

Bishop's Castle Town Council Meeting

26th January 2016

MINUTES of the MEETING
BISHOP'S CASTLE TOWN COUNCIL
COUNCIL CHAMBER, TOWN HALL
TUESDAY 26th JANUARY 2016 AT 7.30 PM

Present: Cllr K Bavastock, Mayor in the Chair
Councillors: J Carroll (Vice-Chairman), Cllr K Bance, J Gaffney, R Houghton, J Magill
In attendance: Mrs M Seldon (Town Clerk) and Ms S Hine (Town Hall Renovation Project Manager)

FIRE PROCEDURE

195.15/16 APOLOGIES

To note apologies
Apologies had been received from:
Cllr Dickin – Illness
Cllr Jackson – Holiday
Cllr Harris – Family Commitment
Proposed Cllr Bavastock, seconded Cllr Carroll and RESOLVED

196.15/16 DECLARATIONS OF INTEREST

a) To declare any disclosable pecuniary interests.

b) To declare any personal interests.

Cllr Carroll: 200.15/16 b

Cllr Magill: 200.15/16 b

197.15/16 APPROVAL OF MINUTES

To approve the Minutes of the Town Council meeting held on Tuesday 5th January 2016

Proposed Cllr Gaffney, seconded Cllr Carroll and RESOLVED

198.15/16 REPORT FROM THE MAYOR

- Steve Farr resigned – now three councillor vacancies which had been reported to Shropshire Council elections department.
- Queen's 90th Birthday – planting a rose, plus plaque a possibility in the Square
- Complaint about street lights not coming on at 5.30am. This had been taken up by Shropshire Council who were in communication with complainants.
- Mary Pullen's retirement

199.15/16 MEMBERS OF THE PUBLIC WISHING TO SPEAK

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

There were no members of the public present

200.15/16 ACCOUNTS FOR PAYMENT

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

a) Town Council:

| | |
|---|---------|
| Staff costs (excluding HMRC) | 1487.31 |
| Shropshire Council Pension Fund | 369.06 |
| HMRC PAYE and NI | 435.02 |
| HMRC PAYE underpayment | 622.85 |
| HALLS SMS – bin liners (Invoice No. 8695) | 87.55 |
| Exemplum Ltd. – Photocopying December (Invoice No. 22766) | 29.04 |
| Exemplum Ltd. – Annual Facility Fee (Invoice No.22677) | 90.00 |
| Mary Seldon – expenses (underpaid by £13.20p at previous meeting) | 13.20 |

Proposed for payment, Cllr Gaffney, seconded Cllr Houghton and RESOLVED

b) Town Hall Renovation Project Costs

BCHRC – development and production costs of TH heritage packs

(Invoice No. 419/Services/2015) 1,200.00

BCHRC – supplying shelf storage space for 1 year

(Invoice No. 420/DA03/16) 275.00

Proposed for payment, Cllr Carroll, seconded Cllr Bance and RESOLVED

c) Mayor's Charity Account

Bridgnorth and District Crime Prevention Panel/Crucial Crew 133.00

Proposed for approval, Cllr Bavastock, seconded Cllr Magill and RESOLVED

To consider request from BC Medical practice for funding of a training course

for a new employee Bishop's Castle Medical Practice 860.00

Proposed for approval, Cllr Bavastock, seconded Cllr Carroll and RESOLVED with 2 abstentions

d) Direct Debits:

BT Business Bill – Phone services (Notification 13/01/2016) 132.35

BT Business Bill – Broadband services (Notification 12/01/2016) 40.80

Proposed to accept, Cllr Bavastock, seconded Cllr Magill and RESOLVED

- To approve Assistant Clerk's extra hours of 5 hours per month for the forthcoming 5 months in order to act as Minute Secretary for the joint (partnership) agency meetings to secure the asset transfer of the business park.

Cllr Gaffney gave an update on the history of the project to date and the partners within the project. He explained the need for a professional minute clerk for the project. Meg Gwilliam had been approached to fulfil this role.

Cllr Bavastock explained that she felt that the money should come from the COMA fund that was available, but Cr Gaffney explained that the grant money might not be designated to the council.

Proposed for approval Cllr Carroll, seconded Cllr Houghton and RESOLVED

- To receive and discuss quotation from Access and Habitat Management for the work on the old bike track to utilise the space for additional allotments

Councillors voted to support the project with the exception of the costs for the stone access road, as the estimate for this was felt to be too high.

Proposed Cllr Carroll, seconded Cllr Bavastock and RESOLVED

It was also agreed that a meeting should take place between the allotment society and the Town Council to view the proposals.

201.15/16 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 for the remainder of the meeting on the grounds the business involves the likely disclosure of exempt information as defined in the Acts.

Proposed Cllr Bavastock, seconded Cllr Gaffney and RESOLVED

Meeting finished 9pm