconded Cllr Hawes. All in favour. The Mayor apologized for not insisting that the leave was taken.

iii. To approve the following invoices for payment:

Payee	Item	Invoice	Amount £
Shropshire County Pension Fund	Monthly pension payment	June Return	909.37
HMRC	PAYE and NI	June Return	846.86
Staff salaries	4 staff	June Return	2340.31
C. Owen	Minute taker	60.	37.56
G. Dudley	Toilet cleaning	61.	336.00
G.J. Rippon	Work from home "	62.	24.00
A. Evans	Grass cutting /maintenance	63.	4383.00
A. Evans	Grass cutting /maintenance	64.	1251.00
General plumbing	Allotments	65.	93.30
Viking	Stationery	66.	90.26
For information			
Water plus	Water rates	67.	54.52
BT	Telephone / Broadband	68.	308.26
BG	Electricity	69.	79.63
Shropshire Council	Rates	70.	163.00
	Total		£ 10007.70

In addition, invoices had been received for Viking £90.26 for stationary; Highlines £825 for the Christmas Lights wire; £150 for the War Memorial Grant Application; £1 for Ransford's licence to access the Public Hall and the direct debit for the electricity of £163.19.

£1200 had been paid to cut down overhanging branches that were not the Council's responsibility. Please would Councillors check where responsibility lay before agreeing to ad hoc work.

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

116-21 11 **WEBSITE**

Enterprise House is no longer providing IT support. Mike Ashwell had agreed to continue with the IT support to the Council's website privately, but in a reduced capacity. The Town Council is therefore seeking alternative support and is meeting with a potential technician to discuss it.

117-21 12 **ALLOTMENTS**

The Assistant Clerk sought permission to purchase anchor chains to keep the containers safe. (£70).

RESOLVED Approved. Proposed Cllr Carroll; Seconded Cllr Dickin. All in favour.

The power lines for the Business Park will skirt the allotments.

A request has been made to Shropshire Council for the rainwater harvesting off the Business Park buildings to be directed to the allotments.

118-21 13 **TOWN HALL TRUST**

Town Hall is opening on Thursdays, Fridays and Saturdays.

There has been a routine inspection of fire appliances.

Sue is looking for somewhere to store the books so as not to block fire regulations. The town clerk will enquire if the shop next door has any storage capacity.

119-21 14 **COMMUNITY PARTNERSHIP**

This group was set up for 5 years – due to be reviewed this year – review postponed until 2022. The Council is being asked what its future should be. It has been useful in pulling together a lot of the town's activities. Enterprise SW Shropshire, Community Partnership and Town Council need to work together to get bids in for grants.

120-21 15 **REPORTS FROM MEETINGS ATTENDED**

Already discussed.

121-21 16 **ITEMS FOR FACEBOOK / WEBSITE**

Abandoned cars on Harley Jenkins Street Car Park; Grants; Playground equipment; Traffic Survey and comments; Faerie trail; Food Group consultation.

122-21 17 **NEXT MEETING**

Tuesday 20th July 2021, 7.30pm. The meeting closed at 8.30pm.



BISHOP'S CASTLE TOWN COUNCIL



Gwilym J Rippon Cert. He CEG, PSLCC
Town Clerk
Tel: 01588 638141
Email: townclerk@bishopscaletowncouncil.gov.uk

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><tr><th>Name</th><th>Agenda Item</th><th>Personal</th><th>Prejudicial</th></tr><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></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	✓	
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	✓																												
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.

136-21 14 **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.



BISHOP'S CASTLE TOWN COUNCIL



Gwilym J Rippon Cert. He CEG, PSLCC
Town Clerk
Tel: 01588 638141
Email: townclerk@bishopscaletowncouncil.gov.uk

The Town Hall
Bishop's Castle
Shropshire
SY9 5BG

MINUTES of the MEETING OF BISHOP'S CASTLE TOWN COUNCIL

At THE TOWN HALL

ON TUESDAY 17th August 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 J. Dickin	Cllr A. Stelman

IN ATTENDANCE

Mr G. Rippon Mrs C. Owen
3 Members of the public.

Fire Procedure

Minute No.	Agenda Item	
------------	-------------	--

142-21 5 **PUBLIC PARTICIPATION SESSION** – brought forward by agreement.

Mark Hooper of Visit Shropshire outlined to the Council the remit of the organisation and described the different advertising coverage they would provide with the different membership levels: Gold £2500 p.a.; Silver £1500 p.a.; Bronze £500 p.a..

Basically, the more you paid the greater frequency of adverts/posts and the greater variety of outlets, e.g. on-line content; newspaper articles and printed tourist guides.

Steve Hale of South Shropshire Climate Action outlined the history of the group and its 4 themes: land-use & bio-diversity; energy; transport; education & communication.

In order to make South Shropshire Carbon net-zero people need to support to make the necessary changes. The SSCA proposal to the government is to make South Shropshire a prototype to showcase/test how it can be achieved. The government would need to put the money in (like it did with COVID), but the benefits to the environment, bio-diversity, people's health and investment in green jobs would be worth it.

