

# Clun Town Council with Chapel Lawn

## MINUTES OF CLUN TOWN COUNCIL MEETING

**HELD AT THE MEMORIAL HALL ON TUESDAY 2<sup>nd</sup> SEPTEMBER 2025 AT 7.30PM**

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

| ALSO IN ATTENDANCE        |                               |
|---------------------------|-------------------------------|
| Mr. Gwilym Rippon (clerk) | Shropshire Cllr. Sam Walmsley |

There were no members of the public present

|          | Agenda item |   |
|----------|-------------|---|
| 120-2025 | 1.          | <b><u>TO RECORD PERSONS PRESENT</u></b><br>See above. The Mayor thanked all for their attendance  |
| 121-2025 | 2.          | <b><u>APOLOGIES</u></b><br>See above.   |
| 122-2025 | 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. |
| 123-2025 | 4.          | <b><u>CO-OPTION OF COUNCILLORS</u></b><br>none  |
| 124-2025 | 5.          | <b><u>MAYOR'S REPORT</u></b><br>Ryan to email this to me  |
| 125-2025 | 6.          | <b><u>APPROVAL OF MINUTES</u></b><br>The minutes of the meeting on 5 <sup>th</sup> August 2025 were approved. Proposed Cllr Bowles, seconded Cllr Davies.             |



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126-2025

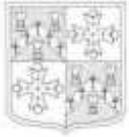
## 7. PUBLIC SESSION

- (i) Shropshire Councillor Report
- The addition of a third in-house pothole repair team means we're fixing 50% more potholes than at the same time last year.
  - The backlog of highways jobs has been reduced by 2,259
  - Customer wait times on Council helplines are currently averaging 8 minutes (beating the 10 minute target)
  - There were 86 responses to the Council survey on closer working between Shropshire Council and TCs/PCs. 50 supported closer working, 29 wanted more information and only 7 did not want closer working.
    - There is still a lot of work to do on this. There are clear potential benefits to giving TCs/PCs more control of their local area but getting it right means understanding how it will work in much greater detail than is currently available.
    - The most likely area for initial transfer is Street Scene, which includes road signs, verges, bin emptying, road sweeping etc. (but not repairs to the road surface).
    - Key items of detail include e.g. transfer of budgets, H&S requirements and how we ensure legal requirements on e.g. bin collection are met
    - It's currently likely that pilot schemes will be set up with interested PCs and TCs.
  - Trial 'Shropshire Local' events have been held. These involve staff from key departments e.g. council tax, benefits, blue parking badges, highways travelling out to local communities to offer in-person advice. Bishops Castle (Enterprise House) is hosting our first events, one was on 7<sup>th</sup> August, with more planned for 4<sup>th</sup> September and 18<sup>th</sup> September, 10am-4pm.
  - Waterloo Ford work is still expected to be completed this month. I'm waiting for confirmation of exact dates from highways team.
  - The planning officers have continued to monitor work at Jenny Knoll, I'm expecting to be able to give a more detailed update in the next 2-3 weeks.

A request has been submitted for 6 The Square to be listed as an Asset of Community Value, by Clun Community Benefit Society. Some discussion. Cllr Walmsley will take the information back to Shropshire Council. Cllr Bowles asked whether contact has been made with Strategic Clun Liaison Group. Cllr Walmsley has contacted Hayley Deighton regarding the SCLG and will be meeting them. Shared frustrations regarding River Clun quality and impact on development in Clun discussed.

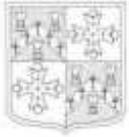
(ii) Police Report - none

(iii) Public comments – no members of the public were present.



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- 127-2025**      **8. INFORMATION FROM THE MINUTES**  
Cllr Martin asked for clarification regarding the IT support. Clerk confirmed Matt Watson has been put in touch with Mark Duffee and they will liaise regarding the website. Cllr Martin pointed out the importance of the World Content Accessibility Guidelines (WCAG) which are required on all public online documents. Information to be put onto the website should now be sent to the Clerk.  
Cllr Bowles informed that the bins for the bridge car park have arrived.  
**Action: Cllr Bowles to contract Stephen Wallace to install bins.**
- 128-2025**      **9. CLERK'S REPORT**  
None. Cllr Bowles asked whether the candidate for the post of Assistant to the Clerk has been contacted, the Clerk confirmed that she has not. There is a concern which the Clerk and Chair will discuss before bringing to next meeting.
- 129-2025**      **10. PLANNING**  
To consider the following planning applications and other planning matters
1. 25/03007/FUL  
Application for the erection of entrance lobby and other alterations Cun Memorial Hall, Clun, Craven Arms, Shropshire SY7 8NY  
Approved subject to the inclusion of accessibility plans.  
At request of Cllr Martin, Shropshire Cllr Walmsley will ask why accessibility requirement is not included on planning application forms.
  2. 25/03210/CPL | Application for a Lawful Development Certificate for the proposed use of a farm building to house poultry | Little Hall Clun Craven Arms Shropshire SY7 8PA.  
Discussed. There is no provision for comments from Council on this type of application.
- 130-2025**      **11. TO RECEIVE REPORTS FROM GROUPS OR MEETINGS ATTENDED**  
Clun Climate and Environment Group. Cllr Bowles presented the report. Sunday 28<sup>th</sup> September at Clun Memorial Hall 10.30 -4 will be the Clun in the Future event, with the focus being actions from Clun's Biodiversity Action Plan. We are grateful to the Council for agreeing to provide funding towards this and to Shropshire Cllr Walmsley for agreeing to make welcome speech and to Ryan for help with opening welcome and with event itself. We have involvement from several groups and there will be talks, a play put on by the CADS Youth Wing, displays and other activities.  
We are continuing campaigns on blister pack recycling which proved very popular locally.



