



# Clun Town Council with Chapel Lawn

## MINUTES OF CLUN TOWN COUNCIL MEETING

**HELD AT THE MEMORIAL HALL ON TUESDAY 3rd February 2026 AT 7.30PM**

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

<b>ALSO IN ATTENDANCE</b>	
Mr. Gwilym Rippon (Clerk) Ms Sue Roberts (Assistant Clerk)	Shropshire Cllr Sam Walmsley

There was 1 member of the public present

	<b>Agenda item</b>	
<b>1-2026</b>	<b>1.</b>	<b>ELECTIONS</b>
		I. Election of Mayor
		Cllr. Monika Jones was proposed by Cllr. McVicar, seconded by Cllr. Martin and approved by majority vote.
		II. Election of Deputy Mayor
		Cllr. Rowena Bowles was proposed by Cllr. Jones, seconded by Cllr. McVicar and approved by majority vote.
<b>2-2026</b>	<b>2.</b>	<b>TO RECORD PERSONS PRESENT</b>
		Please see above. The Mayor thanked all for their attendance.
<b>3-2026</b>	<b>3.</b>	<b>APOLOGIES</b>
		Please see above – none.
<b>4-2026</b>	<b>4.</b>	<b>DECLARATION OF ANY DISCLOSABLE PECUNIARY INTEREST IN A MATTER TO BE DISCUSSED AT THE MEETING</b>
		All members have an interest in the Clun Memorial Hall. No others.
<b>5-2026</b>	<b>5.</b>	<b>MAYOR'S REPORT</b>
		None
<b>6-2026</b>	<b>6.</b>	<b>CLERK'S REPORT</b>
		None. Cllrs requested that the agenda be sent to council one week prior to meetings.



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7-2026	7.	<b>APPROVAL OF MINUTES</b>
		The minutes of the meeting held on Dec 2 <sup>nd</sup> 2025 were approved. Proposed by Cllr. McVicar, seconded by Cllr. Bowles, approved unanimously.
8-2026	8.	<b>PUBLIC SESSION</b>
		<p>(i) Shropshire Councillor Report</p> <p><b>Government Funding Settlement</b> The government recently announced how much money councils across the country will be receiving over the next 3 years. Shropshire Council were pleased that, after many years of single year settlements, that there would be some certainty about future funding. That was tempered by disappointment at the amount of funding announced. As you can see in the graph urban councils will, on average, be receiving 20% more funding per head by 2028/29, but Shropshire Council will see a core funding cut of around 12% over the same period. This will place huge additional pressure on the council, at a time when our finances are already very difficult.</p> <p>We believe the government have fundamentally misunderstood the cost of delivering services in a rural area, and are appealing the decision on this basis. We expect to get the final settlement in the next few weeks.</p> <p><b>Highways</b> The cold weather, then snow, followed shortly by heavy rain has caused a great deal of damage to roads that were already in poor condition. Additional staff have been put on to deal with the worst of the potholes, but there is a huge amount of work to do. I'm aware that the back lanes in the hills around Clun have been particularly badly hit, and will continue working with the highways team to make sure these are not forgotten.</p> <p>There are some glimmers of good news. The government recently announced additional, ringfenced, funding for highways maintenance. This will come in over the next few years, the 26/27 increase is modest but by 29/30 Shropshire Council's highways budget will have increased by about £16m, or nearly 50%. The 4 year settlement means that Shropshire Council can create a prioritised list of work, and I will battle to ensure that as much as possible comes to the Clun area.</p> <p><b>Clun Vision</b> I am trying to find out what has happened to the funding for this. I spoke to Nigel Hartin who confirmed that his understanding was that there was money for it in this year's budget. Highways team aren't currently showing much enthusiasm for engaging with discussion on this, but I won't let this drop.</p> <p><b>Food Waste</b> Legislation requires all councils to complete weekly food waste collections from the start of April this year. The promise has always been that extra funding would be given to allow this to happen, but this has not materialised. Given the financial pressure Shropshire Council is already under, this means that at present we are not able to start weekly collections. The final decision on what we will do is with cabinet, but I think the most likely outcome is fortnightly collections of food waste from all houses as an interim step. Assuming I'm correct, this would mean any houses that do not pay for garden waste collections will receive a food caddy, those who do pay for garden waste collections would have the option of putting food in their green bin, or receiving a new kitchen caddy.</p>