The plan is to put pressure on the local MP, Phillip Dunne, (who is head of the Environment Audit Committee), and Shropshire Council to move forward with this idea. SSCA are visiting all the local councils in the Ludlow constituency to promote interest. The full proposal will be ready by the end of September.

143-21 1 **APOLOGIES** Cllr Stelman

144-21 2 **CO-OPTION** None

145-21 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. 17 Town Hall Trust	✓	
Cllr J. Carroll	No. 17 Town Hall Trust	✓	

146-21 4 **APPROVAL OF MINUTES of 20th July 2021**

RESOLVED: Minutes approved. (The word VIRTUAL was removed from the summons). Proposed Cllr Morris; Seconded Cllr Halford. All in favour.

5 **PUBLIC PARTICIPATION SESSION** already held

147-21 6 **REPORT FROM THE MAYOR**

Councillors were invited to the allotment BBQ on Sunday 22nd at 3pm.

Playing Field equipment. The 3rd quote from Shropshire Council has been received. Cllr Perry was attending a site meeting the following day to look at it.

Council benches. 2 x 12' ex-council benches that have been in storage are no longer required.

RESOLVED: They will be put in the next auction. Proposed Cllr Carroll; Seconded Cllr Hawes. All in favour.

ACTION: Cllr Perry will organise this.

The Public Hall and Underground Management Committee needs reconstituting following changes in personnel.

ACTION: Cllr Perry will organise this in September.

Auction Yard toilets. The plumbing/mechanisms need replacing.

ACTION: Cllr Perry will obtain some quotes.

148-21 7 **REPORT FROM THE CLERK**

The Clerk had received a quote of £410 for CCTV, including being able to dial in and look at it from elsewhere.

ACTION: The clerk will proceed with this.

The clerk had received an email from Jason Hughes of Shropshire Council re the connection of Electric Vehicles Points. Project 1 will be in Shrewsbury. The Council will be notified when Project 2 (across Shropshire) will be rolled out.

149-21 8 **UNITARY COUNCILLOR**

Severn Trent caused disruption performing repairs without much notice. They will be doing more repairs in Church Street soon. A488 roadworks are completed. Slow markings have been painted in Colebatch, which is good.

The bus survey has highlighted concerns re buses needing to connect with train times. NW Shrewsbury Relief Road consultation has been extended. Although this does not

directly affect South Shropshire, the overall spend by Shropshire Council will impact on its future budget and mean less spending including CIL money, (Community Infrastructure Levy) being available in the County.

150-21 9

PLANNING

None submitted.

151-21 10

MONTHLY FINANCES

- i. To note the Bank Reconciliation
RESOLVED: Noted. Proposed Cllr Carroll; Seconded Cllr Dickin. All in favour
- ii. To approve the following invoices for payment:

Payee	Item	Invoice	Amount £
Shropshire County Pension Fund	Monthly pension payment	August Return	909.37
HMRC	PAYE and NI	August Return	846.86
Staff salaries	4 staff	August Return	2340.31
C. Owen	Minute taker	119.	37.56
G. Dudley	Toilet cleaning	120.	336.00
M. Gwilliam	Expenses	121.	55.00
BCHRC	Subscriptions	122.	25.00
Halls SMS	Toilet consumables	123.	49.90
WPS	insurance	124.	39.20
WPS	insurance	125.	3786.85
WPS	insurance	126.	56.00
BCBS	Materials	127.	233.86
Viking	Stationery /postage	128.	49.91
Shropshire Council	rates	129.	56.38
Exemplum	Printing	130.	2.17
Halls SMS	Toilet Consumables	131.	116.74
Telescopic Window cleaning	Window cleaning	132.	45.00
BT	telephone /broadband	133.	309.82
Shropshire Council	rates	134.	163.00
Wayfair	Grants	135.	155.99
For information			
	Total		£ 9614.92

In addition, an invoice has been received from Mr B Jones for electrical work, £31.19; Belvedere Lifts for a service, £168 and Highline for £663. **RESOLVED:** The invoices be paid, plus the additional invoices. Proposed Cllr Morris; Seconded Cllr Carroll. All in favour.

152-21 11

VISIT SHROPSHIRE

There was a discussion with regard to the benefits and limitations of the various levels. Visit Shropshire can only advertise what is sent to them, so it would require a constant supply of events information etc to warrant the money. However, the more you pay, the more often they promote you and in more places. By having membership as a Town Council, it would enable more publicity for festivals and one-off events that would not

take out an individual membership, as well as promoting the area in general. It is important for the Town Council to be promoting economic recovery. A welcome pack of what Visit Shropshire require from the Town Council would be appreciated. It would also be useful to know from local businesses in due course if they have gained customers through Visit Shropshire via click-throughs.

RESOLVED It was agreed to trial Gold membership for 1 year. Councillors Carroll, Houghton and Perry would meet to look at the information that could already be sent, e.g. booklets and lists of events. The Town Clerk would be the main contact.

