



BISHOP'S CASTLE TOWN COUNCIL



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

The Town Hall
Bishop's Castle
Shropshire
SY9 5BG

**MEMBERS OF THE COUNCIL YOU ARE HERBY SUMMONED
TO ATTEND A REGULAR MEETING OF
BISHOP'S CASTLE TOWN COUNCIL WHICH WILL BE
HELD IN THE TOWN HALL
ON TUESDAY 16TH SEPTEMBER AT 7.30 PM**

Signed:

TOWN CLERK

CiLCA (England and Wales) Cer HE Ceg

Fellow of the SLCC

A G E N D A

1.	<u>APOLOGIES</u> To note apologies
2.	<u>DECLARATIONS OF INTEREST</u> Disclosable Pecuniary Interest Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate. a) To declare any disclosable pecuniary interests. b) To declare any personal interests.
3.	<u>APPROVAL OF MINUTES</u> a) To approve the minutes of the meeting of the Town Council held on Tuesday 19 th August 2025.
4.	<u>PUBLIC PARTICIPATION SESSION</u> Members of the public wishing to speak must give prior notification of their wish to speak. Dave Green would like to update the Town Council on the project

5.	<u>MAYOR’S REPORT</u> To receive a report from the mayor.																																						
6.	<u>UNITARY COUNCILLOR</u> a) To receive a report from the Unitary Councillor. b) To report on the Business Park and white lining. c) The Stars Car Park. Reported on Fix my Street.																																						
7.	<u>REVIEW OF MEMBERSHIP OF COMMITTEES</u> a) To ratify the current Committee members. Cllr Kosciuczyk to be invited to sit Finance Committee. b) To ratify that the 6 members not on the committees should be nominated as substitutes so as to ensure that all meetings are quorate.																																						
8.	<u>HR Support</u> To discuss and decide employment of a HR company.																																						
9.	<u>THE THREE TUNS</u> Update to Council																																						
10.	<u>CCTV ENTRANCE CAMERAS</u>																																						
11.	<u>PLANNING</u>																																						
12.	<u>PLAYING FIELD</u>																																						
13.	<u>GRANT PAYMENTS</u>																																						
14.	<u>MONTHLY FINANCES</u> a) To approve the following invoices for payment: b) To note that two VAT 126 refund claims have been submitted; 01.10.2024 £3743.82 and 01.01.2025 £4608.33. A further claim will be submitted for under declaration of VAT £1420.93 (due to deregistration). VAT 126 refund for periods 01.04.2025 and 01.09.2025 will be submitted on successful receipt of CRN from HMRC.																																						
<div>SEPTEMBER 2025 PAYMENTS</div> <table><tr><td>Shropshire Council</td><td>Rates</td><td>164</td><td>187.00</td></tr><tr><td>BT</td><td>telephone /broadband</td><td>165</td><td>441.94</td></tr><tr><td>BT</td><td>telephone /broadband</td><td>166</td><td>60.00</td></tr><tr><td>Lloyds Bank</td><td>Bank charges</td><td>167</td><td>492.99</td></tr><tr><td>Unity Trust Bank</td><td>Bank charges</td><td>168</td><td>11.10</td></tr><tr><td>Waterplus</td><td>Rates</td><td>169</td><td>45.88</td></tr><tr><td>Shropshire Council</td><td>Pension</td><td>170</td><td>1569.15</td></tr><tr><td>HMR&C</td><td>HMR&C</td><td>171</td><td>891.63</td></tr><tr><td>HMR&C</td><td>HMR&C</td><td>172</td><td>135.20</td></tr></table>				Shropshire Council	Rates	164	187.00	BT	telephone /broadband	165	441.94	BT	telephone /broadband	166	60.00	Lloyds Bank	Bank charges	167	492.99	Unity Trust Bank	Bank charges	168	11.10	Waterplus	Rates	169	45.88	Shropshire Council	Pension	170	1569.15	HMR&C	HMR&C	171	891.63	HMR&C	HMR&C	172	135.20
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	G.J.Rippon	Staff Wages	173	2069.53
	Sarah Smith	Staff Wages	174	675.38
	Nick Yaxley	Staff Wages	175	379.72
	P.Eldridge	Staff Wages	176	422.82
	Stevan Warburton	Staff Wages	177	788.13
	C. Owen	Minute taker	178	60.00
	Dan Turner	Grasscutting	179	1338.90
	PHS	Toilet cleaning	180	107.70
	Shropshire Council	Electricity	181	1306.81
	Enterprise House	Grants	182	2000.00
	P Chamberlain	Window Cleaning	183	52.00
	LG inspections	Lift Maintenance	184	210.00
	Dan Turner	tree maintenance	185	540.00
	A Walklett	Maintenance	186	226.28
	Enterprise House	Printing	187	1239.96
	Smith's of Derby	Town Hall	188	210.00
	Sign & Print	Maintenance	189	82.75
	BCBS	Maintenance	190	32.24
	Corona	Electricity	191	305.24
	Mousemat	IT	192	199.90
	G.J.Rippon	Expenses	193	344.93
	EE	telephone /broadband	194	27.59
	TOTAL			16454.77
	11.09.24			
	Signed			
15.	<u>STANDING AGENDA ITEM – PLANNING FOR BIODIVERSITY NET GAIN</u>			
	a) To ratify the working party members and appoint a third Councillor.			
	b) To Receive any Reports / Updates.			
	c) To Consider Actions / Impacts			
16.	<u>CLIMATE ACTION PLAN</u>			
	To review and adopt Climate Action Plan, already circulated to Council.			
17.	<u>REPORTS FROM MEETINGS ATTENDED</u>			
	To receive reports from meetings attended			
18.	<u>NEXT MEETING</u>			
	Regular Town Council meeting Tuesday 21 st October 2025			
19.	<u>CONFIDENTIAL MATTERS</u>			
	* 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.			
	a) Personnel Committee to present recommendations for Staff Appraisals, holiday and sickness procedure and policy.			