



**Clun Town Council  
with Chapel Lawn**

*To Members of the Council*

*You are hereby summoned to attend a Council Meeting of Clun Town Council with Chapel Lawn which will be held on Tuesday 3<sup>rd</sup> June 2025 at the Memorial Hall, Clun commencing at 19.30hrs for the transaction of business as set out in the Agenda below.*

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

28<sup>th</sup> May 2025

**AGENDA OF BUSINESS TO BE TRANSACTED**

<b>1.</b>	<b>TO ELECT THE CHAIRMAN / MAYOR</b>
<b>2.</b>	<b>TO RECORD PERSONS PRESENT</b>
<b>3.</b>	<b>APOLOGIES</b> To note apologies and reasons for absence
<b>4.</b>	<b>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</b> (Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of members’ interests maintained by the Monitoring Officer). <i>Please note that all members need to complete a new declaration of pecuniary interests register for the Council term, whether previously a councillor or not.</i>



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

<b>5.</b>	<b>CO-OPTION OF COUNCILLORS</b> To co-opt two councillor to fill the vacancies follow election.
<b>6.</b>	<b>MAYORS REPORT</b> To receive a report from the outgoing Mayor
<b>7.</b>	<b>APPROVAL OF MINUTES</b> To approve and confirm the minutes of the meetings held on 6 <sup>th</sup> May 2025.
<b>8.</b>	<b>APPOINT REPRESENTATIVES FOR THE FOLLOWING:</b> a) Personnel committee b) Planning Committee
<b>9.</b>	<b>APPOINTMENT OF REPRESENTATIVES TO OTHER ORGANISATION</b>  a) Chapel Lawn Redlake Valley Village Hall
<b>10.</b>	<b>APPOINTMENTS TO WORKING GROUPS:</b> a) Clun Highways and Traffic Working Group b) Churchyard working group
<b>11.</b>	<b>TO CONFIRM THE POSITION OF CLUN PARISH TREE WARDEN</b>
<b>12.</b>	<b>TO CONFIRM RELATIONSHIPS WITH OTHER GROUPS:</b> a) Clun Parish Path Partnerships b) SpArC
<b>13.</b>	<b>TO CONFIRM OTHER RESPONSIBILITIES:</b> a) Lead Councillor Public Toilets b) Lead Councillor Cemetery and St George's closed churchyard
<b>14.</b>	<b>PUBLIC SESSION</b> (i) Shropshire Councillor Report (ii) Police Report (iii) Public comments – If members of the public are present ten minutes will be set aside to allow the public to ask questions.
<b>15.</b>	<b>INFORMATION FROM THE MINUTES</b>
<b>16.</b>	<b>CLERK'S REPORT</b> To Receive the Clerk's Report



## Clun Town Council with Chapel Lawn

<b>17.</b>	<b>PLANNING</b> To consider the following planning applications and other planning matters  None to date
<b>18.</b>	<b>ASSETS OF THE COUNCIL</b> To discuss and decide on the following: - 1. Town Hall: a. To discuss the fire risk assessment b. To discuss and decide on the amendments to the Occupancy Agreement between Clun Parish Council and Clun Town Trust 2. Public toilets:
<b>19.</b>	<b>TO RECEIVE REPORTS FROM GROUPS OR MEETINGS ATTENDED</b>
<b>20.</b>	<b>FINANCE</b> 1. To receive the Bank Reconciliation 2. To discuss the quote for the inscription and installation at Clun Memorial Hall of the board of the Free Men and Women of Clun. To discuss the location of the board 3. To approve the following invoices for payment. a. HMRC £432.61p (S 112 Local Government Act 1972) b. G. J. Rippon £121.99p (home working allowance, mileage, supply of fire risk assessment template form and printing) (S 112 Local Government Act 1972) c. Shropshire Council £709.99 {Joint Energy Costs October to December } (S 111 Local Government Act 1972) d. Shropshire Council £709.99 {Joint Energy Costs April to June} (S 111 Local Government Act 1972) e. Shropshire Council £63.13 {Licence} (S 111 Local Government Act 1972) f. MRT Electrical £474.00p (Pat testing) (S 111 Local Government Act 1972) g. Gallager Insurance £2941.57 (Insurance) (S 111 Local Government Act 1972) h. ICCM £105.00 (subscription) S143 Local Government Act 1972 For information i. Jon Churchett £600.00 Cleaner (S 111 Local Government Act 1972) j. Tracey Amass £89.88 Minute taker (S 111 Local Government Act 1972)



