



# BISHOP'S CASTLE TOWN COUNCIL



Gwilym J Rippon Cert. He CEG, PSLCC  
Town Clerk  
Tel: 01588 638141  
Email: townclerk@bishopscaletowncouncil.gov.uk

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 20<sup>TH</sup> JUNE 2023 AT 7.30 PM**

Signed:

FSLCC, Cert HE Ceg  
TOWN CLERK

Date: 14 June 2023

## **A G E N D A**

### FIRE PROCEDURE

<b>1.</b>	<b><u>APOLOGIES</u></b> To note apologies
<b>2.</b>	<b><u>DECLARATIONS OF INTEREST</u></b> a) To declare any disclosable pecuniary interests. b) To declare any personal interests.
<b>3.</b>	<b><u>APPROVAL OF MINUTES</u></b> To approve the minutes of the Town Council Meeting held on 21 <sup>st</sup> March 2023
<b>4.</b>	<b><u>PUBLIC PARTICIPATION SESSION</u></b> Members of the public wishing to speak should give prior notification of their wish to speak
<b>5.</b>	<b><u>REPORT FROM THE MAYOR</u></b> To receive a report from the Mayor

<b>6.</b>	<b><u>REPORT FROM THE CLERK</u></b>			
	To receive a report from the Clerk - Portfolio Holders future reports process			
<b>7.</b>	<b><u>UNITARY COUNCILLOR</u></b>			
	To receive a report from the Unitary Councillor			
<b>8.</b>	<b><u>ADVISORY COMMITTEE</u></b>			
	To agree members for an advisory committee to discuss the planned hospital closure			
<b>9.</b>	<b><u>ALLOTMENTS</u></b>			
	Allotments inspection, warnings, eviction and appeals policy and procedure			
<b>10.</b>	<b><u>PLANNING</u></b>			
	<b>1. New applications:</b>			
	<b>(Responses are Object, Support, or Representation, submitted with comments if required)</b>			
	a. 23/02028/LBC			
	Application for structural repairs and alterations to 'barn' outbuilding in connection with provision of ancillary domestic studio/workshop, to include renewal of metal roof coverings, insertion of conservation-style roof lights and installation of external timber staircase   The Porch House 33 - 35 High Street Bishops Castle Shropshire SY9 5BE			
	b. 23/01941/FUL			
	Application for the refurbishment of and alterations to existing storage building and change of use to food bank   Proposed Conversion Of Outbuilding East Of 68 To 70 Church Street Bishops Castle Shropshire			
<b>11.</b>	<b><u>MONTHLY FINANCES</u></b>			
	i. To receive a Bank Reconciliation			
	ii. To receive the Internal Auditors report			
	iii. To agree the account and governance statement			
	iv. To approve the following invoices for payment:			
<b>12.</b>	<b>Payee</b>	<b>Item</b>	<b>Invoice</b>	<b>Amount £</b>
	Shropshire County Pension Fund	Monthly pension payment	June Return	904.40
	HMRC	PAYE and NI	June Return	706.46
	Staff salaries	4 staff	June Return	2,487.08
	C. Owen	Minute taker	1.	40.04
	G. Dudley	Toilet cleaning	2.	500.00
	D. Turner	Grass cutting	3.	1115.00
	G.J.Rippon	Expenses	4.	312.28
	Dave Taylor	Town Hall (lighting)	5.	237.60
	Dave Taylor	Town Hall (lighting)	6.	439.20
	Craven Design	Charter	7.	136.00
	A. Pellegram	Neighbourhood plan	8.	1055.95
	V print	Charter	9.	582.00
	V print	Charter	10.	318.00

Space mobiles	Charter	11.	120.00
EPS	Charter	12.	72.00
Medicare	Charter	13.	474.00
BCBS	Materials	14.	51.40
Shropshire Council	Joint Energy	15.	1193.40
BCHRC	Affiliation fee	16.	25.00
Exemplum	Printing	17.	374.09
Play Safety	RoSPA report	18.	397.80
Dan Turner	Grasscutting	19.	1115.75
<b>For information</b>			
Visunext	New remote for screen	20.	27.98
Numatic	Hover part	21.	14.48
Masquerade	Chater	13.	64.00
Easy VAT	Vat return	14.	4.99
Shropshire Council	Rates	15.	187.00
Water plus	Rates	16.	35.75
Corona	Electricity	17.	762.23
	<b>Total</b>		<b>£12638.88</b>

**13. THE CLIMATE AND ECOLOGICAL EMERGENCY BILL**

To discuss the Climate and Ecological Emergency Bill

**14. PUBLIC HALL**

To receive an update on newsletter questionnaire, return numbers

**15. REPORTS FROM MEETINGS ATTENDED**

To receive reports from meetings attended

**16. NEXT MEETINGS**

**Council Meeting Tuesday 18<sup>th</sup> July 2023**