



# Bishop's castle TOWN COUNCIL



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The Town Hall  
Bishop's Castle  
Shropshire  
SY9 5BG

**MEMBERS OF THE COUNCIL YOU ARE HEREBY SUMMONED  
TO ATTEND A MEETING OF BISHOP'S CASTLE TOWN COUNCIL  
WHICH WILL BE HELD AT THE TOWN HALL BISHOP'S CASTLE  
ON TUESDAY 16<sup>TH</sup> AUGUST 2022 AT 7.30 PM**

Signed:

FSLCC, Cert HE Ceg  
TOWN CLERK

Date: 9<sup>th</sup> August 2022

## A G E N D A

### FIRE PROCEDURE

1.	<b><u>APOLOGIES</u></b> To note apologies
2.	<b><u>CO-OPTION OF NEW COUNCILLORS</u></b> To co-opt new councillors and to receive Declarations of Acceptance of Office signed by the new councillor and witnessed by the Clerk The Clerk will issue new councillors with the Register of Interests form which must be completed and returned to Shropshire Council within 28 days of taking office
3.	<b><u>DECLARATIONS OF INTEREST</u></b> a) To declare any disclosable pecuniary interests. b) To declare any personal interests.
4.	<b><u>APPROVAL OF MINUTES</u></b> To approve the minutes of the Town Council Meeting held on 19 <sup>th</sup> July 2022
5.	<b><u>PUBLIC PARTICIPATION SESSION</u></b> Members of the public wishing to speak should give prior notification of their wish to speak

6.	<p><b><u>REPORT FROM THE MAYOR</u></b> To receive a report from the Mayor</p>
7.	<p><b><u>REPORT FROM THE CLERK</u></b> To receive a report from the Clerk</p>
8.	<p><b><u>UNITARY COUNCILLOR</u></b> To receive a report from the Unitary Councillor</p>
9.	<p><b><u>PLANNING</u></b> <b>New applications:</b> <b>(Responses are Object, Support, or Representation, submitted with comments if required)</b></p> <ol style="list-style-type: none"> <li>1. 22/03317/TCA Application for crown reduction of 3 Portuguese laurels by 2 meters within Conservation Area, Castle Gate House, Salop Street</li> <li>2. 22/02676/FUL Application for conversion of joinery workshop/former school into dwelling (re-submission) the Old National boys School, Station Street</li> <li>3. 22/03076/FUL Application under S73A of the Town and Country Planning Act for the raising of ground levels to enlarge the farmyard. Erection of an extension to an existing agricultural building for dairy herd   The Cottage Lydbury North Bishops Castle Shropshire SY9 5ET</li> <li>4. 22/03378/TCA Application to reduce overgrown mixed hedge to 6ft within Bishops Castle Conservation Area   E G Burton &amp; Sons Ltd Garage Station Street Bishops Castle Shropshire SY9 5AQ</li> </ol>
10.	<p><b><u>HOUSING NEEDS</u></b> To consider and to resolve on any action required</p>
11.	<p><b><u>MONTHLY FINANCES</u></b></p> <ol style="list-style-type: none"> <li>i. To approve the following invoices for payment:</li> <li>ii. To approve the purchase of awards for the Covid volunteer and other worthy criteria</li> </ol>

<b>Payee</b>	<b>Item</b>	<b>Invoice</b>	<b>Amount £</b>
Shropshire County Pension Fund	Monthly pension payment	Aug Return	924.77
HMRC	PAYE and NI	Aug Return	679.61
Staff salaries	4 staff	Aug Return	2349.97
C. Owen	Minute taker	152.	40.04
G. Dudley	Toilet cleaning	153.	420.00
SALC	Training	154.	120.00
LG Inspections (Midlands) Ltd ( <i>Aug mtg payment</i> )	LOLER lift statutory inspection	155.	210.00
Play Safety	RoSPA checks	156.	365.40
PCPS	Window cleaning	157.	45.00
Belvidere lifts	Maintenance	158.	168.00
Exemplum	Printing	159.	528.06
Exemplum	Printing	160.	73.48
Shropshire Council	Rates	161.	55.00
<b>For information</b>			
BT	telephone /broadband	95.	345.76
Corona	Electricity	96.	220.67
SCC	Rates	97.	187.00
Water plus	Rates	98.	45.09
		<b>Total</b>	<b>£ 6733.31</b>

**12. COVID VOLUNTEERS PANEL**

To receive an update

**13. TELFORD CHILD EXPLOITATION REPORT:**

1. To consider the findings of the report as summarized by Cllr Stelman.
2. To consider and resolve on any actions required.

**14. POLICIES**

1. To discuss and decide on a Child Protection Safeguarding Policy
2. To receive a revised draft Co-option Policy to compare with the original out of date policy, to consider and adopt the revised Co-option Policy

**15. BUSINESS PARK – UPDATE:**

To receive an update on progress

**16. ALLOTMENTS**

To receive a brief report from the Town Council Allotment Committee, following a recent meeting

	<p>To consider and decide on whether allotment plot rents will increase, decrease, or remain the same in 2023</p> <p>(2022 ANNUAL RENT: full size £53, half plot £31.50p, 2/3 plot £37.50p, quarter plot £16.50p, larger micros £12.50p and smaller micros £10.50p)</p>
17.	<p><b><u>TRAFFIC MANAGEMENT – UPDATE:</u></b></p> <p>To receive an update (Cllr. T. Halford)</p>
18.	<p><b><u>AUGUST POLICY REVIEW</u></b></p> <p>To review Council’s Co-option policy and revise where needed</p>
19.	<p><b><u>YOUTH</u></b></p> <p>1. Update from Cllr. Stelman</p>
20.	<p><b><u>COMMUNITY CELEBRATION DAY</u></b></p> <p>To review, discuss and evaluate</p>
21.	<p><b><u>SITING OF LARGE PERIOD PORTRAIT</u></b></p> <p>Town Hall, upstairs landing area</p> <p>To resolve to permanently hang the portrait on the section of wall above the staircase, facing the council chamber (Inaccessible area for normal / repeat picture hanging)</p> <p>The very large portrait at present not on display but temporarily stored in Council office</p>
22.	<p><b><u>MAYORAL DAIS</u></b></p> <p>To discuss, and resolve to approve the installation of a bespoke oak cupboard and shelf, to accommodate the various items stored behind the dais and to provide a shelf / table for the Mayoral meeting papers</p>
23.	<p><b><u>PUBLIC HALL</u></b></p> <p>To receive an update</p>
24.	<p><b><u>REPORTS FROM MEETINGS ATTENDED</u></b></p> <p>To receive reports from meetings attended</p>
25.	<p><b><u>NEXT MEETINGS</u></b></p> <p><b>Tuesday 20<sup>th</sup> SEPTEMBER 2022</b></p>