



BISHOP'S CASTLE TOWN COUNCIL



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The Town Hall
Bishop's Castle
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SY9 5BG

MINUTES of the MAYOR MAKING AND ANNUAL MEETING OF BISHOP'S CASTLE TOWN
COUNCIL HELD IN THE COUNCIL CHAMBER, TOWN HALL

ON MONDAY 15th May 2023 AT 7.30PM

49 members of the public

PRESENT	APOLOGIES
Cllr J Carroll Cllr R Houghton Cllr J. Dickin Cllr A. Stelman Cllr L. Payne Cllr S. Morris	Cllr G Perry Cllr T. Halford Cllr R. Bromley
IN ATTENDANCE	
Mr. G. Rippon C. Owen	The Town Crier Mr. A Evans

Fire Procedure

Minute No.	Agenda Item	
53-23	1.	<u>ELECTION OF MAYOR</u> RESOLVED Cllr Dickin;. Proposed Cllr. Morris Seconded Cllr Morris Cllr. Payne. All in favour.
54-23	2.	<u>ELECTION OF DEPUTY MAYOR</u> RESOLVED Cllr. Stelman. Proposed Cllr. Houghton; Seconded Cllr Carroll. All in favour.
55-23	3.	<u>DECLARATION OF ACCEPTANCE OF OFFICE AND OATH OF ALLEGIANCE</u> RESOLVED The new Mayor read and signed the declaration and oath. and witnessed by the Clerk
56-23	4.	<u>APPOINTMENT OF THE MAYOR'S CHAPLAIN</u>

Rev Stephanie Fountain

57-23 5. **APPOINTMENT OF THE MAYOR'S CONSORT**

Ms Victoria Anthony

58-23 6. **MAYOR'S CIVIC DAY ARRANGEMENTS**

This will take place on Sunday 11th June 2023

59-23 7. **APOLOGIES**

Apologies from Cllr's Perry, Halford and Bromley.

60-23 8. **COUNCILLORS ACCEPTANCES OF OFFICE**

The Councillors signed and witnessed by the Clerk.

61-23 9. **DECLARATIONS OF INTEREST**

a) To declare any disclosable pecuniary interests

b) To declare any personal interests.

Name	Agenda Item	Personal	Prejudicial
Cllr J. Dickin	Item 21. Mayor's Allowance	✓	✓

62-23 10. **APPROVAL OF MINUTES**

To approve the minutes of the Town Council meeting held on Tuesday 18th April 2023.
RESOLVED Approved. Proposed Cllr Morris; Seconded Cllr Stelman. All in Favour.

63-23 11. **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 Houghton. All in favour.

c) Membership of Committees etc

Staffing: Cllrs Dicken, 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.

64-23 12. **REPRESENTATION ON OUTSIDE BODIES**

SALC Cllrs Carroll, Perry and the Town Clerk.

PACT Cllr Carroll.

SpArC Cllr Houghton.

Public Hall Cllr Perry.

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.

65-23 13. **REVIEW OF GOVERNANCE AND INTERNAL CONTROL ITEMS**

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

66-23 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 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.

67-23

15. **PUBLIC PARTICIPATION SESSION**

There were no members of the public wishing to speak

68-23

16. **UNITARY COUNCILLOR**

Cllr Houghton reported that there were two consultation of note

1. The provision of Walking and Cycling
2. Boundary Commission review

69-23

17. **REPORT FROM THE CLERK**

The Clerk stating that there was nothing to report

70-23

18. **NEIGHBOURHOOD DEVELOPMENT PLAN**

This Town Council agrees to submit the Bishop's Castle Neighbourhood Development Plan for examination having given due consideration to the housing moratorium in the Clun catchment because of the risk pollution will cause to the protected species, the pearl mussels.

This was discussed.

RESOLVED

That the Town Council has agreed that the Bishop's Castle Neighbourhood Development Plan be submitted for examination

71-23

19. **A&E MOTION TO COUNCIL**

To discuss a motion in respect of the Accident and Emergency for Shropshire and Telford Health Authority

This was discussed.

RESOLVED

That the Town Council supported that the Accident and Emergency for Shropshire and Telford Health Authority remain at Shrewsbury

72-23

20. **PLANNING**

- a. 23/01862/FUL

Application for the erection of single storey rear extension and associated works at Stoney Pound, Union Street, Bishops Castle, Shropshire, SY9 5DF

RESOLVED

The Town Council supported the application

73-23

21. **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 stated that the Council met the criteria to exercise the General Power of Competence.

RESOLVED The criteria are met. Proposed Cllr Carroll; Seconded Cllr Houghton. All in favour.

iii. To agree the Accounts 2022-2023

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

iv. To approve the following invoices for payment:

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	1007.60
HMRC	PAYE and NI	May Return	706.46
Staff salaries	4 staff	May Return	2856.65
C Owen	Minutes	32	40.04
G. Dudley	Toilet cleaning	33	500.00
G.J.Rippon	Expenses	34	78.01
M. Helleur	Floor Town Hall	35	1500.00
Glasdon	Town pride/playing fields	36	978.67
Mousemat	IT	37	120.00
PHS	Toilet consumables	38	1117.32
PHS	Toilet consumables	39	490.08
Viking	Stationery /postage	40	76.50
Exemplum	Printing	41	209.36
D. Turner	Grass cutting	42	1115.75
For Information			
waterplus	Rates	43	226.01
BT	telephone /broadband	44	399.45
Shropshire Council	Rates	45	187.00
Zoom	licence	46	143.88
Lloyds Bank	Bank Charges	47	3.00
	Total		10640.04

74-23

22. **MAYOR'S ALLOWANCE for 2022/23**

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

RESOLVED In the light of the difficult year for small organisations, £1500 was agreed to allow the Mayor more flexibility. Proposed Cllr CHoighton, Seconded Cllr. Carroll. All in favour.

75-23

23. **THE CLIMATE AND ECOLOGICAL EMERGENCY BILL**

This was deferred until 20th June 2023

75-23

24. **NEXT MEETINGS**

Ordinary Town Council meetings Tuesday's 20th June, 18th July, 15th August 2023.

The meeting closed at 9pm.