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

ACTION: The Clerk will arrange Gold membership from 1st October

ACTION: Cllrs Perry, Carroll and Houghton will meet to coordinate the existing information that can already be sent, plus look at click-through links, and what else is required to get the most out of the scheme.

ACTION: Cllr Carroll will talk with businesses via the Tourism Group, re the practicalities of using the scheme and feeding back customer statistics.

153-21 12

ALLOTMENTS

Cllr Carroll and the Assistant Clerk have been inspecting the allotments. The Assistant Clerk had updated the Appeals Policy and Procedure and produced a document on Acceptable Cultivation Standards in addition to August's report.

A lot of the responsibility in looking after the tenants has up until now has fallen on the Assistant Clerk. It is proposed to form a group of Councillors to consider final notice appeals, and a Task and Finish Group to discuss longer-term issues. By January 2022, all tenants will be members of the Allotments Association and they will be able to take on more responsibility. This will be discussed at the impending Allotments AGM.

RESOLVED: The Appeals Policy will be adopted. All Councillors are nominated to sit on the Appeals Panel, 3 of which will be chosen at the time of any appeal

The Acceptable Cultivation Standards Document will be adopted.

Cllrs Halford, Carroll and Hawes will sit on the Task and Finish Group.

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

ACTION: Cllr Carroll will put the item on the agenda for the AGM.

154-21 13

OLD MARKET SQUARE

There had been a good planning meeting, resulting in various tasks to look at and report back. The new planters are a huge improvement.

155-21 14

WINTLES ROAD ISSUE AND TRAFFIC SURVEY UPDATE

So far, comments received are in favour of a 20mph speed limit, but 50/50 about a one-way system. There is a pinch point at the end of the Wintles Road where it meets Castle Street and Bull Lane. There is little parking for residents and holiday let customers and traffic calming measures narrow the road.

RESOLVED: Highways be asked to paint a short length of white line on one side of the Wintles Road opposite Concept House to limit parking to one side. Proposed Cllr Carroll; Seconded Cllr Dickin. All in favour.

ACTION: Cllr Carroll will contact Highways.

ACTION: The Clerk will check that Shropshire Council have adopted the road.

156-21 15

NW RELIEF ROAD

Environment groups are against this proposal and others are opposed to the huge costs, which involves using £16 million of CIL money. This would impinge on rates.

Although not nearby, please take part in the consultation.

157-21 16 **SKATEBOARD PARK**

Cllrs Perry and Dickin met with the skateboarders to feed back on the decisions of the Council. They would also like an extra bin. Cllr Stelman was going to talk to Spar about funding it.

ACTION: Cllr Stelman will report back on progress to the next meeting.

158-21 17 **TOWN HALL TRUST**

A mobile card machine has been purchased for an extra £6 per month to facilitate sales.

The first concert is on Saturday, which will be a trial run (for logistical purposes) with an invited audience. Staff want guidance on the numbers of people that can safely be accommodated.

There will be a Town Hall Trust meeting on 9th September.

The government financial support has now ended.

159-21 18 **REPORTS FROM MEETINGS ATTENDED**

None attended.

160-21 19 **ITEMS FOR FACEBOOK / WEBSITE**

Food Strategy document – please add the Consultation document: Visit Shropshire; Bus Consultation; Church St ST Water repairs.

ACTION: Cllr Perry will check/add the consultation document on the website.

161-21 20 **NEXT MEETING**

Tuesday 21st September 2021, 7.30pm. The meeting closed at 9.18pm.



BISHOP'S CASTLE TOWN COUNCIL



Gwilym J Rippon Cert. He CEG, PSLCC
Town Clerk
Tel: 01588 638141
Email: townclerk@bishopscaletowncouncil.gov.uk

The Town Hall
Bishop's Castle
Shropshire
SY9 5BG

MINUTES of the MEETING OF BISHOP'S CASTLE TOWN COUNCIL

At THE TOWN HALL

ON TUESDAY 17th August 2021 AT 7.30PM

PRESENT	APOLOGIES
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	
------------	-------------	--

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 17th 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 3rd 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 4th 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
For information			
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
	Total		£ 13511.36

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 19th October 2021, 7.30pm.

The meeting closed at 9.16pm.



