



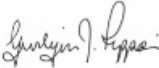
# BISHOP'S CASTLE TOWN COUNCIL



Gwilym J Rippon Cert. He CEG, PSLCC  
Town Clerk  
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The Town Hall  
Bishop's Castle  
Shropshire  
SY9 5BG

**MEMBERS OF THE COUNCIL YOU ARE HERBY SUMMONED  
TO ATTEND A MAYOR MAKING AND ANNUAL MEETING OF  
BISHOP'S CASTLE TOWN COUNCIL WHICH WILL BE  
HELD IN THE TOWN HALL  
ON TUESDAY 18<sup>th</sup> JUNE 2024 AT 7.30 PM**

Signed:  FSLCC, Cert HE Ceg  
TOWN CLERK

Date: 11<sup>th</sup> June 2024

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

Prior to the meeting commencing there will be an opportunity for Councillors to meet with the Bishop's Castle Town Guides for them to demonstrate how they present the Town to tourists.

Meet 6.30pm at the Lychgate

<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 Tuesday 18 <sup>th</sup> April 2023
<b>4.</b>	<b><u>PUBLIC PARTICIPATION SESSION</u></b> Members of the public wishing to speak must give prior notification of their wish to speak
<b>5.</b>	<b><u>REPORT FROM THE CLERK</u></b> To receive a report from the Clerk

6.	<p><b><u>UNITARY COUNCILLOR</u></b></p> <p>To receive a report from the Unitary Councillor</p>
7.	<p>To discuss and decide on further Defibrillators (If it pleases, Mr. Glynne Roberts will address Councillors the agenda item)</p>
8.	<p><b><u>REVIEW OF COMMITTEES</u></b></p> <p>a. Continuation of Committees, Working Parties, Task &amp; Finish Groups etc</p> <p>b. Terms of Reference of Committees etc</p> <p>c. Membership of Committees etc</p> <p>d. Confirm Delegated Powers of Committees, Working Parties, Task &amp; Finish Groups etc</p> <p>e. Note portfolio Holder of Youth and Safeguarding, Climate Action/Biodiversity, Town Scape (Highways, Parking, Culture, Heritage, Promotion), Newsletter, Finance, Public Hall, Planning, Personnel, Tourism and Footpaths, Local Housing</p>
9.	<p><b><u>REPRESENTATION ON OUTSIDE BODIES</u></b></p> <p>SALC, SPARC, PUBLIC HALL, TOWN HALL TRUST, and any other bodies</p>
10.	<p><b><u>REVIEW OF GOVERNANCE AND INTERNAL CONTROL ITEMS</u></b></p> <p>Standing Orders, Financial Regulations, Assets Register, Insurance cover for all insured risks</p>
11.	<p><b><u>REVIEW OF POLICES</u></b></p> <p>Council's Complaints Procedure, Council's procedures for handling requests made under the Freedom of Information and Data Protection Acts, Council's Press policy.</p>
12.	<p><b><u>AUDIT OF CURRENT 'PUBLIC' SPACE IN BISHOP'S CASTLE</u></b></p> <p>To discuss and decide on an Audit of the Current 'Public Space in Bishop's Castle (paper attached)</p>
13.	<p><b><u>ESWS</u></b></p> <p>Promotion of bishop's castle &amp; surrounding areas as a key visitor destination (paper attached)</p>
14.	<p><b><u>PLANNING</u></b></p> <p>a. 24/02013/FUL</p> <p>Application for the creation of 2 bedrooms within the loft space at Tall Trees Church Lane Bishops Castle Shropshire SY9 5AF</p>
15.	<p><b><u>MONTHLY FINANCES</u></b></p> <p>i. To note the Bank Reconciliation</p> <p>ii. To agree the accounts 31<sup>st</sup> March 2024</p>

- iii. To receive the internal auditors report
- iv. To agree the governance statement on the Annual return
- v. To agree the statement of accounts on the Annual return.
- vi. Grant to Enterprise House 720.00 (Community Drop in)
- vii. To approve the following invoices for payment:

Payee	Item	Invoice	Amount £
Shropshire County Pension Fund	Monthly pension payment	June Return	1131.17
HMRC	PAYE and NI	June Return	812.80
Staff salaries	4 staff	June Return	3250.97
C. Owen	Minute taker	81.	60.00
G. Dudley	Toilet cleaning	82.	500.00
Dan Turner	Grass cutting	83.	1338.90
Happy bap	Civic expenses	84.	400.00
Josh Dickin	Twinning	85.	22.00
Lovatt	Skip hire	86.	300.00
Rural Services Partnership	Affiliation Fees	87.	120.00
Halls SMS	Toilet consumables	88.	38.02
Millford collection	Town pride/playing fields	89.	648.00
Glasdon	Town pride/playing fields	90.	836.96
Viking	Printing	91.	203.03
Grant Perry	Town pride/playing fields	92.	27.46
BCBS	Town pride/playing fields	93.	212.30
TWJ Partnership	License fee	94.	1.00
RC Jones	Allotments	95.	2640.00
BCBS	Allotments	96.	128.34
For Information			
BT	telephone /broadband	97.	487.93
water plus	Water rates	98.	4.97
Lloyds Bank	Bank Charges	99.	3.00
Going Wild	Yearly Grant	100.	1000.00
SSE	Electricity	101.	2297.57
SSE	Electricity	102.	256.97
SSE	Electricity	103.	296.80
Shropshire Council	Rates	104.	187.00
	<b>Total</b>		<b>13352.85</b>

16.

**REPORTS FROM MEETINGS ATTENDED**

To receive reports from meetings attended

17.

**NEXT MEETINGS**

Ordinary Town Council meetings Tuesday 16<sup>th</sup> July 2024