



**Clun Town Council
with Chapel Lawn**

To Members of the Council

You are hereby summoned to attend a Council Meeting of Clun Town Council with Chapel Lawn which will be held on Tuesday 2nd December 2025 at the Memorial Hall, Clun commencing at 19.30hrs for the transaction of business as set out in the Agenda below.

Gwilym J. Rippon
Fellow of the SLCC, Cert HE CEG
CiLCA (England and Wales)
Town Clerk
2025

27th November

AGENDA OF BUSINESS TO BE TRANSACTED

1.	TO RECORD PERSONS PRESENT
2.	APOLOGIES To note apologies and reasons for absence
3.	DECLARATION OF ANY DISCLOSABLE PECUNIARY INTEREST IN A MATTER TO BE DISCUSSED AT THE MEETING AND WHICH IS NOT INCLUDED IN THE REGISTER OF INTERESTS (Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of members' interests maintained by the Monitoring Officer). <i>Please note that all members need to complete a new declaration of pecuniary interests register for the Council term, whether previously a councillor or not.</i>
4.	MAYORS REPORT To receive a report from the Mayor



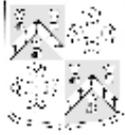
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5.	APPROVAL OF MINUTES To approve and confirm the minutes of the meetings held on 7 th November 2025.
6.	PUBLIC SESSION (i) Shropshire Councillor Report (ii) Police Report (iii) Public comments – If members of the public are present ten minutes will be set aside to allow the public to ask questions.
7.	INFORMATION FROM THE MINUTES
8.	CLERK'S REPORT To Receive the Clerk's Report
9.	PLANNING To consider the following planning applications and other planning matters 5/04298/FUL Application for a proposed Change of use of commercial/educational building to one dwelling house and associated works Residential Barn Conversion South Of The Hurst, Clunton, Shropshire
10.	ASSETS OF THE COUNCIL AND PORTFOLIO HOLDERS
11.	<u>GRIT BIN AT CHAPEL LAWN</u> Discussion and decision on the grit bin at Chapel Lawn.
12.	<u>TOURISM</u> Discussion of possible council actions supporting
13.	<u>WEBSITE</u> Up date on the Website.
14.	TO RECEIVE REPORTS FROM GROUPS OR MEETINGS ATTENDED
15.	FINANCE 1. To receive the Bank Reconciliation 2. To consider the budget and precept demand for 2026-2027 3. To approve the following invoices for payment. a. HMRC £558.58p (Tax £446.36 Employers NI £112.22) (S 112 Local



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	<p>Government Act 1972)</p> <p>b. G. J. Rippon £76.99p (home working allowance, mileage SLCC subscription and printing) (S 112 Local Government Act 1972)</p> <p>c. Mark Room Grass cutting (cemetery) £700.00p (101 Local Government Act 1972)</p> <p>d. Mark Room Grass cutting (St Georges) £1500.00p (101 Local Government Act 1972)</p> <p>For information</p> <p>e. Jon Churchett £600.00 Cleaner (S 111 Local Government Act 1972)</p>
16.	CORRESPONDENCE To review any correspondence received
17.	INFORMATION FROM COUNCILLORS
18.	AGENDA ITEMS FOR THE NEXT MEETING
19.	DATE OF NEXT MEETING Date of next meeting to be held on Tuesday 6 th January 2026



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MINUTES OF CLUN TOWN COUNCIL MEETING

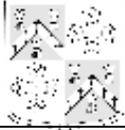
HELD AT THE MEMORIAL HALL ON TUESDAY 4th November 2025 AT 7.30PM

PRESENT	APOLOGIES
Cllr. R Davies Cllr. D. Morris Cllr. R. Bowles Cllr. J. Limond Cllr. M. Jones Cllr. C. Page Cllr. A. Martin	Cllr. J. McVicar

ALSO IN ATTENDANCE
Mr. Gwilym Rippon (clerk)

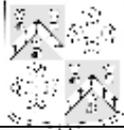
There were 2 members of the public present

