



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 17th JANUARY 2017 AT 7.30 PM**

Mary Seldon

Signed:

Date: 11th January 2017

TOWN CLERK

A G E N D A

FIRE PROCEDURE

132.16/17 ELECTION OF CHAIRMAN

133.16/17 APOLOGIES

To receive apologies

134.16/17 DECLARATIONS OF INTEREST

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

135.16/17 APPROVAL OF MINUTES

To approve the minutes of the Town Council meeting held on Tuesday 20th December 2016

136.16/17 REPORT FROM THE MAYOR

137.16/17 REPORT FROM THE CLERK

138.16/17 REPORT FROM THE UNITARY COUNCILLOR

139.16/17 MEMBERS OF THE PUBLIC WISHING TO SPEAK

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

140.16/17 TOWN PLAN

- a) To discuss the way forward to best implement the findings and action plans within the Community Led Plan
- b) To revise and review proposed draft Community Engagement Strategies

141.16/17 ALBERT HOWARD SOCIETY

To receive a proposal from the Albert Howard Society

142.16/17 TOWN & COUNTRY PLANNING ACT 1990

a) Applications:

Reference: 16/05630/FUL (validated: 19/12/2016)

Address: 59-63 Church Street, Bishops Castle, SY9 5AD

Proposal: Installation of ATM, covered storage area and AC unit installations; removal and subsequent re-installation of door and shop-front window and stall-riser section to facilitate access and structural engineering installations

Applicant: The Co-operative Group (C/o the agent)

Reference: 16/05631/LBC (validated: 19/12/2016)

Address: 59-63 , Church Street, Bishops Castle, SY9 5AD

Proposal: Installation of ATM, covered storage area and AC unit installations; structural engineering works to the store and out-building to resolve on-going issues; removal and subsequent re-installation of door and shop-front window and stall-riser section to facilitate access affecting a Grade II Listed Building

Applicant: The Co-operative Group (C/o the agent)

b) Decisions:

Reference: 16/03267/FUL (validated: 22/07/2016)

Address: Windmill Cottage, Bishops Castle, Shropshire, SY9 5EZ

Proposal: Erection of single storey side extension

Decision: Grant Permission

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

Decision: No Objection

143.16/17 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)	January Payroll	1799.99	Z	Staffing
Shropshire County Pensions	Staff Pension contributions	January Return	331.03	Z	Staffing
HMRC	Staff Tax and National Insurance	January Payroll	450.26	Z	Staffing
Meg Gwilliam	Pay increase	January Payroll Reissue cheque	6.06 39.89	Z	Staffing
Andrew B Wallace	Street Cleaning extra hours	244	21.60	Z	Environmental Grant
Highline Electrical Ltd	December Street Light repair	1398	236.40	39.40	Street Lighting

Exemplum Ltd	Photocopying: December Annual Facility Fee	24751 24897	40.02 90.00	6.67 15.00	Admin Admin
Tony Baker	Odd-jobs	10/01/17	168.00	OTS	Town Hall
ESWS	On behalf of SpArC Bauble money raised	Letter	210.00	Z	Christmas Fund
NPower	Electricity final bill for Playing Fields	79535130300	22.77	1.08	Playing Fields
Pitney Bowes	Postage	63560881	50.00	OTS	Admin

ii) **FINANCE & RESOURCES COMMITTEE**

a) To receive an update on the Committee Meeting: Tuesday 17th January and discuss any required decisions

iii) **MONTHLY REVIEW**

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

iv) **BANK MANDATES**

Approve and nominate new signatories for Council Bank Accounts

v) **COUNCIL ARCHIVE**

To approve an official request from The Research Group of the local history society SWSHAS (South-West Shropshire Historical & Archaeological Society) to access some of the Town Council's archived documents as part of a transcribing project.

144.16/17 TOWN HALL TRUST

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

145.16/17 REPORTS FROM MEETINGS ATTENDED

To receive reports from meetings attended