



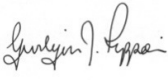
BISHOP'S CASTLE TOWN COUNCIL



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 HERBY SUMMONED
TO ATTEND A MAYOR MAKING AND ANNUAL MEETING OF
BISHOP'S CASTLE TOWN COUNCIL WHICH WILL BE HELD
IN THE COUNCIL CHAMBER, TOWN HALL
ON TUESDAY 14th MAY 2019 AT 7.30 PM**

Signed:  FSLCC, Cert HE Geg
TOWN CLERK

Date: 7th May 2019

A G E N D A

FIRE PROCEDURE

1.	<u>ELECTION OF MAYOR</u>
2.	<u>ELECTION OF DEPUTY MAYOR</u> <i>(THE NEW MAYOR AND DEPUTY MAYOR VACATE THE ROOM TO RETURN ROBED)</i>
3.	<u>DECLARATION OF ACCEPTANCE OF OFFICE AND OATH OF ALLEGIANCE</u>
4.	<u>APPOINTMENT OF MAYOR'S CHAPLAIN</u>
5.	<u>APPOINTMENT OF MAYOR'S CONSORT</u>
6.	<u>MAYOR'S CIVIC DAY ARRANGEMENTS</u>
7.	<u>APOLOGIES</u> To note apologies
8.	<u>COUNCILLORS ACCEPTANCES OF OFFICE</u> To receive Declarations of Acceptance of Office from all councillors
9.	<u>TO CO-OPT NEW COUNCILLORS</u> To co-opt any new councillors and receive Acceptances of Office
10.	<u>DECLARATIONS OF INTEREST</u> a) To declare any disclosable pecuniary interests. b) To declare any personal interests.
11.	<u>APPROVAL OF MINUTES</u> To approve the minutes of the Town Council meeting held on Tuesday 16 th April 2019

12.	<p><u>REVIEW OF COMMITTEES</u></p> <p>a. Continuation of Committees, Working Parties, Task & Finish Groups etc</p> <p>b. Terms of Reference of Committees etc</p> <p>c. Membership of Committees etc</p> <p>d. Confirm Delegated Powers of Committees, Working Parties, Task & Finish Groups etc</p>																																																								
13.	<p><u>REPRESENTATION ON OUTSIDE BODIES</u></p> <p>SALC, LJC, PACT, SPARC, PUBLIC HALL, TOWN HALL TRUST, and any other bodies</p>																																																								
14.	<p><u>REVIEW OF GOVERNANCE AND INTERNAL CONTROL ITEMS</u></p> <p>Standing Orders, Financial Regulations, Assets Register, Insurance cover for all insured risks</p>																																																								
15.	<p><u>REVIEW OF</u> Council's Complaints Procedure, Council's procedures for handling requests made under the Freedom of Information and Data Protection Acts, Council's Press policy.</p>																																																								
16.	<p><u>PUBLIC PARTICIPATION SESSION</u></p> <p>Members of the public wishing to speak must give prior notification of their wish to speak</p>																																																								
17.	<p><u>UNITARY COUNCILLOR</u></p> <p>To receive a report from the Unitary Councillor</p>																																																								
18.	<p><u>CLERK'S REPORT</u></p>																																																								
19.	<p><u>PLANNING</u></p> <p>19/01466/LBC</p> <p>Application for internal and external alterations to include replacing of various windows, blocking up windows and installation of a new boiler affecting a Grade II Listed Building at 21 High Street Bishops Castle Shropshire SY9 5BE</p>																																																								
20.	<p><u>MONTHLY FINANCES</u></p> <p>i. To note the Bank Reconciliation</p> <p>ii. To discuss and decide of paying for the bus to transport residents to Shrewsbury to demonstrate on bus service cuts</p> <p>iii. To approve the following invoices for payment:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Payee</th> <th style="text-align: left;">Item</th> <th style="text-align: left;">Invoice</th> <th style="text-align: right;">Amount £</th> </tr> </thead> <tbody> <tr> <td>Shropshire County Pension Fund</td> <td>Monthly pension payment</td> <td>May Return</td> <td style="text-align: right;">669.82</td> </tr> <tr> <td>HMRC</td> <td>PAYE and NI</td> <td>May Return</td> <td style="text-align: right;">784.74</td> </tr> <tr> <td>Staff salaries</td> <td>4 staff</td> <td>May Return</td> <td style="text-align: right;">2249.07</td> </tr> <tr> <td>J.Keely</td> <td>reimbursmnet</td> <td style="text-align: right;">35</td> <td style="text-align: right;">318.00</td> </tr> <tr> <td>PHS</td> <td>sanitary disposal</td> <td style="text-align: right;">36</td> <td style="text-align: right;">452.40</td> </tr> <tr> <td>PHS</td> <td>sanitary disposal</td> <td style="text-align: right;">37</td> <td style="text-align: right;">792.00</td> </tr> <tr> <td>Halls SMS</td> <td>Toilet paper</td> <td style="text-align: right;">38</td> <td style="text-align: right;">58.37</td> </tr> <tr> <td>A. Wallace</td> <td>Street cleaning</td> <td style="text-align: right;">39</td> <td style="text-align: right;">36.08</td> </tr> <tr> <td>G. Dudley</td> <td>Toilet cleaning</td> <td style="text-align: right;">40</td> <td style="text-align: right;">336.00</td> </tr> <tr> <td>The Mail room</td> <td>new printing head</td> <td style="text-align: right;">41</td> <td style="text-align: right;">175.20</td> </tr> <tr> <td>Exemplum</td> <td>printing</td> <td style="text-align: right;">42</td> <td style="text-align: right;">235.68</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Payee	Item	Invoice	Amount £	Shropshire County Pension Fund	Monthly pension payment	May Return	669.82	HMRC	PAYE and NI	May Return	784.74	Staff salaries	4 staff	May Return	2249.07	J.Keely	reimbursmnet	35	318.00	PHS	sanitary disposal	36	452.40	PHS	sanitary disposal	37	792.00	Halls SMS	Toilet paper	38	58.37	A. Wallace	Street cleaning	39	36.08	G. Dudley	Toilet cleaning	40	336.00	The Mail room	new printing head	41	175.20	Exemplum	printing	42	235.68								
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For Information			
British Gas	Electricity	43	345.04
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BT	telephone and broad band	45	390.94
Shropshire Council	Rates	46	56.00
Shropshire Council	Rates	47	121.00
SC Finance	lease	48	322.80
Rivers finance	lease	49	330.00
	Total		7343.40

21. MAYOR'S ALLOWANCE for 2019/20

To authorise the annual Mayoral Allowance

22. TOWN HALL TRUST

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

23. LAND OPPOSITE PUBLIC HALL

To discuss the issue of the condition of the land opposite the Public Hall

24. ALLOTMENTS

An update from the allotment society

25. SALC Working Group Review

To discuss and decide the requirement for any involvement. (email previously sent)

26. REPORTS FROM MEETINGS ATTENDED

To receive reports from meetings attended

27. ITEMS FOR FACEBOOK/WEBSITE

To consider items for inclusion on the Facebook page

28. NEXT MEETINGS

Ordinary Town Council meetings Tuesdays 18th June, 16th July, 20th August 2019.

29. MAYOR'S ADDRESS

To receive a brief address by the new Mayor, followed by

REFRESHMENTS

(All are Welcome)