

# Clun Town Council with Chapel Lawn

## MINUTES OF CLUN TOWN COUNCIL MEETING

HELD VIA ZOOM ON WEDNESDAY 13<sup>th</sup> January 2021 AT 6.00PM

<b>PRESENT</b>	<b>APOLOGIES</b>
Cllr. J. Limond Cllr. D. Fox Cllr. B. Angell Cllr. Bill Shepard Cllr. K. Lewis Cllr. M Donaldson	Cllr. R Davies Cllr. L. Hurcombe  N.Hartin

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

<b>Agenda item</b>
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**615/2020 1. ATTENDANCE AND APOLOGIES**

Please see above

**616/2020 2. DECLARATION OF ANY DISCLOSABLE PECUNIARY INTEREST IN A MATTER TO BE DISCUSSED AT THE MEETING**

Name	Item	Personal	Prejudicial

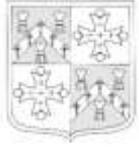
**617/2020 3. DISPENSATION REQUESTS**

There were no requests for dispensations

**618/2020 4. STAFFING MATTERS**

*It is recommended that pursuant to Schedule 12A, Local Government Act 1972 and pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960, that the public and press should be excluded during discussion of the next item as it concerns matters relate to a confidential matter .*

This was agreed.

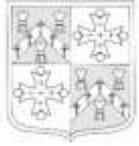


## **Clun Town Council with Chapel Lawn**

The internal Auditor's report in relation to PAYE issues was discussed. From enquiries made it would appear that this matter had been resolved.

**6192020**      **5.    DATE FOR THE NEXT MEETING**

The next meeting will be held via Zoom on the 2<sup>nd</sup> February 2021



# Clun Town Council with Chapel Lawn

## MINUTES OF CLUN TOWN COUNCIL MEETING

HELD VIA ZOOM ON TUESDAY 2<sup>nd</sup> FEBRUARY 2021 AT 7.30PM

<b>PRESENT</b>	<b>APOLOGIES</b>
Cllr. J. Limond Cllr. D. Fox Cllr. B. Angell Cllr. Bill Shepard Cllr. K. Lewis Cllr. L. Hurcombe Cllr. R Davies	Cllr. M Donaldson     N.Hartin

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

There were two members of the public present

<b>Agenda item</b>
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**620/2020 1. ATTENDANCE AND APOLOGIES**

Please see above

**621/2020 2. DECLARATION OF ANY DISCLOSABLE PECUNIARY INTEREST IN A MATTER TO BE DISCUSSED AT THE MEETING**

No declarations made

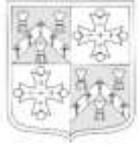
Name	Item	Personal	Prejudicial

**622/2020 3. DISPENSATION REQUESTS**

There were no requests for dispensations

**623/2020 4. PUBLIC SESSION**

- (i) Shropshire Councillor Report  
The report submitted by Cllr. Hartin was read out and the clerk was requested to circulate to all members.



## Clun Town Council with Chapel Lawn

- (ii) Police Report  
A newsletter has been circulated.
- (iii) Public comments – If members of the public are present ten minutes will be set aside to allow the public to ask questions.
- (iv) Mayors report  
I have been involved in the following.
  - public toilets
  - Highways
  - English Heritage

The Mayor reported that he had been contacted by an individual in relation to archiving

Personal thanks to the good neighbours helping in Clun and those who were involved with the vaccination program who had taken those to the centres to receive their vaccination.

### 624/2020 5. APPROVAL OF MINUTES

The minutes of the meeting of 5<sup>th</sup> and 13<sup>th</sup> January 2021 were agreed that they were a true record of what transpired.

### 625/2020 6. INFORMATION FROM THE MINUTES

6602/2020 minute ref 586f from in relation to a Freedom information request. No information has been forthcoming.

### 626/2020 7. PLANNING

To consider the following planning applications

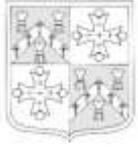
1. 21/00271/TCA  
Application for works to reduce a cluster of ornamental conifers (13) by 30%, reduce Conifer hedge (14) on northern boundary to 2m, reduce 3 No conifers of unknown variety (9, 10 & 11) in front of house by 30%; fell to ground level (a) Western Hemlock (3,4 & 5) & Norway Spruce (6), (b) Birch (2), (c) Lawson's cypress (7 & 8) within Clun Conservation Area at Fairfield Castle Street Clun SY7 8JU

This application was discussed

RESOLVED

The Council supported this application

2. 21/00189/DIS  
Application to discharge of Conditions 4 (Parking and turning) 5 (Bat Boxes) 6 (Bird Boxes) 7 (External Lighting) 8 and 9 (Joinery/windows)



## Clun Town Council with Chapel Lawn

10 (Roof Windows) 11 (Exterior soil and vent pipe fittings) 12 and 13 (Pointing) and 14 and 15 (Landscaping and access/drainage) associated with planning application number 17/04989/FUL | Barn Conversion At Pen Y Wern Black Hill Clunton Craven Arms Shropshire SY7 0JD

This application was discussed

RESOLVED

The Council supported this application

3. 21/00169/TCA

Application to Crown reduce by 20% 1No. Horse Chestnut Tree and fell 1No. Larch Tree within Clun Conservation Area at Castle Gates Cottage Enfield Street Clun Craven Arms Shropshire SY7 8JT

This application was discussed

RESOLVED

The Council wished to pass no comment on this application

4. 21/00168/TCA

Application to fell 1 no. Conifer within Clun Conservation Area at Castle Cottage The Square Clun Craven Arms Shropshire SY7 8JA

This application was discussed

RESOLVED

The Council wished to pass no comment on this application

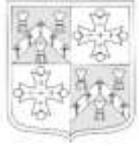
5. 21/00112/FUL Application for the conversion of three agricultural buildings into annexe to existing farmhouse plus two holiday lets at Rock Hill Farm Clun Craven Arms Shropshire SY7 8LR

This application was discussed

RESOLVED

The Town Council discussed this application and wished to support the application however there was a suggestion that approved a condition be placed on the development that it is retained as a holiday let.

Towards the ideal of eventual carbon neutral, no environmental impact and low energy use housing and buildings, Clun Town Council and Chapel Lawn encourages the Planning Department of SCC, when considering applications for new builds, conversions or extensions, to promote reduced emphasis on traditional design and building methods. We ask SCC to use their powers to encourage the removal of reliance on fossil fuels for energy, water and waste management and to eliminate the use of toxic or unsustainable source materials and finishes.



## Clun Town Council with Chapel Lawn

Members stated that the following application had been discussed at a previous meeting

6. 20/05384/AGR  
Application for the erection of roof over existing yard | Agricultural Buildings North West of Colstey Farm Clun Shropshire.
7. 20/05062/LBC  
Application for the erection of single storey side extension affecting a Grade II Listed Building at 10 Bridge Street Clun Craven Arms Shropshire SY7 8JP
8. 20/05061/FUL  
Application for the erection of single storey side extension affecting a Grade II Listed Building 10 Bridge Street Clun Craven Arms Shropshire SY7 8JP

### **627/2020 8. APPOINTMENT OF THE CLERK**

Following the meeting of the Personnel group it was recommended that the position of Town Clerk be offered to Mr. Gwilym Rippon

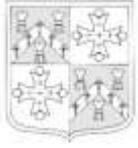
### **628/2020 9. MAYOR'S REPORT**

The mayor report was discussed at agenda item 4(iv)

### **629/2020 10. ASSETS OF THE COUNCIL**

To discuss and decide on the following: -

1. Location of the Council Office  
This was discussed a number of premises were put forward It was agreed that all these would be investigated by Cllrs Limond and Shepard in conjunction with the clerk. A recommendation to be brought before the next Council.
2. Update on the Public Toilets  
Structurally it is ok. There is also a need for it to be decorated. The hedge at the back needs to be trimmed. (grounds man to be contacted). The signs needed to reflect that the toilets were provided by Clun Town Council.  
There were two major issues.



## Clun Town Council with Chapel Lawn

1. Several electrical issues need to be attended.
2. The water harvesting tank has been emptied. The water bills were discussed. the water consumption was being monitored. The water meter needs to be moved to the stopcock adjacent to the building.

### **RESOLVED**

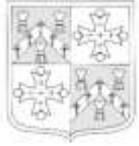
This matter to be pursued as a matter of urgency

3. To receive the report on the Town Hall  
The inspection of the wiring and electrics found there were minor errors resulting from changes in legislation.  
There has been an order to repair the clock which will take place in about three weeks  
The building survey had been undertaken and a preliminary thought was that there is nothing to drastic.

630/2020

### 11. REPORTS FROM COUNCILLORS ATTENDING OTHER MEETINGS

1. *To receive an update on English Heritage and Clun Castle.*  
A report has been circulated, conversation with English Heritage which started about 12 months ago. They wished to keep the platform They were informed that the Council felt that the removal would detract on visitor experience. They have replied that the platform would not be reinstated due to cost and a resource implication. It was highlighted that a grazier wished to put sheep on the site. It was felt that this would be advantageous. It was also acknowledged that there were issues with the riverbank. They also state that residents would be kept informed. It was also highlighted that there would possibly be a requirement for refuse bins for dog waste. The relationship of English Heritage was discussed at length it was suggested that a public meeting could be arranged, and English Heritage be invited to explain how they intend to manage the site. There was also an issue of ownership of the path from buffalo Lane and maintenance also if the land owner had knowledge of English Heritage's intention of the use of the site.  
The clerk was requested to make contact with the Shrewsbury office of the Duke of Norfolk Estate.
2. *To receive an update from Clun Highways and Traffic Working Group*  
Work has started with the drain survey, draft reports on signage for the traffic orders for the whole town. Following the walk through of the town the consultant captured the essence of the town , his report was awaited on the design element
3. *To receive updates in relation to The Environment*  
Nothing to report.



## Clun Town Council with Chapel Lawn

4. *To receive updates in relation to SpArC*  
Progress is being made an email has been circulated.
5. *To receive updates in relation to The Memorial Hall*  
In his absence Cllr. Donaldson submitted a written report. Progress is underway and a new committee will meet shortly. There is no update in relation to the use of the hall for Covid Vaccines

**631/2020**      **12. TO DISCUSS THE CASUAL VACANCY**

This would be discussed following the notice period.

**632/2020**      **13. TO RECEIVE THE CLERK'S REPORT**

The clerk reported that he had circulated all the appropriate emails

**633/2020**      **14. FINANCE**

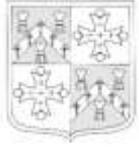
1. To receive the Bank Reconciliation  
This was noted.
2. To Consider any request for Grants  
The clerk reported that he received no notification.
3. To approve the following invoices for payment.
  - a. Rampant Horse Ltd. £82.00p (Reimbursement firefighters meal) S111 Local Government Act 1972
  - b. MRT £220.00p (Electrical work) S111 Local Government Act 1972
  - c. G. J. Rippon £800.00p (two months interim clerk) S111 & 112 Local Government Act 1972
  - d. Shropshire Council £370.96p (joint electricity) S111 Local Government Act 1972
  - e. Shropshire Council £370.96p (joint electricity) S111 Local Government Act 1972
  - f. Jon Churchett £500.00p (toilet cleaning) S111 Local Government Act 1972
  - g. EOM £338.47 (Electrical work) S111 Local Government Act 1972  
For information
  - h. Waterplus £537.71p (Water rates) S111 Local Government Act 1972

The clerk was instructed to pay all invoices.

**634/2020**      **15. CORRESPONDENCE**

All emails had been sent.

**635/2020**      **16. REVIEW OF POLICES**



## **Clun Town Council with Chapel Lawn**

The Clerk reported that he had reviewed the polices and one item which need urgent attention was the Standing Orders. He stated that he would circulate these for members information and any views.

**636/2020**      **17. INFORMATION FROM MEMBERS**

A discussion then took place as to which in relation to migrating from Zoom to Teams. A paper would be presented in due course.  
Memorial hall – It was reported that a van was parked there causing an issue.  
Ornate lamp river side of trinity still not working.

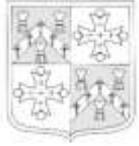
**637/2020**      **18. AGENDA ITEMS FOR THE NEXT AGENDA**

No items were forthcoming.

**638/2020**      **19. DATE FOR THE NEXT MEETING**

The next meeting will be held via Zoom on the 2<sup>nd</sup> March 2021

Signed by the Chair.



# Clun Town Council with Chapel Lawn

## MINUTES OF CLUN TOWN COUNCIL MEETING

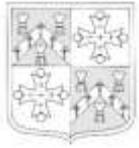
HELD VIA ZOOM ON TUESDAY 2<sup>nd</sup> MARCH 2021 AT 7.30PM

<b>PRESENT</b>	<b>APOLOGIES</b>
Cllr. J. Limond Cllr. D. Fox Cllr. B. Angell Cllr. Bill Shepard Cllr. K. Lewis Cllr. L. Hurcombe Cllr. R Davies Cllr. M Donaldson	N.Hartin

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

There were ten members of the public present

<b>Agenda item</b>									
<b>639/2020</b>	<b>1. <u>ATTENDANCE AND APOLOGIES</u></b>								
	Please see above								
<b>640/2020</b>	<b>2. <u>DECLARATION OF ANY DISCLOSABLE PECUNIARY INTEREST IN A MATTER TO BE DISCUSSED AT THE MEETING</u></b>								
	No declarations made								
	<table border="1"> <thead> <tr> <th>Name</th> <th>Item</th> <th>Personal</th> <th>Prejudicial</th> </tr> </thead> <tbody> <tr> <td>Cllr. J. Limond</td> <td>9.1 Planning</td> <td>✓</td> <td></td> </tr> </tbody> </table>	Name	Item	Personal	Prejudicial	Cllr. J. Limond	9.1 Planning	✓	
Name	Item	Personal	Prejudicial						
Cllr. J. Limond	9.1 Planning	✓							



## **Clun Town Council with Chapel Lawn**

### **641/2020      3.      DISPENSATION REQUESTS**

There were no requests for dispensations

### **642/2020      4.      PUBLIC SESSION**

- (i)      Shropshire Councillor Report  
The report submitted by Cllr. Hartin was read out and the clerk was requested to circulate to all members.
- (ii)      Police Report  
A newsletter has been circulated.
- (iii)      Public comments –  
One member of the public passed comment that the website needed updating, also that the notice / agenda should be displayed in a conspicuous place in the community. A question was also asked in relation to the condition of the roads.  
The Mayor responded to the question in relation to Highways in the following vein, Cllr. Houghton, Hartin and Kid called an informal meeting where a presentation was given by Andy Wild and officer from Shropshire. The points raised were brought to the attention to the officer very forcibly.  
Another member of the public made comment in relation to a planning application.

