



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 MEETING OF BISHOP'S CASTLE TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, TOWN HALL ON TUESDAY 24TH MAY 2022 AT 7.31PM

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

IN ATTENDANCE
Mr G. Rippon Mrs C. Owen 1 member of the public

Fire Procedure

Minute No.	Agenda Item	
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84-22 1 **APOLOGIES** Cllr Morris

85-22 2 **DECLARATIONS OF INTEREST**

- a) To declare any disclosable pecuniary interests
- b) To declare any personal interests.

Name	Agenda Item	Personal	Prejudicial
Cllr Houghton	Item 17.1 (Planning)		✓
Cllr J Dickin	Item 17.2 (Planning)	✓	
Cllr G Perry	Item 19 (Mayor's Allowance)	✓	
Cllr J Dickin	Item 19 (Mayor's Allowance)	✓	
Cllr G Perry	Item 20 (Town Hall Trust)	✓	
Cllr J. Carroll	Item 20 (Town Hall Trust)	✓	
Cllr A Stelman	Item 20 (Town Hall Trust)	✓	

86-22 3 **APPROVAL OF MINUTES of 19th April 2022**

RESOLVED The minutes were approved after a slight correction, (typo).

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

87-22 4 **PUBLIC PARTICIPATION SESSION** no-one wished to speak.

88-22	5	<p><u>REPORT FROM THE MAYOR</u></p> <p>Cllr Dickin thanked everyone for their support at the Mayor-making.</p> <p><u>Jubilee:</u> Cllrs Dickin and Stelman were handing out commemorative mugs to the Primary School children on Friday.</p> <p>On Monday the bunting will go up and the Town Crier will proclaim the jubilee events including the lighting of the beacon on Thursday evening.</p> <p>There will be a quiz night at the Six Bells on Friday evening, a jubilee concert in Church on Saturday morning and the Railway Society will be open on Saturday also.</p> <p>There will be a Benefice Jubilee Church Service on Sunday at 10am at Walcot Hall.</p> <p><u>Grass-cutting</u> was delayed by the May Fair. It has now been cut.</p> <p><u>Ukrainian Welcome</u> letter. This has been written and kindly translated for us by a refugee.</p>
89-22	6	<p><u>REPORT FROM THE CLERK</u></p> <p>The Public Works loan should be in the bank this week.</p> <p>The Insurance cover has been reviewed and tweaked slightly. It will increase in cost.</p>
90-22	7	<p><u>COUNCILLORS' ACCEPTANCE OF OFFICE</u></p> <p>Declarations of Acceptance were received from all Councillors.</p>
91-22	8	<p><u>TO CO-OPT NEW COUNCILLORS</u> None.</p>
	9 & 10	Duplicate agenda items
92-22	11	<p><u>REVIEW OF COMMITTEES</u></p> <p>a) Continuation of Committees, Working Parties, Task & Finish Groups etc.</p> <p>b) Terms of Reference of Committees etc.</p> <p>c) Membership of Committees etc</p> <p>d) Confirm Delegated Powers of Committees, Working Parties, Task & Finish Groups etc.</p> <p>The formal committee structure was suspended because of the pandemic, and working groups were assigned as and when required along the lines of a task and finish group with no delegated authority. This seemed to work well.</p> <p>RESOLVED The Council should continue without a formal committee structure, but would set up working groups when necessary. Proposed Cllr Perry; Seconded Cllr Stelman. All in Favour.</p>
93-22	12	<p><u>REPRESENTATION ON OUTSIDE BODIES</u></p> <p><u>SALC</u> Cllrs Carroll, Perry and the Town Clerk.</p> <p><u>PACT</u> discontinued</p> <p><u>SpArC</u> Cllr Houghton.</p> <p><u>Friends of the Library</u> Cllr Houghton</p> <p><u>Public Hall</u> Cllrs Perry and Dickin.</p> <p><u>Town Hall Trust</u> Cllrs Carroll, Perry and Stelman.</p> <p><u>Enterprise SW Shropshire</u> Cllrs Perry and Carroll.</p> <p><u>Christmas Lights</u> Cllr Perry.</p> <p><u>Allotments</u> Cllrs Carroll, Morris and Halford.</p> <p><u>Old Market Square</u> Cllrs Carroll and Halford.</p> <p><u>Community Partnership</u> Cllr Du Cros.</p> <p><u>Climate Action Champion</u> Cllr Hawes.</p> <p><u>Neighbourhood Development Plan</u> Cllrs Carroll, Perry and Houghton.</p>

A short summary will be put in the next newsletter explaining the current status of the NDP process and who has been consulted.

At the end of the consultation, Shropshire Council will view the plan and the inspector will review it, (probably visiting the town) and make any necessary amendments.

After that there will be a public referendum.

94-22 13 **REVIEW OF GOVERNANCE AND INTERNAL CONTROL ITEMS**

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

The Town Clerk confirmed these had been reviewed during the year. No further changes were needed.

95-22 14 **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 Town Clerk confirmed these had been reviewed during the year. No further changes were needed.

96-22 15 **UNITARY COUNCILLOR**

Highways: There are a lot of on-going issues. The leader of Shropshire Council was coming to visit in July. "Meet the leader" event.

Housing: There is significant local need. Could we do a Right Home Right Place survey later in the year to assess current need?

