

# Clun Town Council with Chapel Lawn

## MINUTES OF CLUN TOWN COUNCIL MEETING

**HELD AT THE MEMORIAL HALL ON TUESDAY 5<sup>th</sup> August 2025 AT 7.30PM**

| PRESENT  | APOLOGIES                          |
|--|------------------------------------|
| Cllr. R Davies<br>Cllr. M. Jones<br>Cllr. R. Bowles<br>Cllr. J. McVicar<br>Cllr. C. Page | Cllr. D. Morris<br>Cllr. J. Limond |

| <b>ALSO IN ATTENDANCE</b> |
|---------------------------|
| Mr. Gwilym Rippon (clerk) |

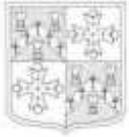
There were no members of the public present

|          | Agenda item |  |
|----------|-------------|--|
| 103-2025 | 1.          | <b><u>ATTENDANCE</u></b><br>Please see above. The Mayor thanked all for their attendance   |
| 104-2025 | 2.          | <b><u>APOLOGIES</u></b><br>Please see above.   |
| 105-2025 | 3.          | <b><u>DECLARATION OF ANY DISCLOSABLE PECUNIARY INTEREST IN A MATTER TO BE DISCUSSED AT THE MEETING</u></b><br>All members have an interest in the Clun Memorial Hall.  |
| 106-2025 | 4.          | <b><u>CO-OPTION OF COUNCILLORS</u></b><br>Angela Martin was co-opted in her absence, following Cllr. McVicar's confirmation that this was still her intention.<br>Proposed: Cllr. McVicar, seconded Cllr. Bowles.<br><br>Christine Page was co-opted, following her presentation of reasons for wishing to join the council and to represent residents of Chapel Lawn.<br>Proposed: Cllr. McVicar, seconded Cllr. Jones. |
| 107-2025 | 5.          | <b><u>MAYOR'S REPORT</u></b><br>Ryan to email this to me   |



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- 108-2025**      **6. APPROVAL OF MINUTES**  
The minutes of the meeting on 3<sup>rd</sup> June 2025 were approved without amendment. Proposed: Cllr. McVicar, seconded Cllr. Bowles.
- 109-2025**      **7. PUBLIC SESSION**
- (i) Shropshire Councillor Report – not present
  - (ii) Police Report - none
  - (iii) Public comments - none
- 110-2025**      **8. INFORMATION FROM THE MINUTES**
- Item 14 - Cllr. Bowles asked whether any progress had been made with inviting the SCLG to meet with the council and perhaps wider public. Cllr. Davies confirmed no progress as yet.  
Action: Cllr. Davies to contact SCLG.
- Item 19.1 – Cllr. Bowles confirmed that the Free Men and Women of Clun board has been installed in the Memorial Hall entrance area.
- Item 21 – Cllr. Bowles asked for an update on progress with the purchase and installation of bins at the Bridge Car Park, as considerable rubbish has now appeared there and has been reported as fly-tipping. The Clerk confirmed that the bins were ordered on 23/7/25, delivery date and installation arrangements as yet unknown. Cllr. McVicar pointed out the subsequent need for council to monitor whether emptying of the new bins is carried out by Shropshire Council.
- 111-2025**      **9. CLERK'S REPORT**  
Community Officer Stewart Coote has been reassigned to Shrewsbury and replaced in our area by two Police Constables.
- 112-2025**      **10. PLANNING**  
To consider the following planning applications and other planning matters:
- 1. Ref. No: 25/02534/TCA  
Fell 1no Laburnum and reduce by 40% 1no Silver Birch within Clun Conservation Area at The School House 9 School Road Clun Craven Arms Shropshire SY7 8JQ  
Action: Clerk to consult Tree Warden and submit decision
- 113-2025**      **11. ASSETS OF THE COUNCIL**
- 1. Town Hall  
Cllr. Bowles reported that 2 quotes have now been obtained for the necessary electrical work of replacing the 2 outdated fuseboards and installing Arc Fault Detection, this being recommended for many premises including museums, by the British Standards Wiring Regulations 2022.



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Cllr. Bowles recommended the lower quote of the 1<sup>st</sup> local contractor, who is already established in working at the Town Hall and well-placed to continue in future. Approved unanimously.

Action: Cllr. Bowles to contact 1<sup>st</sup> contractor to start work when possible.

### 2. Public Toilets

No issues currently.

Action: Cllr. Bowles to contact Tony Martyr to establish current state of rainwater/greywater recycling system.

### 3. Portfolio holders and outside groups

Personnel committee:

Cllr. Jones and Cllr. McVicar were appointed.

Chapel Lawn Redlake Valley:

Cllr. Page and Cllr. McVicar were appointed.

