



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
BISHOP'S CASTLE TOWN COUNCIL WILL BE HELD
IN THE COUNCIL CHAMBER, TOWN HALL
ON TUESDAY 20th DECEMBER 2016 AT 7.30 PM**

Mary Seldon

Signed:

Date: 14th December 2016

TOWN CLERK

A G E N D A

FIRE PROCEDURE

118.16/17 APOLOGIES

To note apologies

119.16/17 DECLARATIONS OF INTEREST

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

120.16/17 APPROVAL OF MINUTES

To approve the minutes of the Town Council meeting held on Tuesday 15th November 2016

121.16/17 REPORT FROM THE MAYOR

122.16/17 REPORT FROM THE UNITARY COUNCILLOR

123.16/17 MEMBERS OF THE PUBLIC WISHING TO SPEAK

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

124.16/17 TOWN & COUNTRY PLANNING ACT 1990

a) Applications:

Reference: 16/05395/VAR (validated: 29/11/2016)

Address: Plots 1 And 2 Watermead, Woodbatch Road, Bishops Castle, Shropshire, SY9 5AS

Proposal: Removal of condition number 7 attached to planning permission reference 09/02215/FULdated 24/05/2010 to remove the need for the dwellings to be 'affordable'

Applicant: Mr And Mrs I And S Lennox And Mr M Lennox (Plots 1 & 2, Watermead, Woodbatch Road, Bishop's Castle, Shropshire, SY9 5AS)

Reference: 16/05392/VAR106 (validated: 01/12/2016)

Address: Watermead, Woodbatch Road, Bishops Castle, Shropshire, SY9 5AS

Proposal: Variation of Section 106 for planning application number 09/02215/FUL to remove the S106 agreements

Applicant: Mr R Lennox (Watermead, Woodbatch Road, Bishops Castle, Shropshire)

Reference: 16/05569/TCA (validated: 07/12/2016)

Address: Land West Of Castle Hotel, Castle Street, Bishops Castle, Shropshire

Proposal: To fell 1no Sycamore Tree within Bishops Castle Conservation Area

Applicant: Mr David Jones (Old Castle And Trust, Englefield, The Cabin, Bishops Castle, Shropshire, SY9 5JU)

125.16/17 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 Account:

Payee	Details	Invoice	Amount (Gross)£	VAT	Cost Centre
Staff costs	Salaries (gross)	December Payroll	1887.80	Z	Staffing
Shropshire County Pensions	Staff Pension contributions	December Return	341.87	Z	Staffing
HMRC	Staff Tax and National Insurance	December Payroll	450.26	Z	Staffing
Meg Gwilliam	Extra hours plus pay increase Expenses (laminating pouches)	December Payroll Expenses claimsheet	44.66 <u>9.99</u> 54.65	Z 1.66	Staffing Admin
Nick Yaxley	Overtime	December Payroll	36.00	Z	Staffing
G.M.Cooke	Storage Heater check/repair	2923	84.00	14.00	Town Hall
Shropshire Council	Joint Energy Cost 3 rd ¼	H106206HHT0162 97	442.33	73.72	Street Lighting
BC Arts Festival	Grant	Minutes November 2016	300.00	Z	Youth EMR S137
SLCC	Annual Subscription	Renewal form	199.00	Z	Subscriptions
Highline Electrical Ltd	November repairs and maintenance	1351	180.00	30.00	Street Lighting
Enterprise South West Shropshire	December/January Newsletters	9924	344.13	OTS	Newsletters
Andrew B Wallace	Town Council hours for street cleaning	243	36.00	Z	EMR environment
Information Commissioner	Annual registration	035816d2025d	35.00	Z	Admin
Exemplum Ltd	November photocopying	24569	74.22	12.37	Admin
Halls SMS	Toilet/cleaning equipment	15523	109.84	18.31	Town Hall/Toilets
NCG Parks and Gardens	September/October/November Grass Cutting	SI-142	888.00	148.00	Playing Fields
SALC	Introduction to Business Training	213	22.00	Z	Training/Admin
BCTHT	Re-charge for shared services	1617-105	175.53	OTS	Shared Services

Promo Printing	Signs for Playing Field	PP1209216	12.00	2.00	Playing Fields
David Simpson	Toys for Santa's Grotto	03/12/2016	320.00	OTS	EMR Christmas Lights
Leaton Knolls Estate	32 Christmas trees	40	559.20	93.20	EMR Christmas Lights
Mary Seldon	Lights and accessories	Expense form attached	110.58	20.52	EMR Christmas Lights

ii) **FINANCE & RESOURCES COMMITTEE**

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

iii) **MONTHLY REVIEW**

- a) To receive the November bank reconciliation statement
- b) To receive a copy of the cost centre YTD analysis

iv) **STONEHOUSE FUND PROPOSAL**

a) To receive a proposal from Dr Adrian Penney

126.16/17 TOWN HALL TRUST

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

127.16/17 PUBLIC HALL

a) To receive feedback from site visits to the Public Hall to assess required work plan

128.16/17 CO-OPTION POLICY

To approve the new Co-Option Policy after amendments from November meeting

129.16/17 CHRISTMAS

a) To receive reports from the working parties with regard the Christmas Lights arrangements and to propose adjustments for 2017/18

130.16/17 TOWN PLAN

To discuss the proposal of a Community Partnership and review the Memorandum of Understanding for the Town Council.

131.16/17 REPORTS FROM MEETINGS ATTENDED

To receive reports from meetings attended