



BISHOP'S CASTLE TOWN COUNCIL



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THE TOWN HALL
BISHOP'S CASTLE
SHROPSHIRE
SY9 5BG

MINUTES of the MEETING OF BISHOP'S CASTLE TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, TOWN HALL ON TUESDAY 20th JUNE 2017 AT 7.30 PM

Two members of the public

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

Agenda Item

- 50.17/18** 1. **APOLOGIES**
- To receive apologies
Apologies were received from Cllr. Houghton
- 51.17/18** 2. **TO CO-OPT NEW COUNCILLORS**
- To discuss and decide to co-opt any new councillors and receive Acceptances of Office
- 52.17/18** 3. **DECLARATIONS OF INTEREST**
- a) To declare any disclosable pecuniary interests.
b) To declare any personal interests.
- Cllrs Carroll, Magill and Roberts – Town Hall Trust
- 53.17/18** 4. **APPROVAL OF MINUTES**

The minutes of the Town Council meeting held on Tuesday 16th May 2017 were approved and it was proposed by Cllr. Perry that the Chair signed them this was seconded by Cllr. Houghton.

RESOLVED.

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

Letters need to be sent out in relation to the Mayor's Civic service

54.17/18 5. **REPORT FROM THE MAYOR**

It was reported that the clerk had terminated with the services of the grass cutter following poor service.

Also reported that the lock for the power supply had been purchased but the lock would not fit.

55.17/18 6. **REPORT FROM THE CLERK**

The clerk reported that Halls Fine Art had reported back the full value of the Maces, chain of Office and badge of Office together with the pair of Halberds are valued at £258.00.00p. The Town clerk reported that he was making enquiries into suitable cabinets to house the regalia securely.

56.17/18 7. **UNITARY COUNCILLOR**

The unitary member was not present

57.17/18 8. **PUBLIC PARTICIPATION SESSION**

There were no questions from members of the public

58.17/18 9. **PLANNING**

To discuss and decide on the following planning applications

- a) 17/01886/FUL Application for the erection of 3 terraced dwellings following demolition of existing buildings, formulation of vehicular access and parking area; Lyndhurst, Harley Jenkins street, SY9 5AH (*carried forward from May*).

It was reported that this had been determined.

- b) 17/02362/TCA Application to fell 2 Semi-mature Sycamore Trees(T1)(T4); cut back overhanging branches of one Sycamore Tree (T2) and reduce branches of Holly Tree (T3) within Conservation Area at 2 Church Lane, SY9 5AF

It was reported that the tree warden needed to be informed of application involving trees.

- c) 17/02698/TCA Application To fell 1 Holly tree and 1 Ash tree within Conservation Area at The Manse, High Street, SY9 5BQ

RESOLVED

The clerk given delegated authority to deal Proposed by Cllr. Richrds

- d) FOR INFORMATION ONLY - 17/02341/CPE Application for Certificate of lawful development to confirm that the proposed development of a second floor summer room was within permitted development; 10 the Novers, SY9 5DN.

Members were concerned that applications were being decided upon before the determination date.

59.17/18

10. **MONTHLY FINANCES**

- i. To receive any recommendations from the Finance & Resources Committee
There was nothing to report as the Committee had not met.
- ii. Electronic banking:
To discuss and decide in changing banks from HSBC to Unity Trust Bank
This was discussed it was highlighted by the clerk that this would be good use of Council's time, also Unity Trust bank was one of the few banks that understood this sector.
RESOLVED
That Bishop's Castle move to internet banking with the Unity Trust Bank.
- iii. To receive the Internal Auditor's report.
The Clerk read out the Internal Auditor's report.
RESOLVED
That the Internal Auditor's report be accepted, this was proposed by Cllr. Houghton and Seconded by Cllr. Roberts and agreed by all
- iv. To receive end of year accounts
The Clerk presented the accounts as per Annual Return
RESOLVED
That the accounts as per Annual Return be agreed, this was proposed by Cllr. Roberts and Seconded by Cllr. Perry and agreed by all
- v. To agree the annual governance return
The Clerk presented the Annual Governance Return
RESOLVED
That the Annual Governance Return be agreed, this was proposed by Cllr. Niadd and Seconded by Cllr. Perry and agreed by all
- vi. To approve the following payments made between meetings under delegated powers