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We are researching policies on use of glyphosate. Himalayan Balsam pulling from Waterloo to the coalyard has now concluded. Observation of the areas pulled last summer suggests that we intervened successfully and there is a significant reduction in the prevalence of this highly invasive species. We have tackled areas that were not accessible last summer and will continue to monitor.

Action: Cllr Bowles to circulate poster for event.

Action: Cllr Bowles to send CCEG web page info to Clerk for inclusion on website.

Action: Clerk to pass CCEG info to Matt Watson for inclusion.

CCEG asked whether Council have a policy on use of herbicides and pesticides. Clerk confirmed it does not.

Action: Clerk to ask grass-cutting contractor whether these are used.

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## 12. FINANCE

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

2. To approve the following invoices for payment

| Invoice name          | Details                                 | Amount    | power                          |
|-----------------------|---|-----------|--------------------------------|
| a. HMRC               |   | £ 446.36  | S112 Local Government Act 1972 |
| b. G.J.Rippon         | expenses                                | £ 121.99  | S112 Local Government Act 1972 |
| c.                    | Grass cutting at St George's churchyard | £437.11   | S112 Local Government Act 1972 |
| d. SALC               |   | £ 632.98  | S143 Local Government Act 1972 |
| e. Shropshire Council |   | £704.80   | S111 Local Government Act 1972 |
| f. Clun Memorial Hall | Annual grant                            | £ 2000.00 | S133 Local Government Act 1972 |
| For information       |   |           |                                |
| g. John Churchett     | Cleaner                                 | £ 600.00  | S111 Local Government Act 1972 |
| h. Tracey Amass       | Minute taker                            | £179.76   | S111 Local Government Act 1972 |

Proposed by Cllr Davies, seconded by Cllr Bowles, approved unanimously.

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## 13. CORRESPONDENCE

None.

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## 14. INFORMATION FROM COUNCILLORS

Cllr Bowles reported regarding Town Hall: contractor has not yet given date for electrical work.



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Cllr Bowles reported regarding toilets in bridge car park: Tony Martyr is willing to continue to help in supporting set up and usage of greywater system. Clerk confirmed that approximate water cost per year is £400. This will be used for cost-benefit analysis of refurbishment.

Cllr Morris asked whether leak has been fixed, Clerk confirmed it has and new pipe installed.

Cllr Morris reported on streetlights: the blue light in Newport Street has failed and will be replace. TRT lights are now being fitted when replacements needed. Replacement of historic streetlight in Buffalo Lane requires termination by National Power.

**Action: Clerk to request National Power to terminate it.**

Cllr Page proposed Council meet in Chapel Lawn village hall on 7<sup>th</sup> July 2026, recurring annually. Seconded by Cllr Davies. Approved unanimously. Cllr Page reported that the Council noticeboard recently purchased and installed in Chapel Lawn is too hard for drawing pins.

**Action: Cllr Bowles to contract Stephen Wallace to install cork board or similar.**

Cllr Bowles reported request from local resident for cost of repainting Waterloo footbridge. It is the property of Shropshire Council, with whom Shropshire Councillor Walmsley has raised the matter. SC believe its condition is satisfactory, despite local residents’ concerns. Any photographic evidence of unsafe areas should be sent to Shropshire Cllr Walmsley.

Cllr Bowles will attend the SALC Nature Recovery conference in Ellesmere on 3<sup>rd</sup> October and report back to Council.

Cllr Davies reported that Caring for God’s Acre (CFGa) have not been contacted as previously and would like clarification of arrangements.

**Action: Cllr Davies to discuss CFGa arrangements with Churchwarden.**

Cllr Martin asked whether Council has budget for tourism – clerk confirmed it doesn’t. Shropshire Cllr Walmsley confirmed that SC has a small budget for tourism which is currently under discussion.

Cllr Limond confirmed that he is responsible for the Clun leaflets.

Clerk confirmed that any local groups wishing to print leaflets, posters etc can apply to Council for a grant.

**134-2025      15.\*      NOMINATION FOR FREEMAN OF CLUN**

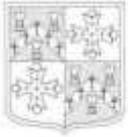
Nomination of Joan Kerry for this honour was circulated prior to the meeting. Cllr Bowles proposed approval of the nomination, following the great service to the community Joan has consistently provided over nearly 20 years.

Seconded by Cllr Morris, approved unanimously.

Plan for Cllr Davies to present certificate at Waterloo Art event on 14<sup>th</sup> September.

**Action: Clerk to have certificate prepared.**

**135-2025      16.      AGENDA ITEMS FOR THE NEXT MEETING**



## Clun Town Council with Chapel Lawn

Cllr Page requested an item “Discussion of improvements to website”.

Cllr Page requested an item on behalf on Cllr McVicar in his absence:

1. To adopt the following procedures and policies discussed at the Personnel Committee in September: (a) Grievance Procedure ; (b) Disciplinary Procedure; (c) Anti-harassment and Bullying Policy.
2. To consider amendments to the Terms of Reference for the Personnel Committee.

**Action: Clerk to circulate these documents to all councillors.**

Cllr Davies confirmed that the Personnel Committee met last week and need further members to avoid being inquorate. Cllr Bowles appointed to Personnel Committee.

Cllr Page requested that the Clerk’s contact details at the foot of the agenda be updated.

**Action: Clerk to update contact details on agenda foot.**

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

Next meeting to be held on Tuesday 7<sup>th</sup> October 2025 at Memorial Hall

Signed by the Chair.

Meeting closed 9.13pm