BISHOP'S CASTLE TOWN COUNCIL



Gwilym J Rippon Cert. He CEG, PSLCC
Town Clerk
Tel: 01588 638141
Email: townclerk@bishopscastletowncouncil.gov.uk

The Town Hall
Bishop's Castle
Shropshire
SY9 5BG

MINUTES of the MEETING OF BISHOP'S CASTLE TOWN COUNCIL

At THE TOWN HALL AND ON ZOOM

ON TUESDAY 19th October 2021 AT 7.30PM

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

IN ATTENDANCE

Mr G. Rippon Mrs C. Owen
5 Members of the public, (3 via Zoom)

Fire Procedure

Minute No.	Agenda Item	
180-21	1	<u>APOLOGIES</u> Cllrs Houghton and Hawes.
181-21	2	<u>DECLARATIONS OF INTEREST</u> a) To declare any disclosable pecuniary interests. None. b) To declare any personal interests. None.
182-21	3	<u>APPROVAL OF MINUTES of 21st September 2021</u> RESOLVED: Minutes corrected, (date and Councillor's name) and approved. Proposed Cllr Dickin; Seconded Cllr Stelman. All in favour.
183-21	4	<u>PUBLIC PARTICIPATION SESSION</u> Rotary Club: Mr Smith from the Rotary Club in Church Stretton, outlined the work of the charity and its desire to plant tree whips in Bishop's Castle as part of the Queen's Green Canopy Platinum Jubilee Celebrations.
184-21	14	<u>HEAT NETWORK</u> RESOLVED This item be brought forward. Proposed Cllr Carroll; Seconded Cllr Dickin. All in favour. Town Heat Pump and Wind Turbine proposal: Mr David Green updated the Town Council on the results of the public consultation. (82% in favour of the strategy supporting the heat pump and 79% in favour of the strategy in support of the wind

turbine). He asked that the proposal be included in the Neighbourhood Plan.

RESOLVED. Cllr Carroll will send the documents to our consultant Andrea Pellegram, to see if the proposal can be included in time. If not, the proposal can be included at the first review. (The proposal can still be pursued even if it is not included in the Neighbourhood Plan). Proposed Cllr Perry; Seconded Cllr Dickin; All in favour.

185-21

5

REPORT FROM THE MAYOR

Council benches: The benches will be delivered to the Hall and put in Bebb's Auction.

Public Hall: The resolution was passed.

The Underground:

Enterprise South West Shropshire had made a proposal to run and manage The Underground.

However, the Town Council is the trustee and custodian of the Public Hall, (of which The Underground is a part), acting as Manager of Last Resort. As such, it needs to appoint new committees for both the Public Hall (done) and The Underground. Any proposal would need to be discussed and legally verified within the terms of permitted activity of the Trust. Details of the levels of involvement and payments will be discussed at the next meeting.

Auction Yard toilets: The quote is still outstanding. The Budget cannot be fully approved until the amount is known.

Playing Field equipment: A display is available for viewing in the Town Hall. A provisional sum has been included in the budget.

Traffic Management: A display will be put up after the playground display.

Welcome Back Grant of £5K. Cllr Perry is meeting with Shropshire Council Officers to agree the works to be carried out.

Small Grant Awards.

CCTV article.

Stonehouse Hospital: The County Councillor and our MP have written to the Health Trust to seek assurances about the length of closure.

186-21

6

REPORT FROM THE CLERK

The Clerk had received a request for another memorial bench in the skate park.

RESOLVED: As space is limited on the site, it was suggested that a memorial plaque could be put on the 12-seater bench that has already been commissioned.

The Clerk had received a letter with regard to lighting a beacon for the jubilee.

There had been a request to extend the handrail between the Town Hall and the Museum to assist people to walk up the cobbles

Cllr Houghton had asked for the £15,000 allocated for SpArC to be released.

A letter of thanks had been received from Abbeyfield for the grant received.

A visitor to the town had written a letter of appreciation, along with a promotional film, which was shown to the Council. The Clerk has sent it to Visit Shropshire.

187-21

7

UNITARY COUNCILLOR

Not present

188-21

8

PLANNING

None received.

189-21

9

MONTHLY FINANCES

- To note the Bank Reconciliation

RESOLVED: Noted. Proposed Cllr Morris; Seconded Cllr Stelman. All in favour.

- To discuss the budget and resultant precept demand.
Actual figures for the toilets and playground are awaited.

RESOLVED: The budget be approved in principle and see what the other 2 figures are when they come in. Proposed Cllr Carroll; Seconded Cllr Halford. All in favour.

- 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	142.	37.56
G. Dudley	Toilet cleaning	143.	336.00
Andrew Evans	Grass cutting	144.	2086.20
Exemplum	Printing	145.	1134.79
Mousemat	IT	146.	410.00
god's Acre	Grants	147.	1000.00
god's Acre	Grants	148.	1000.00
G.M.Cooke	Street Lighting	149.	36.00
Andrea Pellegram	Neighbourhood plan	150.	234.00
PCPS	Window cleaning	151.	45.00
For information			
BT	telephone /broadband	152.	313.06
Corona	Electricity	153.	443.14
	Total		£ 11353.17

In addition, an invoice has been received for elastic bands and bin bags for £49.89. The Clerk will transfer the £15,000 to SpArC.

RESOLVED: The invoices be paid, including the two additional payments. Proposed Cllr Stelman; Seconded Cllr Dickin. All in favour.

190-21 10

ALLOTMENTS

To receive an update from the Allotments task and finish group

RESOLVED: The terms of reference were approved. Proposed Cllr Perry; Seconded Cllr Dickin. All in favour.

