



BISHOP'S CASTLE TOWN COUNCIL



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THE TOWN HALL
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SY9 5BG

MINUTES of the MEETING OF BISHOP'S CASTLE TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, TOWN HALL ON TUESDAY 16th MAY 2017 AT 7.30 PM

Two members of the public

PRESENT	APOLOGIES
Cllr J Carroll, Mayor Cllr. A Roberts Cllr. S Whittingham Cllr. K Bance. Cllr. G Perry Cllr. J.Magill Cllr. A.Naiad	Cllr R Houghton
IN ATTENDANCE	
Mr. G. Rippon	

Agenda
Item

21.17/18 1. ELECTION OF MAYOR

Cllr Whittingham proposed Cllr Carroll is elected as Mayor for the municipal year 2017-18. Cllr Magill seconded this proposition, there being no other nominations.

RESOLVED

Cllr Carroll was duly elected as Mayor for the ensuing year.

22.17/18 2. ELECTION OF DEPUTY MAYOR

Cllr Whittingham proposed Cllr Naiad as Deputy Mayor.

Cllr Bance seconded this proposition, there being no other nominations.

RESOLVED

Cllr Naiad was duly elected as Deputy Mayor for the ensuing year.

The Mayor and Deputy Mayor then left the room to be robed and returned with the announcement from the Town Crier.

23.17/18 3. **DECLARATION OF ACCEPTANCE OF OFFICE AND OATH OF ALLEGIANCE**

The Mayor read aloud and signed the Declaration of Office in the presence of the Town Clerk. The Town Clerk countersigned the Mayor's signature. The Mayor took the Oath of Allegiance to Her Majesty Queen Elizabeth II on the bible.

24.17/18 4. **APPOINTMENT OF MAYOR'S CHAPLAIN**

The Mayor announced that Reverend Stephanie Fountain would be the Mayor's Chaplain. Reverend Fountain accepted the appointment

25.17/18 5. **APPOINTMENT OF MAYOR'S CONSORT**

The Mayor announced Mr. Carroll as her Consort. The Clerk presented Mr. Carroll with the Consort's ribbon.

26.17/18 6. **MAYOR'S CIVIC DAY ARRANGEMENTS**

The Mayor announced that the Mayor's Civic Service would take place on Sunday 2nd July with the parade leaving the Town Hall at 10.30am. For those who wished to attend the Church Service was at 11am.

27.17/18 7. **APOLOGIES**

To receive apologies
Apologies were received from Cllr. Houghton

28.17/18 8. **COUNCILLORS ACCEPTANCES OF OFFICE**

To receive Declarations of Acceptance of Office from all councillors.
All Councillors present signed their Declarations of Acceptance of Office

29.17/18 9. **DECLARATIONS OF INTEREST**

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

Cllrs Carroll, Magill and Roberts – Town Hall Trust

30.17/18 10. **APPROVAL OF MINUTES**

The minutes of the Town Council meeting held on Tuesday 18th April 2017 were approved and it was proposed by Cllr. Perry that the Chair signed them this was seconded by Cllr. Bance.

RESOLVED.

The Mayor Cllr Carroll would sign them after the meeting as authorised.

31.17/18 11. **REVIEW OF COMMITTEES**

- a.Continuation of Committees, Working Parties, Task & Finish Groups etc
- b.Terms of Reference of Committees etc
- c.Membership of Committees etc
- d.Confirm any Delegated Powers of Committees, Working Parties, Task & Finish Groups etc.

It was agreed that there would be two Committees the Finance Committee the members of which would be:

Finance Committee

Cllr Perry	Cllr. Whittingham	Cllr. Houghton	Cllr. Roberts
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It Was agreed that the Chair of this Committee would be Cllr. Houghton

Staffing Committee

Cllr. Roberts	Cllr. Magill	Cllr. Bance
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It was agreed that the Chair of the Staffing Committee would be Cllr. Roberts

The delegated Powers were agreed

32.17/18 12. REPRESENTATION OF OUTSIDE BODIES

Name	Outside body	Name	Outside body
Cllr. Carroll	SALC	Cllr. Carroll Cllr. Naiad Dep	LJC
Cllr. Roberts	PACT	Cllr. Carroll	SpArC
Cllr. Houghton Cllr. Bance	Public Hall	Cllr. Naiad	Enterprise House
Cllr. Roberts	School	Cllr. Whittingham	Christmas lights
Cllr. Roberts Cllr. Naiad Cllr. Carroll	Town Hall Trust	Cllr. Carroll Cllr. Roberts	Partnership

33.17/18 13. REVIEW OF GOVERNANCE AND INTERNAL CONTROL ITEMS:

The following were reviewed: - Standing Orders, Financial Regulations, Assets Register, Insurance cover for all insured risks. The clerk informed members that all were still relevant and fit for purpose and no changes were needed

RESOLVED.