### **643/2020      5.      APPROVAL OF MINUTES**

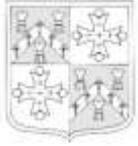
The minutes of the meeting of 2<sup>nd</sup> February 2021 were agreed that they were a true record of what transpired.

### **644/2020      6.      INFORMATION FROM THE MINUTES**

There was an update in relation to the office for the Town Council.  
Clun Castle: - English Heritage Would have preferred the article in the Chronicle was not published, a meeting was forthcoming with English Heritage and ViRE. A meeting had also been arranged with the Agent for the Duke of Norfolk to discuss issues in relation to the Castle and footpath.

### **645/2020      7.      MAYOR'S REPORT**

The Mayor gave a full report of meetings with the traffic group. He stated that during the forthcoming election the mayor was aware that there were a number of Councillors standing down. It would be good if there were members of the public would consider standing during the election.



## Clun Town Council with Chapel Lawn

### 646/2020 8. CLERK'S REPORT

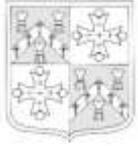
The Clerk stated that all matters to be reported are agenda items

### 647/2020 9. PLANNING

- a. Presentation by Ian Kilby and Matthew Farmer planning officers on development and the river water quality.  
Both officers gave an update of the Dutch case which makes a ruling regulating of phosphate levels which was preventing developments in the Clun catchment area and current case in the UK courts relating to the S of England. There was a consensus of opinion that Phillip Dunne MP should be approached to try and resolve this issue.
- b. To discuss the Town Design Statement: created in 1998  
It was suggested that this is placed on the agenda for April for full discussion.

#### Planning applications

1. 21/00603/TCA  
Application to reduce in size 1No Beech by approx 6m (T1) and 1No Conifer by approx 5m (T2) and fell 1No Poplar (T3) and 1No Ash Tree (T4) within Clun Conservation Area at Old Stone Cottage Enfield Street Clun Craven Arms Shropshire SY7 8JS  
This application was discussed  
**RESOLVED**  
The Council wished to pass no comment
2. 21/00558/TCA  
Application to crown reduction of 1No Witch Elm down to height of 7-8m (T1), fell 1No Lawsons Pine (T2) and reduce height of 1No sapling/shoot of Wych Elm back down to hedgerow height of 2-3m (T3) within Clun Conservation Area at Castle House Castle Street Clun SY7 8JU  
This application was discussed  
**RESOLVED**  
The Council wished to pass no comment
3. 21/00330/FUL  
Application for the erection of replacement garage following demolition of existing garage; domestic extension and patio above at Hill Top 3 Newport Street Clun SY7 8JZ  
This application was discussed  
**RESOLVED**



## Clun Town Council with Chapel Lawn

that the stone wall at the front of the neighbouring property (Pottersfield) is to be rebuilt in which case it is likely that the existing hedgerow would be removed, the hedgerow is integral to the character of the street and should be reinstated once the wall renovations has been completed

The Council also supports the Archaeological report.

Towards the ideal of eventual carbon neutral, no environmental impact and low energy use housing and buildings, Clun Town Council and Chapel Lawn encourages the Planning Department of SCC, when considering applications for new builds, conversions or extensions, to promote reduced emphasis on traditional design and building methods. We ask SCC to use their powers to encourage the removal of reliance on fossil fuels for energy, water and waste management and to eliminate the use of toxic or unsustainable source materials and finishes.

### **648/2020      10.    SALC COMMUNITY SURVEY**

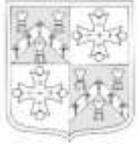
To confirm council response to SALC community response to the COVID pandemic (suggested response previously circulated).

The survey was discussed and it was agreed with the minor amendments it should be submitted.

### **649/2020      11.    ASSETS OF THE COUNCIL**

To discuss and decide on the following: -

1. Cemetery: to decide what action to take on the repairs to the lychgate  
The Lychgate was discussed, it would appear that the tiles were passed their sell by date. It was agreed that this should be investigated and report back
2. Town Hall: summary of conclusions from the recent building report  
The report had been circulated. It was agreed that a specification be drawn up and quotes obtained.
3. Public toilets: update on Water supply and maintenance  
This is being progressed.
4. Street Lights: report on light repair in Hospital lane and any other lighting repair.  
Highline to be informed.
1. Waterloo grass areas: report on tree works proposed by Western Power



# Clun Town Council with Chapel Lawn

650/2020

## 12. REPORTS FROM COUNCILLORS ATTENDING OTHER MEETINGS

1. *To receive an update on English Heritage and Clun Castle.*  
That has been discussed in a previous agenda item.
2. *To receive an update from Clun Highways and Traffic Working Group*  
Progress has been made on the drain survey but it is still to be completed, several drains manholes have been broken damaged due to traffic weight.  
There was also a meeting earlier with the partnership to discuss a very early draft of the street scape work.  
Traffic regulation and the HGV orders will have to come back to the meeting  
The Chairman reemphasised nothing was decided as yet and full consultation with Council and residents would occur when meaning full proposals are formed.
3. *To receive updates in relation to The Environment.*  
The Mayor Thanked Catherine Humphries for her update
4. *To receive updates in relation to SpArC*  
Cllr. Davies gave an update as to all the improvements that was envisages and progress would be reported in the following weeks
5. *To receive updates in relation to The Memorial Hall*  
A lot has happened in the past weeks, the hall is mothballed due to failure of a fire risk assessment. A new committee has been formed with progress hopefully being made. The Chair think Cllr Donaldson for his work in helping to resolve the past issues.

651/2020

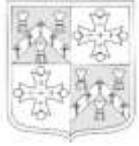
## 13. FORTHCOMING ELECTIONS

The Clerk provided information on the election process and timings

652/2020

## 14. FINANCE

1. To receive the Bank Reconciliation  
This was noted.
2. To Consider any request for Grants  
There Was nothing to report under this heading  
The clerk reported that he received no notification.
3. To discuss the appointment of an internal Auditor for the year 2020-2021  
It was agreed that Iain Selkirk be appointed as Internal Auditor for the years 2020-2021



## Clun Town Council with Chapel Lawn

4. To approve the following invoices for payment
  - a) HMRC £357.43p S111 & 112 Local Government Act 1972
  - b) G. J. Rippon £26.00p (home working allowance) S111 & 112 Local Government Act 1972
  - c) Shropshire Council £358.06p (Joint energy) S111 Local Government Act 1972
  - d) Smith's of Derby £592.80p (Clock repair) S111 & 112 Local Government Act 1972
  - e) Jon Churchett £500.00p (toilet cleaning) S111 Local Government Act 1972
  - f) Tim Raticliffe £462.00p Inspection and condition report S111 Local Government Act 1972
  - g) SALC £60.00p (training)

The clerk was instructed to pay all invoices.

**653/2020**      **15. CORRESPONDENCE**

All emails had been sent.

**654/2020**      **16. INFORMATION FROM MEMBERS**

There were no items for discussion under this heading.

**655/2020**      **17. RECREATION TRUST**

The Clerk informed the Trust of the current financial position and enquired as to the purpose of the Charity. It was established that the Trust usually met once or twice a year.

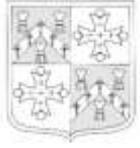
**656/2020**      **18. AGENDA ITEMS FOR THE NEXT AGENDA**

No items were forthcoming.

**657/2020**      **19. DATE FOR THE NEXT MEETING**

The next meeting will be held via Zoom on the 6<sup>th</sup> April 2021 at 7.30pm

Signed by the Chair.



# **Clun Town Council with Chapel Lawn**



# Clun Town Council with Chapel Lawn

## MINUTES OF CLUN TOWN COUNCIL MEETING

HELD VIA ZOOM ON TUESDAY 6<sup>th</sup> April 2021 AT 7.30PM

PRESENT	APOLOGIES
Cllr. J. Limond Cllr. D. Fox Cllr. B. Angell Cllr. Bill Shepard Cllr. K. Lewis Cllr. L. Hurcombe Cllr. R Davies Cllr. M Donaldson	N.Hartin

ALSO IN ATTENDANCE
Mr. Gwilym Rippon (clerk)

There were four members of the public present

Agenda item
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658/2020      1.      ATTENDANCE AND APOLOGIES

Please see above

659/2020      2.      DECLARATION OF ANY DISCLOSABLE PECUNIARY INTEREST IN A MATTER TO BE DISCUSSED AT THE MEETING

Name	Item	Personal	Prejudicial

No declarations made

660/2020      3.      DISPENSATION REQUESTS

There were no requests for dispensations

661/2020      4.      PUBLIC SESSION

- (i) Shropshire Councillor Report  
There was nothing to report



## Clun Town Council with Chapel Lawn

(ii) Police Report

A newsletter has been circulated.

(iii) Public comments –

There were no public comments

**662/2020**      **5.      APPROVAL OF MINUTES**

The minutes of the meeting of 2<sup>nd</sup> March 2021 were agreed that they were a true record of what transpired.

**663/2020**      **6.      INFORMATION FROM THE MINUTES**

(Minute Reference 649/2020 (3)) It was reported that there were two quotes for the electrical certification of the Public Toilets.  
It was agreed that Mathew MRT be accepted.

**664/2020**      **7.      MAYOR'S REPORT**

The Mayor reported that he had met with several other Councilors with the Duke of Norfolk representative.

There has also been meeting with English Heritage, there was a better feeling with what was proposed to occur at the Castle

That he had attended SALC training.

There had been a meeting with the clerk in relation to the administration of the Council.

There had been a dialogue with the chair of Bucknell and a discussion had taken place with issues with a view to joint working.

It was reported that a bench had been removed from the cemetery which was recovered at the memorial hall and returned to the cemetery.

There had been a response from MP Philip Dunne in relation to a meeting the moratorium on new house building, now scheduled for 14 June councilors to attend to be agreed in May.

**665/2020**      **8.      CLERK'S REPORT**

The Clerk reported the following

Corresponding with an individual who was prepared to examine the minutes books and extract historical matters of interest from them, at a cost of £10 per book.

That enquiries have been made with Pear technology and he was awaiting a quote to digitise all the Burial records.

**666/2020**      **9.      PLANNING**



## Clun Town Council with Chapel Lawn

- a. To review the Turnpike Application 13/03440/OUT additional papers and resolve any comments to make.  
There was to an increase of dwellings from 38 to 47 proposing to put in a private sewage system. There was to be a planting of a coppice to offset any nutrient issues. This was discussed at length. Originally this site had an allocation of 68 houses..  
Resolved.  
Clerk to write and:
1. Welcome the changes subject to pedestrian access through to the northern boundary of the site.
  2. Seek an early meeting with the planner and agent.
  3. Works towards the ideal of eventual carbon neutral, no environmental impact and low energy use housing and buildings, Clun Town Council and Chapel Lawn encourages the Planning Department of SCC, when considering applications for new builds, conversions or extensions, to promote reduced emphasis on traditional design and building methods. We ask SCC to use their powers to encourage the removal of reliance on fossil fuels for energy, water and waste management and to eliminate the use of toxic or unsustainable source materials and finishes.
- b. To review the 1998 Design guide and resolve whether still fit for purpose.  
This was discussed It was suggested that the conservation area be revisited to establish if it's still fit for purpose.

### 667/2020 10. ENVIRONMENTAL ACTION PLAN

It was agreed that this document was a good work. There was detail within the document which needed to be discussed at a later date. The report is approved in principle, however there were other items within that document needed further discussion and it was agreed to be an agenda item for the next meeting.

### 668/2020 11. LONDON BRIDGE PROTOCOL

This implementation of the protocol needs to be updated

### 669/2020 12. REPORTS FROM COUNCILLORS ATTENDING OTHER MEETINGS

1. *To receive an update on English Heritage and Clun Castle.*  
Correspondence subsequent to the meeting confirmed access from Buffalo lane to the Castle is not the responsibility of the Duke of



## Clun Town Council with Chapel Lawn

Norfolk nor the responsibility of English Heritage. In respect of the offsite parking for the new events there was a possibility of an arrangement for this with the Memorial Hall.

2. *To receive an update from Clun Highways and Traffic Working Group*

There was not a lot happening in respect of this a summary will be produced in time for the next meeting.

3. *To receive updates in relation to The Environment.*

There was nothing further to discuss here.

4. *To receive updates in relation to SpArC*

There is progress with the village outreach web site.

5. *To receive updates in relation to The Memorial Hall*

There is nothing to report at present. Mother and toddler group will be the first group to start back. Car parking for Vire. There will be some dedicated parking space.

670/2020

### 13. FINANCE

1. To receive the Bank Reconciliation

This was noted.

2. To receive the performance against budget

This was noted however there was a requirement to show individual earmarked reserved.

3. To approve the following invoices for payment.

a. HMRC £357.43p S111 & 112 Local Government Act 1972

b. G. J. Rippon £24.00p (home working allowance) S111 & 112 Local Government Act 1972

c. Shropshire Council £358.06p (Joint energy) S111 Local Government Act 1972

The clerk was instructed to pay all invoices.

4. CIL: to discuss mode of operation including EOI dates, current sum allocated

It was explained that individual Parish Councils can draw down, and in order to do so there was a requirement to demonstrate the need and fit with the Bishop's Castle Place Plan. This will be discussed after the election.

5. Grants

propose improvement to way we operate it and resolve new way of working.

It was agreed that the grants system be reviewed. There could be fixed application windows two or three times a year.



