



Clun Town Council with Chapel Lawn

MINUTES
of the Council Meeting
held at the Memorial Hall on
Tuesday 7th April 2026 at 7.30pm

Present: Cllrs M Jones (Chair), R Bowles, J Limond, A Martin, J McVicar, D Morris
Absent: None

There was 1 member of the public present

Minute	Agenda item	
55-2026	1.	TO RECORD PERSONS PRESENT Please see above. The Mayor thanked all for their attendance.
56-2026	2.	APOLOGIES None
57-2026	3.	DECLARATION OF ANY DISCLOSABLE PECUNIARY INTEREST IN A MATTER TO BE DISCUSSED AT THE MEETING None.
58-2026	4.	MAYOR'S REPORT It has been a busy month for the Council. Our new website is now up and running, and we are already receiving positive feedback from those engaging with us. As you are aware, we have received the resignation of our Clerk. At the recent extraordinary meeting, it was agreed that Councillor McVicar will provide interim support. We will work closely with the outgoing Clerk during the handover period to minimise any disruption. Councillor Limond has kindly agreed to take on the role of interim Responsible Financial Officer - thank you to both for stepping into these important roles. We also extend our sincere thanks to our outgoing Clerk for their ongoing support during this transition. Recruitment to the permanent position is underway, and we hope to appoint as soon as possible. Looking ahead, we have a busy period coming up. Councillor McVicar has organised a Dark Skies presentation on 14th April, and I will be attending the Clun Catchment Partnership meeting on 23rd April. In May, we will hold the Annual Parish Meeting. Finally, I would like to encourage all councillors to contribute to the next edition of the Chronicle, as I would like this to reflect the collective voice of the Council.
59-2026	5.	APPROVAL OF MINUTES The minutes of the meeting held on 3 rd March 2026 were approved unanimously. The minutes of the extra ordinary meeting held 2 nd April 2026 were approved unanimously.

- 60-2026** **6. PUBLIC SESSION**
- (i) **Shropshire Councillor Report – Cllr Sam Walmsley**
 Aware the potholes have been reported and not fixed. Bridge St was allocated for repair in December and not actioned. Cllr Walmsley has contacted the Cabinet member for Highways for support and will provide more information at the next meeting.
 Clun Vision: Cllr Walmsley believed that an email on the matter may have been sent to the Clerk by Shropshire Council. It appeared that DFT funds had been earmarked by Shropshire Council but not formally allocated and had since disappeared. Cllr Walmsley wanted to see the email response on this matter that had been sent to the Clerk before taking any further action.
Action 178-2025: interim Clerk to inform Cllr Walmsley if an email had been received. If no email had been received, Interim Clerk to write to Shropshire Council (with input from Cllr Martin) requesting a response.
- (ii) **Police Report**
 No report
- (iii) **Public comments**
 A member of the public observed that if DFT funding previously allocated to the Clun Vision were now missing this appeared to represent maladministration on the part of Shropshire Council.
- 61-2026** **7. CASUAL VACANCIES**
 No applications received.
- 62-2026** **8. ACTIONS AND REPORTS ARISING FROM THE MINUTES**
 Cllr Limond provided an update on the bins. Cllr Walmsley confirmed that the wayside bin contract had recently changed and that there was now a new tracking system and that the bins should be emptied twice a week. Any missed could be reported via FixMyStreet.
- Cllr Bowles had made enquiries with Shropshire Council regarding the empty homes team and had been told that it had been disbanded. Cllr Walmsley confirmed that Shropshire Council would have a record of empty properties in Clun; an FOI application might perhaps be made. Cllr Martin also confirmed she had contacted Connexus but had received no response.
- The meeting was suspended at 20:31.**
The meeting resumed at 20:37.
- 63-2026** **9. CLERK'S REPORT**
 The interim Clerk reported that he had not received a handover from the outgoing Clerk and that he and Cllr Limond, in his capacity as interim RFO, would arrange to meet with the outgoing Clerk.
 He confirmed that the website had been updated to reflect the current contact details and that an approach had been made to SALC to investigate the potential of recruiting a locum Clerk. He also noted that he had been approached by two potential applicants.
- 64-2026** **10. PLANNING**
 To consider the following planning applications and other planning matters
1. 26/0861/SCR
 Application to move the proposed garage 1387mm to the West for planning app 25/03981/FUL at Riverdale, High Street, Clun, Craven Arms, Shropshire SY7 8NX
 Supported unanimously

65-2026

11. **ASSETS OF THE COUNCIL AND PORTFOLIO HOLDERS**

Cllr Limond reported that the Public Toilets were open although there appeared to be an issue with bulbs failing for reasons that were not clear. He has requested an electrician to assess. Cllr Limond is currently managing the ordering of stock for the toilets and had contacted Halls for a price list.

