



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 17TH JUNE 2025 AT 7.30PM

| PRESENT | APOLOGIES | |
|--|---|--|
| Cllr A. Stelman Cllr M Gayle Cllr L. Kosciuczyk Cllr L. Blundell Cllr S. Jones Cllr J. Magill Cllr E. Embrey Cllr S. Angell | Cllr J. Carroll Cllr G Perry Cllr J. Dickin | |

IN ATTENDANCE

Mr G Rippon, Clerk, Mrs C. Owen, County Cllr R. Houghton
Fire Procedure

| Minute No. | Agenda Item | |
|------------|-------------|--|
| 98-25 | 1 | <u>APOLOGIES</u> Cllrs Dickin; Perry and Carroll. |
| 99-25 | 2 | <u>DECLARATIONS OF INTEREST</u> a) To declare any disclosable pecuniary interests. Cllr Embrey, Item 14. b) To declare any personal interests. Cllr Embrey, Item 14. |
| 100-25 | 3 | <u>APPROVAL OF MINUTES</u> of 20 th May 2025. RESOLVED Accepted. Proposed Cllr Blundell; Seconded Cllr Magill. All in favour. |
| 101-25 | 4 | <u>REVIEW OF COMMITTEES</u> a. Continuation of Committees, Working Parties, Task & Finish Groups etc. b. Terms of Reference of Committees etc. c. Membership of Committees etc. d. Confirm Delegated Powers of Committees, Working Parties, Task & Finish Groups All in order. Cllr Embrey volunteered to serve on the Safeguarding and Youth committee, and also the Townscape committee. Cllrs Gayle and Magill volunteered to form a committee looking at the Council's social media and website presence and accessibility of up-to-date information. |
| 102-25 | 5 | <u>REPRESENTATION ON OUTSIDE BODIES</u> Committees stay the same apart from the additions below. SALC, (Cllr Stelman was added); LJC; PACT; SpArC, (Cllr Magill was added); Public Hall; Town Hall Trust; |

CLT, (Cllr Angell was added); Cllr Halford has stepped down from the People and Public Places Project, (Cllr Magill was added).

103-25 6 **REVIEW OF GOVERNANCE AND INTERNAL CONTROL ITEMS**

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

The Clerk informed the Council that this was all in order, apart from the insurance which is due to be renewed on 1st July 2025, with increased cover for Council regalia following a recent valuation.

104-25 7 **REVIEW OF POLICES**

Council's Complaints Procedure, Council's procedures for handling requests made under the Freedom of Information and Data Protection Acts, Council's Press policy.

Cllr Gayle has been reviewing the Complaints Policy.

RESOLVED Cllr Gayle will prepare a brief report for the next meeting. Proposed Cllr Magill; Seconded Cllr Embrey. All in favour.

105-25 8 **PUBLIC PARTICIPATION SESSION** None present.

106-25 9 **MAYOR'S REPORT**

Nothing from the Mayor, the Clerk reported that he had referred the tree with a large fungus to an arborist for advice.

107-25 10 **UNITARY COUNCILLOR**

Cllr Houghton congratulated councillors on their election to the council.

The first Shropshire Council meeting had been held to appoint Council positions.

Duncan Borrowman is Chair and Gary Groves is Vice Chair. Heather Kidd is leader.

Cllr Houghton holds the portfolio for Social Services and Adult learning.

There are budget pressures with £34 million to find. The spending review announced in parliament last week brings little money to the unitary councils. The North West Relief Road situation isn't resolved.

There is no further progress on the sewage issue, but the pipe to the River Onny scheme has been scrapped.

The Police have announced that the Community Support Worker shifts will finish at 8pm, which is disappointing with regards to policing antisocial behaviour in the town in an evening. People are encouraged to report any incidents to the Police helplines to highlight the issues.

RESOLVED Cllrs Blundell and Gayle will write a letter expressing the town's concern.

Cllr Houghton has been meeting with Derek Buchanan re the white-lining and demarcation of disabled spaces. Work is due to start in 3-4 weeks.

Progress has been made on the scheme to reduce the speed limit to 20mph outside the Community College. There will be reduced speed limits on Brampton Road and the A488 for a small section. It is proposed that a pedestrian crossing will be controlled by the College in term times, but a solution is needed at all times with the sports fields across the road being used throughout the year. Cllr Houghton suggests that the speed limit on the A488 should be lowered to 40mph (down from 50mph) along Love Lane, except for the new 20mph section.

RESOLVED Cllr Houghton is asked to follow up on the suggestions made in the earlier discussion. Proposed Cllr Gayle; Seconded Cllr Angell. All in favour.

Cllr Houghton left the meeting.

