



# BISHOP'S CASTLE TOWN COUNCIL



Gwilym J Rippon Cert. He CEG, PSLCC  
Town Clerk  
Tel: 01588 638141  
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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 15<sup>TH</sup> AUGUST 2023 AT 7.30 PM**

Signed: 

FSLCC, Cert HE Ceg  
TOWN CLERK

Date: 09 August 2023

## AGENDA

### 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 18 <sup>th</sup> July 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 Presentation by The Bishop's Castle Community Partnership
<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>SAVE OUR BEDS CHAMPAIGN.</u></b> Update on the Save our Beds Campaign. To discuss and decide to officially endorse and support the Save our Beds Campaign.																																																								
<b>9.</b>	<b><u>INSTALLATION OF SOLAR STREET LIGHTING</u></b> To discuss and decide on the installation of solar lights on the mile straight (and possibly next financial year ox Leasso).																																																								
<b>10.</b>	<b><u>A&amp;E MOTION TO COUNCIL</u></b> To discuss a motion in respect of the Accident and Emergency for Shropshire and Telford Health Authority																																																								
<b>11.</b>	<b><u>PORTFOLIO HOLDERS</u></b> To discuss and decide allocating areas of responsibility to Councillors (Portfolio holders)																																																								
<b>12.</b>	<b><u>PLANNING</u></b>  1. 23/02824/FUL  Application for an erection of extension to bedrooms and living accommodation to rear of existing dwelling   80 Oak Meadow Bishops Castle Shropshire SY9 5PA																																																								
<b>13.</b>	<b><u>MONTHLY FINANCES</u></b>  i. To receive a Bank Reconciliation  ii. To approve the following invoices for payment:																																																								
<b>14.</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Payee</th> <th style="text-align: left;">Item</th> <th style="text-align: left;">Invoice</th> <th style="text-align: right;">Amount £</th> </tr> </thead> <tbody> <tr> <td>Shropshire County Pension Fund</td> <td>Monthly pension payment</td> <td>August Return</td> <td></td> </tr> <tr> <td>HMRC</td> <td>PAYE and NI</td> <td>August Return</td> <td style="text-align: right;">706.46</td> </tr> <tr> <td>Staff salaries</td> <td>4 staff</td> <td>August Return</td> <td style="text-align: right;">2,487.08</td> </tr> <tr> <td>C. Owen</td> <td>Minute taker</td> <td>133.</td> <td style="text-align: right;">40.04</td> </tr> <tr> <td>G. Dudley</td> <td>Toilet cleaning</td> <td>134.</td> <td style="text-align: right;">500.00</td> </tr> <tr> <td>D. Turner</td> <td>Grass cutting</td> <td>135.</td> <td style="text-align: right;">1115.00</td> </tr> <tr> <td>BCBS</td> <td>Materials</td> <td>136.</td> <td style="text-align: right;">82.26</td> </tr> <tr> <td>Mailroom</td> <td>Postage</td> <td>137.</td> <td style="text-align: right;">73.14</td> </tr> <tr> <td>Exemplum</td> <td>Printing</td> <td>138.</td> <td style="text-align: right;">1238.86</td> </tr> <tr> <td>Allotment Society</td> <td>Subscriptions</td> <td>139.</td> <td style="text-align: right;">3.00</td> </tr> <tr> <td>Mousemat</td> <td>IT</td> <td>140.</td> <td style="text-align: right;">385.00</td> </tr> <tr> <td>Viking</td> <td>Stationery /postage</td> <td>141.</td> <td style="text-align: right;">146.70</td> </tr> <tr> <td>MM Fabrication</td> <td>Elephant project</td> <td>142.</td> <td style="text-align: right;">486.00</td> </tr> </tbody> </table>	Payee	Item	Invoice	Amount £	Shropshire County Pension Fund	Monthly pension payment	August Return		HMRC	PAYE and NI	August Return	706.46	Staff salaries	4 staff	August Return	2,487.08	C. Owen	Minute taker	133.	40.04	G. Dudley	Toilet cleaning	134.	500.00	D. Turner	Grass cutting	135.	1115.00	BCBS	Materials	136.	82.26	Mailroom	Postage	137.	73.14	Exemplum	Printing	138.	1238.86	Allotment Society	Subscriptions	139.	3.00	Mousemat	IT	140.	385.00	Viking	Stationery /postage	141.	146.70	MM Fabrication	Elephant project	142.	486.00
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Harry Fisher	Charter	143.	534.00
Grant Perry	Charter	144.	37.17
PCC	Charter	145.	160.00
Janes Petals	Charter	146.	30.00
P.A. Dakin	Charter	147.	282.00
K Price	Charter	148.	49.65
Halls SMS	Toilet consumables	149.	46.32
Tony Baker	Maintenance	150.	1185.00
<b>For information</b>			
Shropshire Council	Rates	151.	187
BT	telephone /broadband	152.	488.57
waterplus	Rates	153.	319.62
Corona	Electricity	154.	445.38
	<b>Total</b>		

**15. THE CLIMATE AND ECOLOGICAL EMERGENCY PLAN**

To discuss the Climate and Ecological Emergency Plan

**16. COMMUNITY PARTNERSHIP**

To discuss and decide on the partnership working with the Community Partnership.

**17. REPORTS FROM MEETINGS ATTENDED**

To receive reports from meetings attended

**18. NEXT MEETINGS**

**Council Meeting Tuesday 19<sup>th</sup> September 2023**

**19. ALLOTMENTS**

**To receive a report and**

1) To consider annual rent for 2024:

As previously circulated, to discuss and **resolve** to increase the allotment annual rent by 5%, or by 8%, or by another %, or to increase full sized plots by £2, 2/3 sized plots by £1.50p, and all other plots by £1.

Or, to **agree** not to levy any increase.

2) To consider and **resolve** to adopt the suggested additional 2 points in the Tenancy Agreement for 2024 strengthening the ‘within-parish’ applicant priority principle for Council’s allotment plot waiting list. Revisions previously circulated.

To **resolve** to adopt the minor revision to the Tenancy Agreement for 2024, amending a clause 2c bullet point referencing ‘named helpers’. As previously circulated.

**20. TO EXCLUDE MEMBERS OF PRESS AND PUBLIC**

To resolve that by the Public Bodies (Admission to Meetings) Act 1960 the public and press be excluded for the remainder of the meeting on the grounds the business to be discussed involves the likely disclosure of confidential information as defined in the Acts.

**21. ALLOTMENT ISSUES**

To discuss and consider confidential issues