## Clun Town Council with Chapel Lawn

671/2020

### 14. CORRESPONDENCE

All emails had been sent.

672/2020

### 15. INFORMATION FROM MEMBERS

The Town Hall phase one maintenance work has gone out for quotes.

Business group reported that there was nothing to report.

It was reported that the site of the bollard near the Church Steps has been agreed by Shropshire Council Highways.

The Clerk's office was discussed. Two venues were discussed, and it was agreed to approach the solicitors in the Square as the most suitable.

It was reported that the sign has been erected in the car park alerting that there should be no overnight camping in camper vans. Freeman for Clun this was discussed, and it was decided that this will be included in the May meeting.

673/2020

### 16. RECREATION TRUST

It was reported request for a grant for assistance from the Memorial Hall will be forth coming

674/2020

### 17. AGENDA ITEMS FOR THE NEXT AGENDA

No further items were forthcoming.

675/2020

### 18. DATE FOR THE NEXT MEETING

The next meeting will be held via Zoom on the 10<sup>th</sup> May 2021 at 7.30pm

The Parish meeting would be held on the 29<sup>th</sup> May 2021 at 6pm

Signed by the Chair.



# Clun Town Council with Chapel Lawn

## MINUTES OF CLUN TOWN COUNCIL MEETING

**HELD AT THE MEMORIAL HALL ON TUESDAY 10<sup>th</sup> May 2021 AT 7.30PM**

PRESENT	APOLOGIES
Cllr. J. Limond Cllr. B. Angell Cllr. Bill Shepperd Cllr. R Davies Cllr. M Donaldson Cllr. D. Morris Cllr. T. Baines	N.Hartin

ALSO IN ATTENDANCE
Mr. Gwilym Rippon (clerk)

There were eight members of the public present

	Agenda item	
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**001-2021      1.      THE ELECTION OF THE CHAIRMAN / MAYOR**

Cllr. Angell was elected as Chair

**002-2021      2.      ATTENDANCE AND APOLOGIES**

Please see above

**003-2021      3.      DECLARATION OF ANY DISCLOSABLE PECUNIARY INTEREST IN A MATTER TO BE DISCUSSED AT THE MEETING**

Name	Item	Personal	Prejudicial
Cllr Dawson	Item 20	✓	✓

**004-2021      4.      DISPENSATION REQUESTS**

There were no requests for dispensations.

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## Clun Town Council with Chapel Lawn

005-2021

5. **TO ELECT THE DEPUTY CHAIRMAN**

Cllr. R. Davies was elected as Vice Chair

006-2021

6. **MAYORS REPORT**

The Mayor produced his report which will be attached to the minutes.

007-2021

7. **APPOINT REPRESENTATIVES FOR THE FOLLOWING:**

- a) Personnel committee (4 members)  
The following councillors were appointed  
Cllr. Limond, Cllr. Davies, Cllr. Shepperd and Cllr. Baines
- b) Planning Committee  
It was agreed that this matter is deferred.

008-2021

8. **APPOINTMENTS TO WORKING GROUPS:**

- a) Clun Highways and Traffic Working Group  
The following councillors were appointed Cllr. Angell, Cllr. Limond and Cllr. Donaldson  
Also Co-opted Glyn Hughes
- b) Business and Economic Working Group  
The following councillors were appointed Cllr. Limond, Cllr. Morris, Cllr. Davies and Cllr. Shepperd.  
Also Co-opted was Tim Russell

009-2021

9. **APPOINTMENT OF REPRESENTATIVES TO OTHER ORGANISATION**

- a) Clun Memorial Hall  
The following councillor was appointed, Cllr. Donaldson
- b) Chapel Lawn Redlake Valley Village Hall  
It was agreed that this matter is deferred
- c) Clun Climate Emergency Advisory Group  
The following councillor was appointed, Cllr. Davies
- d) South West Shropshire Enterprise  
The following councillors were appointed, Cllr. Baines

010-2021

10. **TO CONFIRM THE POSITION OF CLUN PARISH TREE  
WARDEN**

It was agreed that Mr. Reg Maud would be invited to continue as the Tree Warden



## Clun Town Council with Chapel Lawn

- 011-2021      11.    **TO CONFIRM RELATIONSHIPS WITH OTHER GROUPS:**
- a) Clun Parish Path Partnerships  
It was agreed to open a dialogue with this group.
  - b) SpArC  
The following councillor was appointed, Cllr. Davies
- 012-2021      12.    **TO CONFIRM OTHER RESPONSIBILITIES:**
- a) Lead Councillor Town Hall  
The following councillor was appointed, Cllr. Shepperd
  - b) Lead Councillor Public Toilets  
The following councillor was appointed, Cllr. Baines
  - c) Lead Councillor Cemetery  
The following councillor was appointed, Cllr. Angell
  - d) Lead Councillor Street Lights  
The following councillor was appointed, Cllr. Morris
- 013-2021      13.    **TO CONFIRM PROCEDURE FOR CO-OPTION TO VACANT SEATS**
- The Clerk confirmed that following the election The Council could advertise the vacancies.
- 014-2021      14.    **TO CONFIRM FOR THE RECORD OTHER COUNCIL RESPONSIBILITIES**
- a) Recreation Trust  
Members were informed that they were Sole Trustees
  - b) Appointment of Trustees to the Clun Town Trust (Museum)  
Members were informed of the fact that the Council had a responsibility to the Museum.
  - c) Custodian Trustee - Memorial Hall and Playing Field Trust  
Members were informed that they were Custodian Trustees
  - d) Fishing Rights  
Members were informed that the Council had a responsibility for a stretch of water.
- 015-2021      15.    **TO CONFIRM THE DATE AND FORMAT OF THE ANNUAL PARISH MEETING**



# Clun Town Council with Chapel Lawn

The Annual Parish meeting would be held at 6pm on Saturday 29<sup>th</sup> May 2021.

It was agreed that on this occasion the meeting be on Zoom and hold a face to face public meeting at a later date.

**016-2021**      **16. PUBLIC SESSION**

(i) Shropshire Councillor Report

The Ward member had tendered his apology

(ii) Police Report

The latest newsletter had been circulated.

(iii) Public comments –

One member of the public had asked what the current position was with the website.

Another member of the public highlighted that a function was being organised in order to draw the community back together. It would take the form of a drop in session over a number of days. He asked if there was a facility for financial help. Council responded that he could seek a grant and the Clerk to supply the necessary forms.

**017-2021**      **17. APPROVAL OF MINUTES**

The minutes of the meeting of 6<sup>th</sup> April 2021 were agreed that they were a true record of what transpired.

**018-2021**      **18. INFORMATION FROM THE MINUTES**

In respect of the meeting with the MP Philip Dunne it was agreed that Cllrs. Limond, Davies and Angell would attend.

**019-2021**      **19. CLERK'S REPORT**

The clerk read out an email in respect of the signage at the car park which in their opinion was inadequate. The signage had been discussed at a previous meeting and it was thought to have been suitable.

**020-2021**      **20. PLANNING**

a. 21/02024/DIS

Application to discharge Conditions 3 (EPS licence), 4 (bat roosts), 5 (materials), 6 (masonry) and 7 (fenestration) of planning permission No. 20/01485/FUL and listed building consent No. 20/01486/LBC, plus Condition 8 (bird boxes) of



## Clun Town Council with Chapel Lawn

planning permission 20/01485/FUL at Barns At Lower Guilden  
Down Farm Guilden Down Shropshire

b. 21/01984/DIS

Application to discharge Condition 3 (landscaping) of planning permission No. 20/02132/FUL (for erection of two agricultural buildings and formation of farmyard) at Five Turnings Farm Knighton Shropshire LD7 1NF

c. 21/01766/DIS

Application to discharge Conditions 3 (materials), 4 (boundary treatments), 5 (parking provision), 6 (drainage), 7 (contaminated land), 8 (archaeological inspection), 8 (joinery), 9 (external lighting) and 10 (bird boxes) of planning permission No. 18/02346/FUL at The Old Yard Powells Lane Clun SY7 8LA

d. 21/01631/TCA

Notification of tree works to include a reduction in height and width one Cherry tree by 30%; and of one Willow tree by 50% |  
4 Church Street Clun SY7 8JW

RESOVED

The Council supported this application

021-2021

21. **HONORARY FREEMAN OF CLUN**

To discuss the process and implementation of the Council Policy of Honorary Freeman

Members discussed the circulated process and it was agreed that it was still fit for propose. It was agreed that this matter would be taken forward by Cllr. Donaldson and the Clerk

022-2021

22. **ASSETS OF THE COUNCIL**

To discuss and decide on the following: -

1. Town Hall: update on maintenance plan

Cllr. Shepherd gave an update of the schedule of works, he stated that there were a number of items which needed attention within five years, some were of a more urgent nature.

Rough estimate over the next 5 years over three phases

Phase 1 £3k - £4k

Phase 2 £12k - £15k

Phase 3 £2k - £3k

With regards to the stairlift, this was installed some years ago,



## Clun Town Council with Chapel Lawn

there needs to be further information required before any firm decisions could be made.

2. Public toilets: update on Water supply and maintenance  
It was reported that the contractor who was due to fit the smart meter failed to attend. It was also reported that enquires undertaken by previous Councillor needed to be reviewed

023-2021

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

1. The Business, and Economic working group  
20<sup>th</sup> April initiative (mobile App) to improve parking in Shropshire Hills, due to the small take up of the scheme it is not proceeding.  
Adventure Outdoors now created an arrangement with the Memorial Hall. This was to ensure that pressure was not created in the Bridge Carpark on the streets.  
The Environment working groupA summary from their recent meeting was read out the next meeting will be on next Tuesday 18th
2. The Personnel Committee  
The Personnel Committee has met and will be meeting shortly with the clerk.

024-2021

### 24. FINANCE

1. To agree that Clun with Chapel Lawn Town Council meets the criteria to exercise the General Power of Competence.  
It was agreed that Clun with Chapel Lawn Town Council meets the criteria to exercise the General Power of Competence.
2. To receive the Bank Reconciliation  
This was noted
3. To receive the accounts year 2020-2021  
The accounts were agreed
4. To review and consider allocation of Earmarked Reserves.  
There were a number of budget headings which needed to be uplifted to a more realistic amount. Traffic Plan, environment Plan Chair and Clerk agreed to review and present a revised schedule of earmarked reserves.
5. To approve the following invoices for payment.
  - a. HMRC £357.43p (S1-S7 Localism Act 2011)
  - b. G. J. Rippon £85.39p (home working allowance) (S1-S7 Localism Act 2011)
  - c. Shropshire Council £358.06p (Joint energy) (S1-S7 Localism Act 2011)
  - d. Came and Co. £1654.65p (Insurance) (S1-S7 Localism Act



## Clun Town Council with Chapel Lawn

2011)

- e. GH Display £78.00p (sanitiser bottle holders) (S1-S7 Localism Act 2011)
- f. Brian Angell £57.56p Reimbursement for Zoom payments (S1-S7 Localism Act 2011)

For information

- g. ICO (Information Commissioner's Office) £35.00p (Data Protection Registration) (S1-S7 Localism Act 2011)

The Clerk was instructed to pay all invoices

**025-2021**      **25.    CORRESPONDENCE**

All emails had been sent.

**026-2021**      **26.    INFORMATION FROM MEMBERS**

There was nothing to report under this heading.

**027-2021**      **27.    AGENDA ITEMS FOR THE NEXT AGENDA**

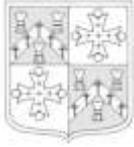
Post Covid Grants  
Refuse bins  
Waterloo Bridge  
Clearing Footpaths

**028-2021**      **28.    DATE FOR THE NEXT MEETING**

The next meeting will be on the 1<sup>st</sup> June 2021 at 7.30pm  
The Parish meeting would be held on the 29<sup>th</sup> May 2021 at 6pm

Signed by the Chair.

Meeting closed 9.40am



# Clun Town Council with Chapel Lawn

## MINUTES OF CLUN TOWN COUNCIL MEETING

**HELD AT THE Hall AT CHAPEL LAWN ON TUESDAY 1<sup>st</sup> June 2021 AT  
7.30PM**

<b>PRESENT</b>	<b>APOLOGIES</b>
Cllr. B. Angell Cllr. Bill Shepherd Cllr. D. Morris Cllr. T. Baines Cllr. Duffee	Cllr. M Donaldson Cllr. J. Limond Cllr. R Davies

<b>ALSO IN ATTENDANCE</b>	
Mr. Gwilym Rippon (clerk)	N.Hartin

There were five members of the public present.

	<b>Agenda item</b>	
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029-2021      1.      **ATTENDANCE AND APOLOGIES**

Please see above

030-2021      2.      **DECLARATION OF ANY DISCLOSABLE PECUNIARY INTEREST  
IN A MATTER TO BE DISCUSSED AT THE MEETING**

Name	Item	Personal	Prejudicial

031-2021      3.      **DISPENSATION REQUESTS**

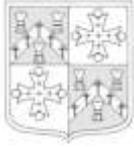
There were no requests for dispensations.

032-2021      4.      **PUBLIC SESSION**

(i) Shropshire Councillor Report

The newly elected Shropshire Council held its first meeting on 20<sup>th</sup> May. The election did not alter the control of the Council. The new cabinet was formed. The majority of projects which were commenced by the previous administration would be continued.

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# Clun Town Council with Chapel Lawn

(ii) Police Report

The latest newsletter had been circulated.

(iii) Public comments –

There were no questions from any members of the public present.

**033-2021**      5.      **CO-OPTION OF COUNCILORS**

Council agreed to Co-opt Mr. Duffy as a councillor and signed the required acceptance of office declaration.

**034-2021**      6.      **APPROVAL OF MINUTES**

The minutes of the meetings held on 10th May 2021 following minor amendment was agreed .

**035-2021**      7.      **INFORMATION FROM THE MINUTES**

Cllr. Donaldson scene raised that the panel for the freeman of Clun needed to be appointed. This would be an agenda item for the July meeting. Also the reported activities reported in the minutes will now not take place until the earliest 2022.

