



# BISHOP'S CASTLE TOWN COUNCIL



Gwilym J Rippon Cert. He CEG, PSLCC  
Town Clerk  
Tel: 01588 638141  
Email: townclerk@bishopscastletowncouncil.gov.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 VIA ZOOM  
ON TUESDAY 15<sup>th</sup> September 2020 AT 7.30 PM**

Zoom details are  
Join Zoom Meeting

<https://us02web.zoom.us/j/3592617954?pwd=NINva202UHB5N0xIOEhWYUxWVIZ5dz09>

Meeting ID: 359 261 7954  
Password: 7QNWbs

Signed:  FSLCC, Cert HE Ceg  
TOWN CLERK

Date: 9<sup>th</sup> September 2020

## **AGENDA**

### FIRE PROCEDURE

- |    |                                                                                                                                            |
|----|--------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | <b><u>APOLOGIES</u></b><br>To note apologies                                                                                               |
| 2. | <b><u>TO CO-OPT NEW COUNCILLORS</u></b><br>To co-opt any new councillors                                                                   |
| 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 Meetings held on 18 <sup>th</sup> August 2020              |
| 5. | <b><u>PUBLIC PARTICIPATION SESSION</u></b><br>Members of the public wishing to speak should give prior notification of their wish to speak |
| 6. | <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>PLANNING</u></b>  PLANNING 1. 20/03203/FUL Application for the conversion of annexe and adjoining barn into single independent dwelling (part retrospective)  at 2 Union Street Bishops Castle Shropshire SY9 5AJ  2. 20/03203/FUL Application for the conversion of annexe and adjoining barn into single independent dwelling (part retrospective) at 2 Union Street Bishops Castle Shropshire SY9 5AJ  3. 20/03283/TCA Application to fell 1no Rowan & 25% crown reduction of 4no Cherries within Bishop's Castle Conservation Area at 1 Grange Gardens Bishops Castle SY9 5AF discuss the Regulation 18 pre submission draft Shropshire local plan and if there should be any response.																																																																								
<b>10.</b>	<b><u>MONTHLY FINANCES</u></b>  i. To note the Bank Reconciliation ii. To agree the new national pay award of 2.75% iii. 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>September Return</td> <td>933.19</td> </tr> <tr> <td>HMRC</td> <td>PAYE and NI</td> <td>September Return</td> <td>859.42</td> </tr> <tr> <td>Staff salaries</td> <td>4 staff</td> <td>September Return</td> <td>2416.24</td> </tr> <tr> <td>C. Owen</td> <td>minute taker</td> <td>160.</td> <td>37.56</td> </tr> <tr> <td>G. Dudley</td> <td>Toilet cleaning</td> <td>161.</td> <td>336.00</td> </tr> <tr> <td>M. Gwilliam</td> <td>Work from home allowance</td> <td>162.</td> <td>42.24</td> </tr> <tr> <td>G.J.Rippon</td> <td>Work from home allowance and SLCC subscription</td> <td>163.</td> <td>251.00</td> </tr> <tr> <td>Shropshire Council</td> <td>Join energy costs</td> <td>164.</td> <td>664.16</td> </tr> <tr> <td>Andrew Evans</td> <td>Grass cutting and maintenance</td> <td>165.</td> <td>3231.122</td> </tr> <tr> <td>Telescopic window cleaning</td> <td>Window cleaning</td> <td>166.</td> <td>45.00</td> </tr> <tr> <td>Mailroom</td> <td>Tariff update</td> <td>167.</td> <td>78.00</td> </tr> <tr> <td>Mark one</td> <td>Fire safety</td> <td>168.</td> <td>90.00</td> </tr> <tr> <td>PHS</td> <td>Sanitary service</td> <td>169.</td> <td>91.80</td> </tr> <tr> <td>Halls sms</td> <td>Toilet paper</td> <td>170.</td> <td>48.90</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="4"><b>For information</b></td> </tr> <tr> <td>Bt</td> <td>telephone and broad band</td> <td>171.</td> <td>302.49</td> </tr> </tbody> </table>	Payee	Item	Invoice	Amount £	Shropshire County Pension Fund	Monthly pension payment	September Return	933.19	HMRC	PAYE and NI	September Return	859.42	Staff salaries	4 staff	September Return	2416.24	C. Owen	minute taker	160.	37.56	G. Dudley	Toilet cleaning	161.	336.00	M. Gwilliam	Work from home allowance	162.	42.24	G.J.Rippon	Work from home allowance and SLCC subscription	163.	251.00	Shropshire Council	Join energy costs	164.	664.16	Andrew Evans	Grass cutting and maintenance	165.	3231.122	Telescopic window cleaning	Window cleaning	166.	45.00	Mailroom	Tariff update	167.	78.00	Mark one	Fire safety	168.	90.00	PHS	Sanitary service	169.	91.80	Halls sms	Toilet paper	170.	48.90					<b>For information</b>				Bt	telephone and broad band	171.	302.49
Payee	Item	Invoice	Amount £																																																																						
Shropshire County Pension Fund	Monthly pension payment	September Return	933.19																																																																						
HMRC	PAYE and NI	September Return	859.42																																																																						
Staff salaries	4 staff	September Return	2416.24																																																																						
C. Owen	minute taker	160.	37.56																																																																						
G. Dudley	Toilet cleaning	161.	336.00																																																																						
M. Gwilliam	Work from home allowance	162.	42.24																																																																						
G.J.Rippon	Work from home allowance and SLCC subscription	163.	251.00																																																																						
Shropshire Council	Join energy costs	164.	664.16																																																																						
Andrew Evans	Grass cutting and maintenance	165.	3231.122																																																																						
Telescopic window cleaning	Window cleaning	166.	45.00																																																																						
Mailroom	Tariff update	167.	78.00																																																																						
Mark one	Fire safety	168.	90.00																																																																						
PHS	Sanitary service	169.	91.80																																																																						
Halls sms	Toilet paper	170.	48.90																																																																						
<b>For information</b>																																																																									
Bt	telephone and broad band	171.	302.49																																																																						

	Shropshire Council	Rates	172.	57.00
	Shropshire Council	Rates	173.	141.00
	Shropshire Council	Rates	174.	301.35
	BG	electricity	175.	22.37
	Eon	Electricity	176.	65.11
	Corona	electricity	177.	4.27
		<b>Total</b>		<b>£ 10037.21</b>
<b>11.</b>	<b><u>TO DISCUSS PARKING AND TRAFFIC MANAGEMENT WITHN BISHHOP'S CASTLE TOWN</u></b>			
<b>12.</b>	<b><u>THE COUNCIL'S GRANTS</u></b>			
	To discuss the timing and procedure for this year's grant awards.			
<b>13.</b>	<b><u>ALLOTMENT REPORT</u></b>			
	To discuss the allotment report together with the suggested revised allotment tenancy agreement.			
<b>14.</b>	<b><u>TOWN HALL TRUST</u></b>			
	To receive an update on the Town Hall and the Town Hall Trust			
<b>15.</b>	<b><u>COMMUNITY PARTNERSHIP</u></b>			
	To receive an update on the Town Plan			
<b>16.</b>	<b><u>REPORTS FROM MEETINGS ATTENDED</u></b>			
	To receive reports from meetings attended			
<b>17.</b>	<b><u>ITEMS FOR FACEBOOK/WEBSITE</u></b>			
	To consider items for inclusion on the Facebook page			
<b>18.</b>	<b><u>NEXT MEETINGS</u></b>			
	<b>13<sup>th</sup> October 2020</b>			