



BISHOP'S CASTLE TOWN COUNCIL



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MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL HELD IN THE COUNCIL
CHAMBER, TOWN HALL ON TUESDAY 16th APRIL 2024 AT 7.30PM

PRESENT	APOLOGIES	
Cllr J. Carroll Cllr B. Drake Cllr S. Morris Cllr T. Halford Cllr R. Houghton Cllr J. Dickin Cllr M Gayle Cllr L. Kosciuczyk Cllr S. Jones Cllr L. Blundell	Cllr G Perry Cllr A. Stelman	
IN ATTENDANCE		
Mr G. Rippon, Mrs C. Owen. <u>Fire Procedure</u>		

Minute No.	Agenda Item	
56-24	1	<u>APOLOGIES</u> Cllrs Perry and Stelman
57-24	2	<u>DECLARATIONS OF INTEREST</u> a) To declare any disclosable pecuniary interests. None b) To declare any personal interests. Cllr Dickin, Item 10; Cllrs Carroll and Houghton, Item 13 ii.
58-24	3	<u>APPROVAL OF MINUTES</u> of 19 th March 2024. RESOLVED Accepted. Proposed Cllr Stelman; Seconded Cllr Kosciuczyk. All in favour.
59-24	4	<u>PUBLIC PARTICIPATION SESSION</u> None present
60-24	5	<u>REPORT FROM THE MAYOR</u> <u>Fences</u> Dan Turner will repair the damage to fences in Oak Meadow and the playing fields. <u>Playing Fields</u> There have been more reports of anti-social behaviour. The Police are doing more patrols. <u>South Shropshire Mayors' Network Meeting</u> This was a very pro-active meeting of South Shropshire Mayors along with Stuart Anson (Conservative Candidate) and

Matthew Greene (Liberal Democrat). There was concern expressed that when Shropshire Council makes its budget cuts, Local Councils will be expected to pick up the bill for services such as libraries and recycling. Shropshire Council is preparing a package for Shropshire Association of Local Councils to brief them of the likely expectations. The Mayors' Network will continue to meet monthly to work together to find solutions and ways of working more collaboratively, e.g. collective buying of commonly required services.

Cllr Dickin has contacted Leslie Picton re the unfairness of the pearl mussel issue which is preventing new houses being built in Bishop's Castle, meaning that the increased precepts are borne by the same number of people. Other parishes have had new builds which has meant that increased costs are spread over more residents.

Hospital The hospital will be re-opened. Well done to the Save our Beds Team! (Lydbury North Parish Council also asked for thanks to be passed on to the team.) An opening date will be confirmed soon. The Physiotherapy department has re-opened.

War Memorial. There has been a delay in sorting out the red tape, but thanks to Cllr Halford, work will start soon.

Buddy Councillors. Each new councillor has now been assigned a buddy to assist them as necessary while they settle in to the role.

61-24 6 **REPORT FROM THE CLERK**

Business Park The Clerk will write to Shropshire Council to request a meeting to discuss the largely under-used Business Park and what can be done about it. (The lights are permanently on, also). Meanwhile, Enterprise House's business units are full with a waiting list. Cllr Dickin has emailed Leslie Picton and Dean Carroll (Assets Dept, Shropshire Council) but not had a reply.

Donation The Clerk has received a donation towards the War Memorial from Mr and Mrs Preshous.

62-24 7 **UNITARY COUNCILLOR**

Shropshire Council Budget cuts.

The Green Bin Consultation is now live but is tied up with the consultation about closing recycling centres. Shropshire Council is considering pyrolysis – burning green waste to make char. However, this will only work if people are prepared to pay for green waste collection. There are concerns about a potential increase in fly-tipping and the distance needed to travel to other recycling centres if some close. Questions will be asked of Shropshire Council, such as whether hours of opening be reduced instead.

The school library service has been suspended, (mainly affecting primary schools).

Some public libraries will lose their funding next year but no details yet. Without a grant the Bishop's Castle Library will be difficult to maintain.

Some services may be contracted out, such as grass verge cutting.

63-24 8 **CYBER SECURITY**

There has been a free offer from an IT provider in Newtown for a cross-over with our server and another so that each server is backed up by the other. (Encrypted).