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

<b>21.</b>	<b>CORRESPONDENCE</b> To review any correspondence received
<b>22.</b>	<b>INFORMATION FROM COUNCILLORS</b>
<b>23.</b>	<b>* STAFFING ISSUES</b>
<b>24.</b>	<b>AGENDA ITEMS FOR THE NEXT MEETING</b>
<b>25.</b>	<b>DATE OF NEXT MEETING</b> Date of next meeting to be held on Tuesday 1 <sup>st</sup> July 2025

\* 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

Current account												
	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	March
C/F	£5,426.32	£76,604.32										
Fund transfer	5000.00											
Precept	70000.00											
Other	3874.42											
Grant												
Vat refund												
Interest												
Expenditure	-7696.42	-6853.69										
Balance	<b>£76,604.32</b>	<b>£69,750.63</b>										

Deposit account												
	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	March
C/F	£26,904.58	£21,904.58										
Interest /other												
Transfer	-£5,000.00											
Balance	<b>£21,904.58</b>	<b>£21,904.58</b>	<b>£0.00</b>									

Total Balances												
	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	March
Current Account	76604.32	69750.63	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Deposit Account	21904.58	21904.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
HSBC current	6134.48	6134.48										
HSBC Deposit	6779.43	6779.43										
Total	111422.81	104569.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Income Bond	15476.93	15476.93										
Grand Total	<b>£126,899.74</b>	<b>£120,046.05</b>										

PTO

	Bank reconciliation end of	May
Balance b/fwd from 31st March 2025	126899.74	
less payments		
add receipts	6853.69	1756.47
Balance as per cashbook	120046.05	100.00
		5643.00
Represented by bank balances		<u>7499.47</u>
UTB Acc No.20374648	77938.84	
UTB Acc No.20374716	21904.58	
HSBC 11037625	6134.48	
HSBC 51104608	6779.43	
Cambridge Building Society	15476.93	
Less unrepresented cheques & SO		
	2000.00	
	6188.21	
	<u>8188.21</u>	
Add uncredited receipts		
Reconciled Balance as at 30.04.25		<u><u>120046.05</u></u>

Balances are correct as of 23:09 on 28 May 2025.

↓ Date	Description	Paid in	Paid out	Balance
16/05/25	Direct Debit (BT GROUP PLC) • GP01155491-000020		-56.48	77,938.84
02/05/25	Direct Debit (ICO) • Z9045803		-47.00	77,995.32
01/05/25	S/O to: J. Churchett • CLUN TOILETS		-500.00	78,042.32
01/05/25	Direct Debit (SHROPSHIRE COUNCIL) • 2400013050001		-62.00	78,542.32
30/04/25	Service Charge		-6.00	78,604.32
29/04/25	S/O to: T Amasse • MINUTE SECRETARY		-89.88	78,610.32
25/04/25	SHROPSHIRE COUNCIL • SC011002395	70,000.00		78,700.20
16/04/25	Direct Debit (BT GROUP PLC) • GP01155491-000019		-56.48	8,700.20
10/04/25	B/P to: G.J.Rippon • SALARY		-865.23	8,756.68
10/04/25	B/P to: HMRC PAYE • 64PJ00161445		-216.31	9,621.91
10/04/25	B/P to: G.J.Rippon • EXPENSES		-76.99	9,838.22
10/04/25	B/P to: Memorial Hall • CLUN TC		-50.00	9,915.21
10/04/25	B/P to: Shropshire Council • INV 7313920		-709.99	9,965.21
10/04/25	B/P to: Reynolds • TOWN HALL RENBVATI		-882.00	10,675.20
10/04/25	B/P to: S Wallace • CLUN TC		-381.45	11,557.20
10/04/25	B/P to: B. Shepherd • FLAG POLES		-48.96	11,938.65
10/04/25	B/P to: Kieran Elliott • CLUN TC		-1,750.00	11,987.61
10/04/25	HMRC PAYE • 064PJ00161445	3,874.42		13,737.61
08/04/25	Transfer from 20374716	5,000.00		9,863.19
01/04/25	S/O to: J. Churchett • CLUN TOILETS		-500.00	4,863.19