As agreed in the AGM, the Allotments Society will carry out inspections and show new tenants around. They will also apply for grants and deal with day to day management, e.g. calling in a plumber. The Council will process the formal tenancy agreements but otherwise will only get involved if further action is needed in support of an issue. The Allotments are the Town Council's legal responsibility,

The Compost Toilet estimate has changed. The new estimate is slightly over budget although it includes all installation costs. The Allotment Society will look into alternative options in case a suitable option can be found within budget. The Allotment Society will also try to source funding for various other items and projects.

Cllrs Carroll and Halford were thanked for their work. Notes had been circulated to Councillors.

191-21 11 **MEMORIAL BENCH**

Already discussed in the Clerk's report.

192-21 12 **OLD MARKET SQUARE**

Next Meeting is in November.

193-21 13 **YOUTH PROVISION**

Cllr Stelman is in the process of applying for a grant to fund a youth worker. The Commemorative bench should arrive soon.

The Community College already has a Youth Forum. Cllr Stelman has been invited to address the school of the Council's plans soon.

194-21 14 **HEAT NETWORK**

Already discussed.

195-21 15 **REPORTS FROM MEETINGS ATTENDED**

Enterprise South West Shropshire: Cllr Carroll had attended. All the space in the building is now being used. Shropshire Council has provided £50,000 to make provision for hot-desking in some rooms to maximize its use by the community. IT support is being done partly in-house but bought in as necessary. There will also be a repair shop set up with a small grant. Blue Forgotten Hills received a grant of £50,000 to set up a website. A Planning Application is being made to site 3 shipping containers outside for storage space for the Community. There will be publicity soon of what's on offer.

100 year anniversary: The Community College is keen to work with the Council on its 100th year celebrations next year.

Elephants: Cllr Carroll had been offered a large elephant sculpture for the town in support of a charity. The elephant will be sited in The Castle Hotel Garden. A donation was made privately to the charity. Cllr Perry reported that the Elephant Trail Website had been updated and QR codes given to the sites.

196-21 16 **ITEMS FOR FACEBOOK / WEBSITE**

Approved Small Grants. Traffic Management Display (when installed). Rotary Club and Tree Planting.

197-21 17 **NEXT MEETING**

Tuesday 16th November 2021, 7.30pm. The meeting closed at 9.09pm.



BISHOP'S CASTLE TOWN COUNCIL



Gwilym J Rippon Cert. He CEG, PSLCC
Town Clerk
Tel: 01588 638141
Email: townclerk@bishopscastletowncouncil.gov.uk

The Town Hall
Bishop's Castle
Shropshire
SY9 5BG

MINUTES of the MEETING OF BISHOP'S CASTLE TOWN COUNCIL

At THE TOWN HALL AND ON ZOOM

ON TUESDAY 16th November 2021 AT 7.30PM

PRESENT	APOLOGIES
Cllr G. Perry Cllr R. Houghton Cllr J. Dickin Cllr J. Carroll Cllr D. Du Cros Cllr T. Halford Cllr S. Morris Cllr B. Hawes	Cllr A. Stelman
IN ATTENDANCE	

Mr G. Rippon Mrs C. Owen
7 Members of the public, (+2 via Zoom)

Fire Procedure

Minute No.	Agenda Item	
198-21	1	<u>APOLOGIES</u> Cllr Stelman.
199-21	2	<u>DECLARATIONS OF INTEREST</u> a) To declare any disclosable pecuniary interests. None. b) To declare any personal interests. None.
200-21	3	<u>APPROVAL OF MINUTES of 19th October 2021</u> RESOLVED: Accepted. Proposed Cllr Morris; Seconded Cllr Halford. All in favour.
201-21	4	<u>PUBLIC PARTICIPATION SESSION</u> Mr Dave Green spoke with regard to the proposal to install a low carbon heat pump and wind turbine in Bishop's Castle, and the request for it to be included in the Neighbourhood Plan. He welcomed Andrea Pellegram's reply in principle. Of the 3 options she had suggested, his group preferred Option 2, which would give them more time to produce the heritage, ecological, landscape and AONB consultations and reports and therefore delay submitting the Neighbourhood Plan, possibly to Easter.
202-21	17	Item 17 <u>THE NDP (NEIGHBOURHOOD DEVELOPMENT PLAN)</u> was brought forward. All in favour. The Councillors expressed their views. They were reluctant to delay submitting the

Neighbourhood Plan any longer as it was important for the criteria determined in the plan to be considered by Shropshire Council when deciding on any future housing development in the town. The Neighbourhood Plan needed to be submitted before the end of the year in line with the rest of Shropshire's Development Plans. Delaying the submission of the town's Neighbourhood Plan would allow Shropshire Council to permit developments that might be contrary to the wishes of the town as outlined in the Neighbourhood Plan. The Town Council can ask for the Neighbourhood Plan to be reviewed after submission anyway, when deemed necessary to do so.

RESOLVED. Option 3 be adopted. Proposed Cllr Carroll; Seconded Cllr Houghton. All in favour bar 1 abstention.