The clerk confirmed that Mr Maund would be willing to continue as the Tree warden

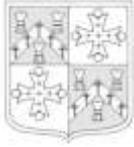
**036-2021**      8.      **MAYORS REPORT**

The Mayor raised three points, there was a meeting with officers from Shropshire Council together with and Police Officer from the West Mercia Police to discuss traffic management involving HGV. There were further enquiries to be made before an in depth report would be produced.

Cllr Davies and Cllr. Limond met with Mr. Phillip Dunne the areas MP in relation to the three large planning applications. These applications were currently blocked due to the legislation from a court case in the Netherlands. Phillip Dunne has been asked if he could use his influence in an attempt to assist with this matter.

Also discussed was the standard of the roads it would appear that this matter was complicated, and the issues laid firmly with Shropshire Council in the manner of dealing with government and with the manner it managed its budget.

Also discussed was the re introduction of Lengthsman.



# Clun Town Council with Chapel Lawn

037-2021

## 9. CLERK'S REPORT

The clerk reported that all matters has been circulated to members  
A number of matters had been deferred in relation to representatives.  
It was also reported that he had received a quote for the digitisation of  
burial records.

There was also a consultation which had been received in relation to the  
Clun Valley bus service (Dial a Ride). The Clerk was instructed to write  
back and state that this was a valuable service which should not be  
stopped.

038-2021

## 10. CLIMATE EMERGENCY ACTION PLAN

Review of the Climate Emergency Action Plan prepared by the Clun  
Climate Emergency advisory group.

The group presented their report, that chair thanked them for a very detail  
report.

It was agreed that a number of points raised would be more than  
welcomed, The Council would need to work out what can be supported  
both politically and financially. It would also need an examination if the  
contracts can be varied to encompass the Green element.

039-2021

## 11. PLANNING

### 1. 21/02322/LBC

Application for Installation of replacement windows, reroof  
extension with pitched roof and other alterations affecting a Grade II  
Listed Building at Highlands Hospital Lane Clun SY7 8LE

This was discussed by Council

RESOLVED

The Council supported

This application was discussed by Council

### 2. 21/02286/FUL

Application for the installation of an air source heat pump (ASHP)  
heating system to replace the current electric storage heating system  
at St Catherines 15 High Street Clun Craven Arms Shropshire SY7  
8JB

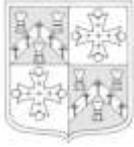
This was discussed by Council

RESOLVED

The Council supported this application

1. Welcome the changes subject to pedestrian access through to  
the northern boundary of the site.

3. Works towards the ideal of eventual carbon neutral, no



## Clun Town Council with Chapel Lawn

environmental impact and low energy use housing and buildings, Clun Town Council and Chapel Lawn encourages the Planning Department of SCC, when considering applications for new builds, conversions or extensions, to promote reduced emphasis on traditional design and building methods. We ask SCC to use their powers to encourage the removal of reliance on fossil fuels for energy, water and waste management and to eliminate the use of toxic or unsustainable source materials and finishes.

040-2021

### 12. FINANCE

1. To receive the Bank Reconciliation  
The Bank Reconciliation was accepted
2. To discuss and decide on the Reserves Policy  
The Reserve Policy was accepted.
3. To discuss and approve the proposed Earmarked Reserves.  
The Earmarked reserves as tabled was agreed.
4. To approve the following invoices for payment.
  - a) HMRC £357.43p S1-8 Localism Act 2011
  - b) J. Churchett £500.00p (toilet Cleaning) S1-8 Localism Act 2011
  - c) G. J. Rippon £24.00p (home working allowance) S1-8 Localism Act 2011
  - d) SALC £488.57p (subscription) S1-8 Localism Act 2011
  - e) A. Wallace £80.00p (Grass cutting) S1-8 Localism Act 2011
  - f) Web Orchard £228.00p (web hosting S1-8 Localism Act 2011
5. Grants  
To Discuss and decide of a grant from Redlake Valley Community Benefit Society  
This was discussed it was agreed that the Council would give a donation to £500.00 to Redlake Valley Community Benefit Society  
The Clerk was instructed to pay all invoices

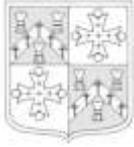
041-2021

### 13. THE MUSEUM ISSUES

1. To discuss and decide on a yearly contract for the stairlift at the museum.  
This was discussed and it was agreed that the Council would enter into a contract for a yearly service of the stairlift.
2. To agree the contract for the Museum maintenance  
Cllr. Shepherd informed Council of the details of his fact finding It was agreed that contact 'B'; would be approached to undertake the work detailed.

042-2021

### 14. POST COVID GRANTS



# Clun Town Council with Chapel Lawn

This matter was deferred.

**043-2021**      **15. REFUSE BINS**

It was discussed that there was a suggestion for dog waste disposable bags dispenser. Also, to explore the possibility of providing larger bins. The clerk was to ask to explore this further and report. Also, members should consider the locations for any new or existing bins

**044-2021**      **16. CLEARING FOOTPATH ON B4368**

This was first raised by the walking groups. There are issues with hedge, it was advised that this was a highway issues. The clerk to report the matter

**045-2021**      **17. WATERLOO BRIDGE**

This was discussed there was concerned shown how this was going to be maintained as flakes of paint were coming off and falling into the water. The clerk was requested to write to the environment agency to inform them of the contamination issues.

**046-2021**      **18. CORRESPONDENCE**

The clerk reported that all matters had been circulated.

**047-2021**      **19. INFORMATION FROM COUNCILLORS**

There was nothing to report under this heading

**048-2021**      **20. AGENDA ITEMS FOR THE NEXT MEETING**

Toilets  
Street Lighting  
Website

**049-2021**      **21. DATE FOR THE NEXT MEETING**

The next meeting will be on the 6<sup>th</sup> July 2021 at 7.30pm

Signed by the Chair.

Meeting closed 9.37pm



# Clun Town Council with Chapel Lawn

## MINUTES OF CLUN TOWN COUNCIL MEETING

HELD AT THE MEMORIAL HALL, Clun ON TUESDAY 6<sup>th</sup> July 2021 AT  
7.30PM

PRESENT	APOLOGIES
Cllr. B. Angell Cllr. Bill Shepherd Cllr. D. Morris Cllr. T. Baines Cllr. Duffee Cllr. R Davies Cllr. S. Harris	Cllr. M Donaldson Cllr. J. Limond

ALSO IN ATTENDANCE	
Mr. Gwilym Rippon (clerk)	N.Hartin

There were one members of the public present.

	Agenda item									
050-2021	1.	<b><u>ATTENDANCE AND APOLOGIES</u></b>  Please see above								
051-2021	2.	<b><u>DECLARATION OF ANY DISCLOSABLE PECUNIARY INTEREST IN A MATTER TO BE DISCUSSED AT THE MEETING</u></b>  No declarations were made <table border="1"> <thead> <tr> <th>Name</th> <th>Item</th> <th>Personal</th> <th>Prejudicial</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Name	Item	Personal	Prejudicial				
Name	Item	Personal	Prejudicial							
052-2021	3.	<b><u>DISPENSATION REQUESTS</u></b>  There were no requests for dispensations.								
053-2021	4.	<b><u>PUBLIC SESSION</u></b>								

(i) Shropshire Councillor Report

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## Clun Town Council with Chapel Lawn

The local member tendered his apology, his report was circulated and is attached to the minutes

(ii) Police Report

The latest newsletter had been circulated.

(iii) Public comments –

There were no comments

054-2021

5. **CO-OPTION OF COUNCILORS**

Council agreed to Co-opt Mr. Harris as a councillor and signed the required acceptance of office declaration.

055-2021

6. **APPROVAL OF MINUTES**

The minutes of the meetings held on 1<sup>st</sup> June 2021 following minor amendment was agreed.

056-2021

7. **INFORMATION FROM THE MINUTES**

36 – 2021 - Lengthsman clerk to add to next agenda

36 –2021 – Philip Dunne in relation to planning applications Clerk to remind Mr. Dunne

42 – 2021 Post Covid Grants this referred to the COVID welcome back grant.

057-2021

8. **MAYORS REPORT**

Since the last meeting I have had number of other meetings representing the Council;

I accompanied the drainage engineers on a walk round the main roads of Clun discussing some of the findings and issues raised by the drainage asset survey. This confirmed that there are situations where there are no assets, inappropriate assets e.g 6” Storm Joined to 4” Foul, drains entering old stone drains, blocked drains, and damaged drains. Engineers are meeting this week to start the design of solutions to all these problems which will take time as there will need to be liaison with Severn Trent and Environment Agency and other utilities e.g BT and Network Power. The plan is to have a first design iteration by the autumn and finalised design by Christmas with the intention to do the work in stages starting in 2022 financial year.

There was a meeting of the TC and SC Highways partnership sadly other members of the TC working group were not able to attend. In addition to



## Clun Town Council with Chapel Lawn

drainage we discussed the Vision Design guide (to which I have supplied some photos) a draft should be available to the TC working group for fact checking by end of July. The knotty issues of HGVs was discussed again at length bearing in mind recent instances of damage. As reported previously support from SC and Police for a TRO is weak owing to difficulties of enforcement and ensuring equity for local businesses. SC has received back from their legal advisers, the information we requested about enforcement. They are still interpreting what the legalese means and will report in detail next month. I asked that they look into formalising the parking along the Newcastle Road if that is their verge. This could avoid cars parking half on or half off the highway and provide increased visitor parking.

A special meeting of full Council with representatives of Shropshire Council officers is planned for early August. The aim is to ensure full council is conversant with the project as there have been significant changes in Council since this work began over 3 years ago. Shropshire Council officers will present the draft vision document and the plans relating to signs relating to HGVs and including the options that have been considered. The proposed date was 9 August this is no longer possible so please clear your diaries. The possible dates are evenings of Monday 2nd or Monday 16th August or Tuesdays 3rd and 17th between 9:45 and 14:00. The aim is for this to be face to face in Clun.

I met - at their request - with the Chair (Alison Weeks) and Secretary (Chrissy Verdun) of the Clun Climate Emergency Group – our advisory group on environment and climate change matters. We discussed in more detail some of the ideas that arose at our council meeting last month. They have informed me of progress on an environmental survey of the Castle which although a quick and superficial survey demonstrates what wealth of diversity we have on our doorstep. I have informed EH on this and requested discussions as soon as possible over progress on the management and grazing of the site as I have had number of discussions with residents on this topic.

In addition:

I have written to SC highways senior officers regarding the slow replacement of the HGV sign at Purslow and the HGV signs at Lydham and Bishops Castle that are illegible as a consequence of overgrown vegetation and algal growth. I am assured these have been logged with the local teams for action. We watch this space. As the effectiveness of any signs are predicated on prompt and effective management I have strongly emphasised the importance of this.



## Clun Town Council with Chapel Lawn

I have also been in discussion with Nigel Hartin over the maintenance of the wider road network and I am aware he is setting up meeting for a group of councils in this area to meet with Highways Staff. In preparation of this I have obtained (using and FOI request) the Highway Safety Inspection manual which identifies priorities and frequency for different road types. With changes over time in living and working in the area I am not convinced this meets current needs. If you would like to see the copy email me after the meeting.

I have requested the Clerk to set up a meeting with SC officers and the EA to discuss and agree a future routine programme of management of the gravel and silt around and under the main Bridge.

I consulted with Councillors re the BT phone at Whicott Keysett and also Consulted with Cllr Burge of Newcastle Parish as the phone is on the border. Asked Clerk to respond citing potential mobile reception issues, some potential interest from community needing further investigation. Clerk to follow up with Newcastle Community and involve Cllr Donaldson who has contacts in the community.

### 058-2021 9. CLERK'S REPORT

The clerk reported that all emails have been sent.

### 059-2021 10. PLANNING

#### PLANNING

To consider the following planning applications and other planning matters

Planning applications

1. 21/02734/LBC & 21/02733/FUL (determination date 27/07/2021)  
Application for the alterations to include upgrading or replacement of windows and doors, installation of internal wall insulation, upgrading of existing loft insulation, insulation of ground floor suspended timber floor, re-rendering of front elevation, installation of three flues, and alterations to internal layout | St Catherines 15 High Street Clun Craven Arms Shropshire SY7 8JB

These applications were discussed

RESOLVED

The parish Council supports this application

2. 21/02694/FUL (determination date 23/08/2021)  
Application for the erection of a steel portal framed agricultural building | Curlew Corner Upper Treverward Clun Shropshire SY7 8LX



## Clun Town Council with Chapel Lawn

This application was discussed

RESOLVED

The parish Council supports this application. However it is noted that the development should adhere to the Agricultural Building design guidance as produced by ANOB.

3. 21/02292/LBC & 21/02291/FUL & 21/02296/ FUL (determination date 22/07/2021)

Application for work incidental to the conversion of the existing barns into 2no dwellings with bicycle and bin store and revised sewage treatment plant affecting a grade II listed building | Proposed Residential Barn Conversions At Lower Guilden Down Guilden Down Clun Shropshire

These applications were discussed

RESOLVED

Clun Council support this application in principle however we have concerns over the nature of the sewage soak away field. This is very close to water course that ends in the river Clun - in view of the other development pressures consequent on the nutrient pollution issues of the river we would wish to see Shropshire Council have equal assurance that there will be no additional pollution load on the river in equal measure.

Further more we note the comments by your highways adviser on the need for measures to reduce impact on the road from Guilden Down to Clun, which we support. In addition the council would wish to see the road from Guilden Down to the A488 better maintained and treated equally.

Works towards the ideal of eventual carbon neutral, no environmental impact and low energy use housing and buildings, Clun Town Council and Chapel Lawn encourages the Planning Department of SCC, when considering applications for new builds, conversions or extensions, to promote reduced emphasis on traditional design and building methods. We ask SCC to use their powers to encourage the removal of reliance on fossil fuels for energy, water and waste management and to eliminate the use of toxic or unsustainable source materials and finishes.

060-2021

### 11. FINANCE

1. To receive the Bank Reconciliation  
This was noted
2. To receive the Internal Auditors report



## Clun Town Council with Chapel Lawn

The clerk reported that the Internal Auditor gave the council a clean bill of health.