Clun Town Council With Chapel Lawn

**Instant Access**

60-83-01 • 20374716

Gross interest rate

2.25 % 

Balance

£ **21,904.58**

Available

£ **21,904.58**

Balances are correct as of 23:10 on 28 May 2025.

↓ Date	Description	Paid in	Paid out	Balance
08/04/25	Transfer to 20374648		-5,000.00	21,904.58
31/03/25	Credit Interest	199.47		26,904.58

May 2025

Honours Board.

Price for adding two names  
and erecting board at  
Hall.

Labour £60 — ..

Malcolm Reeves

**Clun Town Hall  
Fire Risk Assessment**

Duty Holder Name:	Clun Town Council and Clun Town Trust	Date of Assessment:	15 <sup>th</sup> May 2025
Job Title:	Landlord and tenant	Date of next review:	May 2026
Assessed by:	Ryan Davies, Chair, Clun Town Council Rowena Bowles, Clun Town Councillor and Clun Town Trustee Nigel Kerry, Curator and Clun Town Trustee		

**ACTION PLAN**

Priority Key RA No.	A - Immediate		B - One month	C - Two months		R - Recommended		
	Page	Issue	Action required	Priority	Person to action	Date done	Signed off by	
1.1.1	3	Fire Policy for Museum	Update	B	RB			
1.5.1	6	Escape adequate for numbers	Inform stewards of max limit of 25 visitors	B	RB			
1.6	7	Alarm systems	Arrange installation and regular servicing	C	RB (TC)			
1.8.6	9	Fire extinguisher training	Train trustees and stewards	C	RB			
1.8.7	9	Fire Policy awareness	Inform trustees and stewards	C	RB			

### Property Details

Address assessed	Clun Town Hall, The Square, Clun, Craven Arms, Shropshire SY7 8JA
Responsible Person	Ryan Davies, Rowena Bowles, Nigel Kerry
Type of business	Museum, Clun Town archives and Town Council storage
Building construction, age	Built in 1780, stone built, grade II* listed
General condition - holes in walls, floors or ceilings; wall coverings. See 1.4	Good condition, no holes, recently externally extensively repaired in 2024
Floor area	Approx 53.5 sq metres on ground floor and further 53.5 sq metres on first floor
Flights of stairs – internal /external	One internal staircase
Hours of use	Weekly on Saturdays 11-5pm and Tuesdays 2-5pm, extra opening on Bank Holidays. Also ongoing museum and archive maintenance by trustees at irregular times.
Nearest Fire Station, distance and travel time	Clun Fire Station, ½ mile, 5 minutes travel time.