203-21 5 **REPORT FROM THE MAYOR**

The Rotary Club and jubilee tree planting will be advertised in a future newsletter.

Council benches. The benches will be put in Bebb's Auction in the new year.

Traffic Management Cllrs Perry and Houghton met with Shropshire Council Officers re the painting of white & yellow lines, disabled spaces, mark-ups on roads etc, which will be completed over the Winter and Spring. Consequently, the display on the results of traffic survey will not be put up yet, to allow time for people to see if this has helped.

CCTV article will go in a future newsletter.

Mayor's Robes Unfortunately moths have damaged the robes, which are being assessed for repair.

War Memorial Restoration Quotes have been sought.

Drews Leasowe Enquiries are on-going re the house for sale and compliance to the Section 106 agreement.

204-21 6 **REPORT FROM THE CLERK**

Following the annual check of the fire safety of the Town Hall by Mark 1, the emergency lighting was found to be faulty. It will cost £975.

RESOLVED. The lighting be replaced. Proposed Cllr Morris; Seconded Cllr Dickin. All in favour.

205-21 10 Item 10 **BISHOP'S CASTLE COMMUNITY HOSPITAL** was brought forward. Proposed Cllr Houghton; Seconded Cllr Dickin. All in favour.

District Cllrs Houghton, Kidd and Hartin had written an open letter to Shropshire Community Trust to seek answers re the temporary closure of the Stonehouse Hospital before the up and coming Public Meeting. Edgton, Lydbury North and Mainstone Parish Councils were also writing to the Chief Executive and the Health Committee. In the meantime Community Support will help people when discharged from hospital and in the home, and/or patients will be temporarily housed in Nursing Homes. However, Outpatient Clinics will return, e.g. Diabetes and Eye Clinics.

There appear to be no dates for re-opening or consultations. It is unclear why there is a shortage of staff and what is being done to address the situation. Cllr Houghton encouraged people to write to the Trust to express concern.

RESOLVED. The Town Council will send a letter to ask when the Hospital will re-open, what recruitment is being undertaken and highlight the impact on the town for staff and residents if it doesn't. Proposed Cllr Morris; Seconded Cllr Dickin. All in favour.

206-21 7 **UNITARY COUNCILLOR**

Land for Housing Development. Eddie Fisher (SC Planning Dept) had been asked what is being done to solve the local mussel problem that is preventing land being released for development. Currently no housing can be built, including a lot of affordable

housing scheduled for the area. Shropshire's 5 year plan cannot be implemented until this is sorted. The lack of affordable housing is affecting the job markets in these areas. The Planning Inspectorate is putting pressure on Shropshire Council to sort it out. In other areas of the UK 2 hectares of wetlands have been set aside to resolve the issues.

207-21

8

PLANNING

1. 21/05067/FUL

Application for the erection of rear single storey extension and closed front porch, alterations to access to include dropped kerb and provision of one parking space | 21 Kerry Green Bishops Castle Shropshire SY9 5AR

RESOLVED. No objection, Proposed Cllr Carroll; Seconded Cllr Halford. All in favour bar 1 abstention.

208-21

9

MONTHLY FINANCES

- To note the Bank Reconciliation

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

- To approve the following invoices for payment:

Payee	Item	Invoice	Amount £
Shropshire County Pension Fund	Monthly pension payment	November Return	909.37
HMRC	PAYE and NI	November Return	846.86
Staff salaries	4 staff	November Return	2340.31
C. Owen	Minute taker	205.	37.56
G. Dudley	Toilet cleaning	206.	336.00
Andrew Evans	Grass cutting	207.	846.00
Andrew Evans	Grass cutting	208.	1500.60
Exemplum	Printing	209.	10.74
Exemplum	Printing	210.	10.74
Exemplum	Printing	211.	84.38
Blachere	Christmas lights	212.	2192.40
Halls SMS	Toilet consumables	213.	35.35
BCBS	Materials	214.	13.83
Shropshire Council	Rates	215.	163.00
Highline	Street Light repairs	216.	1545.60
For information			
BT	telephone /broadband	217.	313.06
Corona	Electricity	218.	2.00
Corona	Electricity	219.	35.44
Corona	Electricity	220.	343.31
Shropshire Council	Licence	221.	70.00
KBS Depot	Bench	222.	662.40
	Total		£ 12296.69

In addition, 2 invoices have been received from Gary Cooke for sockets and LED lights for £462 and £180, one from Mark 1 for the fire safety inspection for £90, and one from Shropshire Council for the Public Hall for £70.

RESOLVED: The invoices be paid, including the four additional payments. Proposed Cllr Houghton; Seconded Cllr Hawes. All in favour.

10 **BISHOP'S CASTLE COMMUNITY HOSPITAL** already discussed.

209-21 11 **ALLOTMENTS**

To approve minor revisions to the Allotments Inspections Appeals Policy and Procedure as circulated, in line with the Allotment Society's taking on more responsibilities relating to inspections.

