



# BISHOP'S CASTLE TOWN COUNCIL



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

### HELD AT THE TOWN HALL

### ON TUESDAY 15<sup>th</sup> FEBRUARY 2022 AT 7.30PM

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

### IN ATTENDANCE

Mr G. Rippon. Mrs C. Owen

### Fire Procedure

Minute No.	Agenda Item	
20-22	1	<b><u>APOLOGIES</u></b>
21-22	2	<b><u>DECLARATIONS OF INTEREST</u></b> a) To declare any disclosable pecuniary interests. None. b) To declare any personal interests. None.
22-22	3	<b><u>APPROVAL OF MINUTES of 18<sup>th</sup> January 2022</u></b> <b>RESOLVED:</b> Accepted with two slight corrections. Proposed Cllr Carroll; Seconded Cllr Dickin. All in favour.
23-22	4	<b><u>PUBLIC PARTICIPATION SESSION</u></b> None present
24-22	5	<b><u>REPORT FROM THE MAYOR</u></b> <u>Neighbourhood Plan Public Consultation.</u> This has begun. However, comments sent by email have not been received because of a server issue. Hopefully these emails will be retrieved imminently, but if the emails have been lost the consultation period may need to be extended to allow time for people to resend them. An extra (smaller) newsletter will be issued this month with further links to allow for more feedback.

Mayor's Chain Quotes are being sought to make and add the missing links to the chain to bring it up to date with recent Mayors. It will be expensive.

Scaffolding The initial quote for scaffolding to allow repairs of the clock, painting and gutterwork has proved expensive. Other quotes are being sought.

Welcome Back grant on infrastructure improvements: (tidying up and weeding carparks and other areas, new signage and additional lights). Due to a lack of available parts for signs, the £1000 money for signage cannot be spent before the deadline. It will be spent on lights instead. The weeding will be done this week.

The Queen's Jubilee will be celebrated on 5<sup>th</sup> June. Volunteers are being sought to help. The Big Thank You event will be postponed to the Autumn. As part of the Platinum Tree Planting, the Town Council will choose the location for one of the trees with a commemorative Plaque.

25-22 6

### **REPORT FROM THE CLERK**

Court Case re the Contempt of Court allegation. The Clerk has sent a formal statement to the court re the timeline. He is awaiting an update.

26-22 7

### **UNITARY COUNCILLOR**

Community Hospital. A Public announcement is imminent. Cllr Houghton, Cllr Kidd and Cllr Hartin are meeting the Chief Executive of the hospital this week.

Shropshire Council's budget consultation closes on Friday.

Ambulance waiting times are a concern.

Highways. There are on-going issues with pot-holes, unpainted white lines and street lights.

27-22 8

### **PLANNING**

#### 1. 22/00095/FUL

Application for the erection of two-storey side extensions (to replace existing barn) and single-storey rear extension (to replace existing conservatory), and erection of storage/carport block (to replace existing caravan) | Long House 17 Bankshead Bishops Castle Shropshire SY9 5JQ

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

#### 1. 21/05879/FUL

Application for the conversion of joinery workshop/former school into dwelling | R D S Kent Ltd The Old National Boys School Station Street Bishops Castle Shropshire SY9 5DD

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

28-22 9

### **MONTHLY FINANCES**

**RESOLVED:** The decisions made during the last two council meetings via Zoom be ratified. Proposed Cllr Houghton; Seconded Cllr Stelman. All in favour.

i) To note the Bank Reconciliation

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

ii) Public Works Board Loan.

By request, the Clerk has supplied further details of the public consultation, and has sent screenshots of the comments, and is awaiting to hear the outcome. Further consultation has taken place in the recent newsletter for the two projects.