Fire engine access - narrow drive or roads, do visitors or staff cars restrict access to whole building?	Access on South side from road. North side restricted access.
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**1. Assessment**

1.1	Fire management	Y/N/NA	Comments
1.1.1	Do you have an up to date Fire Policy?	N	Needs updating, was produced for Art Council England for accreditation. On Action Plan.
1.1.2	Does it include any firefighting procedures?	N	Just to evacuate building.
1.1.3	Do the staff members know about it?	N	
1.1.4	Do you have fire marshals? Do your staff know who they are?	N	
1.1.5	Are fire safety drills/practices carried out regularly?	N	
1.1.6	When was the last one? - did it go smoothly? Did you consider disabled customers on site? - see 1.2.4, 1.2.5	N/A	
1.1.7	Do you have an Emergency Action Plan? Is it on display for all to see?	Y	On wall by both fire extinguishers. See attached photo in Appendix 1.
1.1.8	Does it clearly show escape routes and assembly points?	Y	Assembly point included, escape route description unnecessary.

1.2	Relevant persons	Y/N/NA	Comments
1.2.1	Employees –Full Time, Part-Time, Casual	Y	Volunteers only: 4 trustees and 40 stewards, all part-time.

	– see 1.9			
1.2.2	Staff, visitors. How many?	Y		Variable. Maximum 25 at any one time.
1.2.3	Do you know if you have any disabled or less ambulant guests? Do any have hearing/seeing/learning difficulties?	Y Y		
1.2.4	Have you written a Personal Emergency Evacuation Plan? Do all staff members know about it?	N/A		
1.2.5	Do you have suitable equipment? – evac chairs etc.	N/A		
1.2.6	Lone workers – cleaners etc.	Y		4 trustees, singly or together, at variable times.

1.3	Sources of ignition	Y/N/NA	Comments
1.3.1	Smoking: are there shelters? Are all butts cleared away from building? Empty bins or accumulated rubbish, waste near boundaries	N/A Y	No smoking Very little rubbish, small bins regularly emptied, no waste near boundaries
1.3.2	Do you place restrictions on what can be stored? – spontaneously flammable materials etc.	Y	No spontaneously flammable materials. Only wood, paper, card etc.
1.3.3	Overloaded sockets, extension leads, any signs of overheating	N	Inspected on 13 <sup>th</sup> May 2025 by MRT Electrical
1.3.4	PAT tests –date of testing	Y	13 <sup>th</sup> May 2025 all passed
1.3.5	Register of equipment/fittings	Y	See attached Appendix 2

1.3.6	Procedures for regular checks. Who by?	Y	4 trustees as part of fortnightly check and cleaning rota
1.3.7	Periodic Inspection Report – date of test	Y	13 <sup>th</sup> May 2025 by MRT Electrical. Every 5 years. Satisfactory. Suggestions: smoke detectors, update to fuseboard, Arc Detection installation.
1.3.8	Consumer Unit - enclosed or open?	Y	Enclosed
1.3.9	History of arson or malicious damage?	N	

1.4	Fuel	Y/N/NA	Comments
1.4.1	Flammable liquids – cleaning liquids or cooking oils etc.	N	
1.4.2	Gas – mains or bottled?	N	
1.4.3	Location of bottles or tank, distance from building. Bunds	N/A	
1.4.4	Can gas supply be isolated? Location of switch	N/A	
1.4.5	Heating oil	N/A	
1.4.6	Location of tank, distance from building	N/A	
1.4.7	Can it be isolated? Location of switch	N/A	
1.4.8	Papers – magazines/ files/ books etc.	Y	
1.4.9	Furniture – timber/ plastics	Y	Mainly wood
1.4.10	Soft furnishings - foam filled cushions/ rugs	N	

1.4.11	Exposed timber frames	Y	
1.4.12	Garden materials / foliage	N	
1.4.13	General housekeeping / waste material stored near to buildings	N	
1.4.14	Parked vehicles, distance from building	Y	Nearest parked car approx. 2m from door
1.4.15			

