



# Bishop's Castle TOWN COUNCIL

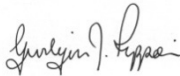
LOCAL COUNCIL  
AWARD SCHEME  
FOUNDATION

Gwilym J Rippon Cert. He CEG, PSLCC  
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 19<sup>th</sup> JUNE 2018 AT 7.30 PM**

**Dave Luckhurst will give a brief presentation on 'Fight the Plastic' before the meeting proper starts  
and there will be an opportunity to ask questions after his talk.**

Signed:  PSLCC, Cert HE Ceg

Date: 12<sup>th</sup> June 2018

TOWN CLERK

## AGENDA

### FIRE PROCEDURE

There will be a brief presentation prior to the commencement of the meeting from Dave Luckhurst in relation to the 'fight against plastic'

<b>1.</b>	<b><u>APOLOGIES</u></b> To note apologies
<b>2.</b>	<b><u>TO CO-OPT NEW COUNCILLORS</u></b> To discuss and decide to co-opt any new councillors and receive Acceptances of Office
<b>3.</b>	<b><u>DECLARATIONS OF INTEREST</u></b> a) To declare any disclosable pecuniary interests. b) To declare any personal interests.
<b>4.</b>	<b><u>APPROVAL OF MINUTES</u></b> To approve the minutes of the Town Council meeting held on Tuesday 15 <sup>th</sup> May 2018
<b>5.</b>	<b><u>ELECTION of DEPUTY MAYOR</u></b> To elect a Deputy Mayor
<b>6.</b>	<b><u>REPORT FROM THE MAYOR</u></b> To receive a report from the Mayor
<b>7.</b>	<b><u>REPORT FROM THE CLERK</u></b> To receive a report from the Clerk
<b>8.</b>	<b><u>UNITARY COUNCILLOR</u></b>