Cllr Morris provided an update on the street lights. A light at St Georges had had shielding fitted and had been dimmed. There had now been a complaint that it was too dim. It was proposed that the setting for the light be set to halfway and this was approved unanimously.

Cllr McVicar brought forward a motion for a moratorium on the replacement of older streetlights with LED lights whilst the Council formulates its policy on Dark Skies compliant streetlighting. **Motion carried by a majority.**

Cllr Bowles provided an updated on the Town Hall. The smoke detector has been installed and the risk assessment completed.

The cupola on the roof is leaking. The contractor responsible for the recent repairs had been contacted but no reply had been received.

Action 65-2026(1): Cllr Bowles asked the interim Clerk to see if there had been a warranty on the repair work.

The closure documents for the COF grant had not been completed correctly and will need further work. They will require signing off by an accountant.

Action 65-2026(2): Interim Clerk to try to secure information form the outgoing Clerk.

66-2026

12. **GRANT APPLICATION FORM AND PROCEDURE**

Cllr Martin offered to review the current grant application form and procedure and bring a report back to next meeting. Cllr McVicar asked that disclosure of organisations' recent financial records be added to the form and Cllr Martin will consider this as part of the review.

Action 66-2026(1): Cllr Martin to review application process/form

Cllr Bowles proposed that grant awards should be publicised on the council's website. This was agreed unanimously.

Action 66-2026(2): Clerk to update website in relation to recent grants

67-2026

13. **TOURISM**

Cllr Martin provided an update on progress since the last meeting. She had had a number of meetings with interested parties and organisations to establish working links and exchange information. She is planning to establish a tourism working group which may be independent of the Council.

68-2026

14. **CLUN ENVIRONMENT GROUP**

Cllr Martin provided an update from the Clun Environment Group. She noted that those involved with work on the river were considering splitting into separate monitoring and campaigning groups.

69-2026

15. **REPORTS FROM COUNCILLORS**

Cllr Bowles reported that the Churchyard Committee met informally to review previous reports and are meeting on 8 April 2026 for a topple test with a formal meeting scheduled for 11 May 2026.

Cllr Bowles stated that a Clun Community Event would be held on 10 May 2026 at 2pm followed by the Annual Parish Meeting at 4pm. Cllr Bowles has contacted 37 groups asking them to attend with 25 responses. There will be an article in the *Chronicle* and on the website.

70-2026

16. FINANCE

- (a) Bank reconciliation – the Interim Clerk stated that it would not be possible to produce a reconciliation until after handover from the outgoing Clerk had taken place.
- (b) No payments had been made between meetings
- (c) £48.00 sign and print – approved unanimously
- (d) £60.00 to ParishOnline – it was agreed unanimous not to approve this payment and to discontinue the mapping service
- (e) Council unanimously approved the payment of a grant of £1,000.00 to Clun Carnival & Show Society, Cllr Limond abstaining.
- (f) Council unanimously approved the payment of up to £1,000 for the purchase of laptop, software, a mobile and associated package for Town Clerk, Cllr McVicar abstaining.

71-2026

17. CORRESPONDENCE

Cllr Jones reported that she had received correspondence from a member of the public in relation to the establishment of a Youth Council.

72-2026

18. AGENDA ITEMS FOR NEXT MEETING

- Youth Council
- Tourism
- Grant Form

It was recognised that the next meeting would be the Annual Town Council Meeting and that there may be no time for agenda items which would then be carried over to the meeting in June

73-2026

19. DATE AND VENUE OF NEXT MEETING

Annual Town Council Meeting – 5th May 2026 at 7.30pm at Clun Fire Station

The meeting was closed at 9.43pm

Signed: _____
(Chair of Meeting)

Date: _____