1.5	Escape routes	Y/N/NA	Comments
1.5.1	Escape routes adequate for number of Relevant Persons on site at any one time	Y	Introducing max limit of 25 in building at any time. On Action Plan.
1.5.2	Width of doors and passages,	Y	Only restricted part is the internal staircase
1.5.3	Is there carpet in the offices or stairs and hallways? Are there trip hazards?	Y	Carpet only on stairs Cobblestone floor, warning sign in place.
1.5.4	Are corridors clear of obstructions including furniture?	Y	
1.5.5	Are escape routes clearly marked/route map?	N/A	
1.5.6	Are all staff made aware of the escape routes? see 1.1.3	N/A	
1.5.7	Escape routes properly signed/illuminated	N/A	
1.5.8	Escape routes protected – see 1.7	Y	

1.5.9	Final exits have single operation exits – push bars, thumb turns	Y	
1.5.10	Emergency lights fitted – adequate number, correct locations	Y	
1.5.11	Emergency lights tested/ records kept. Date of last test	Y	Tested 13 <sup>th</sup> May 2025 by MRT Electrical. Passed.

1.6	Warning systems	Y/N/NA	Comments
1.6.1	Alarm fitted, grade known?	N	Installation planned. On Action Plan.
1.6.2	Maintained by	N/A	
1.6.3	Last service	N/A	
1.6.4	Log book available	N/A	
1.6.5	Are weekly tests carried out?	N/A	
1.6.6	Type of warning devices - audio or optical	N/A	
1.6.7	Can they be heard/seen?	N/A	
1.6.8	Sounders etc. – location	N/A	
1.6.9	Call points – location	N/A	
1.6.10	Are cables wall or ceiling surface mounted?	N/A	
1.6.11	Are they screwed to the walls or ceilings?	N/A	

1.6.12	Are there sprinklers? In what rooms?	N	
1.6.13	Are they tested? – who by/ last test date	N/A	
1.6.14	Is there an automatic smoke vent?	N	
1.6.15	Is it tested/date/who by?	N/A	

1.7	Fire doors	Y/N/NA	
1.7.1	Are there fire doors, location?	N	
1.7.2	Condition – do they close properly/ timely?	N/A	
1.7.3	Smoke and intumescent seals in place, 3 hinges	N/A	
1.7.4	Double doors - close properly, in sequence, meet in centre	N/A	
1.7.5	Vision panels	N/A	
1.7.6	Are they clean/painted/ wired?	N/A	
1.7.7	Is glazing fire rated BS EN 357 (2004)?	N/A	
	Doors closed or wedged open?	N/A	
1.7.8	Are there any holes in walls, floors or ceilings?	N	

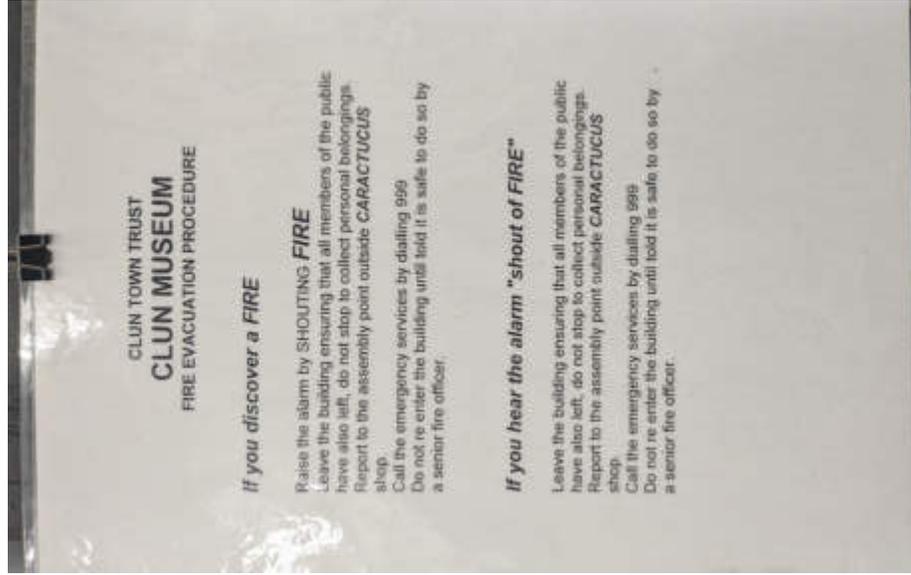
1.8	Extinguishers available	Y/N/NA	Comments
1.8.1	Type/size	Y	2 extinguishers. Water Spray Plus 21A 6 litre. See attached Appendix 1.
1.8.2	Suitable for staff/users	Y	
1.8.3	Location, can they be seen or obstructed?	Y	Not obstructed
1.8.4	Are they accessible, can they be used?	Y	
1.8.5	Do staff know locations?	Y	
1.8.6	Have staff been trained to use them?	N	On Action Plan
1.8.7	Are staff aware of Company Policy for fighting fires? – see 1.1.2	N	On Action Plan
1.8.8	Correct signs for extinguishers	Y	
1.8.9	Serviced, who by	Y	Herefordshire Fire Protection Services. See attached Appendix 3.
1.8.10	Date of last service	Y	Dec 2024. Assessed as Good.