	Agenda item	
156-2025	1.	ATTENDANCE
		Please see above. The Mayor thanked all for their attendance
157-2025	2.	APOLOGIES
		Please see above.
158-2025	3.	DECLARATION OF ANY DISCLOSABLE PECUNIARY INTEREST IN A MATTER TO BE DISCUSSED AT THE MEETING
		All members have an interest in the Clun Memorial Hall. No others.
159-2025	4.	MAYOR'S REPORT
		Firstly I'd like to apologise that I've been a bit distracted with the farm sale, but hopefully everything is now going through at a bit of a quicker rate and I'll have more time to commit, going forward. A lot of what I have to say is within the report by Sam Walmsley, so I will keep it brief! Its concerning that Shropshire Council has issued a warning regarding their budget and the threat of a section 114 looming if they can't raise £60m from UKG. What impact this will have on us is yet to be seen. It's good to see that the Waterloo phase one has been sorted. A reminder that the Remembrance Day service is taking place on Sunday at St George's and would be good to see councillors in attendance. Looking forward to December we have the Christmas lights switch on and I've been invited to attend the annual Advent Service at Kings Guard Chapel London.



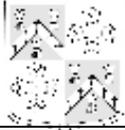
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		Also congratulations to Fiona Gibson Archdeacon of Ludlow who has been given the role of Bishop of Taunton.
160-2025	5.	APPROVAL OF MINUTES
		Approved.
161-2025	6.	PUBLIC SESSION
		<p>(i) Shropshire Councillor Report</p> <p>Finance</p> <p>Perhaps unsurprisingly, finances are the biggest news story at the Council. Every time we dig deeper, we find more problems and it is now clear that without a loan from the government the Council will run out of money before the end of the financial year. We have put in the formal request for a loan of approx. £50m under the Emergency Financial Support scheme and are now waiting to hear whether this will be awarded. The loan will allow us to do two things:</p> <ul style="list-style-type: none"> • Meet our financial obligations this year • Allow us to put plans in place so the Council remains solvent in the coming years <p>The second point is non-trivial. Even delivering our statutory obligations is difficult with current funding. Our ability to raise council tax is limited, and with inflation relatively high even the maximum increase doesn't significantly increase our spending power. We are waiting to find out whether the ongoing central government review of council funding will give us more money, this will be a key factor in our long-term financial situation. We are also looking for ways in which we can increase revenue e.g. ensuring all existing council tax is collected.</p> <p>We are doing everything we can to avoid a section 114 notice being put in (effectively declaring the council bankrupt), although the situation is very difficult the Council is at least being run by people from Shropshire. If the 114 notice does go in, the Council will be run from Whitehall and there are very few obligations for the commissioners to consult with local people about changes that they want to make.</p> <p>Jenny Knoll Farm</p> <p>I did put in a request for this application to be considered by the planning committee, I haven't yet heard whether it has been accepted. My assessment is that many of the concerns that led to rejection of the 2017 application have not been addressed, it will be interesting to see whether planning officers are of the same opinion.</p> <p>Waterloo Ford</p> <p>All repairs now complete.</p> <p>Streetlight on High Street</p> <p>There is a Shropshire Council owned streetlight on the high street that isn't working and hasn't been since last winter. This is unacceptable I have been chasing this and will continue to do so.</p>



