Clun Town Council with Chapel Lawn

MINUTES OF CLUN TOWN COUNCIL MEETING

HELD AT THE MEMORIAL HALL ON TUESDAY 3rd December 2024 AT 7.30PM

PRESENT	APOLOGIES
Cllr. R. Andrews Cllr. B. Angell Cllr. R. Davies Cllr. R. Bowles Cllr. M. Duffee Cllr. J. Limond Cllr. M Jones Cllr. D Morris Cllr. W. Shepherd	

ALSO IN ATTENDANCE

Mr. Gwilym Rippon (Clerk)
Tracey Amass (Minute taker)
2 members of the public

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	Agenda item	
182-2024	**1.**	**ATTENDANCE AND APOLOGIES**
		The Mayor welcomed attendees and thanked those in attendance.
183-2024	**2.**	**DECLARATION OF ANY DISCLOSABLE PECUNIARY INTEREST IN A MATTER TO BE DISCUSSED AT THE MEETING AND WHICH IS NOT INCLUDED IN THE REGISTER OF INTERESTS**
		(Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of members' interests maintained by the Monitoring Officer). *Please note that all members need to complete a new declaration of pecuniary interests register for the Council term, whether previously a councilor or not.*
		None reported.

184-2024	**3.**	**MAYOR'S REPORT**
		Once again it's been a very busy few weeks with various tasks going on. I won't go into too much detail as this will be discussed in more detail within the agenda. However, I'll try to summarise as much as I can. The meeting scheduled with Lezley Picton at Shire Hall was shelved for reasons unknown, However, developments at Shropshire Council over the last week would suggest things aren't going to plan. Teams are over stretched as staff leave and probably the big bombshell is the sudden resignation of the Executive Director for Place, Mark Barrow, who was in charge of the North West relief road and redevelopment of River Side in Shrewsbury; both very controversial which the South Shropshire Mayor's forum was keen to call out. Councillors met with WSP to discuss the issue with drains across the town, which is looking like, funding dependant, remedial works will take next spring. As a heads up, this is potentially going to cause a great deal of upheaval for a number of weeks whilst the work in undertaken. The Butty Van celebrated its second anniversary, which was marked with a visit from the High Sheriff, he first of the visits to Clun in November. We then welcomed Brian once again on an official visit to the town last week. As a slight change of tack, we visited the many artists who reside here. This went down extremely well with the High Sheriff leaving with a great deal of admiration for Clun and what goes on in this corner of the county. This is the third High Sheriff who has left in awe of the town, and I'm sure this will remain continuing thing! I'd like to thank everyone for the support of the charity event on 16 November. A really successful evening which raised way over what was expected. Initially I was looking for £1,000 per charity, however due to generosity of the community, this was way exceeded realising a massive c.£1,700 for each. This shows that despite the current financial situation the country is in, the community really comes together when needed. It would be remiss not to mention the well-attended Remembrance Service on 10th November. A big well done to the Royal British Legion for their efforts on pulling this annual event together. Myself and two other councillors alongside the Clerk met to discuss the budget which we will discuss later. Current projections are looking like a very modest increase compared to where we were this time last year, but it remains all out to debate. The official switch on of the lights took place on Sunday gone – a really well attended evening despite the weather. Thank you to everyone involved in bringing this event together.

185-2024	**4.**	**PUBLIC SESSION**
		(i) Shropshire Councilor Report – Cllr. Hartin sent apologies as he was unable to attend. David Kelly the Inspector for this region will be visiting after the election in May (ii) Police Report – no report received. (iii) Public comments – A member of the public raised concern regarding the cancellation of the planned meeting with South Shropshire Mayors and the council and asked for a joint effort to raise local concerns with Shropshire Council. The Mayor agreed that local issues need to be addressed and efforts continue to pin down a date for a meeting. Cllr. Angell said there is efforts could be made to raise the profile of issues in South Shropshire and consideration could be given to how this could be done including national press. Cllr. Davies said that the MP is aware and all channels are being pursued to ensure future engagement. Peter Carty Chair of Marches Meadow Group and South Shrop wildlife trust. Been lobbying EH regarding Castle Grounds. EH is free sites partnership manager. Clun is in scope for improving from wildlife persppetive. The matter of grazing had been raised. Wildlife group offer to facilitate public consultation. A very important site as undisturbed for many year. Seeking support to set up a public meeting facilited by Shropshire Hills Natonal Landscape, including EH and local naturalists. Desirable grazing with sheep or ponies, taking into consideration dog walker access. Suggested 29th march 12th april and looking for support from council. CLlr. Davies noted that as a contentious issue a consultation is a good idea. All councillors supported. Date to be agreed.
1861-2024	**5.**	**APPROVAL OF MINUTES**
		Cllr. Angell prosed approval and Cllr. Duffee seconded. Approved. Cllr. Angell to address Highways under item 6.
187-2024	**6.**	**INFORMATION FROM THE MINUTES**
		Highways Working Group - Verbal Report 3-December 2024 Drainage Cllrs Angell, Davies and Limond met on site with Ross Goodchild of WSP on Friday 22nd November. We walked and discussed two elements of the proposed programme. 1. Waterloo ford and the Brook which runs alongside the road from Vicarage Noted that the erosion and damage caused since his previous visit was greater. In addition to clearing the brook bed in its approach to the main river, he was considering two options to strengthen the bank of the brook to prevent it flooding on to the road. Option a. a soft solution using geotextile membranes and earth and vegetation, and Option b. A Hard solution using a concrete edge covered on top by earth and