Cllr Carroll reported that the policies and procedures were still being worked on.

RESOLVED: Adjourned to next meeting. Proposed Cllr Carroll; Seconded Cllr Halford. All in favour.

210-21 12 **BISHOP'S CASTLE 10k**

For information. A group is intending to organise a 10k run around Bishop's Castle.

211-21 13 **OLD MARKET SQUARE**

Next Meeting is in 2 weeks. Connections for water and electricity are being costed. A feasibility study for water supply will cost £155.34.

RESOLVED: The feasibility study for water is undertaken. Proposed Cllr Halford; Seconded Cllr Carroll. All in favour.

212-21 14 **YOUTH PROVISION**

The family were pleased for the shelter to be named in memory of their son. Further updates next month.

213-21 15 **TOWN HALL WATER HYGIENE PROPOSALS**

It is a legal requirement to have public toilets and hand basins tested for Legionella and other pathogens. The Clerk has received a quote for £573 and thereafter £900 per year. A second quote will be sought. Few companies undertake this specialist work.

RESOLVED: The Clerk will be authorized to proceed with the lower quote once the second one is received. Proposed Cllr Houghton; Seconded Cllr Carroll. All in favour.

214-21 16 **PUBLIC HALL MANAGEMENT COMMITTEE**

The constitution has been amended to allow the Town Council to be the Manager of Last Resort in an emergency. The new committee will be formed in Spring.

17 **THE NDP (NEIGHBOURHOOD DEVELOPMENT PLAN)**

Already discussed.

215-21 18 **REPORTS FROM MEETINGS ATTENDED**

SpArC. £90,000 of gym equipment is being purchased which can be programmed for personal fitness requirements.

BC Partnership meeting. A moodle platform has been set up to connect people to local services on offer, focusing on mental health issues, befriending and youth.

SWS Broadband There has been a presentation and leaflet promotion to assess the demand for broadband to be delivered through fibre to property, which would increase internet speeds.

216-21 19 **ITEMS FOR FACEBOOK / WEBSITE**

Hospital Concerns.

- 217-21 20 *By the Public Bodies (Admission to Meetings) Act 1960 the public and press were excluded for the remainder of the meeting on the grounds the business involves the likely disclosure of exempt information as defined in the Acts.*
PLAYGROUNDS
Councillors discussed the 2 quotes received for repairing and upgrading the 2 playgrounds in the town and associated financing.
RESOLVED
Mant Leisure Ltd's quote be accepted and implemented and financed with a Public Works Loan over 15 years. (This would result in a cost of £12.43 per band D household per year). Proposed Cllr Houghton; Seconded Cllr Hawes. All in favour.
It was RESOLVED to seek the approval of the Secretary of State for Housing, Communities & Local Government to apply for a PWLB loan of £110,000 over the borrowing term of 15 years for the purchase on new play equipment to refurbish the play area. The annual loan repayments will come to around £8059.72
- 218-21 21 **BUDGET**
To discuss the budget for 2022 - 2023 and the resultant Precept demand.
Only 1 quote had been received so far for the refurbishment of the Auction Yard toilets. 2 more quotes were being sought and then there will be a public consultation. A Public Works Loan will be obtained to fund this which will need factoring into the budget, along with the financing of the playground equipment outlined in Item 20.
RESOLVED The Town Council will set a budget of £165,000 which will result in a precept of £252.01 per household. Proposed Cllr Carroll; Seconded Cllr Halford. All in favour.
It is also intended to increase the council tax precept for the purpose of the loan repayments by 5.5% which is the equivalent of an additional £13.08 a year. This will be subject to a precept increase consultation.
- 219-21 22 **NEXT MEETING**
Tuesday 14th December 2021, 7.30pm. The meeting closed at 9.20pm.



BISHOP'S CASTLE TOWN COUNCIL



Gwilym J Rippon Cert. He CEG, PSLCC
Town Clerk
Tel: 01588 638141
Email: townclerk@bishopscastletowncouncil.gov.uk

The Town Hall
Bishop's Castle
Shropshire
SY9 5BG

MINUTES of the MEETING OF BISHOP'S CASTLE TOWN COUNCIL

HELD ON ZOOM

ON TUESDAY 21st December 2021 AT 7.30PM

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

Fire Procedure

Minute No.	Agenda Item	
220-21	1	<u>APOLOGIES</u> None received
221-21	2	<u>DECLARATIONS OF INTEREST</u> a) To declare any disclosable pecuniary interests. None. b) To declare any personal interests. None.
222-21	3	<u>APPROVAL OF MINUTES of 16th November 2021</u> RESOLVED: Accepted. Proposed Cllr Stelman; Seconded Cllr Du Cros. All in favour.
223-21	4	<u>PUBLIC PARTICIPATION SESSION</u> None present
224-21	5	<u>REPORT FROM THE MAYOR</u> The Christmas Lights Festival has now taken place. No further Covid Restrictions have been announced to date.
225-21	6	<u>REPORT FROM THE CLERK</u> Nothing to report.
226-21	7	<u>UNITARY COUNCILLOR</u>