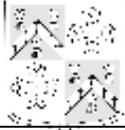
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		<p>Flood sensor base station – Chapel Lawn A project is in progress to install some river level monitoring on the Redlake. This will help warn local residents of flooding, and help with flood defense planning. Last month I put in a tentative request for the TC to approve the mounting of a base station for flood sensors on their street light in Chapel Lawn, the base station collects data from the river instruments and transmits it to ‘the internet’. The project is moving along, there will be a detailed survey to confirm sensor locations in the next couple of weeks. Assuming the street light location is still needed, I will share more information with the TC so they can confirm if they’re happy for work to proceed. Please note that there will be no cost to the TC for any installation work.</p> <p>Grit Bin – Chapel Lawn Road A resident contacted me saying they would like a grit bin at Bryncalled, at the lower end of Chapel Lawn road (in Clun TC area). They submitted a request to the TC using the form, but haven’t heard anything back. The location they are suggesting seems sensible, I know Bucknell PC have been funding grit bins and hope Clun TC will consider doing the same (I emailed Ryan/Gwilym about this a couple of days ago, so hopefully it will appear in correspondence received section</p> <p>Footpath sign I have seen the email from Jack and will action/respond.</p> <p>(ii) Police Report - none</p> <p>(iii) Public comments Concerns raised about lack of improvement achieved in quality of River Clun and in particular the effects from the sewage outlet in Clun. Local resident passed on to council for information his concern regarding the poor condition and lack of use of the Buffalo Inn and his intention to contact the owner and possibly the Georgian Society on the matter. Council supported.</p>
162-2025	7.	INFORMATION FROM THE MINUTES
		<p>Cllr. Bowles reported that concrete bases are now in place for bins in bridge car park and bins will be installed soon.</p> <p>Cllr. Bowles reported that Forestry England, in collaboration with the Clun P3 group, plan to replace the signpost on the way to Bury Ditches later this month. Council updated the Actions list.</p>
163-2025	8.	CLERK’S REPORT
		Request received from Carolyn Lewis for use of Town Hall as Christmas grotto on 30 th November.
164-2025	9.	PLANNING
		To consider the following planning applications and other planning matters



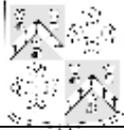
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		<p>1. 25/03981/FUL Application for the demolition of existing dwelling, garage and associated works, replaced with new dwelling and associated works at Riverdale, High Street, Clun, Craven Arms, Shropshire.</p> <p>Unanimously supported.</p> <p>2. 25/03882/FUL Application for the installation of roof mounted solar arrays of (total) 166 p.v. panels on two existing agricultural buildings Lower Weston Farm Clun, Craven Arms, Shropshire SY7 8QB.</p> <p>Unanimously supported.</p>
165-2025	10.	ASSETS OF THE COUNCIL
		<p>1. Town Hall Cllr. Bowles reported that the electrical work to replace fuseboards and install arc fault detection system is complete. A quote for installation of smoke detectors has been requested. Suggestion of solar panels on roof discussed.</p> <p>2. Public Toilets – no issues.</p>
166-2025	11.	WEBSITE
		<p>Cllr. Bowles reported that the website group looked at site suggested by Clerk and agree that it would be an improvement to use Vision ICT. Cllr. Martin suggested Hugo Fox as an alternative provider.</p>
167-2025	12.	TO RECEIVE REPORTS FROM GROUPS OR MEETINGS ATTENDED (and consider recommendations)
		<p>Cllr. Bowles reported to council a request made from CCEG to Clun P3 for help from the Community Payback (CP) organisation with verges work. This would require council to provide insurance for the CP workers. Council approved the request, subject to insurance being readily available and its cost.</p> <p>Cllr. Bowles reported on meetings held in the castle grounds on 13th and 21st October with representatives from English Heritage, Shropshire Wildlife Trust, Shropshire Hills National Landscape, Clun Parish Pathways Partnership, Clun Town Council with Chapel Lawn and local volunteers. A draft Clun Castle Management Plan has been produced by English Heritage for comment. A “Friends of Clun Castle” group with representatives from the above organisations is proposed. Council approved Cllr. Bowles as council representative on this group.</p> <p>Cllr. Bowles reported from CCEG on the recent Clun in the Future event and summarised the previously circulated report including suggested actions. Council supported the actions as suggested.</p>