vegetation. None of the Councillors were aware there already is hard solution along a section opposite to the entrance to Waterloo farm as its not visible unless you stand in the brook. For both the upper section near where it leaves the field and joins the roadside edge and also close to the ford all agreed the Hard Solution was the best way forward. For all works the river will be temporarily piped to enable to river flow but allow access for the work. Timing: The design should be completed by Christmas and then it will go to Keir for Pricing and negotiation with SC and SC will then determine Scheduling. It seems work could begin before the end of the financial year but watch this space!

2. Bridge Street and the Square up to the start of Enfield St as it leaves the square and to include the drain outside Ron Hesters. Having looked at a range of options WSP the only sensible engineering solution is to replace the current storm drainage system in this area. The current drains are very shallow and not deemed fit for purpose. Modelling for the new system is based on a 1/100 year event. This will require deeper and larger drains. These will be on a spurs leading into a new main drain. Currently the drains run in parallel and many do not have proper gullies to catch debris. Also prosed is large votes silt separator that will be installed opposite Harpton house. This will have a live telemetry system feeding data back to SC/WSP. The aim of the separator is to reduce pollutants from the roads and drains entering the river. This also links to another Telemetry system to be in the river - separate report from Clun River Monitoring Group. Funding for the telemetry is being provided by a large Innovation grant and the Clun system on one other in a rural area in Valley are being used as Pilots with the hope by SC they will be used elsewhere on their road network over time. Timing: Again watch this space but the design should be finalised by Christmas with it then going to Keir SC and the EA before SC agree scheduling. The aim will be do it in next financial year I expect. As for duration a time of 8-10 weeks was suggested. Councillors emphasised the need for close consultation with the TC. The TC will also need to consult with Traders etc. It is undecided whether the whole area will be closed for the duration or phased. Cllr. Angell noted the need to keep local traders informed of plans. Cllr. Davies asked if there was a noise implication of the vortex, Cllr. Angell said there was no indication that it would cause a noise issue. Cllr. Bowles asked if the sediment would need to be cleared from the system, Cllr. Angell agreed and said that had been considered.

Note of attendance at meeting of RCMG and SC

Telemetry Sensor in Clun River

Verbal Report - Cllr Brian Angell.

I attended brief meeting as Chair of the River Clun Monitoring Group and in Capacity as Town Councillor.

Attending were Cllr Angell, Mr Dave Lewis and Mr Matt Smith of Shropshire Council.

		The initiative is part of a Multi-agency rep for Remote Sensing Trials Project covering a large swathe of country from Gloucestershire to Cheshire. With a range of projects. Total value over £4m. For this small project testing telemetry solutions SC manage the money. We covered a number of aspects of the larger project – which is rather far-reaching – but our local involvement would be somewhat mundane to be honest - it seriously affects the town council and drainage issues as there is a strong requirement to place another vortex chamber at the top of Bridge Street (in the middle of the road bend outside Harpton house). They will be placing remote sensors upstream & downstream of it to record its efficaciousness – the timing of this, however, is not certain at this stage. Publicity and an explanation board near the site will be aimed to inform the general Public. It is prosed the project will last 6 months. The THIRD remote sensor (only for PHOSPHATE at this stage) is where the RCMG comes in. The sensor is planned to be placed sometime in FEBRUARY 2025 at the footbridge into the Castle grounds – (which side of the bridge will be determined by a surveyor coming in a week or so time) The sensor is in 3 parts: the sensor unit, a driver/transmitter unit and a solar power panel – although we did moot that the power might be supplied from the nearby toilet block. This would need to be raised formally through the Clerk if it were to be pursued. RCMG involvement will be to take a river sample every 2 weeks and transport it to the Env Agency Office / Lab at Shelton in Shrewsbury. (we'll get a mileage allowance for the pleasure). This is to compare with the remote data. RCMG would also be instrumental in basic maintenance – filter/reagent changing each 3 months. The data is via remote telemetry every 15mins or so – and the project goal itself is to determine the robustness and reliability of the units; hence the need to get a sample up the Shrewsbury for testing each few weeks.
188-2024	**7.**	**CLERK'S REPORT**
		The Clerk apologised for not including the closed churchyard and cemetery. A member of the public had raised the matter of the large vehicle which has been parked on the High St. Checks had shown that the vehicle is taxed and insured and therefore is legally parked. A request had been received from Marion Jones to place a bench in the churchyard, it was agreed that this would be acceptable.
189-2024	**8.**	**PLANNING**