RESOLVED Accepted. Proposed Cllr Carroll; Seconded Cllr Drake. All in favour.

64-24 9 **PUMP TRACK**

The Town Council has been successful in its bid to the Commonwealth Legacy Fund for a grant of £15,000. Two other grants have been applied for: Wind Foundation, £1,500 and Hilltop Honey, £1000.

£1000 has been given in donations so far, and the young people are fundraising.

The ground has been settling over the winter and further work can now begin. A further £14,000 is needed to finish the project, (total estimate £30,000). Despite the expense this remains a good price with some of the resources/time being donated.

RESOLVED. The contractor be asked to split the remaining work into different phases with associated costs, so that a planned timetable of work and payments can be negotiated and paused if necessary to secure more funds. Proposed Cllr Houghton; Seconded Cllr Morris. All in Favour.

65-24 10

PLANNING

There will be a referendum on the Neighbourhood Plan on 2nd May. 50% of people who vote on it have to be in agreement for it to pass. Full plans are available in the Town Hall and the library and there are summary sheets available and posters. People are encouraged to look at the plans, make up their own mind, and vote. However, Councillors themselves are not allowed to give comment on the scheme now the election process has started.

1. 24/01222/DIS

Discharge of condition 9 (construction management plan) on planning permission 23/01242/FUL

(For information only)

2. 24/000936 Due to an oversight, this planning application was not brought to the Town Council for comment. The application was subsequently refused by Shropshire Council. The applicant has the right to appeal against the decision if they so wish.

66-24 11

CCTV

There have been more thefts. The Clerk has received a quote from KJ Electronics Systems Ltd of £4970 + VAT to install 7 CCTV cameras on 6 entry/exit points to the town. These would be powered from Street lights owned by the Town Council, bar one which is owned by Shropshire Council. Reviewing the information would be on request by the Police only. Only two companies in the county have permits to install them. Cleobury Mortimer had cameras installed and their crime rate has reduced.

RESOLVED. This be agreed in principle, an application be made to the Police Commissioner's Office towards funding, and an article be put in the newsletter with maps and plans explaining where and how they will be used. Proposed Cllr Carroll; Seconded Cllr Houghton. All in favour.

67-24 12

TOWN HALL TRUST

The Trust comprises of 3 members from the Tourism Co; 3 from Bishop's Castle Heritage Resource Centre and 3 from the Town Council. There are 2 vacancies from the Town Council. Cllr Gayle agreed to stand. This leaves one vacancy to be filled.

68-24 13

MONTHLY FINANCES

i) To receive the bank reconciliation

It was noted that the reserves are low. This will need addressing in the future.

ii) Grants – to approve the final list.

Grants totalling £10,210 were awarded.

St John the Baptist Church - £2000 towards the Clock Tower floor and new guttering.

Climate Action Group - £500 towards an environment day.

BC Football Club - £1000 for a Portaloo.
 Walking Festival - £760 towards training for leaders and funding a national speaker.
 Castle Carols - £500 increasing accessibility by zoom use to promote worldwide.
 Friends of the Primary School – £1,200 for history books and weather stations.
 The Community College – £1,500 for basket balls and other sport equipment.
 BC Tennis Club – £500 towards training and coaching.
 Enterprise House - £500 for printing of leaflets.
 Going Wild Kids Club - £1000 to purchase equipment and resources.
 Railway Museum - £750 towards a security light.

RESOLVED. Proposed Cllr Blundell; Seconded Cllr Kosciuczyk. All in favour.

iii) To receive the following invoices for payment.

Payee	Item	Invoice	Amount £
Shropshire County Pension Fund	Monthly pension payment	April Return	1042.29
HMRC	PAYE and NI	April Return	738.06
Staff salaries	4 staff	April Return	3080.64
C. Owen	Minute taker	1.	40.04
G. Dudley	Toilet cleaning	2.	500.00
D. Turner	Grass cutting	3.	1338.90
BCBS	Materials	4.	11.81
G.J. Rippon	Expenses	5.	43.99
Wendy Oakley	Refreshments	6.	600.00
Viking	Stationery	7.	143.64
Halls SMS	Toilet supplies	8.	110.16
Exemplum	Printing	9.	1728.35
TDP	Planter	10.	263.16
Blachere	Christmas lights	11.	1656.00
VT Prints	Printing In lieu of Grant to the Carnival	12.	£837.60
For information			
BT	telephone /broadband	13.	427.76
Water Plus	Rates	14.	34.80
Water Plus	Rates	15.	48.55
Shropshire Council	Rates	16.	188.25
	Total		£12754.00

Extra Invoices: Window Cleaner, £48; Allotments (compost toilet and gate), £169.