Community Hospital: The open day was successful but not enough staff were recruited. 85% of staffing is needed before it can re-open. (Only 40% recruited). The Physio and Diabetes eye clinics have re-opened. There is a possibility of providing chemo-therapy. There is a shortage in residential nursing provision locally.

Business Park: This will be finished in July.

Ambulance response time: This is failing to meet targets. There is currently no first responder in Bishop's Castle.

Cost of living crisis: There is an emergency hardship fund for heating through Shropshire Council. The Food Bank has accessed £22,000 from it on behalf of people already. Cllr Houghton will table a question on the crisis at the next Shropshire Council meeting in June.

97-22 16 **SERVICES TO YOUNG PEOPLE**

There has been serious abuse written on the new shelter in the Skate Park. This is unacceptable and needs removing immediately.

South Shropshire Youth Forum are the employers of the youth project.

RESOLVED The grant money for the project will be transferred to their bank account. The money will be ring-fenced and the Clerk asked for bi-monthly feedback to show how the money is being spent. Proposed Cllr Carroll; Seconded Cllr Perry. All in favour.

25th June. SSYF Annual Conference at the Discovery Centre. Cllr Stelman will attend. Other Councillors are welcome.

Cllr Stelman asked for the use of the land adjacent to the Skate Park to be discussed at the June meeting.

PLANNING

1. 22/02130/DIS

Application to discharge Conditions 3 (archaeology), 5 (joinery details) and 6 (external materials) of planning permission No. 21/02771/FUL | 68-70 Church Street Bishops Castle Shropshire SY9 5AE

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

2. 22/01948/FUL

Application for an erection of two-storey side extension to existing dwelling | 6 Kerry Lane Bishops Castle Shropshire SY9 5AU.

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

MONTHLY FINANCES

i. To note the Bank Reconciliation

RESOLVED. Noted. Proposed Cllr Perry; seconded Cllr Carroll. All in favour.

ii. To consider a grant from the Community Partnership for £1500 for staffing and equipment hire for the Community Celebration on 30th July.

RESOLVED: The Town Council will underwrite it to the tune of £1500. Proposed Cllr Perry; Seconded Cllr Hawes. All in favour.

iii. To approve the following invoices for payment:

Payee	Item	Invoice	Amount £
Shropshire County Pension Fund	Monthly pension payment	May Return	679.61
HMRC	PAYE and NI	May Return	743.83
Staff salaries	4 staff	May Return	2558.87
C. Owen	Minute taker	43.	40.04
G. Dudley	Toilet cleaning	44.	336.00
G.J. Rippon	Expenses	45.	93.98
G.J. Rippon	Civic expenses	46.	68.72
J.M. Rippon	Civic expenses	47.	100.00
Blachere	Christmas lights	48.	1398.00
Crucial Crew	Road safety	49.	230.00
David Jones	Mayoral Chain refurbishment	50.	2058.00
High line	Electricity	51.	48.60
Hotline	Jubilee	52.	635.40
P. Eldridge	relief Cleaner	53.	96.20
Exemplum	Printing	54.	1083.11
Shropshire Council	Rates	55.	55.00
Shropshire Council	Waste licence	56.	277.00
AMH Treeline	tree maintenance	57.	468.00
Manthrig Ltd	Scaffolding	58.	3180.00
PHS	Toilet consumables	59.	1005.67
PHS	Toilet consumables	60.	478.37
Shropshire Council	Rates	61.	187.00

BT	telephone /broadband	62.	336.61
Corona	Electricity	63.	458.53
Zoom	licence	64.	143.88
Lloyds Bank	bank charges	65.	3.00
	Total		£16763.42

In addition, the Clerk asked for the following invoices to be paid:
Anthony Jones (ramp extension at the Allotments), £750; Happy Bap (catering), £250.

RESOLVED The invoices, plus the extra ones, be paid. Proposed Cllr Perry;
Seconded Cllr Stelman. All in favour.

100-22 19 **MAYOR'S ALLOWANCE FOR 2022/23**

Cllrs Perry and Dickin left the room. Cllr Stelman took the chair.

RESOLVED Cllr Perry's allowance for last year (£1000) be paid and Cllr Dickin's current allowance be set as £1000. Proposed Cllr Carroll; Seconded Cllr. Houghton. All in favour.

101-22 20 **TOWN HALL TRUST**

Storage has been found for the books, which were a fire hazard.

There will be a volunteer day on 28th June and a thank you reception in the evening.

The Town Hall will have a stand at the Community Celebration on 30th July.

102-22 21 **ALLOTMENTS**

This was left on from the April agenda

103-22 22 **REPORTS FROM MEETINGS ATTENDED**

None

104-22 23 **ITEMS FOR FACEBOOK / WEBSITE**

Jubilee; Shelter abuse not acceptable; volunteer day, volunteers needed for Dial-a-Ride; Annual report.

105-22 24 **NEXT MEETING**

Next - Tuesday 21st June, 7.30pm

To resolve that by the Public Bodies (Admission to Meetings) Act 1960 the public and press be excluded for the remainder of the meeting on the grounds the business involves the likely disclosure of exempt information as defined in the Acts.

106-22 25 **STAFFING**

RESOLVED. Following the resignation of the main cleaner due to ill health, the Relief Cleaner will carry on with temporary employment, but Cllrs Dickin, Carroll and Stelman will meet to discuss the hours and terms of recruitment of the position carrying forward and bring to the next meeting for full Council discussion/approval.

The meeting closed at 9.04pm.