

**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 21st JUNE 2016 AT 7.30 PM**

**Signed:  
2016**

**Date: 15th June**

TOWN CLERK

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

**36.16/17 APOLOGIES**

To note apologies

**37.16/17 DECLARATIONS OF INTEREST**

- a) To declare any disclosable pecuniary interests.  
b) To declare any personal interests.

**38.16/17 APPROVAL OF MINUTES**

To approve the minutes of the Town Council meeting held on Tuesday 10th May 2016

**39.16/17 CLERK'S REPORT**

Update on discussions from the May meetings and other matters for information only.

**40.16/17 REPORT FROM THE MAYOR**

**41.16/17 MEMBERS OF THE PUBLIC WISHING TO SPEAK**

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

**42.16/17 UNITARY COUNCILLOR**

To receive a report from the Unitary Councillor

**43.16/17 TOWN & COUNTRY PLANNING ACT 1990**

**Applications:**

Reference: 16/02133/PMBPA (validated: 27/05/2016)

Address: Agricultural Building At Beecho Cwmago, Banks Head, Shropshire

Proposal: Application for prior approval under Part 3, Class Q of the Town & Country Planning (General Permitted Development) (England) Order 2015 for the change of use from agricultural to residential use

Applicant: Mr And Mrs Hall (Beecho Cwmago, 20 Banks Head, Bishops Castle, Shropshire, SY9 5JL)

Reference: 16/01930/CPL (validated: 18/05/2016)

Address: 8 Copall Paddock, Bishops Castle, Shropshire, SY9 5DL

Proposal: Application for Lawful Development Certificate for the erection of single storey extension to existing conservatory

Applicant: Mr & Mrs L. Homewood

Reference: 16/02405/FUL (validated: 02/06/2016)

Address: The Co-Operative Group, 59 - 63 Church Street, Bishops Castle, Shropshire, SY9 5AD

Proposal: The Installation of an Automated Teller Machine

Applicant: Cardtronics UK Ltd (PO box 476 , Hatfield, AL10 1DT)

Reference: 16/02409/LBC (validated: 02/06/2016)

Address: The Co-Operative Group, 59 - 63 Church Street, Bishops Castle, Shropshire, SY9 5AD

Proposal: Alterations to the shop front for the Installation of an Automated Teller Machine and associated non illuminated signage affecting a Grade II listed building.

Applicant: Cardtronics UK Ltd (PO Box 476, Hatfield, AL10 1DT)

Reference: 16/02406/ADV (validated: 02/06/2016)

Address: The Co-Operative Group, 59 - 63 Church Street, Bishops Castle, Shropshire, SY9 5AD

Proposal: The Installation of a Non Illuminated Fascia Sign

Applicant: Cardtronics UK Ltd (PO box 476 , Hatfield, AL10 1DT)

To note:

**Decisions:**

Reference: 16/00537/FUL (validated: 19/02/2016)

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

Proposal: Provision of a self contained bio mass boiler

Decision: Grant Permission

Reference: 16/01317/FUL (validated: 08/04/2016)

Address: 41A Church Street, Bishops Castle, Shropshire, SY9 5AD

Proposal: Erection of a two storey extension, a single storey extension and a chimney following removal of existing chimney and single storey extension. (amended description).

Decision: Grant Permission

**44.16/17 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:**

Payee	Item	Invoice	Method	Amount £
Staff costs	Salaries (gross)	Payroll June	SO	1588.40
Shropshire Council Pension Fund	Monthly pension payment	Return June	chq	369.06
HMRC	PAYE and NI	Return June	chq	487.77
Halls SMS	Toilet cleaning fluids	10059	chq	29.82
GJ & SA Dudley	Toilet cleaning holiday relief	10/05/2016	chq	98.00
Telescopic Window Cleaning	May cleaning TH	25/05/2016	chq	45.00
Highline Electrical Ltd	TC Light repairs	1077	chq	178.80
NCG Parks & Gardens	May contracted work	S1-92	chq	366.00
Meg Gwilliam	Expenses – anti-virus software	25/05/2016	chq	12.49
Meg Gwilliam	Extra hours for CLT work + overtime and back pay (net)	See minutes	chq	86.10
Mary Seldon	Expenses – travel to IOSH+	21/06/2016	chq	231.20
Mary Seldon	Back Pay – pay increase (net)		chq	113.35
Exemplum	May copying	23574	chq	53.53
Enterprise SW Shropshire	June/July newsletter printing	9642	chq	251.33
Andrew B Wallace	Contracted work	216	chq	21.60
Florian Fire & Safety Ltd	Annual maintenance contract	3969	chq	78.54
Wendy Oakley	Civic Pride Day refreshments	12/06/16	chq	27.00
BCHRC	Civic Pride refreshments	454/services	chq	25.00
Andrew Evans	Tree work, landscaping	1820	chq	978.00
Andrew Evans	Grounds Maintenance contract	1834	chq	2071.92
Zurich	Annual Insurance Premium	1st July	chq	2549.65
Pitney Bowes	Postage top-up	61540999	DD	50.00

To note:

**Mayor's Charity Account**

Payee	Item	Invoice	Method	Amount £
Bishop's Castle Taxi	Taxi for Civic Service	98	cheque	20.00
WN Bishop	Civic Service photography	150042	cheque	60.00
Crowgate	Divided balance from fundraising 2015/16		cheque	52.37
BC Community College	Divided balance from fundraising 2015/16		cheque	52.37

**ii) BISHOP'S CASTLE PUBLIC HALL DONATION REQUEST**

To consider request from Bishop's Castle Public Hall for £75 to act as a match funding contribution towards the installation of WIFI at the Public Hall and Underground.

**iii) BUSINESS PARK CLERICAL WORK**

To authorise continued clerical support for the Business Park/CLT meetings and approve council payment for the Assistant Clerk's hours for this purpose.

**iv) CHRISTMAS LIGHTS**

To consider the proposal that the Town Council adopt the organisation of the Christmas lights and to consider the quotation from Blachere Illumination

**v) FINANCE & RESOURCES COMMITTEE**

a) To receive report on recent LJC meeting discussing future spending.

**vi) MONTHLY REVIEW**

- a) To receive the May budget monitoring report  
b) To receive the May bank reconciliation statements  
c) To receive revised statements of the earmarked reserves

**45.16/17 ALLOTMENTS**

a) To receive a written report on the allotments from the Assistant Clerk

b) To authorise expenditure of £680 - £700 + VAT, the cost of preparing area and laying weed suppressant fabric on vacant plots

**46.16/17 TOWN PLAN**

To receive information on the Town Plan and the working parties involved

Including information about 3 public 'have your say' drop in sessions: Public Hall 10am – 1pm & 2pm – 5pm on 25th June, & Church Barn 7.30pm – 9pm on 28th June

**47.16/17 TOWN HALL TRUST**

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

b) To agree another 'rolling rep' to the Trust in place of the Mayor

**48.16/17 MARKET SQUARE PARKING**

To discuss Shropshire Council's plan to alleviate parking problems in this area.

**49.16/17 BUSINESS PARK PARTNERSHIP, PACT, Patients Group, other representation**

a) To agree Town Council representatives

**50.16/17 REPORTS FROM MEETINGS ATTENDED**

To receive reports from meetings attended

**51.16/17 ITEMS FOR FACEBOOK/WEBSITE**

To consider items for inclusion on the Facebook page

**DATES OF FUTURE MEETINGS:  
FINANCE COMMITTEE: TUESDAY 12th JULY – 7.00pm  
FULL COUNCIL: TUESDAY 19th JULY – 7.30pm**