



BISHOP'S CASTLE TOWN COUNCIL



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THE TOWN HALL
BISHOP'S CASTLE
SHROPSHIRE
SY9 5BG

**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 20th SEPTEMBER 2016 AT 7.30 PM**

Mary Seldon

Signed:

Date: 13th September 2016

TOWN CLERK

A G E N D A

FIRE PROCEDURE

72.16/17 APOLOGIES

To note apologies

73.16/17 DECLARATIONS OF INTEREST

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

74.16/17 APPROVAL OF MINUTES

To approve the minutes of the Town Council meeting held on Tuesday 16th August 2016

75.16/17 CLERK'S REPORT

Update on discussions from the August meetings and other matters for information only:

- Christmas Lights
- Civic Awards
- Auction Yard Toilets
- Election Meeting
- Work outside the Town Hall

76.16/17 REPORT FROM THE MAYOR

77.16/17 MEMBERS OF THE PUBLIC WISHING TO SPEAK

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

78.16/17 TOWN & COUNTRY PLANNING ACT 1990

a) Applications:

16/03364/LBC: listed building consent removal of render, inspect wall condition & agree with conservation officer appropriate conservation; Bumbles Cottage, 58 Church Street, SY9 5AE

16/03281/TCA: crown reduce Ash & Hawthorn, reduce & prune Ash, Hawthorn, Robinia; within conservation area; The Garden House, 1 Union Street, SY9 5AJ

Reference: 16/03771/FUL (validated: 23/08/2016)

Address: Shelsley, Castle Street, Bishops Castle, Shropshire, SY9 5BU

Proposal: Erection of part two storey part single storey extensions; conversion of integral garage to residential with elevational alterations; improvements to vehicular access; creation of parking areas

Applicant: Mr & Mrs G Hemmings

To note:

b) Decisions:

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

Decision: Grant Permission

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

Decision: Grant Permission

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.

Decision: Grant Permission

c) To consider steps to alleviate scaffolding problems in the High Street

79.16/17 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	Details	Invoice	Amount (Gross)£	VAT	Cost Centre
Staff costs	Salaries (gross)	Sept. Payroll	2132.95	Z	Staffing
Shropshire County Pensions	Staff Pension contributions	Sept. Payroll	376.29	Z	Staffing
HMRC	Staff Tax and National Insurance	Sept. Payroll	435.06	Z	Staffing
Meg Gwilliam	Extra hours plus pay increase	Sept Payroll	40.26	Z	Staffing
Mary Seldon	Pay increase Expenses: SLCC election meeting	Sept Payroll Expense claim	34.63 15.00	Z	Staffing Admin
Tony Baker	Repairs to outside wall	19/08/16	200.00	OTS	TH
Halls SMS	Toilet Rolls, cleaner	13251	120.02	20.00	Toilets

Shropshire Council	IOSH course	XOH002824	360.00	60.00	Admin
Sentinel	Key fobs	84728	23.76	3.96	TH
NCG Parks & Gardens	Grass cut 9 th August Grass cut 31 st August	SI-119 SI-128	84.00 84.00 168.00	14.00 14.00	Playing Fields
Kingfisher Direct (Bin Shop)	2 litter bins for playing fields	24574 23/8/16	321.85	53.65	Playing Fields
Highline Electrical Ltd	TC light replacement	1214	100.80	16.80	TC Lighting
Andrew Evans Landcapes	Grounds Maintenance and equipment repairs/checking	1849	3253.32	542.22	Playing Fields
Andrew B Wallace	August extra time	231	28.80	OTS	Environmental Grant
BC THT	Quarterly re-charge: cleaning, telephone and alarm etc	1617-34	173.53	OTS	TH
Exemplum Ltd	Photocopying August	24089	44.28	7.38	Admin
ESWS	Printing for Town Plan	9811	25.50	4.25	Town Plan ER
Pitney Bowes	Postage top up, statement	62300746	DD 23/8	50.00	Admin
NPower	Final payment to clear account	15/08/2016	DD	1608.63	

ii) **FINANCE & RESOURCES COMMITTEE**

To receive an update on the Committee Meeting: Tuesday 20th September and discuss any required decisions

iii) **MONTHLY REVIEW**

- a) To receive the September bank reconciliation statements and copy of current cash book
- b) To receive a copy of the cost centre YTD analysis

iv) To note the 2016/17 Street Lighting Joint Energy Agreement

80.16/17 TOWN PLAN

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

81.16/17 TOWN HALL TRUST

- a) To receive an update on the Town Hall and the Town Hall Trust
- b) To receive update on the alterations to area outside the Town Hall.

82.16/17 ALLOTMENTS

To receive an update on the allotments from the Assistant Clerk

83.16/17 REPORTS FROM MEETINGS ATTENDED

To receive reports from meetings attended

84.16/17 ITEMS FOR FACEBOOK/WEBSITE

To consider items for inclusion on the Facebook page

DATES OF FUTURE MEETINGS:

THT & TC LIAISON MEETING: Wednesday 12th October 2.00pm

FULL COUNCIL: Tuesday 18th October 7.30pm