3. To agree the annual return  
The Annual return was agreed.
4. To approve the following invoices for payment.
  - a) HMRC £357.43p S1-8 Localism Act 2011
  - b) J. Churchett £500.00p (toilet Cleaning) S1-8 Localism Act 2011
  - c) G. J. Rippon £26.00p (home working allowance) S1-8 Localism Act 2011
  - d) Highline £553.30 (streetlight maintenance) S1-8 Localism Act 2011
  - e) Highline £87.30 (streetlight maintenance) S1-8 Localism Act 2011
  - f) Halls SMS £14.59 (toilet sundries) S1-8 Localism Act 2011
  - g) I. Selkirk £225.00 (Internal Audit) S1-8 Localism Act 2011
  - h) Acorn £114.00 (stairlift contract) S1-8 Localism Act 2011
  - i) ICCM £95.00 (subscription) S1-8 Localism Act 2011
  - j) SALC £488.57p (subscription) S1-8 Localism Act 2011

The clerk was instructed to pay all invoices

061-2021

### 12. UPDATES ON THE FOLLOWING

1. Public Toilets - Report from Cllr T Baines and agree priorities and programme of work.  
Clerk to contact Severn and Trent in relation to the water meter.  
The barge board needed painting, painting of the doors, also lighting needed attention. It was also suggested that a notice board be installed. Removal of vegetation. It was agreed the Clerk and Cllr Baines would progress these matters.  
Streetlights - to receive a report from Cllr D Morris  
There 36 street lights. There are 14 LED lights. There are a number of lights not working It was agreed Cllr Morris to work with the Clerk to ensure all lights not working are put into working order.  
Parish Office for Clerk: To receive a report and update on progress.  
In the absence of Cllr Limond the Chair reported a draft licence had been reviewed and the matter referred to the Clerk to finalise details.  
Report Clun Traffic and highways Working Group - To receive a verbal report on recent meetings.  
This update was given earlier in the agenda at item 057
2. Parish award: to receive a report from Cllr Donaldson on progress and actions required  
This item was deferred

062-2021

### 13. PARISH EVENTS



## Clun Town Council with Chapel Lawn

To discuss the following:

1. Autumn event to replace celebration held as part of Annual Parish Meeting

It was suggested that a public meeting be held earlier in the year, possibly on Saturday / Sunday Cllr. Baines and Cllr Davies would co-ordinate this event.

2. Queens Diamond Jubilee 2022

There is a movement to provide beacons to celebrate this, also seek if there is a desire for a celebrating. Cllr Davies would place an article in the Chronicle.

3. Christmas 2021

The provision of lights was discussed it was suggested that the lights should also go on the other side of the bridge. Cllr Morris agreed to look into this and bring back to the next meeting.

063-2021

14. **WEBSITE**

Mark Duffee to lead on this matter in conjunction with the chair and the clerk

064-2021

15. **DATES AND VENUE OF FUTURE MEETINGS**

It was agreed to meet in April, June and September in Chapel Lawn

065-2021

16. **CORRESPONDENCE**

The clerk reported that all matters had been circulated.

066-2021

17. **INFORMATION FROM COUNCILLORS**

SpArC Ryan Cllr Harris volunteered to represent the Council.  
Cllr. Shepherd reported that the footpath issue was in hand.

067-2021

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

Lengthsman

068-2021

19. **DATE FOR THE NEXT MEETING**

The next meeting will be on the 3<sup>rd</sup> August 2021 at 7.30pm

Signed by the Chair.



# Clun Town Council with Chapel Lawn

Meeting closed 9.37pm

Chair's initials



**Clun Town Council  
with Chapel Lawn**

**MINUTES OF CLUN TOWN COUNCIL MEETING**

**HELD AT THE MEMORIAL HALL, Clun ON TUESDAY 3<sup>rd</sup> AUGUST 2021  
AT 7.30PM**

<b>PRESENT</b>	<b>APOLOGIES</b>
Cllr. B. Angell Cllr. Bill Shepherd Cllr. D. Morris Cllr. M Donaldson Cllr. Duffee Cllr. R Davies Cllr. S. Harris	Cllr. J. Limond Cllr. T. Baines

<b>ALSO IN ATTENDANCE</b>	
Mr. Gwilym Rippon (clerk)	N.Hartin

	<b>Agenda item</b>	
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**069-2021      1.      ATTENDANCE AND APOLOGIES**

Please see above

**070-2021      2.      DECLARATION OF ANY DISCLOSABLE PECUNIARY INTEREST  
IN A MATTER TO BE DISCUSSED AT THE MEETING**

No declarations were made

Name	Item	Personal	Prejudicial

**071-2021      3.      DISPENSATION REQUESTS**

There were no requests for dispensations.

**072-2021      4.      PUBLIC SESSION**

(i) Shropshire Councillor Report

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## Clun Town Council with Chapel Lawn

Cllr Hartin reported that the Local plan had been submitted to the Inspectorate. He also stated that over the next four years there would be about £60m to £120m injected into road repairs. Cllr Hartin also reported that he had pressed officers in relation to road repairs.

(ii) Police Report

The latest newsletter had been circulated.

(iii) Public comments –

No members of the public present

073-2021      5.      **APPROVAL OF MINUTES**

The minutes of the meetings held on 6<sup>th</sup> July 2021 following minor amendment was agreed.

074-2021      6.      **INFORMATION FROM THE MINUTES**

A number of lights have been repaired. However there are still a number not working. Cllr Morris was to liaise with the clerk to resolve the defective lights.

In relation to the Christmas Lights a report has been circulated as there is information in the document detailing how cross street banners and decorations should be treated.

075-2021      7.      **MAYORS REPORT**

**Storm Drains**

Since the last meeting I have had a half day onsite meeting and further discussions with WSP team leading on the storm drainage design work. They want me to street how much they appreciate the support given to them by residents of the Town. Its invidious to mention names but Tony Martyr has been particularly helpful owing to his past research on the Mill Leats and all the residents of Bridge Street among others. I was impressed at the holistic approach they are taking to understand how the water flows in and around Clun having been out along the Shropshire Way and 40 Acre to the north, out to the streams coming down from Guilden Down near to Coveats Lane, the Green and associated brook, and around most of the streets of Clun and the associated Victorian sewage system. We await with interest the results of the deliberations in improving the storm drainage in the Town and protecting the river environment of the river Clun.

**Other Highways**

Discussions with a resident and SC regarding erosion of a bank threatening collapse of Stone Wall. Meeting arranged by SC with resident for later this month.

**Planning**



## Clun Town Council with Chapel Lawn

I have been in correspondence with N Hartin re planning matters and the Turnpike site. to be covered under the planning item.

### **Castle**

Communication with two English Heritage colleagues (Bernard Walker and Helen Allan) in relation to the management of the Castle site especially the vegetation. A site meeting is planned for 12 August (next Thursday) I hope Bill and Jack who have been involved in the past can also be present.

### **Museum**

I was pleased to attend the re-opening of the Museum, and to see the refreshed exhibits. Well worth looking if you have not yet been.

### **Env Group**

Ryan will provide more information later. I have had discussions with the group regarding the open day on the 19th (please make sure you can attend at least in part) and in relation to renewable energy for public buildings.

### **Web Meeting**

I met with Cllr Duffee to have initial discussion regarding the revision of the Council Website.

076-2021

## 8. CLERK'S REPORT

To Receive the Clerk's Report

To report on progress on digitisation of Burial records

*The records need to be collected and sent to the contractors.*

To report on progress on information capture from past old minutes

*The person who had offered his services as he has now withdrawn his offer as he has now started work and has no time to dedicate to archiving the minute books*

To report on progress regarding the proposed Town Council Office

*I have received the licence to occupy which does need some attention also permission to purchase equipment.*

To inform Council of the existence and rule regarding the environmental maintenance grant from Shropshire Council.

*The Clerk updated members as to the method of obtaining the grant, it was highlighted that the grant could only be used to maintain the property owned by Shropshire Council*

To inform Council regarding any information from Mr P Dunne MP.

*The Clerk reported that he had written to Mr. Philp Dunne however he had yet to have a reply.*

To inform Council of any feedback from Newcastle Parish Council on the BT consultation and the phone box in Whitcott Keysett

*The clerk reported that Newcastle Parish Council were in the process of adopting one in the village they had yet to make any comment in relation to the second kiosk. Newcastle to be approached to see if the local community would take responsibility for the kiosk.*



# Clun Town Council with Chapel Lawn

## 9. PLANNING

Update regarding the Castle Street and Turnpike Meadow Applications :  
Cllr. Angell reported that Conexus had withdrawn the application for Castle Street, enquiries were in hand to establish why.

With regards the Turnpike application, an additional document has appeared on this application from an ecologist officer from Shropshire Council which suggested that this application should either be withdrawn or refused.

Cllr. Hartin is to arrange a meeting with planners, members of the Town Council and Natural England

Housing Needs Survey update Matthew Mead has been contacted and he has been invited to the September meeting to discuss the issue of housing needs within the Town.

To consider the following planning applications and other planning matters

Planning applications

1. 21/03335/FUL

Application for the conversion of agricultural building into dwelling, and installation of package (sewage) treatment plant | Proposed Barn Conversion West Of Hurst Mill Farm Clunton Shropshire.

Members discussed this application

**RESOLVED**

The Council wishes to make no comment on this application.

However if granted, the Council would like the development to work towards the ideal of eventual carbon neutral, no environmental impact and low energy use housing and buildings, Clun Town Council and Chapel Lawn encourages the Planning Department of SCC, when considering applications for new builds, conversions or extensions, to promote reduced emphasis on traditional design and building methods. We ask SCC to use their powers to encourage the removal of reliance on fossil fuels for energy, water and waste management and to eliminate the use of toxic or unsustainable source materials and finishes

## 078-2021 10. FINANCE

1. To receive the Bank Reconciliation  
This was noted.
2. A grant received from the environment group  
This was agreed
3. To approve the following invoices for payment.
  - a) HMRC £164.98p S1-8 Localism Act 2011
  - b) J. Churchett £500.00p (toilet Cleaning) S1-8 Localism Act 2011



## Clun Town Council with Chapel Lawn

- c) G. J. Rippon £40.39p (home working allowance and Zoom subscription) S1-8 Localism Act 2011
  - d) Halls SMS £87.55p (toilet sundries) S1-8 Localism Act 2011
  - e) I. Selkirk £225.00 (Internal Audit) S1-8 Localism Act 2011
  - f) Acorn £36.00 (stairlift maintenance) S1-8 Localism Act 2011
  - g) B. Shepherd £8.80p (reimbursement for batteries) S1-8 Localism Act 2011
  - h) Remembering You £700.00p S1-8 Localism Act 2011
- The clerk was instructed to pay all invoices

079-2021

### 11. UPDATES ON THE FOLLOWING

1. Public Toilets - To receive progress report on the Public Toilet Maintenance proposals  
Cllr. Baines Was not present however he had produced a report. It was agreed that Mr. Tranter would be contacted to remove the vegetation from around the toilets  
Mr. G. Dudley was contracted and awaited acceptance to commence painting the paint the toilets.  
It was agreed that the quote for a new notice board should be revisited for a noticeboard be big enough also be constructed in hardwood.
2. Freemen of Clun: to receive a report from Cllr Donaldson on progress and actions required.  
There was limited progress on this matter however thought was given as to the criteria. It would be a yearly matter cut-off date for nomination would be the end of September. Cllr. Harris agreed to assist.
3. Parish Celebration - Cllr Davies.  
Cllr. Davies stated that he was still putting Plans in place.

080-2021

### 12. LENGTHSMAN

This matter was discussed briefly it was asked for volunteers to oversee this project. Cllr Duffee and Cllr. Morris would lead on this matter.

081-2021

### 13. WEBSITE

Mark Duffee to lead on this matter in conjunction with the chair and the clerk  
Cllr Duffee presented his report of how he thought the Website should look like, he stated that the Town Council Website should be a one stop.



## Clun Town Council with Chapel Lawn

082-2021

14. **CLUN CLIMATE EMERGENCY GROUP OPEN DAY**

Report on the Proposed Clun Climate Emergency Group Open Day - Cllr Ryan Davies

Cllr. Davies presented his report in relation to the Climate Emergency Group. The Open day would take place 19<sup>th</sup> September at the Town Hall. He made emphasis on the issue that there were limited number of EV points in the town. Cllr. Davies to liaise with the clerk to drive this matter forward.

083-2021

15. **CORRESPONDENCE**

An email from Wayne Best that gravel would be removed from the river. The clerk was requested to inform the writer that there was a build up of gravel on both sides

084-2021

16. **INFORMATION FROM COUNCILLORS**

Repairs to the lychgate this would hope to be started at the end of September.

Work to the Town Hall has to be rescheduled to issues with the erection of scaffolding.

There were issues with regards to the pavement between the Medical Centre and the Green.

085-2021

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

There was nothing under this heading

086-2021

18. **DATE FOR THE NEXT MEETING**

The next meeting will be on the 7<sup>th</sup> September 2021 at 7.30pm at memorial Hall

**Signed by the Chair.**

Meeting closed 9.37pm



**Clun Town Council  
with Chapel Lawn**

Chair's initials



**Clun Town Council  
with Chapel Lawn**

**MINUTES OF CLUN TOWN COUNCIL MEETING**

**HELD AT THE MEMORIAL HALL, CLUN ON TUESDAY 7<sup>th</sup> SEPTEMBER  
2021 AT 7.30PM**

<b>PRESENT</b>	<b>APOLOGIES</b>
Cllr. B. Angell Cllr. T. Baines Cllr. M. Duffee Cllr. S. Harris	Cllr. R Davies Cllr. M Donaldson Cllr. Bill Shepherd Cllr. D. Morris Cllr. J. Limond

<b>ALSO IN ATTENDANCE</b>	
Mr. Gwilym Rippon (clerk)	N.Hartin

	<b>Agenda item</b>									
<b>087-2021</b>	<b>1.</b>	<b><u>ATTENDANCE AND APOLOGIES</u></b>  Please see above								
<b>088-2021</b>	<b>2.</b>	<b><u>DECLARATION OF ANY DISCLOSABLE PECUNIARY INTEREST IN A MATTER TO BE DISCUSSED AT THE MEETING</u></b>  No declarations were made <table border="1"> <thead> <tr> <th>Name</th> <th>Item</th> <th>Personal</th> <th>Prejudicial</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Name	Item	Personal	Prejudicial				
Name	Item	Personal	Prejudicial							
<b>089-2021</b>	<b>3.</b>	<b><u>DISPENSATION REQUESTS</u></b>  There were no requests for dispensations.								
<b>090-2021</b>	<b>4.</b>	<b><u>PUBLIC SESSION</u></b>								

(i) Shropshire Councillor Report

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## Clun Town Council with Chapel Lawn

Cllr Hartin reported that members had a meeting with the chief executive (Andy Begley) where members expressed concern of the difficulties they had in response from officers

(ii) Police Report

The latest newsletter had been circulated.