PLANNING

New applications: for information

1. 21/05726/DIS

Application to discharge Conditions 3 (materials), 4 (roof detailing), 5 (landscaping) and 6 (vehicular access) of planning permission No. 17/00977/FUL | 13 Bankshead Bishops Castle Shropshire SY9 5JQ

2. 21/05644/AMP

Application for the amendment to planning permission No. 17/00977/FUL (re-orientation of affordable dwelling) | Proposed Dwelling West Of 13 Bankshead Shropshire

3. 21/05550/CPL

Application for a Lawful Development Certificate for the proposed use of building as an Art Gallery/Studio | Bishops Castle Methodist Church Station Street Bishops Castle Shropshire SY9 5AQ

MONTHLY FINANCES

- To note the Bank Reconciliation

RESOLVED: Noted. Proposed Cllr Morris; Seconded Cllr Halford. All in favour.

- To approve the following invoices for payment:

Payee	Item	Invoice	Amount £
Shropshire County Pension Fund	Monthly pension payment	December Return	909.37
HMRC	PAYE and NI	December Return	689.94
Staff salaries	4 staff	December	2494.97
C. Owen	Minute taker	240.	37.56
G. Dudley	Toilet cleaning	241.	336.00
PCPS	Window cleaning	242.	45.00
Exemplum	Printing	243.	7.14
Exemplum	Printing	244.	1011.10
A. Evans	Grass cutting	245.	2293.20
High line	Street Lighting	246.	222.60
Allotment Society	Subscriptions	247.	117.00
Smith's of Derby	Clock repair	248.	180.00
SCC	Joint energy	249.	623.72
RMTG	Subscriptions	250.	55.00
For information			
SCC	rates	251.	163.00
Corona	Electricity	252.	987.18
waterplus	Rates	253.	16.73
bt	telephone /broadband	254.	314.22
ICO	Subscriptions	255.	35.00
	Total		£ 10622.73

In addition, an invoice has been received from Tony Baker for cleaning the Town Hall windows and siting the new memorial bench. (£375).

The lady who donated the new bench is delighted with it. It is planned to have an inaugural ceremony in the new year with the young people and invited press.

For information: The Severn Trent Community Fund has granted £18-19000 for developing services to young people in Bishop's Castle and the surrounding area.

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

229-21

10

LEGAL ADVICE

To discuss the requirement to obtain legal assistance in relation to the continued legal process of the freedom of information requests.

Mr. Jones has stated that the Town Council failed to discharge its duties and has put in an application for Contempt of Court. The Town Clerk is seeking expert legal advice and asks permission from the Town Council to spend up to £500 to consult a solicitor/lawyer of his choosing.

RESOLVED: Approved. Proposed Cllr Hawes; Seconded Cllr Halford. All in favour.

230-21

11

NDP

To discuss and agree, that the Council supports the Neighbourhood Development Plan can be published in a Regulation 14 Consultation.

The following amendment was made.

Neighbourhood Plan new wording for Heat & Wind Network

The 'Statement of Intent' paragraph 153 on page 57 in the 'Sustainable Construction' chapter, said:-

"Work is being done to justify and gain funding for a new wind turbine and community heat network. This project is still under development and therefore not sufficiently advanced to include as a BCNDP policy. However, it is possible that once this work has been fully designed, and a review of the BCNP undertaken, it may be able to allocate sites and contain policies to reduce the town's carbon impacts arising from home energy use."

Will now say:

"Work is being carried out by Lightfoot and the Bishop's Castle Climate Action group on a possible Heat network and linked Wind Turbine for the Town. A Wind Constraints Study and public consultation on the scheme have been carried out; the survey results show over 80% support for the Heat network and nearly 80% support for the Wind Turbine. The proposals were also given unanimous support by the Town Council at their meeting of 19th October 2021. However, it is felt that unfortunately there is as yet insufficient evidence about the scheme for the proposals to be included in the Neighbourhood Plan at this stage. Once further details have been delivered, Bishop's Castle Town Council has promised to carry out a review of the Plan with a view to including a policy or policies in regard to this proposal at the earliest opportunity".

--, Added by council 21/12.21.

RESOLVED: The Neighbourhood Development Plan be approved (with the amendment) for Public Consultation. Proposed Cllr Dickin; Seconded Cllr Stelman. All in favour.

231-21

12

REPORTS FROM MEETINGS ATTENDED

Allotments – will report back after a further meeting

Old Market Square – will report back after a further meeting

Enterprise SWS – The Blue Forgotten Hills project is proving too costly to develop and will be replaced with a smaller scale project to update the Bishop's Castle website in an interactive map-based form. This will better utilize the Covid Recovery Money granted by Shropshire Council and keep it within budget.

232-21

13

NEXT MEETING

Tuesday 18th January 2022, 7.30pm. The meeting closed at 8.02pm.