	To receive a report from the Unitary Councillor																																																								
<b>9.</b>	<b><u>PUBLIC PARTICIPATION SESSION</u></b> Members of the public wishing to speak should give prior notification of their wish to speak																																																								
<b>10.</b>	<b><u>TO ADOPT NEW STANDING ORDERS:</u></b> a) To adopt the new NALC Model Standing Orders. b) To amend Standing Order 5fii to read “The Chairman of the Council may not serve more than four consecutive years in office without a one year break before that person can become chair again. The four consecutive years to run from the Annual Meeting of the Town Council or if the chair is elected midterm, to run from the subsequent Annual Meeting of the Town Council” c) To amend Standing Order 13e to read “A decision as to whether to grant a dispensation shall be made by the Proper Officer and that decision is final.”, and d) To amend Standing Order 13g to read “Subject to standing orders 13(d) and (f), a dispensation request shall be considered by the Proper Officer before the meeting or, if this is not possible, at the start of the meeting for which the dispensation is required.”																																																								
<b>11.</b>	<b><u>PLANNING</u></b> 1. 18/02272/TCA Planning application to fell 1no Willow within Bishop's Castle Conservation Area at Shirland House, Church Street, Bishops Castle, Shropshire, SY9 5AD 2. 18/02418/FUL Planning application for the erection of rear extension, front porch and bay window and replacement of shed with garage at Prillside , Woodbatch Road, Bishops Castle, SY9 5AS 3. 18/02395/REM Planning application for the approval of reserved matters (appearance, layout and scale) pursuant to 14/02632/OUT (allowed on appeal) for the erection of one dwelling with detached garage (Plot 9) (re-submission) at Plot 9 Land Off, Lavender Bank, Bishops Castle, Shropshire, SY9 5HN																																																								
<b>12.</b>	<b><u>TO DISCUSS THE HOUSING NEEDS SURVEY</u></b>																																																								
<b>13.</b>	<b><u>MONTHLY FINANCES</u></b> i. To note the Bank Reconciliation ii. To approve the following invoices for payment: <table border="1"> <thead> <tr> <th>Payee</th> <th>Item</th> <th>Invoice</th> <th>Amount £</th> </tr> </thead> <tbody> <tr> <td>Shropshire County Pension Fund</td> <td>Monthly pension payment</td> <td>Return</td> <td>640.21</td> </tr> <tr> <td>HMRC</td> <td>PAYE and NI</td> <td>Return</td> <td>762.50</td> </tr> <tr> <td>Staff salaries</td> <td>4 staff</td> <td>Return</td> <td>2090.97</td> </tr> <tr> <td>Staff salaries (Back pay)</td> <td>4 staff</td> <td>88</td> <td>106.63</td> </tr> <tr> <td>A. Wallace</td> <td>Street Cleaning</td> <td>84</td> <td>15.70</td> </tr> <tr> <td>J. Carroll</td> <td>Reimbursement for cleaning materials</td> <td>83</td> <td>27.16</td> </tr> <tr> <td>I. Selkirk</td> <td>Internal Audit</td> <td>82</td> <td>350.00</td> </tr> <tr> <td>Rialtas (accounting system)</td> <td>Software support</td> <td>81</td> <td>142.80</td> </tr> <tr> <td>Highline</td> <td>Street Lighting</td> <td>80</td> <td>429.60</td> </tr> <tr> <td>Mark One</td> <td>Fire safety</td> <td>79</td> <td>90.00</td> </tr> <tr> <td>Happy Bap</td> <td>Twinning</td> <td>78</td> <td>200.00</td> </tr> <tr> <td>Telescopic Window Cleaning</td> <td>Town Hall windows</td> <td>77</td> <td>45.00</td> </tr> <tr> <td>MBO Safety Services</td> <td>Fire Safety</td> <td>76</td> <td>82.92</td> </tr> </tbody> </table>	Payee	Item	Invoice	Amount £	Shropshire County Pension Fund	Monthly pension payment	Return	640.21	HMRC	PAYE and NI	Return	762.50	Staff salaries	4 staff	Return	2090.97	Staff salaries (Back pay)	4 staff	88	106.63	A. Wallace	Street Cleaning	84	15.70	J. Carroll	Reimbursement for cleaning materials	83	27.16	I. Selkirk	Internal Audit	82	350.00	Rialtas (accounting system)	Software support	81	142.80	Highline	Street Lighting	80	429.60	Mark One	Fire safety	79	90.00	Happy Bap	Twinning	78	200.00	Telescopic Window Cleaning	Town Hall windows	77	45.00	MBO Safety Services	Fire Safety	76	82.92
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Bishop's Castle Building Supply	Materials for the Public Hall	75	274.12
Access and Habitat	Allotments	74	492.00
G.J.Rippon	Expenses	73	140.68
GA. Dudley	Toilet cleaning	72	336.00
Exemplum	Printer	71	355.33
Andrew Evans	Grass Cutting	70	3542.23
For Information			
BT	Telephone and broadband	69	906.43
BT	Telephone and broadband	68	471.20
Water Plus	Water rates	67	14.03
Shropshire Council	Rates	66	108.00
Shropshire Council	Rates	65	55.00
Eon	Electricity (bowling club)	64	18.07
Eon	Electricity (bowling club)	63	50.26
	<b>Total</b>		<b>11746.84</b>

<b>14.</b>	<p><b><u>TOWN PLAN</u></b></p> <p>To receive an update on the Town Plan</p>
<b>15.</b>	<p><b><u>TOWN HALL TRUST</u></b></p> <p>To receive an update on the Town Hall and the Town Hall Trust</p>
<b>16.</b>	<p><b><u>MICHAELMAS FAIR GRANT APPLICATION</u></b></p> <p>To consider a grant request for £1000 from the Michaelmas Fair Committee</p>
<b>17.</b>	<p><b><u>ALLOTMENTS</u></b></p> <p>To receive an update on the improvement project grant application.</p> <p>To consider quotations for immediate rabbit control measures on the allotments</p>
<b>18.</b>	<p><b><u>GDPR ACTIONS</u></b></p> <p>Deferred items: To consider and note Clerks update, Data Audit;</p> <p>To consider and adopt detailed and short privacy notices, Privacy Policy</p>
<b>19.</b>	<p><b><u>REPORTS FROM MEETINGS ATTENDED</u></b></p> <p>To receive reports from meetings attended</p>
<b>20.</b>	<p><b><u>ITEMS FOR FACEBOOK/WEBSITE</u></b></p> <p>To consider items for inclusion on the Facebook page</p>
<b>21.</b>	<p><b><u>*CONFIDENTIAL ITEMS</u></b></p>

	Items to be discussed in confidential session which include staffing issues and matters of commercial sensitivity in respect of the public hall
<b>22.</b>	<b><u>NEXT MEETINGS</u></b> 17 <sup>th</sup> July 2018

\*Due to the confidential nature of the business of this agenda item, under the Public Bodies (Admission to Meetings) Act 1960 (3) it is proposed to put forward a motion to exclude members of the public during discussion of this agenda item.