		a) To consider the following planning applications and other planning matters **1. 24/04321/TCA** Crown reduction by approx. 15-20ft to previous pruning points of 1no Cherry (T1) within Clun Conservation Area Hill Top 3 Newport Street Clun Craven Arms Shropshire SY7 8JZ. No comment to be submitted as the Tree Warden raised no concern. A second application has been received regarding the replacement of a plastic roof with a slate roof at Cradoc. No comment to be submitted.
190-2024	**9.**	**ASSETS OF THE COUNCIL**
		To update on the following and any action deemed necessary : - 1. Town Hall: Town Hall External Works Update as at 02/12/2024 1. Current position:- a. West Elevation, application of the lime render is now complete and painted. A new deeper gutter has been installed. Scaffolding has been removed. b. West and South Elevations, repairs to the sandstone; ongoing due to extended lead times for the delivery of sandstone blocks and latterly, poor weather, minor snagging is still to be completed over the next week, with full completion expected to be by mid-December. c. Traffic Management:- Pedestrian Marshall system seems to be working satisfactorily. d. Repairs to the Clock Tower (Cupola):- Repairs are now complete, also the Clocks have been serviced.. e. Programme:- i. Project completion, promised for Mid-December. 2. Other Items:- a. Clun Town Council (CTC) are to source the following:-

i. Two parking spaces adjacent to the Town Hall, this will be ongoing and Reynolds are advising us on their specific parking needs, in case of any change.

b. The Contract Finances:-

i. Applications for payment from Reynolds Conservation and TR Associates will be submitted during December and possibly January.

ii. The Application/Valuation will be scrutinised by T R Associates prior to being approved for payment.

iii. The full amount of the grant has now been drawn from the Levelling Up Fund. As a consequence we have been asked to provide evidence of match-funding.

iv. The Costs to Date are:- £50,165.85 + VAT, excluding Museum Expenditure.

Cllr. Shepherd asked if the issues previously regarding parking in the Square were still ongoing. It was agreed that the work on the Town Hall would soon be complete and that should mitigate the matter. An email had also been sent regarding the gilding of the weather vane, it would appear that the cost would be around £1500 and would not be pursued at the present time.

Cllr. Angell noted that the team had been very professional and polite, engaging with the public throughout.

2. Public toilets: Cllr. Andrews reported that a costing has been requested for the rainwater recovery system. Additionally the contractor has been chased regarding the installation of shelving.

3. Street lighting:

a. To report any street light defective. Cllr. Morris reported that all lights in Ford St have now been installed and are working, positive comments from public had been received. The purple light in Newport St will be replaced at no cost. The light on Buffalo Lane has corroded and contact will be made with the Clerk on this matter. Cllr. Davies noted that a request had been made to address the light at the top of Powells Lane which currently remains on all night. Two new lights had been installed in Chael Lawn. This will be looked into. The specification of lights being installed was shared with attendees.

b. To discuss and decide in being responsible for all the street lights. Cllr. Davies noted that this was a matter that could be managed locally with less input from county. The Clerk noted this would involve a doubling of the number of street lights falling under the Town Council. Cllr. Angell mentioned that it would make sense to have a survey of any lights that might be taken on to understand the likely costs.