(iii) Public comments –

A contractor spoke via Zoom he highlighted that there was a grave stone constructed of sand stone which appears that it is fractured and appears to be dangerous. The chair reported back and would report back.

**091-2021**      **5.      APPROVAL OF MINUTES**

The minutes of the meetings held on 3<sup>rd</sup> August 2021 following minor amendment was agreed.

**092-2021**      **6.      INFORMATION FROM THE MINUTES**

A number of lights have been repaired. However there are still a number not working. Cllr Morris was to liaise with the clerk to resolve the defective lights. Also there is an amount of ivy over a number of lamp posts it was agreed the Clerk would arrange for its removal by contractor.

The licence for the office to be progressed. The Chair stated that he would be in attendance for climate day. The Chair reported that the hedge from the Meadows to the Green has been cut but the pavement clearance remains to be done.

**093-2021**      **7.      MAYORS REPORT**

Since our August meeting I have been in number of meetings and discussions and taken part in some ongoing correspondence.

Two meetings were attended - the Special council meeting to discuss the Clun Highways and Traffic Partnership activities and the Clun Highways and Traffic Partnership Working group meeting. Relevant matters will be discussed elsewhere on the agenda.

I wrote to the Chairs of the Environment Agency and Natural England as requested by Council to follow up on the lack of action in finding a satisfactory solution to the block on planning permissions consequence on the Status of the river. To date I have not received a reply however I have received a reply from Mr Philip Dunne MP as a result of our earlier meeting with him in May on the same issue. Once again this will be addressed later on the agenda. I have also been in correspondences with Cllr N Hartin on the same matter.



## Clun Town Council with Chapel Lawn

I also attended a meeting - with Cllr Shepherd, Donaldson and Limond with English Heritage to discuss their plans for vegetation management. I also was involved in discussions on related matters along with representatives from the Clun Climate Emergency and environment Group. Possible grazing approaches were discussed as well as other matters and EH promised to be in touch as their ideas crystallised.

There potential for a bio blitz on the site was welcomed and the Wildlife Trust will continue to liaise with EH on this matter. I have also met with the CEEG on issues relating to planning. I have also had communication with environment agency staff regarding the removal of gravel from the river which I understand to be planned for 10 September or thereabouts and it will only be on the upstream side Natural England currently backing the clearance of the Down Stream Side. The Clerk is endeavouring to set up a meeting with NE, EA and Shropshire Council so we can agree a better management strategy for this in the future.

### 094-2021 8. CLERK'S REPORT

The reported that he had received an email from Philip Dunne in relation to the planning issue, which has been circulated.  
The clerk also stated that all emails had been circulated to members

### 095-2021 9. PLANNING

Planning applications

1. 21/04049/TCA

Application to fell 1no Hawthorn within Clun Conservation Area | Drapers Cottage 8 Church Street Clun Craven Arms Shropshire SY7 8JW

The Council discussed this application

RESOLVED

The council made no comment.

2. 21/03637/FUL

Application for the conversion and extension of attached storage building into additional living space (part retrospective) | Mill Barn Grey Bank Clun SY7 8NZ

The Council discussed this application

RESOLVED

The Council supported this application

3. 21/03620/FUL

Application for the conversion of domestic garage into holiday let | Mill Barn Grey Bank Clun SY7 8NZ



## Clun Town Council with Chapel Lawn

The Council discussed this application

RESOLVED

The Council supported this application

To discuss the following

To discuss the following

- Affordable Housing Survey Mathew Meade Shropshire Council  
The officer at Shropshire Council was unavailable on this evening therefore this agenda item was deferred.
- State of outstanding applications and recent correspondence from Mr P Dunne MP regarding the issues relating to the river Clun.  
The chair reported the history in relation the Clun catchment area and the lack of progress as to the outstanding applications meeting with Shropshire Council including Cllr Hartin and Cllr J Kemp (Chair of Bucknell Parish council ) has been arranged.
- Correspondence from CEG re Turnpike Meadow proposals  
The Chair reported that he had received an email in relation to design issues from the environment group which have been replied to and has not dissuaded them in submitting this in relation to the Turnpike development.

096-2021

### 10. FINANCE

1. To receive the Bank Reconciliation  
This was noted.
2. To note the performance against budget.  
The performance against budget was noted
3. To approve a grant for £200 for the Climate and Environment Group.  
This was agreed  
To approve the following invoices for payment.
  - a) HMRC £164.98p S1-8 Localism Act 2011
  - b) J. Churchett £500.00p (toilet Cleaning) S1-8 Localism Act 2011
  - c) G. J. Rippon £233.94p (home working allowance, mileage, SLCC Subscription and Zoom subscription) S1-8 Localism Act 2011
  - d) Shropshire Council £70.00 (Street Licence) S1-8 Localism Act 2011
  - e) A. Wallace £80.00 (grass cutting) S1-8 Localism Act 2011
  - f) Shropshire Council £336.22 (Joint Energy) S1-8 Localism Act 2011
  - g) Nicky Tranter £200.00p (



# Clun Town Council with Chapel Lawn

The Clerk was instructed to pay the above invoices

097-2021

## 11. UPDATES ON THE FOLLOWING

1. Clun Traffic and Highways working group - B Angell  
Members felt that the presentation was the way forward, it was felt that nothing further could be done to improve matters. It was felt that high grade materials should be requested at the consultation  
Resolution: To support the Clun Highways Design Vision draft in support of the suite of Highways Projects, which includes the proposals for HGV management.
  - a. Following this resolution, the Council wishes to empower the Clun Traffic and Highways working group subject to the final edits ahead of the public consultation and engagement.
  - b. To agree to pursue improvements to the HGV signage to enable detailed work and proposal to proceed.#  
The above resolution was passed unanimously.
2. Website - Cllr Duffee  
Cllr. Duffee stated that matters were in hand
3. Freeman - Cllr Donaldson  
It was reported that several items had been explored and a scroll had been decided upon.
4. Town Hall - Cllr Shepherd  
There are no further matters to report
5. Public Toilets -Cllr Baines  
Two items were reported upon that the government information had been looked at however it was thought to be inappropriate. The work had been undertaken to remove the vegetation. Quotes for a notice board there would two version one soft wood and then hard wood  
It was agreed that soft wood notice board would suffice in the sum of £385.20p.  
Painting and decorating It was agreed that the quote of £684 was agreed.  
With regards to the electrics, the quote was not acceptable this matter was on going.
6. Autumn event and Christmas - Cllr Davies
7. Environment - Cllr Davies  
Could his be deferred.

098-2021

## 12. CORRESPONDENCE

All items have been circulated.



## Clun Town Council with Chapel Lawn

099-2021

13. **INFORMATION FROM COUNCILLORS**

One member mentioned that he did not have any method of identification to show if meeting members of the public

100-2021

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

Affordable housing

101-2021

15. **DATE FOR THE NEXT MEETING**

The next meeting will be on the **5<sup>th</sup> October** 2021 at 7.30pm at memorial Hall

Signed by the Chair.

Meeting closed 9.37pm



# Clun Town Council with Chapel Lawn

## MINUTES OF CLUN TOWN COUNCIL MEETING

HELD AT THE MEMORIAL HALL, CLUN ON TUESDAY 5<sup>th</sup> OCTOBER  
2021 AT 7.30PM

PRESENT	APOLOGIES
Cllr. B. Angell Cllr. T. Baines Cllr. M. Duffee Cllr. S. Harris Cllr. J. Limond Cllr. R Davies Cllr. Bill Shepherd	Cllr. D. Morris Cllr. M Donaldson

ALSO IN ATTENDANCE	
Mr. Gwilym Rippon (clerk)	N.Hartin
Cllr. D Morris (via zoom)	

### One member of the public

	Agenda item	
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102-2021      1.      **ATTENDANCE AND APOLOGIES**

Please see above

103-2021      2.      **DECLARATION OF ANY DISCLOSABLE PECUNIARY INTEREST IN A MATTER TO BE DISCUSSED AT THE MEETING**

Name	Item	Personal	Prejudicial
Cllr. J. Limond	9 (1) Planning	✓	✓
Cllr. J. Limond	9 (2) Planning	✓	

104-2021      3.      **DISPENSATION REQUESTS**

There were no requests for dispensations.

105-2021      4.      **PUBLIC SESSION**

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## Clun Town Council with Chapel Lawn

(i) Shropshire Councillor Report

Cllr Hartin reported the following

- There had been changes to various portfolio holders.
- It was reported that 50 EV points would be installed in Council car parks Mr Hartin to confirm where when known.
- There was an ongoing discussions or a remedy for the current block on housing development a meeting is been set up including Clun and Bucknell Parish Council chairs.
- Pressure is still being brought to bear in relation to the road land slip near Newcastle
- There would be a rollout of new recycling bins
- Discussions are ongoing in relation to re use of land previously used for ambulance station to be used for affordable housing
  
- A member of the public Mr N Lines officer representing Clun Parish Paths Partnership reported that he was retiring from the post. He informed the members that a new footpaths officer had been appointed. The chair thanked Mr Lines for all the hard work that he and the members of the footpath team had undertaken.

**106-2021**      5.      **APPROVAL OF MINUTES**

The minutes of the meetings held on 7<sup>th</sup> September 2021 following minor amendment was agreed.

**107-2021**      6.      **INFORMATION FROM THE MINUTES**

The Autumn date it does not appear to be suitable it was suggested that it is moved to May.

It was reported that affordable housing was planed to be discussed and an officer from Shropshire to attend. However, the officer was not available, an email has been received that they were keen to work with the Town Council to deliver housing within the catchment area but the mechanism for assessing housing need would be discussed in the context of the solutions developed to address the block on housing as a result of the pearl mussel issue..

**108-2021**      7.      **MAYORS REPORT**

Since our last meeting I have attended three additional meetings.



## Clun Town Council with Chapel Lawn

1. Our own special workshop meeting to get to grips with the policy and technical issues regarding water quality, Freshwater Pearl Mussels and Planning Permissions. I strongly advise if you have not yet looked at the BBC country file link I sent that you try and do so as this crystallises the issues very well. Also read the EA and NE correspondence,
2. a meeting called by Shropshire Council Highways engineering consultants WSP. I was accompanied by Cllr Duffee, present in addition to Shropshire Council and our selves were Kier and Multevo (who are the practical engineers and maintenance engineers ) and Mike Kelly from the AONB. This was to discuss the initial ideas following the ground survey work and proposals for using the Department for Transport flood prevention drainage grant. Originally we were informed this was for £500K. They have reconfigured budgets and we were informed at the meeting they were looking at £750K for Clun. I have forwarded the notes from this meeting a presentation is available. Suffice for now to say their longterm idea is to re use all or some of the old lake/pool leats and pond to divert water from the Unk above Clun and return it down stream of the sewage works. This has the effect of a. reducing water flowing down the Clun, and b. attenuating the flow and slowing it. There are potentially many win wins from this in terms of biodiversity, nutrient attenuation and energy. We will need to discuss this in detail as the proposals firm up. As well as specific points I stressed the need for work to begin in earnest on the problem areas in the Town. I was assured that this was being worked on and is still scheduled for next financial year.
3. The Clun in the Future day at Hightown. I wish to add my personal thanks to our Clun Climate Environment and Emergency group for organising such a comprehensive and well attended day. I was there all day to answer any Council related questions although in fact their were few. However it was most interesting too see how people feel about certain aspects of the Town in populating the Map with ideas. I await with interest to see the outcome of this. A further meeting called by Cllr Hartin to discuss the Pearl Mussel and Planning issues with Shropshire Council was postponed owing to sickness. This is currently being rescheduled as virtual meeting. Also involved is Cllr Kemp Chair of Bucknell PC.

I was unable to attend the SALC southern area committee.

I have also been in correspondence with a resident regarding the costs of maintaining the Town Cemetery and Shropshire Highways on number of maintenance issues.

109-2021      8.      **CLERK'S REPORT**



# Clun Town Council with Chapel Lawn

The Clerk reported that he had received an email from Pauline Davies the solicitor with the licence to occupy relating to the office in the square, the clerk to meet with the solicitor to discuss the licence. It also reported that the contractor who looked after the cemetery reported that there was a dangerous gravestone which needed attention.

110-2021

## 9. PLANNING

Planning applications

2030hrs Cllr Limond left the room

1. 21/04350/FUL

Application for the conversion of part of the store building into living accommodation for use by employee of the public house | Storage Building The White Horse Inn 12 The Square Clun Craven Arms Shropshire

This was discussed by Council

RESOLVED

The Council supported that application

2035hrs Cllr. Limond returned to the room

2. 21/04302/FUL

Application for the removal of existing lean-tos and erection of two-storey extension | Russett Cottage 11 Castle Street Clun SY7 8JU

This was discussed by Council

RESOLVED

The Council felt that the extension to the property was appropriate, however the materials suggested to construct the extension was not wholly appropriate for the development. The Council felt that it would be far more in keeping with a dwelling in the conservation area and in an AONB catchment if materials of a similar nature to the existing structure were included, which would be far more sympathetic, and it followed more closely the Clun design statement.