Clun Highways and Traffic Working Group:

Deferred

Cemetery and St George's closed churchyard working group:

Cllr. Bowles, Cllr. McVicar were appointed in addition to existing member Cllr. Davies.

Clun Parish Pathways Partnership (P3):

Cllr. McVicar was appointed.

SpArC:

Cllr. Jones appointed in addition to Cllr. Davies who is happy to continue.

114-2025

## 12. TO RECEIVE REPORTS FROM GROUPS OR MEETINGS ATTENDED

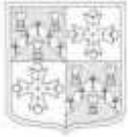
Clun Climate and Environment Group.

Cllr. Bowles provided the following report:

“A date for your diaries: Sunday 28<sup>th</sup> September at Clun Memorial Hall 10.30am to 4pm for Clun in the Future, with the focus being actions from Clun's Biodiversity Action Plan. We are grateful to the Council for agreeing to provide a grant towards this and appreciate the Mayor's agreement to speak at the opening of the event.

We have involvement from several groups and there will be talks, a play put on by the CADS Youth Wing, displays and other activities.

Himalayan Balsam pulling along the Clun from Waterloo to the coalyard has resumed. Observation of the areas pulled last summer suggests that we intervened successfully and there is a significant reduction in the prevalence



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of this highly invasive species. We are tackling areas that were not accessible last summer and will continue to monitor.”

CCEG also requested the regular updating of their page on the council website. The Clerk confirmed that this will form part of the later discussion regarding IT support.

SpArC.

Cllr. Davies reported that a further quarter of a million pounds has been raised towards the Pool project, bringing the overall total raised for the site over the last few years to a staggering half a million pounds. Work is scheduled to start in October/November. The council would like to express its huge congratulations to Jean, Shirley and the rest of the team.

115-2025

## 13. FINANCE

1. To receive the Bank Reconciliation, confirmed by the Chair.  
Approved unanimously.

2. To agree the national pay award of 3.2% backdated to April 2025  
Noted.

3. To approve the following invoices for payment

| Invoice name                                   | Details       | Amount   | power                          |
|--|---------------|----------|--------------------------------|
| a. HMRC  |               | £ 432.61 | S112 Local Government Act 1972 |
| b. G.J.Rippon                                  | expenses      | £ 121.99 | S112 Local Government Act 1972 |
| For information:                               |               |          |                                |
| c. J. Churchett                                | Cleaner       | £ 600.00 | S111 Local Government Act 1972 |
| d. Tracey Amass                                | Minutes       | £89.88   | S111 Local Government Act 1972 |
| To ratify the following invoices paid in July: |               |          |                                |
| e. HMRC  |               | £ 432.61 | S112 Local Government Act 1972 |
| f. G.J.Rippon                                  | expenses      | £ 121.99 | S112 Local Government Act 1972 |
| g. Shropshire Council                          | License       | £70      | S111 Local Government Act 1972 |
| h. R. Bowles                                   | Reimbursement | £35.98   | S111 Local Government Act 1972 |
| For information:                               |               |          |                                |
| i. J. Churchett                                | Cleaner       | £ 600.00 | S111 Local Government Act 1972 |
| j. Tracey Amass                                | Minutes       | £89.88   | S111 Local Government Act 1972 |

Proposed by Cllr. McVicar, seconded by Cllr. Jones and approved unanimously.

The council regrets the delays in some payments that have occurred owing to the reassigning of signatories on the bank account following councillor resignations earlier in the year, and, in particular, the delay in payment to a valued local contractor.

116-2025

## 14. CORRESPONDENCE



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None

117-2025

15. **INFORMATION FROM COUNCILLORS**

Cllr. McVicar recommended all councillors read the Good Councillors’ Guide 2024, all agreed.

Action: Cllr. McVicar to email copy to all councillors.

Cllr. Davies reported that RBL will order the council wreath for Remembrance Day and need to know which size. Unanimously agreed on standard size and to thank RBL for ordering it for us.

Action: Cllr. Davies to inform RBL.

118-2025

16. **STAFFING ISSUES**

a. Job description for Assistant Clerk

All approved this would now include taking minutes.

b. Contract for Assistant Clerk

Action: Cllr. Davies to contact candidate to confirm contract would be for 7 hours a week and to sign contract.

c. IT support

Clerk reported that MouseMatt IT support company would charge £195 p/a for hosting website and providing IT support. All approved.

Action: Clerk to contact MouseMatt to arrange contract.

119-2025

17. **AGENDA ITEMS FOR THE NEXT MEETING**

Nomination of new candidate for Free Men and Women of Clun.

Action: Cllr. Davies to circulate nomination email.

120-2025

18. **DATE AND VENUE OF NEXT MEETING**

Date of next meeting to be held on Tuesday 2<sup>nd</sup> September 2025 at Memorial Hall

Signed by the Chair.

Meeting closed .....