

NOTICE IS HEREBY GIVEN THAT A MEETING OF THE
BISHOP'S CASTLE TOWN COUNCIL WILL BE HELD
IN THE COUNCIL CHAMBER, TOWN HALL
ON TUESDAY 6th JANUARY 2016 AT 7.30 PM

**Signed:
2015**

Date: 22nd December

TOWN CLERK

PLEASE NOTE THAT PLANS FOR DISCUSSION
WILL BE AVAILABLE FOR VIEWING FROM 7.15pm

**A G E N D A
FIRE PROCEDURE**

178.15/16 APOLOGIES

To note apologies

179.15/16 DECLARATIONS OF INTEREST

- To declare any disclosable pecuniary interests.
- To declare any personal interests.

180.15/16 APPROVAL OF MINUTES

To approve the minutes of the Town Council meeting held on Tuesday 1st December 2015

181.15/16 CLERK'S REPORT

- Update on discussions from the December meeting and other matters for information only:

182.15/16 REPORT FROM THE MAYOR

Report from Councillor Bavastock to include Mayor's Charity Fund expenditure.

183.15/16 MEMBERS OF THE PUBLIC WISHING TO SPEAK

Members of the public wishing to speak must give prior notification of their wish to speak.

184.15/16 UNITARY COUNCILLOR

To receive a report from the Unitary Councillor

185.15/16 TOWN & COUNTRY PLANNING ACT 1990

Applications:

Reference: 15/05380/TCA (validated: 08/12/2015)

Address: 1 Grange Gardens, Bishops Castle, Shropshire, SY9 5AF

Proposal: Crown reduction by 30% and minor re-shaping of crown structure of 1No Black Pine tree within Bishops Castle Conservation Area

Applicant: Mrs Alison Goldstone (2 Grange Gardens, Bishops Castle, Shropshire, SY9 5AF)

Reference: 15/05293/FUL (validated: 15/12/2015)

Address: Sports Centre, Bishops Castle Community College, Brampton Road, Bishops Castle, Shropshire, SY9 5AY

Proposal: Installation of a 50kWp roof mounted Solar PV Array

Applicant: Mr Andrew Nightingale (Sparc Leisure Centre, The Community College, Brampton Road, Bishops Castle, Shropshire, SY9 5AY, United Kingdom)

Decisions:

Reference: 15/04753/TCA (validated: 04/11/2015)

Address: 5 Union Street, Bishops Castle, Shropshire, SY9 5AJ

Proposal: To crown lift, clean out any dead wood and slightly thin 1no Oak Tree within Bishops Castle Conservation Area

Decision: No Objection

186.15/16 MONTHLY FINANCES

i) To receive the monthly payment/receipt schedule and then approve the accounts listed below and instruct signatories to authorise payment.

Town Council:

Staff costs (excluding HMRC)	1487.31
Shropshire Council Pension Fund	369.06
HMRC PAYE and NI	435.02
Andrew B Wallace – extra time Mondays (Invoice No. 201)	32.50
Exemplum – November photocopying (Invoice No.22394)	41.92
Andrew Evans Landscapes – November contracted work (Invoice No.1791)	625.56
Highline Electrical Ltd – Street Light repairs (Invoice No.827)	193.20
KT Gooch – certificate covers (Invoice No. E0392)	240.00
Information Commissioner Data Protection Registration (Ref:035816d2015e)	35.00
Telescopic Window Cleaning (Invoice dated 09/12/15)	45.00
SALC Training – The Civic Role (Invoice No. 8443)	20.00
HALLS SMS – bin liners (Invoice No. 8680)	24.82
Bishop's Castle Town Hall Trust – ¼ cleaning and agreed other costs (Invoice No. 1516-116)	170.00
Mary Seldon expenses – travel and subsistence Fire Marshall training	53.70
Meg Gwilliam expenses – travel to/from BC on non work day	7.20

Town Hall Renovation Project Costs

Communities Can – November Project Management (Invoice No. CC2015027) 250.00

Mayor's Charity Account

Midlands Air Ambulance Charity – Christmas Cards (Invoice dated 21/12/15) 7.00

Town Hall Trust – Childrens' Art Competition prize 100.00

Direct Debits:

Pitney Bowes - reset franking meter (Invoice No. 53491303) 50.00

ii) MONTHLY REVIEW:

- To receive the November monitoring report and estimated December report
- To receive the November bank reconciliation statements

iii) BUDGET

- To agree and set Council Budget 2016/17
- To agree and set Precept 2016/17
- To appoint internal auditor for 2016

iv) PENSIONS DISCRETIONS POLICY

Review and adoption of the Pensions Discretions Policy

187.15/16 TOWN COUNCIL COMMITTEE AND MEETING STRUCTURE

To review the committee structure proposed by the Town Clerk

- FINANCE COMMITTEE
- To set Terms of Reference for Finance Committee
- To agree members of the Finance Committee and their delegated powers

- STAFFING COMMITTEE

- To set Terms of Reference for Staffing Committee
- To agree members of the Staffing Committee and their delegated powers

- PROPERTIES & RESOURCES COMMITTEE

- To set Terms of Reference for the Properties and Resources Committee
- To agree members of the Properties and Resources Committee and their delegated powers

188.15/16 TOWN HALL RENOVATION PROJECT

a) To receive any report from Trustees

b) To appoint a councillor as a Town Hall Trust Trustee

189.15/16 TOWN PLAN

To receive an update on the Town Plan and the working parties involved

190.15/16 BIKE TRACK PROJECT

To receive an update on proposed transformation of the site to date.

191.15/16 REPORTS FROM MEETINGS ATTENDED

To receive reports from meetings attended:

- Fire Marshall Training
- COMA

192.15/16 ITEMS FOR FACEBOOK/WEBSITE

To consider items for inclusion on the Facebook page

193.15/16 TO EXCLUDE MEMBERS OF PRESS AND PUBLIC

To resolve that by the Public Bodies (Admission to Meetings) Act 1960 and under Section 100(A) of the Local Government Act 1992, the public and press be excluded from the meeting on the grounds the business involves the likely disclosure of exempt information as defined in the Acts.

194.15/16 STAFFING ISSUE

DATES OF FUTURE MEETINGS:

Tuesday 26th January 2016

7.30pm Council Meeting