3. 21/04197/FUL

Application for the change of use of agricultural land for the siting of 4No camping pods, installation of septic tank and creation of a parking area | Proposed Camping Pods SW Of Colstey Farm Colstey Bank Clun Shropshire.

This was discussed by Council

RESOLVED

The Council supported that application



## Clun Town Council with Chapel Lawn

To discuss the following

Empty properties:

Motion: There are a quantity empty properties in Clun some have been in that state for many years it is proposed that council resolve to write to the owner of the Buffalo Inn about the affect it has on the community and ask what his intentions are for the property.

This motion was unanimously agreed the to write to the owner of the Buffalo Mr. Greenall on behalf of the Council.

Clun river SAC, Pearl mussels and Planning

To resolve if actions are required further to recent correspondence from the MP Rt Hon Philip Dunne and the environment Agency and Natural England.

111-2021

### 10. FINANCE

1. To receive the Bank Reconciliation

This was noted.

2. The external auditor report was presented

This report was noted.

To approve the following invoices for payment.

- a) HMRC £164.98p S1-8 Localism Act 2011
- b) J. Churchett £500.00p (toilet Cleaning) S1-8 Localism Act 2011
- c) G. J. Rippon £89.94p (home working allowance, mileage, and Zoom subscription) S1-8 Localism Act 2011
- d) Highline £564.60p (Street Lighting repairs) S1-8 Localism Act 2011
- e) A. Wallace £40.00p Grass cutting S1-8 Localism Act 2011
- f) PKF Littlejohn £240.00p External audit. S1-8 Localism Act 2011
- g) Mark Room £700.00p ( cemetery maintenance) S1-8 Localism Act 2011

For information

- h) St Georges Church £400.00p (grant) S1-8 Localism Act 2011

The Clerk was instructed to pay the above invoices

112-2021

### 11. UPDATES ON THE FOLLOWING

1. Highways

Update further to meeting regarding drainage proposals

*This was discussed earlier*

Update on other highways issues



## Clun Town Council with Chapel Lawn

*The clerk to liaise with Cllr. Morris in relation to removal of ivy on lighting columns. Chair requested Shropshire Cllr N Hartin asst in pursuing the erosion of verge problems in Newport Street..*

### 2. Environment

Report on the Clun Climate Environment Environment Emergency Advisory Group - Ryan Davies

The reports from two recent meetings were presented

Also a report of the recent Clun in the Future open day which council had supported. Well over a hundred attended the day being opened by MP the Rt. Hon P Dunne and the local School children. A planning for real exercise has garnered a lot of information which will be reported in detail, but which may have the potential to form the basis of a Neighbourhood Plan.

Deffra are introducing nature recovery networks. Further to advice from the Advisory group the Chair will respond to the NALC consultation on these.

### 3. Community

Freeman of Clun - Matt Donaldson

*This was deferred*

Plans For Christmas - Ryan Davies

- *The plan is to put the Christmas lights up on the 5<sup>th</sup> December.*
- *The square will be used for the switch on.*
- *The Town Hall is to be used for the Grotto*

### 4. Assets

Town Hall - Bill Shepherd

*Work has commenced on the roof of the Town Hall*

*Council agreed the recommendation to appoint an engineer to advise on the first floor strength.*

Cemetery - Bill Shepherd, B Angell

*The work on the Lytch Gate will be undertaken by the end of October*

*The Chair reported that a resident had requested annual average cost of painting the Cemetery. The Clerk had provided the data. The resident informed the Chair this was in relation to comparative costs with the Parish Church graveyard.*

Public toilets - Tom Baines

*The contractor has been instructed to repair the missing tiles.*

## 114-2021 12. CORRESPONDENCE

All items have been circulated.

## 115-2021 13. INFORMATION FROM COUNCILLORS



## Clun Town Council with Chapel Lawn

Castle grounds, English Heritage has cut the grass. The clerk to contact English Heritage to enquire any developments as to use.

116-2021

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

Lengthsman  
Website

117-2021

15. **DATE FOR THE NEXT MEETING**

The next meeting will be on the **2<sup>nd</sup> November** 2021 at 7.30pm at memorial Hall

Signed by the Chair.

Meeting closed 9.37pm



**Clun Town Council  
with Chapel Lawn**

**MINUTES OF CLUN TOWN COUNCIL MEETING**

**HELD AT THE MEMORIAL HALL, CLUN ON TUESDAY 2<sup>nd</sup> NOVEMBER  
2021 AT 7.30PM**

<b>PRESENT</b>	<b>APOLOGIES</b>
Cllr. B. Angell Cllr. T. Baines Cllr. M. Duffee Cllr. D. Morris Cllr. R Davies Cllr. Bill Shepherd	Cllr. M Donaldson Cllr. J. Limond (Via Zoom) Cllr. S. Harris

<b>ALSO IN ATTENDANCE</b>	
Mr. Gwilym Rippon (clerk)	N.Hartin

**One member of the public**

	<b>Agenda item</b>	
118-2021	1.	<b><u>ATTENDANCE AND APOLOGIES</u></b>

Please see above

119-2021	2.	<b><u>DECLARATION OF ANY DISCLOSABLE PECUNIARY INTEREST IN A MATTER TO BE DISCUSSED AT THE MEETING</u></b>
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Name	Item	Personal	Prejudicial
Ryan Davies	Correspondence	✓	

120-2021	3.	<b><u>DISPENSATION REQUESTS</u></b>
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There were no requests for dispensations.

121-2021	4.	<b><u>PUBLIC SESSION</u></b>
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(i) Shropshire Councillor Report

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## Clun Town Council with Chapel Lawn

Cllr Hartin reported the following

It looks like Shropshire Council along with other Local Authorities will be hit soon with the implications of the Governments boundary review, which is heading for an independent review, but which stipulates an aim for 3,500 electors per Councillor. Existing County Divisions such as Clun, Chirbury & Worthen, Bishops Castle & Ludlow are all seats that are too small by this metric. Government have said that there is a desire on their part to take into account rural divisions having a lower threshold due to their obviously sparsely populated nature, but it remains to be seen what the independent reviewers make of this. However, whatever the outcome, its likely to mean that the 2025 County Council Elections will be held using the new boundaries. Following on questions I asked at last Council, the new Portfolio Holder for transport Cllr Dean Carroll has now supplied a breakdown of where the latest 50 electric vehicle charging points are going to be situated across the County, which are as follows: (none unfortunately closer to us than Bishops Castle). 7kw Chargers are going in with an October/November installation date at the following County Car parks:

Bishops Castle - Harley Jenkins St Car park (4), Shrewsbury – Frankwell Quay car park (3), & Abbey Foregate car park (6), Ludlow - Mill St car park (4), Bridgnorth - Listley South car park (4), & Severn car park

(6), Ellesmere - Cross St car park (4), Market Drayton -Towers Lawn 2 car park (6), Whitchurch - Brownlow St car park or Newtown car park (6), Oswestry - Oak St car park (6).

This is of course good news, but not much for us here in more rural areas, Cllr Carroll however has indicated he does intend to further roll out EV points to more rural areas in due course, so I will keep up the pressure to hold him to that!

Due to the recently called North Shropshire By - Election, now being held on the 16th December, Shropshire Council has postponed its Full Council meeting due to take place on the 16th and its now likely to take place in the early new year. Depending on the candidates selected by local political parties there may also be a consequential Shropshire Council By - Election in the early new year, (at least two existing Shropshire Council members have applied for selection by the Conservative party for this N/Shropshire seat), if one of these candidates is selected to fight the seat by that party then, given the N/Shropshire seat is one of the safest Conservative seats in the Country

with a current majority of over 22K, its probably odds on that the seat will be retained by the Conservatives, leading to SC having to call a Council By Election if the Shropshire Council seat is vacated, unless



## Clun Town Council with Chapel Lawn

it transpires during the election that the electorate is so fed up with the 'sleaze' that we end up with another shock result like that of Chesham & Amersham not that long ago, where the Liberal Democrats overturned a very large Conservative majority to take the seat. A member of the public made comment that minutes were not on the website. Also questioned whether there was any merit in having an office for the clerk. It was explained that having an office for the would allow for Councillors and members of the public to have physical contact.

### 122-2021 5. APPROVAL OF MINUTES

The minutes of the meetings held on 5<sup>th</sup> October 2021 following minor amendment was agreed.

### 123-2021 6. INFORMATION FROM THE MINUTES

A question was asked what the strategy was for the Castle and had English Heritage needed to be contacted. It was agreed for the Clerk to write to English Heritage and seek and update.

### 124-2021 7. MAYORS REPORT

#### Highways

We have meeting of the Clun TC and SC partnership on Thursday. I have spoken with the Head of Highways regarding a public engagement activity. We agreed that this should be carried out stepwise. I will know more on Thursday and will inform council of the outcome. I anticipate the first stage of this will be early in the New Year.

I have also submitted comments from the Working Group on the final draft of the Vision document which contained a number of inaccuracies.

#### Other matters

I have been invited to attend a Shropshire Wildlife Trust meeting on Friday this week to meet their CEO. I have accepted and will use the opportunity to support the work of our environment group, the community science bio blitz at the Castle, road verge wild flower corridors as well as to gauge their engagement with statutory agencies.

The Mayor reported that unfortunately Cllr. Donaldson had tendered his resignation due to work commitments. The Clerk was instructed to write a letter of thanks to Cllr. Donaldson for all his hard work whilst on the Council

### 125-2021 8. CLERK'S REPORT

Clun Town Council with Chapel Lawn Council Minutes 2<sup>nd</sup> November 2021

Chair's initials



## Clun Town Council with Chapel Lawn

The Clerk reported that he would come across to collect the paperwork for the burial records.

The Clerk stated in regards the clerk's office he reported that he had been in touch with the lawyer who would be using the same room. She had looked through the licence to occupy and she would be sending the document for signature.

126-2021

### 9. PLANNING

Planning applications

1. 21/04774/DIS

Application to discharge Conditions 9 (stonework), 10 (re-roofing works), 11 (new roof construction details), 12 (new fenestration) and 13 (bird boxes) of planning permission No. 19/04957/FUL, plus Conditions 7 (stonework), 8 (re-roofing works), 9 (new roof construction details), 10 (floor sections), 11 (existing window repairs), 12 (new fenestration) and 13 (bird boxes) of listed buildings 19/0 consent No. 19/04958/LBC | Waterloo House Waterloo Lane Clun Craven Arms Shropshire SY7 8JF

This was discussed at Council  
There were no comments made.

### 10. MEETING WITH SHROPSHIRE COUNCIL

Planning and the river Clun SAC issues.

The Mayor reported as follows: Since the last Council meeting I have attended one virtual Meeting on behalf of Council. Convened by Cllr Nigel Hartin it was attended by Cllr Johnathan Kemp Chair of Bucknell PC, and officers of Shropshire Council :- Ed West Planning Policy Manager and responsible for the Local Development Plan, Joy Tetsill Principal Planning Specialist - Environment, Suzanne Wykes Lead Ecologist and Hayleigh Deighton recently employed by formerly with the Environment Agency.

This was a very informative meeting but also very frustrating. Shropshire Council along with Environment Agency, Severn Trent and Natural England now refer to themselves as partners in addressing the issues on the river Clun. They have reached some agreement on the Policy DP 13 but there remain significant differences of opinion regarding mitigation (details circulated previously) as such the Agencies have submitted and objection under the Regulation 19 examination by the inspectors early next year indicating that no development should take place in the catchment. Also no restoration measures for the river have been agreed and their position is that mitigation is contingent on the restoration plan.



## Clun Town Council with Chapel Lawn

A consultation group of SC, EA, NE, STW NFU and CLA has been set up to try and get agreement and resolution on the way forward. This met for the first time last month. This is at regional director level.

In summary SC are hanging all their hope on the arguments they put to the inspectors, next year. We missed the opportunity to comment on the reg 19 consultation and so will not be called although along with Cllr Hartin I am endeavouring to secure the opportunity to make our case directly to the inspectors.

Since the meeting I have obtained from EA the detailed water analysis on the river Clun going back many years. For an initial perusal of the data in Clun the river is failing the stated targets but only slightly, the further you go down the river the worse it gets. I believe we need to use this information to work for us to secure local mitigation measures for development in Clun. NE are working on report of the data and have promised to share it with us. I have secured agreement they will attend a meeting with Council in January or February next year.

In the meant time I require you agreement to forward the data to local knowledgeable expert in the next Parish who I hope can help interpret the data for us head of then.

I( have also secured dat from STW on the work they have completed on Treatment plants in the Catchment. All except Bishop's Castle have been upgraded. In the case of Clun to take account of planned increases in house numbers and their recent analysis shows a 90% reduction in phosphate from previously which is more than that requested.

Overall improvement to water quality in the river Clun will only be achieved through major changes in agricultural practice and land use changes - hence the involvement of the NFUn and CLA and the Agencies are becoming less tolerant of the potential of voluntary measures to achieve this.

The result of all of this is we now have a better dialogue with Shropshire Council and the Agencies which I will continue to pursue.

### 127-2021 11. WEBSITE PROPOSAL

Cllr. Duffee presented his report, he stated that he had formulated how the website would look, he stated that he need some help to take it further. Cllr. Limond, Davies and Morris stated that they would assist in moving the website forward, Cllr. Duffee stated that he would send a link out for members to look at.

### 128-2021 12. LENGTHSMAN

The Chair thanked Cllr. Duffee for his report. Cllr Duffee stated it was a matter of priorities to work out which jobs really need to be undertaken. Members agreed to feedback any items which required attention. Also Cllr.



## Clun Town Council with Chapel Lawn

Hartin was asked to establish who the contact was for this at Shropshire Council.

### 129-2021      13. FREEMAN OF CLUN

This matter was deferred as the Cllr involved had tendered his resignation  
Cllr Harris agreed to progress the procedure.

### 130-2021      14. FINANCE

1. To receive the Bank Reconciliation

This was noted

One members asked for clarification it was explained that an item had been taken earlier than it appeared in the accounts.

2. The budget and precept for the Year 2022-2023

This was discussed there were a number of items which needed amendments. Members were requested to email the Clerk with any suggested amendments.