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		<p>Cllr. Martin suggested including activities to involve families and young people above primary school age.</p> <p>Cllr. Page reported on a meeting organised by Caring For God's Acre and Middle Marches Community Land Trust, with particular regard to the environmental importance of verges and to the use of pesticides and herbicides.</p> <p>Cllr. Limond reported from the Christmas Lights group. The system will remain the same for this year but it is hoped that a new system will be organised for next year. The lights event will be on 30th November 2025.</p>
168-2025	13.	FINANCE
		<p>1. To receive the Bank Reconciliation Approved.</p> <p>2. To approve the following invoices for payment.</p> <ul style="list-style-type: none">a. HMRC £450.12p (Tax £446.36 Employers NI 3.76) (S 112 Local Government Act 1972)b. HMRC underpayment £150.93 (S 112 Local Government Act 1972)c. G. J. Rippon £121.99p (home working allowance, mileage SLCC subscription and printing) (S 112 Local Government Act 1972)d. MRT Electrical £1896.00p (101 Local Government Act 1972)e. Poppy wreath £50.00 (101 Local Government Act 1972) <p>For information</p> <ul style="list-style-type: none">f. Jon Churchett £600.00 Cleaner (S 111 Local Government Act 1972) <p>All approved.</p>
169-2025	14.	CORRESPONDENCE
		<p>Cllr. Davies reported on request received for council to provide a grit bin at a location in Chapel Lawn.</p> <p>Replies by Cllr. Davies to previous correspondence received from Atlas have not had a response..</p> <p>Cllr. Bowles reported an email from Tom Wall, informing the council that the Strategic Clun Liaison Group have agreed to a meeting with the environment lobby on 15th December in Clun regarding the river.</p>
170-2025	15.	INFORMATION FROM COUNCILLORS
		<p>Cllr. Morris reported that Andrew Wallace will be retiring from street cleaning post in January and will be replaced. Council expressed gratitude for Andrew's excellent and longstanding contribution to the town through this.</p>
171-2025	16. *	STAFFING
		<p>Clerk reported that the contract for Assistant to Clerk is ready for approval.</p>



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		<p>Council agreed requirement for replacement minutes secretary, as recommended by Personnel Committee.</p> <p>Cllr. Davies requested that Freeman of Clun award be presented at Carol Service at St George's Church on 16th December and passed on request from recipient for confidentiality until then.</p> <p>Council approved.</p>
172-2025	17.	AGENDA ITEMS FOR THE NEXT MEETING
		<p>Cllr. Page requested an agenda item of a discussion regarding the sending out of the agenda, which the clerk declined, the content of the Agenda was the responsibility of the clerk .</p> <p>Cllr. Page requested that the agenda be sent out earlier in the day in order that the Council is able to meet its statutory obligation to have it put on noticeboards on the Thursday prior to the meeting.</p> <p>Discussion and decision on the grit bin at Chapel Lawn.</p> <p>Discussion of possible council actions supporting Tourism.</p>
173-2025	18.	DATE AND VENUE OF NEXT MEETING
		<p>Date of next meeting to be held on Tuesday 2nd December 2025 at Memorial Hall at 7.30pm</p>
		<p>Signed by the Chair.</p>
		<p>Meeting closed at 8.53pm</p>

CLUN (WITH) CHAPEL LAWN TOWN COUNCIL

COUNCIL PRECEPT MEETING

Councillor: Ryan Davies Chair

Officer: Gwilym Rippon Clerk

**Administration
Personnel Costs**

Wages and Salaries – Admin	2024/2025 Actual	2025/2026 Est.	2025/2026 Budget	2026/2027 Comm Rec	2026/2027 Officer Rec
	£14,055	£18,268	£19,732	£20,910	£20,910

The Committee Recommendation : - Agreed

The Officer Recommendation: - The pay rise for 2025-26 has been settled at £3.2% I feel this will be the same for 2026-247. I have also included £1078 for the minute taker. I have estimated the admin assistant to be £5345

Training	2024/2025 Actual	2025/2026 Est.	2025/2026 Budget	2026/2027 Comm Rec	2026/2027 Officer Rec
	£0	£0	£1,000	£1,500	£1,000

The Committee Recommendation : - Small increase

Officer Recommendation: - I have increased this budget heading to allow the amin Assistant to undertake sector specific training.