RESOLVED The invoices plus the extra ones be paid. Proposed Cllr Morris;
 Seconded Cllr Kosciuczyk. All in favour.

VIRE BUDGET HEADING

£10,000 was allocated in the budget for the Charter. There is £7,500 to spend. It is proposed to vire the money to boost tourism and street scape in order to provide more notice boards, planters and tidy up the signage.

RESOLVED The money can be vired. Proposed Cllr Houghton; Seconded Cllr Carroll. All in favour.

70-24 15 **RED SHELTER**

The shelter was damaged by the young people and so removed and temporarily returned to the sculptor. The Clerk has a potential buyer, once repaired.

RESOLVED The sculptor repairs it and it is offered to the contact for sale. Proposed Cllr Carroll; Seconded Cllr Houghton. All in favour.

71-24 16 **CIVIC AWARDS**

Civic Awards and Allotment Awards will be presented after the Mayor's Service on 9th June. Nominations will be sought via Facebook and Website; and posters in Six Bells and Drivers Travel and elsewhere.

72-24 17 **REVIEWS**

To review Council's procedures for management of Risks and Internal Controls, and To resolve that its arrangements for managing risks and internal controls are adequate.

(Review of effectiveness — Regulation 6 of the Accounts and Audit Regulations 2015 requires the authority to conduct a financial year review of the effectiveness of the system of internal control. The review needs to inform the authority's preparation of its annual governance statement. Source – JPAG 2023).

RESOLVED Accepted. Proposed Cllr Houghton; Seconded Cllr Carroll. All in favour.

73-24 18 **REQUIREMENTS REGARDING MANAGING RISKS**

To consider setting up a Risk Register to formalise the management and regular monitoring of risks in line with JPAG guidance.

RESOLVED A Risk Register be set up and reviewed at next meeting. Proposed Cllr Houghton; Seconded Cllr Carroll. All in favour.

74-24 19 **REPORTS FROM MEETINGS ATTENDED**

Cllrs Houghton and Carroll had attended an Enterprise South West Shropshire meeting. It was very positive with discussions about a trade directory, the library and future funding. It is expecting to break even this year. However, the only grant funding is for the library. All the units are let and the theatre is going well.

Councillors Halford and Carroll had attended a Tourism Co. meeting. Polly Owen had outlined the development of the BC and Beyond website, which is going well with over 30,000 hits last year. The Walking Festival has 18/23 routes sold out. Glyn Roberts explained the work of the P3 group who maintain the local paths and stiles/kissing gates on behalf of Shropshire Council. Whether to have leaflets (or lists of leaflets with signposting to the Town Hall) in all venues; festivals and the development of a community calendar on BC and Beyond website, were also discussed. Articles will be written for the newsletter.

There has also been a very positive Allotments Meeting.

Cllr Dickin has been in consultation with the owners of the Cadet Hall and 3 applications for use by organisations have been sent off.

Cllr Dickin had been in conversation with the owner of the May Fair. They will be here in May as usual, with half-price tickets available for students on the Sunday. She has requested a meeting with Councillors to discuss the options for next year if the Coop building goes ahead.

Civil Defence Bowling Green. Conversations have established that part of the Living Village Trust still exists so its ownership/future can be determined.

75-24

20

NEXT MEETINGS

Tuesday 23rd April at 7 pm. Annual Town Meeting and awarding of Grants.

Tuesday 21st May at 7.30pm Mayor Making and next Town Council Meeting, followed by nibbles and drinks).

Sunday 9th June at 11am (with procession before)? at St John the Baptist Church. Followed by presentation of Civic and Allotments awards.

Meeting closed at 21.25pm.