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	689.94
Staff salaries	4 staff	February Return	2494.97
C. Owen	Minute taker	240.	37.56
G. Dudley	Toilet cleaning	241.	336.00
Highline	Street Lighting	242.	1183.68
Lite	Christmas lights	243.	3249.60
Mousemat	IT	244.	480.00
PCPS	window cleaning	245.	45.00
Viking	Stationery /postage	246.	85.96
Baxi	Town Hall	247.	276.00
Lloyds Bank	bank charges	248.	3.00
Lyons Davidson	VAT	249.	17958.21
Metro Road	Public Hall	250.	315.00
Allotment Society	Subscriptions	251.	228.00
<b>For information</b>			
BT	telephone /broadband	252.	315.21
Waterplus	rates	253.	23.84
Corona	Electricity	254.	826.66
	<b>Total</b>		<b>£ 29457</b>

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

29-22

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**ALLOTMENTS** To receive a report. To discuss and adopt a new revised Tenancy Agreement (as circulated) in line with Allotment Society management of the site. To discuss a request to take on an additional plot.

Following advice, it has been suggested that the best solution to the issue over the tenant struggling to manage the whole plot on their own is that the friend who is assisting the tenant to cultivate the plot becomes an associate member, agreeing to sign the paperwork and abide by the allotment rules and regulations, until such time as the tenant wishes to end the tenancy, when both would be required to vacate the plot. An associate member pays no fee and has no right to remain on the plot when the tenant leaves. This flexible arrangement can be brought in, by arrangement with the Allotment Society, to assist any tenant who has a temporary incapacity of some sort, such as illness or accident, to prevent the plot deteriorating in the interim period.

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

Any tenant will be permitted to have 1 plot, or 2 ½-size plots, or 2 microplots, only. The request for an additional very small plot is accepted.

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

Once the tenancy agreement is confirmed, the Allotment Society will deal with any future issue. Any unresolved matter would be referred to the Allotments sub-committee, and then only referred to the Town Council if still unresolved.

Cllr Morris agreed to join the sub-committee.

30-22 11 **NEIGHBOURHOOD DEVELOPMENT PLAN**

Once the public consultation is complete, Andrea Pellegram will collate the comments and add to the plan and send to Shropshire Council. There will then be a local referendum and an inspector will be appointed to look at it thoroughly. This process will take several months.

The Heat and Wind Network have asked for the plan to be reviewed as soon as it is passed by Shropshire Council in order for it to include their proposal. Ms Pellegram has advised them to prepare a presentation for the Town Council in readiness with a full business plan, outlining the costs; arrangements with the landowners; who will benefit; distribution of energy; type of organisation (Charity/business) etc., so as to be ready when the plan is passed. (This is likely to be at the end of 2022/early 2023).

Ms Pellegram cannot be their planning consultant as there will be a conflict of interest.

31-22 12 **WEBSITE**

The laptop designated to be the server has needed to be upgraded. There had been an issue transferring the .gov.uk email addresses to the new server which had held up the emails. The issue was being corrected imminently. This server should be more secure.

32-22 13 **UPDATE ON CLIMATE ACTION**

Steve Hale will update the Town Council next month. There have been changes to Section 8 of the plan with regard to transport. The Group will also bring fifteen 'asks' of the Town Council to do with priority activities and a proposal on how the Climate Action Plan should be reviewed.

33-22 14 **REPORTS FROM MEETINGS ATTENDED**

Enterprise SWS – Rob MacKay's Sabbatical will be covered by Sarah Ellison and other staff will take on extra hours.

Youth Meeting Cllr Stelman has been in conversation with Andrew Kirk at The Community College and would like to invite him and Ian Walloughby to the next meeting to discuss further collaboration.

The Community College Centenary Cllr Dickin confirmed that it will be held on the 1<sup>st</sup> weekend in July. Ideas include school tours and football matches.

Michaelmas Fair. A meeting is being held tonight to form a new committee.

SpArC. Unfortunately, money granted by Shropshire Council to provide new equipment for the gym has been delayed. The 10k run on 20<sup>th</sup> March will start and end at SpArC.

34-22 15 **NEXT MEETING**

Tuesday 15<sup>th</sup> March 2022, 7.30pm. The meeting closed at 8.40pm.