



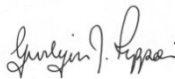
# Bishop's Castle TOWN COUNCIL



Gwilym J Rippon Cert. He CEG, MILCM  
Town Clerk  
Tel: 01588 638141  
Email: townclerk@bishopscastle.co.uk

The Town Hall  
Bishop's Castle  
Shropshire  
SY9 5BG

**MEMBERS OF THE COUNCIL YOU ARE HEREBY SUMMONED  
TO ATTEND A MEETING OF BISHOP'S CASTLE TOWN COUNCIL  
WHICH WILL BE HELD IN THE COUNCIL CHAMBER, TOWN HALL  
ON TUESDAY 20<sup>th</sup> February 2018 AT 7.30 PM**

Signed:  PSLCC, Cert HE Ceg

Date: 13<sup>th</sup> February 2018

TOWN CLERK

## A G E N D A

### FIRE PROCEDURE

|    |   |
|----|---|
| 1. | <b><u>APOLOGIES</u></b><br>To note apologies  |
| 2. | <b><u>TO CO-OPT NEW COUNCILLORS</u></b><br>To discuss and decide to co-opt any new councillors and receive Acceptances of Office  |
| 3. | <b><u>DECLARATIONS OF INTEREST</u></b><br>a) To declare any disclosable pecuniary interests.<br>b) To declare any personal interests.   |
| 4. | <b><u>APPROVAL OF MINUTES</u></b><br>To approve the minutes of the Town Council meeting held on Tuesday 16 <sup>th</sup> January 2018   |
| 5. | <b><u>REPORT FROM THE MAYOR</u></b><br>To receive a report from the Mayor   |
| 6. | <b><u>REPORT FROM THE CLERK</u></b><br>To receive a report from the Clerk   |
| 7. | <b><u>UNITARY COUNCILLOR</u></b><br>To receive a report from the Unitary Councillor   |
| 8. | <b><u>PUBLIC PARTICIPATION SESSION</u></b><br>Members of the public wishing to speak should give prior notification of their wish to speak  |
| 9. | <b><u>PLANNING</u></b><br>To discuss and decide on the following planning applications:<br>a. 18/00637/DIS<br>Application for the discharge of conditions 3 (masonry and mortar) 4 (roof window details) and 5 (external joinery) associated with planning application number 17/05058/LBC at Outbuildings At Bakehouse Cottage 20 Market Square Bishops Castle Shropshire<br>b. 18/00598/PA4<br>Application for a DIRECTION MADE UNDER ARTICLE 4(1) TO WHICH SCHEDULE 3 APPLIES at Bishops Castle Methodist Church Station Street Bishops Castle Shropshire SY9 5AQ<br>c. 18/00404/FUL |

Application for the erection of polytunnel for vegetable-growing at Littlely Woodbatch  
Bishops Castle Shropshire SY9 5JT

10.

**MONTHLY FINANCES**

- i. To note the Bank Reconciliation
- ii. To approve the following invoices for payment:

| Payee   | Item  | Invoice         | Amount £ |
|---|---|-----------------|----------|
| Shropshire County Pension Fund                | Monthly pension payment                                       | February Return | 597.11   |
| HMRC  | PAYE and NI   | February Return | 665.90   |
| Staff salaries                                | 4 staff   | February Return | 1986.34  |
| Cathy Owen                                    | Minute taking   | 306             | 25.00    |
| Bridgnorth & South Shropshire<br>Crucial Crew | Crucial Crew  | 307             | 240.00   |
| A.Wallace                                     | Street cleaning   | 308             | 31.40    |
| GA & SA Dudley                                | Auction yard toilets  | 309             | 420.00   |
| Ruth Houghton                                 | Mileage (training)  | 310             | 22.50    |
| BCHRC   | Storage   | 311             | £256.00  |
| Telescopic Window cleaning                    | Window cleaning   | 312             | 90.00    |
| Exemplum                                      | Printing  | 313             | 65.77    |
| Highline Electrical                           | Street lighting   | 314             | 48.60    |
| G.J. Rippon                                   | Reimbursement for screen,<br>mileage to attend audit training | 315             | 297.29   |
| Shropshire Council                            | Joint energy (street lighting)                                | 316             | 506.34   |
| For Information                               |   |                 |          |
| British Gas                                   | Electricity bill  | 317             | 375.92   |
| Water Plus                                    | Water rates   | 318             | 19.62    |
| Water Plus                                    | Water rates   | 319             | 54.89    |
| Water Plus                                    | Water rates   | 320             | 31.83    |
| Eon   | Electricity bill  | 321             | 59.08    |
| Pitney Bowes                                  | Franking Machine  | 322             | 50.00    |
|   |   |                 |          |
|   | Total   |                 | 5843.59  |

11.

**TO DISCUSS AND DECIDE ON THE PURCHASE OF A BT TELEPHONE KIOSK AT COLEBATCH**

12.

**TO DISCUSS AND DECIDE OF ENGAGING A QUANTITY SURVEYOR**

Mr Steve Bowen, Quantity Surveyor

13.

**TOWN PLAN**

To receive an update on the Town Plan

14.

**TOWN HALL TRUST**

To receive an update on the Town Hall and the Town Hall Trust

15.

**POLICES**

To discuss and agree the following polices

- a. Code of Conduct
- b. Media policy

16.

**GENERAL DATA PROTECTION REGULATIONS**

To receive a report

17.

**REPORTS FROM MEETINGS ATTENDED**

To receive reports from meetings attended

18.

**ITEMS FOR FACEBOOK/WEBSITE**

To consider items for inclusion on the Facebook page

19.

**NEXT MEETINGS**

20<sup>th</sup> March 2018.