Stationery, mileage and other admin	2024/2025 Actual	2025/2026 Est.	2025/2026 Budget	2026/2027 Comm Rec	2026/2027 Officer Rec
	£1,705	£1,226	£2,000	£2,000	£2,000

The Committee Recommendation : - Agreed

Officer Recommendation : - increased due to two staff members

2024/25 Actual	£15,760			
2025/26 Estimate	£19,494	2026/27 Committee Rec		£24,410
2025/26 Budget	£22,732	2026/27 Officer Rec		£23,910

Difference in 2024/25 Budget and Committee Rec increase of £1,678 7%

Difference in 2024/25 Budget and Officer Rec increase of £1,178 5%

Expenses

room hire	2024/2025 Actual	2025/2026 Est.	2025/2026 Budget	2026/2027 Comm Rec	2026/2027 Officer Rec
	£415	£340	£480	£480	£480

The Committee Recommendation : - Agreed

Officer Recommendation : - small increase

Website	2024/2025 Actual	2025/2026 Est.	2025/2026 Budget	2026/2027 Comm Rec	2026/2027 Officer Rec
	£500	£250	£250	£800	£800

The Committee Recommendation : - Agreed

Officer Recommendation : - To allow for a change of website

Equipment Purchase	2024/2025 Actual	2025/2026 Est.	2025/2026 Budget	2026/2027 Comm Rec	2026/2027 Officer Rec
		£0	£0	£1,400	£1,400
The Committee Recommendation : - Agreed					
Officer Recommendation: - to allow for the purchase of a new laptop					

Subscriptions	2024/2025 Actual	2025/2026 Est.	2025/2026 Budget	2026/2027 Comm Rec	2026/2027 Officer Rec
		£760	£840	£950	£980
The Committee Recommendation : - Agreed					
Officer Recommendation : -Subscriptions include SALC £544, RMTG £95, Edge Tec £102 and ICCM £97 small increase					

2024/25 Actual	£1,675				
2025/26 Estimate	£1,430		2026/27 Committee Rec		£3,660
2025/26 Budget	£3,080		2026/27 Officer Rec		£3,660
Difference in 2024/25 Budget and Committee Rec			increase of	£580	19%
Difference in 2024/25 Budget and Officer Rec			increase of	£580	19%

Legal Requirements

Audit Fee	2024/2025 Actual	2025/2026 Est.	2025/2026 Budget	2026/2027 Comm Rec	2026/2027 Officer Rec
		£275	£800	£650	£850
The Committee Recommendation : - Agreed					
Officer Recommendation : - small increase					

Insurance	2024/2025 Actual	2025/2026 Est.	2025/2026 Budget	2026/2027 Comm Rec	2026/2027 Officer Rec
		£2,845	£2,941	£3,500	£3,600
The Committee Recommendation : - Agreed					
Officer Recommendation :- small increase					

Licence	2024/2025 Actual	2025/2026 Est.	2025/2026 Budget	2026/2027 Comm Rec	2026/2027 Officer Rec
		£210	£210	£210	£210
The Committee Recommendation : - Agreed					
Officer Recommendation: - Same as last year					

Election Costs	2024/2025 Actual	2025/2026 Est.	2025/2026 Budget	2026/2027 Comm Rec	2026/2027 Officer Rec
		£0	£400	£200	£200
The Committee Recommendation : - Agreed					
Officer Recommendation: - this is based on building up a reserve just in case of an election for a casual vacancy.					

2024/25 Actual	£101,816		
2025/26 Estimate	£29,333	2026/27 Committee Rec	£51,000
2025/26 Budget	£55,500	2026/27 Officer Rec	£49,000

Difference in 2024/25 Budget and Committee Rec		increase of	-£4,500	-8%
Difference in 2024/25 Budget and Officer Rec		decrease of	-£6,500	-12%

Projects

Christmas lights	2024/2025	2025/2026	2025/2026	2026/2027	2026/2027
	Actual	Est.	Budget	Comm Rec	Officer Rec
	£350	£350	£350	£2,000	£350
The Committee Recommendation : - higher amount to allow for a contractor					
Officer Recommendation: I see no need for an increase at this stage.					