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		<p>(ii) Police Report – none</p> <p>(iii) Public comments  A member of the public asked whether the letter had been sent to Shropshire Council regarding the failure to properly repair the area by Waterloo Ford, as discussed at the last meeting. The Clerk replied that the letter had not yet been sent. The member of the public also asked for an update on progress on the work previously proposed on the closed churchyard at St George’s Church, in view of the deterioration visible on the wall and lychgate. The Clerk replied that only normal grass cutting has been done.  Cllr. Bowles suggested that the item on council working groups on the current meeting’s agenda could allow the churchyard working group to be established and to start to progress the necessary work. See item 12 below.  Shropshire Cllr. Walmsley asked for council approval for the streetlight river sensor attachment in Chapel Lawn as discussed at last meeting. Approved unanimously.</p>
<b>9-2026</b>	<b>9.</b>	<b>CASUAL VACANCIES</b>
		Action: Clerk to send Cllr. Bowles the notice advertising the details of the Casual Vacancies to be put on council notice boards for the information of local residents.
<b>10-2026</b>	<b>10.</b>	<b>INFORMATION FROM THE MINUTES</b>
		Council updated the Actions List.
<b>11-2026</b>	<b>11.</b>	<b>PLANNING</b>
		<p>To consider the following planning applications and other planning matters</p> <ol style="list-style-type: none"> <li>1. 25/04791/TCA  Replace 2no. lower wayward limbs from 1no. conifer (T3) and fell 1no. Cherry (T4) within Clun Conservation Area at 11 School Road, Clun, Craven Arms, Shropshire, SY7 8JQ.  No comment.</li> <li>2. 25/04733/LBC  Application for the external and internal alterations to dwelling and demolition of outbuildings at Villa Farm, Castle Street, Clun, Craven Arms, Shropshire.  Comments:  There is conflicting information in the report about the mullion window. Council would want this window preserved.  Council would like pedestrian safety along this stretch of road to be improved and support the proposal comment on the planning application submitted by Robert Andrews on this matter.  Supported subject to these comments.</li> <li>3. 25/04732/FUL  Application for the demolition of outbuildings, regrading of ground levels, formation of new vehicular access and parking area, and external</li> </ol>



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		<p>alterations to dwelling at Villa Farm, Castle Street, Clun, Craven Arms, Shropshire SY7 8JY Supported as above.</p> <p>Cllr. McVicar asked for clarification on the council’s policy in the event of planning applications arriving shortly before a meeting or with a deadline before the next meeting. Clerk replied that council does not currently have a policy on this.</p>
<b>12-2026</b>	<b>12.</b>	<b>ASSETS OF THE COUNCIL AND PORTFOLIO HOLDERS</b>
		<p>Public toilets: Cllr. McVicar proposed, Cllr. Martin seconded and council approved unanimously not to lock the accessible toilet over the winter as is currently the case.</p> <p><b>Action: Clerk to inform Cllr. Limond when plumber has provided quote.</b></p> <p>Town Hall: Cllr. Bowles has asked local contractor for a quote for the installation of smoke detectors and reported an issue with the grant closure.</p> <p>The following portfolio holders were approved: Cllr. Limond – public toilets and bins Cllr. Morris – streetlights Cllr. Bowles – Town Hall</p> <p>Cllr. McVicar proposed that a formal committee be set up for the closed churchyard, to include additional members outside the council. Council agreed to discuss at next meeting.</p>
<b>13-2026</b>	<b>13.</b>	<b>COMMITTEES, WORKING GROUPS AND LINKS</b>
		<p>Current Council working groups and committees:</p> <p>Personnel Committee: Cllr. McVicar (chair), Cllrs Jones and Bowles. Highways and Traffic Committee: Cllr. Martin (chair), Cllr. Limond, public advisory member Brian Angell. Website group: Cllrs Bowles and Martin Tourism group: Cllrs Martin and Limond Parish Pathways Partnership link: Cllr. McVicar Clun Climate and Environment Group link: Cllr. Martin Enterprise SW Shropshire and SpArC: Cllrs Jones and Martin Chapel Lawn and Redlake Valley: Cllr. McVicar Clun Memorial Hall link: Cllr. Bowles Dark sky working group: Cllrs McVicar, Martin and Morris</p>
<b>14-2026</b>	<b>14.</b>	<b>STREETLIGHTS</b>
		Cllr. McVicar proposed that the council develop a dark sky policy.