3. To approve the following invoices for payment.

- a) HMRC £164.98p S1-8 Localism Act 2011
- b) J. Churchett £500.00p (toilet Cleaning) S1-8 Localism Act 2011
- c) G. J. Rippon £89.94p (home working allowance, mileage, and Zoom subscription) S1-8 Localism Act 2011
- d) £30.00 (The RBL Poppy Appeal) S1-8 Localism Act 2011
- e) Halls SMS £64.22) Toilet sundries) S1-8 Localism Act 2011
- f) A. Wallace £40.00p S1-8 Localism Act 2011

For information

- g) SWALEC £1982.24 (Electricity) S1-8 Localism Act 2011

The Clerk was instructed to pay the above invoices

One other matter was a request for assistance for the Memorial Hall for repair to the play area. Members were content for this matter to be supported

### 131-2021      15. UPDATES ON THE FOLLOWING

1. Town Hall  
Cllr. Shepherd stated that grant applications were being sought
2. Public Toilets  
Cllr. Baines gave his report
3. Streetlights  
All working apart for the Town Hall. Cllr. Morris. Stated that he had met officers from Shropshire Council, who stated that there was an issue with asbestos
4. ESWS



## Clun Town Council with Chapel Lawn

Cllr. Baines reported that a report had been submitted for members to read, a copy will be attached to the minutes

**132-2021**      **16. CORRESPONDENCE**

All items have been circulated.

**133-2021**      **17. INFORMATION FROM COUNCILLORS**

Sad passing Beryl Palmer, who was a councillor for Chapel Lawn for many years.

Cllr. Davies brought up that there were a number of responsibilities in respect of operation London Bridge.

Cllr. Davies would be the Councillor leading on procedures for implementing the protocol working closely with the Clerk.

**134-2021**      **18. AGENDA ITEMS FOR THE NEXT MEETING**

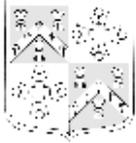
London Bridge  
Car parks and bins

**135-2021**      **19. DATE FOR THE NEXT MEETING**

The next meetings` will be on the 7<sup>th</sup> December 2021 and 4<sup>th</sup> January at 7.30pm at memorial Hall

Signed by the Chair.

Meeting closed 9.37pm



**Clun Town Council  
with Chapel Lawn**

**MINUTES OF CLUN TOWN COUNCIL MEETING**

**HELD ON ZOOM ON TUESDAY 7<sup>TH</sup> DECEMBER 2021 AT 7.30PM**

<b>PRESENT</b>	<b>APOLOGIES</b>
Cllr. B. Angell Cllr. S. Harris Cllr. D. Morris Cllr. Bill Shepherd Cllr. R Davies Cllr. J. Limond	Cllr. M. Duffee  N.Hartin

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

**One member of the public**

	<b>Agenda item</b>	
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136-2021      1.      **ATTENDANCE AND APOLOGIES**

Please see above  
The chair reported the above apologies

137-2021      2.      **DECLARATION OF ANY DISCLOSABLE PECUNIARY INTEREST IN A MATTER TO BE DISCUSSED AT THE MEETING**

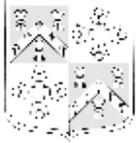
Name	Item	Personal	Prejudicial
Ryan Davies	Correspondence	✓	

138-2021      3.      **DISPENSATION REQUESTS**

There were no requests for dispensations.

139-2021      4.      **PUBLIC SESSION**

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## Clun Town Council with Chapel Lawn

- (i) Shropshire Councillor Report  
Cllr Hartin was unable to attend via zoom, therefore sent a written report in which is replicated below: -

Shropshire Council is still not back to normal service with most staff & councillors working mostly from home. We have at last got a date for the start of work on the long delayed B4368 Newcastle road Landslip – Work due to start on the 24th January for 6 weeks but it appears the promised local consultation on diversion routes has not made it into the programme. No word yet on the replacement for Head of Planning Ian Kilby, but we have heard that more planning staff are due to retire imminently which no doubt will put the already stretched planning department in greater difficulty.

The Council has had close to 400 calls resulting from the recent Storm Arwen with over 170 trees down across the County but due to lots of work out in by our highways teams the main issues have now been dealt with. Locally I attended with Alan Meyrick the spectacle of Clun's own 'Trevi Fountain' in the high street last week, not connected with Storm Arwen but spectacular none the less, which after some pressure to get them to attend quickly enough, Severn Trent managed to fix working overnight with minimal disruption

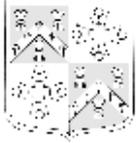
Elsewhere in the County, but not too far away, Shropshire Council seems keen to close the Acton Scott Historic Working Farm, citing a downturn in numbers before its temporary closure due to a E Coli outbreak., Apparently its losing some £168K a year, with the last available figures showing attendance below 20,000 visitors a year. A consultation on options for the future we are told is imminent but no date as yet.

The spread of the Omicron Covid Variant is beginning to make large scale meetings more difficult, for example the Fire Authority has cancelled its Festival of Carols due to be held on December the 17th, & I am trying to get clarification as to what the governments view now is on the continuation of Council committee meetings in person, as currently these are not able to be held online unless the government re-enacts legislation, as it did during earlier phases of the outbreak.

140-2021

### 5. APPROVAL OF MINUTES

The minutes of the meetings held on 2<sup>nd</sup> November 2021 following  
Clun Town Council with Chapel Lawn Council Minutes 7<sup>th</sup> December 2021 Chair's initials



# Clun Town Council with Chapel Lawn

minor amendment was agreed.

141-2021

## 6. INFORMATION FROM THE MINUTES

The Chair reported that, Item 7 in relation to Highways, there would be updates in relation engagement activity to the Vision Document. There is no date forthcoming in relation to the engagement activity.

Item 10 Planning The chair reported that he will share a link to an item of updated information on the Shropshire Website. Website regarding the implementation of the current policy on Development in the Clun Catchment.

142-2021

## 7. MAYORS REPORT

• Since our last Council meeting I have attended the following meetings:

1. Clun Highways and Traffic Working Group – report circulated separately and to be discussed at item 18 on the Agenda
2. The Clerk to review documentation for Cemetery and familiarisation with the Cemetery. I have asked the Clerk for advice on the what capacity and time we have remaining in the Cemetery, also to consider the impact of the proposed changes to environmental legislation proposed for Cemeteries.

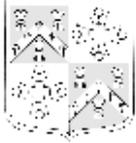
We also discussed the maintenance of the Toilets, repair for the Water Supply and moving the water supply.

The progress on the Office was briefly discussed.

3. I attended the Remembrance Day service on behalf of Council and laid the wreath on our behalf. In was introduced to the Deputy Lord Lieutenant of Shropshire who requested a further meeting.

4. I attended a meeting of the Clun Climate Emergency and Environment Group at their request to review the potential and process for Neighbourhood Plan.

5. I hosted a meeting with the Deputy Lord-Lieutenant of Shropshire Katherine Garnier DL. Katherine who lives at Stowe near Knighton has been changed with getting to know two Towns in S Shropshire one of which is Clun. She was keen to understand the work of the Council, the issues we face and to learn about the various community organisations and individuals concerned. She has agreed to see if the Lord-Lieutenant Anna Turner will open the Clun Show 2022 which is the 150th Anniversary of the show. If Anna is not available Katherine has agreed to take on the task. I have Also agreed to arrange a further meeting in the new year for her to walk the Town and meet



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individuals as she would wish.

6. I attended the recent meeting of the Southern Area Committee of SALC at which the Shropshire Council leader provided an update. Her approach was frank and refreshing. Key points are:

- 85% of the Net budget goes on social care that serves just 3% of the population
- over 5 years the total budget has been reduced by £70m
- she is looking at further service reductions next year but:
- she has secured £40m over the next term for roads capital projects which she indicated could rise to near £70m
- A review of boundaries of divisions will take place next year which could impact on parishes the following year she does not think this will impact much in the S of the County.
- I raised a question over rural roads and followed up today regarding the badger set undermining on the Springhill Road.
- She indicated they are planning to take back in house some WSP work which is expensive and to also employ more engineers in house.
- Questions were raised regarding the future of Acton Scott
- the SALC secretariat encourage Councils to sign a new statement about civility in Council matters to support the current code. By implication if we do not sign access to the support of the monitoring officer to resolve issues may be limited.
- The next meeting will be 7 February

143-2021

8.

### COUNCILLOR VACANCIES

The Clerk reported that there were currently two vacancies which will be advertised as co-options after due process

144-2021

9.

### CONSEQUENCES OF RESIGNATIONS

Cllr. Davis indicated that he would be willing to sit on the Memorial Hall Committee.

Cllr. Harris volunteered to join the Highways and Traffic Working Group.

Cllr. Duffee indicated that he would be willing to sit on the Personnel Committee

Cllr. Morris stated that he would still be able to bare them in mind when passing

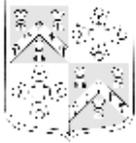
145-2021

10.

### CLERK'S REPORT

The reported that he was still waiting for water plus in relation to the moving of the water meter.

The burial records have been sent for them digitised and the firm



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requested to advise on the future capacity of the cemetery.

With regards to the office, the clerk stated he was awaiting a return call from the other solicitor. The Clerk agreed to follow this up and report on progress.

With regards to the office, the clerk stated he was awaiting a return call from the other solicitor.

With regards to the water leak Severn a Trent had yet to come back to him

146-2021

### 11. PLANNING

Planning applications

1. 21/05068/FUL

Application for the erection of (replacement) two-storey extension to dwelling | 3 Guilden Down Clun Craven Arms Shropshire SY7 8NZ/02296/FUL | Conversion of 2no agricultural buildings into 2 residential dwellings incorporating landscaping, parking, erection of garage/store and demolition of adjacent existing modern agricultural buildings | Proposed Conversion Of Agricultural Buildings At Lower Guilden Down Guilden Down Clun Shropshire.

This was discussed at Council  
There were no comments made.

147-2021

### 12. WEBSITE

This matter was deferred

148-2021

### 13. ROAD SIGN MAINTENANCE

The chair reported a draft letter had been circulated which was to be sent to Mr. Carroll which is the portfolio holder for roadside and Highway matters.

Members stated that they wished the chair to send this letter unaltered.

149-2021

### 14. FREEMAN OF CLUN

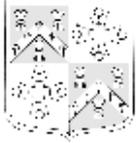
Cllr. Harris updated the meeting of the current costs, and the type of recognition scrolls members would like.

The link for all information will be circulated.

150-2021

### 15. BUSINESS AND ECONOMY WORKING GROUP

Meeting on 4<sup>th</sup> of November which was a recap to establish which



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direction to take.

Two proposals were suggested and Council views Sought.

- a. to consider exploring additional space for business (see item 151)
- b. to consider supporting the establishment of A Clun Valley Agricultural society.

Council agreed to support both these opportunities in principle so further work to explore them can continue.

151-2021

### 16. ADDITIONAL BUSINESS SPACE

Clit Shepherd reported that he had received information from ESWS, it was reported that they were successful in an application for a to the sum of £50K which might be available to providing hot-desking within Clun

152-2021

### 17. ENVIRONMENT GROUP

#### SUMMARY OF CCEG DECEMBER MEETING FOR COUNCIL

Several members are involved in scoping the interest in a Neighbourhood Plan for Clun. Group plan to meet Shropshire Council to discuss issues to be raised with any potential developers planning building at Turnpike Meadow site. No specific comments about Guilden Down planning application. However could the TC request that the new building should be a low carbon development.

(energy performance of building including reducing drafts, insulation of walls, roofs, windows and floors and installation efficient heating systems should be addressed). TC Environmental Statement is:

Towards the ideal of eventual carbon neutral, no environmental impact and low energy use housing and buildings, Clun Town Council and Chapel Lawn encourages the Planning Department of SCC, when considering applications for new builds, conversions or extensions, to promote reduced emphasis on traditional design and building methods.

We ask SCC to use their powers to encourage the removal of the reliance on fossil fuels for energy, water and waste management and to eliminate the use of toxic or unsustainable source materials and finishes.

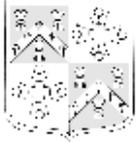
153-2021

### 18. HIGHWAYS

A summary document has been circulated from Shropshire Council. Appended to these minutes.

It was evident that there was slippage in the matter of public engagement. There was a need for this to be early in the new year so input from agricultural, hospitality and tourist interests can have the opportunity to contribute as well as residents

It was evident that there was slippage in this matter. There was a need for timing in this matter due to pressures on timing for agricultural.



# Clun Town Council with Chapel Lawn

154-2021

## 19. FINANCE

1. To receive the Bank Reconciliation  
This was noted
2. The budget and precept for the Year 2022-2023  
This was discussed there were a number of items which needed to be in the budget.

### Resolved

That the budget for 2022/23 be £41445 and a resulting precept of £42000

3. To approve the following invoices for payment.
  - a) HMRC £164.98p S1-8 Localism Act 2011
  - b) J. Churchett £500.00p (toilet Cleaning) S1-8 Localism Act 2011
  - c) G. J. Rippon £104.08p (home working allowance, Zoom subscription and postage) S1-8 Localism Act 2011

The Clerk was instructed to pay the above invoices

155-2021

## 20. CORRESPONDENCE

All items have been circulated.

156-2021

## 21. INFORMATION FROM COUNCILLORS

Cllr. Shepherd's report on the Town Hall from the Structural Engineer will be held within the minute file.

There was an update info for The London Bridge Protocol .

Ford Street and Hospital Lane street lights were still not working - the Clerk agreed to get the contractor to resolve the matter.

157-2021

## 22. AGENDA ITEMS FOR THE NEXT MEETING

Write to Natural England It was agreed to invite to the next meeting or February. However on further thought, perhaps we should set up a special meeting to allow sufficient time for discussion.

158-2021

## 23. DATE FOR THE NEXT MEETING

The next meeting will be on the 4<sup>th</sup> January at 7.30pm at Memorial Hall

Signed by the Chair.



# Clun Town Council with Chapel Lawn

Meeting closed 9.00pm

Chair's initials