Wreath for war memorial	2024/2025	2025/2026	2025/2026	2026/2027	2026/2027
	Actual	Est.	Budget	Comm Rec	Officer Rec
	£55	£55	£55	£50	£55
The Committee Recommendation : - small decrees					
Officer Recommendation: no increase					

2024/25 Actual	£405		
2025/26 Estimate	£405	2026/27 Committee Rec	£2,050
2025/26 Budget	£405	2026/27 Officer Rec	£405

Difference in 2024/25 Budget and Committee Rec		increase of	£1,645	406.2%
Difference in 2024/25 Budget and Officer Rec		increase of	£0	0%

Total budget figures

2022/23 Actual	£122,986		
2023/24 Estimate	£55,013	2024/25 Committee Rec	£85,980
2023/24 Budget	£86,277	2024/25 Officer Rec	£81,835

Difference in 2024/25 Budget and Committee Rec		decrease of	-£297	0%
Difference in 2024/25 Budget and Officer Rec		decrease of	-£4,442	-5%

The amount of income received apart from the precept will be £1000 from Cil and an estimate of burials of £750

Precept last year 2025/2026 was £70k. The proposal is that the precept for 2026/2027 remain at £75000. This will give a council tax of £143.87p per household based on this year's tax base figure. This is an increase of £9.50 per year £0.79p per month. The reason for this is I estimate that there will be £70k in reserves.

For general information the precept is collected from every household, the amount that is collected is based on the precept request divide by the tax base figure. The Tax base alters with every new household built in the area. So therefore it naturally follows that the tax base alters every year. Last tax base was £521.30

Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

Mr Gwilym Rippon
12 Agincourt Drive
Guilsfield
WELSHPOOL
Powys
SY21 9NA

Date: 31/10/2025

Account Name: Clun Town Council With Chapel Lawn

Swift Code (BIC): NWBKGB2L

IBAN Number: GB93NWBK60023571418024

Sort Code: 608301

Account Number: 20374716

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The credit interest rate is 2.25% AER as of your statement date.



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 Call us: 0345 140 1000

 Email us: us@unity.co.uk

 Visit us: unity.co.uk

For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: FSCS.org.uk or refer to our FSCS Information Sheet and Exclusions List at unity.co.uk/fscs

Your Instant Access account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
30/09/2025		Balance brought forward	£0.00	£0.00	£57,306.78

Clun Town Council With Chapel Lawn

Current T1

60-83-01 • 20374648

Balance Available
£ **5,082.61** £ **5,082.61**

Balances are correct as of 21:44 on 26 Nov 2025.

↓ Date	Description	Paid in	Paid out	Balance
19/11/25	Direct Debit (BT GROUP PLC) • GP01155491-000026		-56.48	5,082.61
17/11/25	B/P to: HMRC PAYE • 64PJ00161445		-450.12	5,139.09
17/11/25	B/P to: HMRC PAYE • 64PJ00161445		-150.93	5,589.21
17/11/25	B/P to: G.J.Rippon • EXPENSES		-266.99	5,740.14
17/11/25	B/P to: MRT • CLUN TC		-1,896.00	6,007.13
17/11/25	B/P to: RBL • CLUN TC WREATH		-50.00	7,903.13
03/11/25	S/O to: J. Churchett • CLUN TOILETS		-600.00	7,953.13
03/11/25	S/O to: G.J.Rippon • CLERK SALARY		-669.64	8,553.13
31/10/25	Service Charge		-6.00	9,222.77
31/10/25	B/P to: Shropshire Council • LIC NO. 20809		-70.00	9,228.77
31/10/25	B/P to: HMRC PAYE • 64PJ00161445		-216.31	9,298.77
31/10/25	B/P to: Highline • INV 7333		-216.12	9,515.08
31/10/25	B/P to: Glasdon • CUST ACC 590129638		-1,007.95	9,731.20
31/10/25	B/P to: St Georges Church • GRASS CUTTING		-102.85	10,739.15
31/10/25	B/P to: memorial hall • CLUN TC		-162.50	10,842.00
31/10/25	B/P to: Andrew Wallace • CLUN TC		-40.00	11,004.50
31/10/25	B/P to: G.J.Rippon • EXPENSES		-76.99	11,044.50
31/10/25	B/P to: SALC • INV 2945		-80.00	11,121.49
16/10/25	Direct Debit (BT GROUP PLC) • GP01155491-000025		-56.48	11,201.49
02/10/25	S/O to: G.J.Rippon • CLERK SALARY		-669.64	11,257.97
01/10/25	S/O to: J. Churchett • CLUN TOILETS		-600.00	11,927.61