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		Cllr. Bowles asked for information regarding the issue of the over-bright streetlight in St George's place, as raised by a member of the public. Cllr. Morris reported several so far unsuccessful attempts to contact the member of the public.
<b>15-2026</b>	<b>15.</b>	<b>WEBSITE</b>
		After discussion of comparison provided by the Clerk, Cllr. Martin proposed, Cllr. Bowles seconded and council approved to contract Hugo Fox to produce new council website, using Bronze package, and council emails. It was agreed that the website group councillors would be given access to make alterations and add specific content to the new website.
<b>16-2026</b>	<b>16.</b>	<b>TO RECEIVE REPORTS FROM GROUPS OR MEETINGS ATTENDED</b>
		Cllr. Bowles: no report from CCEG this month. Cllr. Bowles reported from meeting of the Clun Castle group, comprising representatives from English Heritage, SWT, Shropshire Hills National Landscape, Clun Town Trust, Clun Town Council with Chapel Lawn, Parish Pathways Partnership, Green Man, Clun Carnival Committee and members of the public. Good collaborative first meeting. Discussion of the draft Clun Castle Management Plan produced by English Heritage. Plans to set up a Friends of Clun Castle local group and for an event in May in Clun Memorial Hall to follow up the well-attended public meeting in 2025. Cllr. Martin asked that a request be passed to English Heritage to widen the pedestrian gateway at the Castle Street entrance to allow better accessibility.
<b>17-2026</b>	<b>17.</b>	<b>FINANCE</b>
		1. To receive the Bank Reconciliation Approved. 2. To discuss a grant application Proposed by Cllr. Bowles, seconded by Cllr. McVicar, approved unanimously. 3. To note the external auditor's report Noted. 4. To approve the following invoices for payment – see schedule of payments below. Cllr. Bowles proposed, Cllr. Martin seconded and approved unanimously. 5. To ratify those payments made in January – none.



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		Amount	Payee	Reason
		£968.45	Staff	Salaries
		£551.19	HMRC	Tax and employer's NI
		£75.00	Memorial Hall	Room hire
		£75.00	Memorial Hall	Room hire
		£76.99	G.J.Rippon	Expenses
		£339.60	Edge	Computerised burial records
		£282.97	Rampant Horse	Christmas lights
		£504.00	PKF	Auditors
		£1,253.04	Highline	Street light maintenance
		<b>£4,126.24</b>	Total	
<b>18-2026</b>	<b>18.</b>	<b>CORRESPONDENCE</b>		
		Cllr. Bowles passed on an invitation from the River Clun Monitoring Group to attend a meeting on 11 <sup>th</sup> March at which Severn Trent will share their knowledge of the sewer maps of the town.		
<b>19-2026</b>	<b>19.</b>	<b>INFORMATION FROM COUNCILLORS</b>		
		Cllr. Martin distributed and discussed draft tourism document.		
		Cllr. Bowles requested council approval to offer outdated Christmas lights to Enterprise House. Approved.		
		Discussion of Free Man of Clun award. Suggestion by Cllr. McVicar of establishing council Civic Award system and also Charity Dinner.		
		Clerk explained that will not be present for March meeting, Assistant Clerk will deputise.		
<b>20-2026</b>	<b>20.</b>	<b>AGENDA ITEMS FOR THE NEXT MEETING</b>		
		<ul style="list-style-type: none"> <li>• Christmas Lights</li> <li>• Civic Awards</li> <li>• Churchyard Committee</li> </ul>		
<b>21-2026</b>	<b>21.</b>	<b>DATE AND VENUE OF NEXT MEETING</b>		
		Next meeting to be on Tuesday 3 <sup>rd</sup> March 2026 at Clun Memorial Hall at 7.30pm		
		Signed by the Chair.		
		Meeting closed at 9.44pm		