



BISHOP'S CASTLE TOWN COUNCIL



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The Town Hall
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MINUTES OF THE MEETING OF BISHOP'S CASTLE TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, TOWN HALL, ON TUESDAY 18TH FEBRUARY 2025 AT 7.30PM

PRESENT		APOLOGIES	
Cllr J. Carroll Cllr S. Jones Cllr T. Halford Cllr Stelman Cllr L. Blundell Cllr M. Gayle Cllr J. Dickin Cllr L. Kosciuczyk Cllr S. Morris Cllr R. Houghton		Cllr B. Drake Cllr G Perry	
IN ATTENDANCE			
GR Rippon, S J Smith and two members of the public.			
Fire Procedure			
Minute No.	Agenda Item		

23.25 1 **APOLOGIES** Cllr Drake; Cllr Perry.

24.25 2 **DECLARATIONS OF INTEREST**
a) To declare any disclosable pecuniary interests. Item 13ii Cllr Houghton.
b) To declare any personal interests. Item 8 CLT . Cllr Haughton; Cllr Stelman.

25.25 3 **APPROVAL OF MINUTES** of 21st January 2025.
RESOLVED to accept minutes and chairman instructed to sign copy.
Proposed Cllr Stelman; Seconded Cllr Halford. All in favour.

26.25 4 **PUBLIC PARTICIPATION SESSION**
Member of the public addressed council on item 12.2.

THE CHAIRMAN CLOSED THE PUBLIC FORUM AND OPENED THE PARISH COUNCIL MEETING AT 19.50.

27.25 12.2 **PLANNING**

The Council approved the mayors request to move and review agenda Item 12.2. Proposed Cllr Stelman; Seconded Cllr Halford. All in favour.

25/00177/FUL Land to the West of Coney, Bishops Castle, 80m wind turbine.

Reviewed by council and **RESOVLED** to support.

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

28.25 5 **REPORT FROM THE MAYOR**

Town Festival Committee. Members of the community have joined committees to ensure that there will be sufficient people to manage the Towns festivals.

White Lining. Cllr Carrol and Cllr Dicken have collated a list of white lining.

Cllr Houghton will be submitting this to Shropshire Council for action.

29.25 6 **REPORT FROM THE CLERK**

SLCC Practitioners conference. Received Clerk's report.

HMRC Assistance Finance Officer recovered monies from HMRC.

FITT payment. This been forwarded to Ombudsmen for action.

Broken Styles. Cllr Carroll addressed council.

RESOVLED to instruct Town Clerk to write to The United Pack and request that the damage is repaired. Proposed Cllr Carroll; Seconded Cllr Stelman. All in favour.

Land registry. Documents are being obtained to progress this item.

30.25 7 **OFFICER TRAINING**

FILCA course in finance Assistant Financial Officer.

RESOLVED to agree training.

Proposed Cllr Stelman; Seconded Cllr Dicken. All in favour.

Councillor Training will be arranged for May/June 2025. NOTED.

31.25 8 **UNITARY COUNCILLOR**

Tip booking system has been removed for cars. Home Post Code is required.

The issue around SY21 post codes is being resolved. Some Larger vehicles are being asked to book.

Budget The budget setting process was collaborative this year up until last week, when some opposition parties withdrew because of lack of information.

The cabinet has written to Government asking to sell assets to pay redundancies and Price Waterhouse costs. Cllr Carroll asked if the 3-weekly collection for Black bins may be reconsidered in 2026 when food waste collection is implemented.

Connexus. Two Connexus properties are for sale in Grange Road and More. Council reviewed housing stock, condition and inability to build new housing in Bishops Castle. It is considered that a suitable contribution could be used for community schemes, bringing properties in to use (Community Land Trust have redeveloped two properties), or new properties. Historically a number of properties in Bishops Castle did not have a local connection 106 in place. This has been updated, and local connection 106 properties will only be available for Shropshire residents.

RESOLVED to instruct Town Clerk to write and invite Connexus Chief Executive to a meeting with this council.

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

RESOLVED to instruct Town Clerk to write to Connexus and request contributions from the sale of these properties to be used for suitable schemes in Bishops Castle.

Proposed Cllr Dicken; Seconded Cllr Houghton. All in favour.