108-25 11 **YOUNG PEOPLE'S SERVICES**

The present Youth worker, Christine Perkins, will be retiring at Christmas. Therefore, South Shropshire Youth Forum and the Council will need to advertise the job in September. A bid of £20,000 has just been placed with the National Lottery Awards for All, for the Young Citizen's Award Scheme. £27,500 will be needed next year overall, so an extra £7,500 will be needed.

109-25 12 **SHROPSHIRE SCHOOLS 20MPH PROGRAMME**

This has already been discussed in the Unitary Councillor section (item 10).

110-25 13 **PLANNING**

25/01971/TCA

Application to fell & re-plant with similar species 1no Birch within Bishops Castle Conservation Area at 10 Church Street Bishops Castle Shropshire SY9 5AA

Whilst the Council was fully in favour of replanting a tree, no-one knew why the tree felling had been requested.

ACTION Cllr Angell will speak to the residents and report back to the Clerk ASAP.

111-25 14 **GRANT PAYMENT**

Cllr Embrey declared an interest and left the room.

RESOLVED: A costing be provided to the Clerk. Proposed Cllr Magill; Seconded Cllr Gayle. All in favour.

Cllr Embrey returned to the meeting.

ACTION for the Clerk

112-25 15 **MONTHLY FINANCES**

i. To discuss assisting Enterprise House with the purchase of Health and Safety equipment for hire out to groups who need pedestrian controlled equipment. Following a change in the law, this equipment is now considered essential for public events.

Enterprise House proposes that the equipment is provided free for Town Council's use, a small fee for local events and a more commercial rate for groups from outside the area. They are asking the Council to buy the equipment at a cost of £2400 + VAT.

RESOLVED. A letter be written to Enterprise House to ask them if they are prepared to put some money towards this cost. Proposed Cllr Stelman; Seconded Cllr Gayle. All in favour.

ACTION for Cllr Stelman.

ii. To approve the following invoices for payment:

RESOLVED The invoices be paid. Proposed Cllr Angell; Seconded Cllr Embrey. All in favour.

iii. To receive the Internal Auditors Report

RESOLVED

The Internal Auditors Report together with the Recommendations were noted.

iv. To agree the Governance Statement on the Annual return

RESOLVED

The Governance Statement was noted and agreed

v. To agree the Statement of Accounts on the Annual return.

RESOLVED

The Statement of Accounts was noted and agreed

| | | | |
|----------------------|----------------|-----|-----------------|
| June 2025 Payments | | | |
| | | | |
| News UK Adv | Advertising | 55. | 744.02 |
| SpArC | Grants | 56. | 20000.00 |
| SpArC theatre | Grants | 57. | 5000.00 |
| God's Acre | Grants | 58. | 1000.00 |
| Janet Ince | Internal Audit | 59. | 800.00 |
| Shropshire Council | Rates | 60. | 187.00 |
| BT | telephone | 61. | 579.66 |
| Cricket Club | Grants | 62. | 750.00 |
| Tennis Club | Grants | 63. | 500.00 |
| Diabetic Club | Grants | 64. | 500.00 |
| Primary School | Grants | 65. | 500.00 |
| Community Land Trust | Grants | 66. | 500.00 |
| Party in the Park | Grants | 67. | 1000.00 |
| 800 Club | Grants | 68. | 500.00 |
| Going Wild | Grants | 69. | 1000.00 |
| Unity Trust Bank | Bank charge | 70. | 10.65 |
| Shropshire Pension | Pension | 71. | 1243.42 |
| HMR&C | HMR&C | 72. | 853.01 |
| Staff | Staff Wages | 73. | 3454.71 |
| G.J. Rippon | Expenses | 74. | 162.68 |
| C. Owen | Minute Taker | 75. | 60.00 |
| G. Dudley | Toilet Cleaner | 76. | 500.00 |
| Dan Turner | Grasscutting | 77. | 1338.90 |
| Exemplum | Printer lease | 78. | 547.97 |
| Viking | Stationery | 79. | 138.72 |
| Ray Parry | Playground | 80. | 867.60 |
| National World Pub | Advertising | 81. | 159.46 |
| | | | 42897.80 |

113-25 16 **PLANNING FOR BIODIVERSITY NET GAIN**

Going Wild have been holding working parties throughout the town to manage the community spaces. The meadows are looking good.

114-25 17 **CLIMATE ACTION PLAN**

The revised Climate Action Plan will be circulated to all Councillors so that it can be adopted at the next meeting.

115-25 18 **REPORTS FROM MEETINGS ATTENDED** – None

116-25 19 **CONFIDENTIAL MATTERS** – None

* 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.

117-25 21 **NEXT MEETING**

Regular Council Meeting, Tuesday 15th July at 7.30pm.

THERE BEING NO FURTHER BUSINESS THE CHAIR DECLARED THE MEETING CLOSED AT XXXX PM

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