That all the above as listed be re adopted unchanged

34.17/18 14. ANNUAL SUBSCRIPTIONS TO OTHER BODIES

The funding of the subscriptions to the SLCC and SALC was discussed.

RESOLVED.

That Bishop Castle's Town Council pay for the subscriptions of both the SLCC and SALC being the sector's representative bodies

35.17/18 15. REVIEW OF COUNCIL POLICIES

The following polices were discussed : - Council's Complaints Procedure, Council's procedures for handling requests made under the Freedom of Information and Data Protection Acts, Council's Press policy. The clerk informed members that they were still fit for purpose.

RESOLVED.

That all the above polices as listed be re adopted unchanged

36.17/18 16. **PUBLIC PARTICIPATION SESSION**

There were no questions from members of the public

37.17/18 17. **UNITARY COUNCILLOR**

The unitary member was not present

38.17/18 18. **CO-OPT NEW COUNCILLORS**

This matter was deferred however it was agreed that the vacancies be advertised widely to attract new councillors

39.17/18 19. **CLERK'S REPORT**

The clerk reported that Precept and CIL Neighbourhood Fund has been received into Council's Bank Account. Total £107,804.38p. However CIL must be accounted for separately for annual return purposes.

40.17/18 20. **AUTHORISATION OF PRECEPT**

It was reported that the authorization of the precept had been omitted at the previous meeting it is therefore required to do this retrospectively.

RESOLVED.

That the precept demand for 2017-2018 will be £106,728.00p.

41.17/18 21. **PLANNING**

New Applications:

17/01886/FUL; erection of 3 terraced dwellings following demolition of existing buildings, formulation of vehicular access and parking area; Lyndhurst, Harley Jenkins street, SY9 5AH.

RESOLVED

This matter was deferred until the June meeting.

42.17/18 22. **MONTHLY FINANCES**

i)To receive any recommendations from the Finance & Resources Committee

There was nothing to report under this section

ii)To receive the monthly payment schedule, approve the accounts listed below, and instruct signatories to authorise payment.

INVOICES TO PAY:

Payee	Item	Invoice	VAT	Amount £
Shropshire Council Pension Fund	Monthly pension payment	Return May		331.03
HMRC	PAYE and NI May	Return May		68.00
NCG Parks & Gardens	Grass cutting April	SI 160	108.00	648.00
Andrew B Wallace	Mondays street	252		22.50

	cleaning			
Bishop's Castle Tourism CIC	Christmas Lights insurance			165.00
Public Hall Committee	Fencing costs			3,500.00
Young/Screwfix	Padlock			36.99
Telescopic Window Cleaning	Town Hall window cleaning May	3/5/17		45.00
Halls SMS	Toilet rolls for public toilets, and other supplies	15856	18.49	110.95
Auditing Solutions Ltd	Final visit internal audit	A4932	84.00	504.00
Andrew Evans Landscapes	Various works 31/1-30/4/17	1011	270.92	1,625.52
Water Plus (Severn Trent)	Surface Water TH	4/4/17		64.01
Water Plus (Severn Trent)	Surface Water public toilets	4/4/17		35.57
D Croom-Johnson	New bespoke uniform for Town Crier			480.00
British Gas	Electricity, Town Hall	430449650	114.89	689.38

MAYOR'S ALLOWANCE for 2017/18

To authorise the annual Mayoral Allowance

RESOLVED

The Mayoral allowance was to be for 2017-2018 £300.00p

43.17/18 23. **COMMUNITY PARTNERSHIP**

A full update of the current position of the Community partnership was given

RESOLVED

That the report be noted

44.17/18 24. **TOWN HALL TRUST**

The Trust gave a full update with regards to the Town Hall use also the current position of the Trust. It was reported that there were significant funds to find

RESOLVED

That the report be noted

45.17/18 25. **WINTLES ROAD**

To authorise a request to Shropshire Council for the Wintles Road to be adopted without further delay.

RESOLVED

That the Clerk write to Shropshire Council to insist that Wintles Road be adopted.

46.17/18 26. **REPORTS FROM MEETINGS ATTENDED**

There was nothing to report under this heading

47.17/18 27. **ITEMS FOR FACEBOOK/WEBSITE**

There was nothing to report under this heading

48.17/18 28. **NEXT MEETINGS**

The following are dates of the next meetings: -

(NOTE - The Annual Town Meeting is on Tuesday 23rd May 2017)

Ordinary Town Council meetings Tuesdays 20th June, 18th July, 15th August 2017.

49.17/18 29. **MAYOR'S ADDRESS**

There then followed a short address from the Mayor

The meeting was closed at 20.10hrs

Signed

Date.....