32.25 9 **PLAY AREA** NOTED

Play Area Inspection Reports. Weekly visual inspection to be undertaken by Town Warden.

Damage to roundabout reported.

ROSPA inspections are carried out annually.

33.25 10 **PUBLIC MEETING**

Cllr Halford and Cllr Dicken will arrange a public meeting to discuss the Three Tuns in March. Cllr Blundell noted that the brewery and public house are separate businesses.

34.25 11 **RIVER ONNY UPDATE**

A public meeting will be held at the Town Hall, time and date to be confirmed

Severn Trent have offered community funding which is from a separate department.

RESOLVED to instruct Town Clerk to contact and confirm what this funding can be used for i.e. criteria and amount.

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

35.25 12 **PLANNING** NOTED

24/04797/DIS Application to discharge of Condition 5 (Drainage) of planning permission.23/01242/FUL Site of Former Countrywide Warehouse Station Street Bishops Castle.

36.25 13 **MONTHLY FINANCES**

- i. To note the Bank Reconciliation

RESOLVED. Noted.

Proposed Cllr Houghton; Seconded Cllr Stelman. All in favour.

- ii. To approve the following invoices for payment:
£5,000 has been paid from the approved grant payment of £15,000 for SpARC, of which £10,000 remains to be paid.
Photographs of Chimney repair have been taken. Three further chimneys will be repaired.
RESOLVED. The invoices be paid.
 Proposed Cllr Carroll; Seconded Cllr Jones. All in favour.

Shropshire Pension	Pension	357	1203.27
HMR&C	HMR&C	358	931.74
G.J.Rippon	Staff Wages	359	3660.69
Nick Yaxley	Staff Wages	359	
P.Eldridge	Staff Wages	359	
Sarah Smith	Staff Wages	359	
C. Owen	Minute taker	363	60.00
G. Dudley	Toilet cleaning	364	500.00
Dan Turner	Grass cutting	365	1338.90
BT	telephone /broadband	366	621.50
BCBS	Maintenance	367	145.65
Mousemat	IT	368	838.53
Allotment Society	Membership Fee	369	282.00
W Oakley	Civic	370	60.00
Sparc	Grant (£15,000 approved)	371	5000
Clare Town Crier	Civic	372	30.00
P Chamberlain	Window Cleaning	373	48.00
T Baker	Maintenance	374	560.00
	Total		15789.28

37.25 14 **PLANNING FOR BIODIVERSITY NET GAIN**

Tree planting will take place on Saturday 8th March from 10 – 12 noon.
 The chairman thanked Going Wild for clearing and replanting the Towns planters.
 Cllr Gayle reported that fruit trees have been found in the hedgerows.
 Cllr Carol reported that the up the pole planters are still in situ. Town Clerk to confirm removal and donation.

38.25 1 15 **CLIMATE ACTION PLAN**

To receive a progress report from Cllr Kosciuczyk Meeting on Thursday 20th March to consider Climate Action Plan and impacts (meeting details to be circulated.) Cllr Stelman has joined this group.

39.25 16 **REPORTS FROM MEETINGS ATTENDED** None attended.

40.25 17 **TO EXCLUDE MEMBERS OF PRESS AND PUBLIC**

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 to be discussed involves the likely disclosure of confidential information as defined in the Acts.

41.25 18 **STAFFING AND COMPLAINTS**

1. Complaint by Allotment Holder. The Town Clerk wrote and invited the complainant to a meeting. The complainant responded they are unable to meet with councillors as they are awaiting legal advice. A second letter was sent, no response has been received to date.
2. Employment of a Town Warden. This post is being made to consolidate maintenance and cleaning tasks. The position has been allocated funding in the 2025-2026 budget; to include wages, equipment and a vehicle. It is considered this role may expand due to the possibility services may be devolved by Shropshire council. Neighbouring' Councils have indicated interest in joint employment opportunities.
ACTION the clerk will circulate a job description and list of responsibilities to council for input from councillors. Current contracts will be reviewed.

42.25 19 **NEXT MEETING**

Regular Town Council meeting Tuesday 18th March 2025.

There being no further business The Chairman closed the meeting at 20.42pm.