191-2024	**10.**	**CHRISTMAS LIGHTS**
		To discuss and decided on renting the Christmas lights for year 2027. Cllr. Davies thanked those involved in putting up the lights and noted that the current lights are reaching the end of their life. Consideration could be given to replacement, to include Chruch St and to look at the option of renting lights in the future. Cllr Angell asked if a different style of lights might be considered. Cllr. Davies said current thinking was that the new lights would be broadly in line with the current design. Cllr. Limond suggested that this could be considered by the Christmas Lights Working Group which is to be discussed in January. This was agreed unanimously. Matter deferred to January.
192-2024	**11.**	**FINANCE**
		.To receive the Bank Reconciliation 1. To consider the Grant from Clun Valley Music for £1000 to assist with May/June 2025 festival. Cllr. Davies set out in high level the detail of the request. Cllr. Andrews said that this was the sort of application we should be supporting. Cllr. Limond said that it would be helpful to see the papers in advance of the meeting to ensure full consideration could be given. Cllr. Angell added that the paper setting out the policy for considering grants was yet to be published meaning that the public are not able to see the policy. Cllr. Davies proposed circulating the policy and the application ahead of the next week. Cllr. Andrews asked the Clerk to provide an update to Ann Mcginity who had submitted an application for a grant. 2. To discuss the Budget and Precept demand. Cllr. Davies reported that the Finance Group had met and a small increase in the precept was proposed. The detail of the increases was discussed. Following the discussion amendments were made to the proposed budgets to ensure any increase in precept is kept to a minimum. Details to be amended in the budget document. 3. To approve the following invoices for payment. a. HMRC £216.31p (S1-S7 Localism Act 2011) b. G. J. Rippon £99.49 (expenses) (S1-S7 Localism Act 2011) c. MRT Electrical £60.00p (S1-S7 Localism Act 2011) d. Reynolds Conservation £6630.00p (Town Hall) (S1-S7 Localism Act 2011) e. Reynolds Conservation £18605.93p (Town Hall) (S1-S7 Localism Act 2011) f. T. Radcliffe £674.40p (Town Hall) (S1-S7 Localism Act 2011) g. T. Radcliffe £960.30p (Town Hall) (S1-S7 Localism Act 2011) h. Edge IT £320.40p (Burial Records) (S1-S7 Localism Act 2011) For information i. Jon Churchett £500.00 Cleaner (S1-S7 Localism Act 2011) j. Tracey Amass £89.88 Minute taker (S1-S7 Localism Act 2011)

		Cllr. Angell noted frustration at late additions to payments additionally the costs of regalia appear to be higher than expected. Cllr. Limond agreed noting that in terms of transparency this was not good practice. The Clerk referred to the quote for regalia and Cllr. Angell asked if Council had seen that quote. Cllr. Jones asked if there could be a date published for cut off for payment prior to a meeting to allow for consideration of payments. Cllr. Angell asked that any new items for approval postponed to next month. Cllr. Bowles seconded. Agreed unanimously.
193-2024	**12.**	**CORRESPONDENCE**
		Cllr. Bowles noted a letter had been received from Clun Town Trust regarding the decision by Jane Kent to step down as chair of the Town Trust. The trust would like time to consider a replacement. It was agreed that time would be acceptable.
194-2024	**13.**	**INFORMATION FROM COUNCILLORS**
		Cllr. Davies said a letter had been received regarding tree growing out of bridge. The matter would be reported on Fix My Street. Atlas had expressed a wish to invest to improve local signal and would like to attend a future meeting. Cllr. Limond suggested writing to EA regarding clearing the river. Cllr. Angell further noted that the light on Ford St has been installed. Cllr. Shepherd said a quote for notice board for Chapel Lawn had been received, a decision on this was deferred to the next meeting.
195-2024	**14.**	**CLUN CLIMATE AND ENVIRONMENT GROUP**
		Cllr. Bowles reported that the group are working on the Action Plan for Clun's Biodiversity Policy. This may include another community event next year. We are reviewing the Buildings audit. The River Monitoring Group continue their activities and are beginning data analysis. Litter picking has resumed.
196-2024	**15.**	Agenda items for the next meeting

		Cllr Angell thorough review of action list. Christmas lights
197-2024	**16.**	Due to the confidential nature of the business of this agenda item, under Section (1) of the Public Bodies (Admission to Meetings) Act 1960 it is proposed to put forward a motion to exclude members of the public during discussion of this agenda item.
198-2024	**17.**	**STAFFING**
		To receive a report from the chair of staffing. Cllr. Shepherd 26th Sept. Primary purpose of the Meeting to Discuss the appointment of a Clerical Assistant to the Town Clerk. 1. Present: Ryan Davies, Mark Duffee and Bill Shepherd Also present as invited person – Gwilym Rippon 2. Topics Discussed: a) Freeman's Certificate for Graham Dudley GR reported that he was a/w feedback & would chase up again b) Clerical Assistant to the Clun Town Clerk GR had issued a job description prior to the meeting and this was discussed at some length and a couple of points were raised. I MD asked for clarification of the Asst Clerk role regarding Parish-online? For example, is this something that the Asst Clerk will look after? GR said that that in the fullness of time, the aspiration is that the Asst Clerk, when and if required, would be able to deputise for the Town Clerk. Also that the Asst Clerk would be able to use and place files on "Cloud storage" Those present thanked the Town Clerk for compiling the Job Description. Action: it was agreed that GR should put together a Job Advert and that this would be circulated via Clun Chronicle, SALC, local Newspapers and Indeed.

		3. Wednesday 27 November 2024, brief discussion took place regarding the arrangements for the visit of Brian Welti, High Sheriff of Shropshire. All in hand.
199-2024	**18.**	**DATE OF NEXT MEETING**
		Date of next meeting to be held 7th January 2025
		Signed by the Chair.
		Meeting closed at 21.35