To Payee	Item	Invoice	CHQ	Amount £
J P Green	Balcony & fence public hall	24/04/17	105184	750
C M Jones	As above	24/04/17	105185	750
RC Jones	As above plant & labour	0972	105186	2100
G J & S A Dudley	Auction yd toilets cleaning	8/5/17	105187	216
Shropshire Council	Application for marriage venue		105188	1830.00

- vii. To approve the following invoices for payment

Payee	Item	Invoice	Amount £
Shropshire Council Pension	Monthly pension payment	May Return	75.07

Fund			
HMRC	PAYE and NI	JUNE Return	602.71
Staff salaries	3 staff	June standing orders Including Town Clerk's May	2252.81
Andrew B Wallace	Mondays street cleaning	256 3/6/17	22.50
Meg Gwilliam	Expenses – antivirus for Council laptop	Expenses claim form 31/5/17	39.95
Gwilym Rippon	Expenses – council computer, lockbox for Auction Yard	Expenses claim form	408.38
GJ & SA Dudley	Auction Yard toilets 10/5 – 13/6	13/6/17	420.00
GJ & SA Dudley	General maintenance	13/6/17	605.00
Exemplum	p/copying in May	25809	114.07
Halls SMS	Toilet rolls for public toilets	15967	77.76
Highline Electrical Ltd	Corrick's Rise light fix	1592	181.20
Viking	Stationery, general office equip.	172913	150.14
Rialtas Business Solutions Ltd	Training on finance package	25576 13/6/17	559.80
DIRECT DEBITS (for information)			
Pitney Bowes	Franking postage by phone	71570828	50.00
E-on	Bowling club (playing fields)	H1468C6836	31.14
E-on	Bowling club (playing fields)	H1480EB2FC	27.55
Shropshire Council	NDR public toilets June		55.00
Shropshire Council	NDR council office June		97.00

All invoices were agreed and the Clerk was instructed to pay all invoices

Proposed Cllr. Roberts

Seconded Cllr. Perry

60.17/18 11. **GENERAL POWER OF COMPETENCE**

To **resolve** that Bishop's Castle Town Council meets the eligibility criteria for the General Power of Competence (the number of elected councillors meets or exceeds two thirds of the total and the Clerk holds at least one of the sector specific qualifications)

61.17/18 12. **MINUTE SECRETARY**

To **resolve** to employ a minute secretary for full council meetings.
The clerk explained the reason for the request that the clerk should be listening to debate to ensure legislation is being complied with.
In principle this matter was agreed.
Proposed Cllr. Richards
Seconded Cllr. Perry

It was suggested that 4 hours at SCP 15-17
Proposed by Cllr. Roberts
Seconded by Cllr. Naiad

62.17/18 13. **COMMUNITY PARTNERSHIP**

A full update of the current position of the Community partnership was given. In the last meeting the different themes were identified and allocated to various councilors.

RESOLVED

That the report be noted

63.17/18

14. **TOWN HALL TRUST**

The Trust gave a full update with regards to the Town Hall use also the current position of the Trust. The financial position was slightly better the tourism group have paid money to the trust so also has the Co-op fund. Also a number of grants have been received.

RESOLVED

That the report be noted

64.17/18

15. **ALLOTMENTS**

To receive a brief report on Allotments.

Sarah was the new Chair of the allotments. It was felt that the grant given to the allotments association should cover the petrol for the strimming.

There will be a site meeting on Wednesday.

RESOLVED

Proposed by Roberts

Seconded by Cllr. Perry that the expenditure for petrol be reimbursed

65.17/18

16. **REPORTS FROM MEETINGS ATTENDED**

There was nothing to report under this heading

Cllr. Houghton list of priorities for SpArC will be returned on 5th July Energise have been engaged to undertake a need assessment which will report back 7th July.

It was reported that the changing rooms were problematical in as much that there was a great cost in changing the dehumidifier.

Cllr. Magill in relation to the Christmas lights

Community land trust held their meeting and raised money in relation to extra shareholders for the Trust

66.17/18

17. **ITEMS FOR FACEBOOK/WEBSITE**

Need co-opted members current Cllr. And minutes secretary.

Closure of town hall for redecoration.

67.17/18

18. **NEXT MEETINGS**

The following are dates of the next meetings: -

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