1.9	Training	Y/N/NA	Comments
1.9.1	As part of induction see 1.1.3	Y	Will be part of existing induction for new staff, with update now for current staff.
1.9.2	Refreshers	Y	
1.9.3	Fire marshal training	N/A	
1.9.4	Extinguisher training	Y	Will be part of existing induction for new staff, with update now for current staff.

## Appendices

1. Emergency Action Plan and Fire Extinguishers
2. Register of equipment/fittings
3. Fire extinguisher service certificate.

## Appendix 1



## Appendix 2

Register of electrical equipment and fittings – May 2025  
Checked by MRT Electrical – Tues 13<sup>th</sup> May 2025

### Lighting:

- Emergency lights at foot and top of stairs
- Light over map chest
- All fitted lighting

### Heating:

- Fan heater near map chest
- 3 oiled-filled radiators

### Timers and Sensors:

- Downstairs:
  - Humidity sensor and timer, connected to dehumidifier
  - Temperature sensor and timer (only used in winter, heater not connected now)
- Upstairs:
  - Christmas lights timer

Note: humidity sensor on wall in photos corner is no longer in use

### WiFi connection upstairs

### Dehumidifiers downstairs and upstairs

### Further PAT items:

- CCTV system
- Photo displayer on mantelpiece
- Headphones/audio system
- SumUp card reader

# Herefordshire Fire Protection Services Ltd.

Unit 12, Mortimer Trading Centre, Mortimer Road, Hereford HR4 9SP  
Tel: (01432) 269094 Email: info@hfpsltd.co.uk Website: www.hfpsltd.co.uk

Supply and Maintenance of Fire Extinguishers, Fire Blankets  
Safety Signs and all Fire Fighting Associated Equipment  
We can also arrange Fire Alarm Servicing, Risk Assessments and Staff Fire Training

## CERTIFICATE OF INSPECTION

Customer: C111  
CLUN TOWN TRUST MUSEUM  
THE TOWN HALL  
CLUN  
SHROPSHIRE SY7 8JA

Inspection Date: December 2024

Qty	Type	Inspection Details
2	WATER	2 GOOD.

TOTAL 2

PLEASE NOTE:  
KEEP THIS CERTIFICATE SAFE -  
IT MAY BE ASKED FOR BY YOUR LOCAL FIRE OFFICER  
OR YOUR INSURANCE COMPANY

We hereby certify that the above service was carried out by one of our employees.

Inspected by:   
Fire Practitioner Services Ltd

MEMBER OF THE FIRE PROTECTION ASSOCIATION

Our services are provided in accordance with the recommendations of the current British Standards. However, we cannot guarantee that the extinguisher will remain in working order for any period outside the specified shelf life period. It is advised to inspect all fire extinguishers by the responsible person at least once a year.

**Suggested amendments to the Occupancy Agreement between Clun Parish Council and Clun Town Trust relating to the use of the Town Hall, Clun. See copy of document shown below and renewal agreement until 2030.**

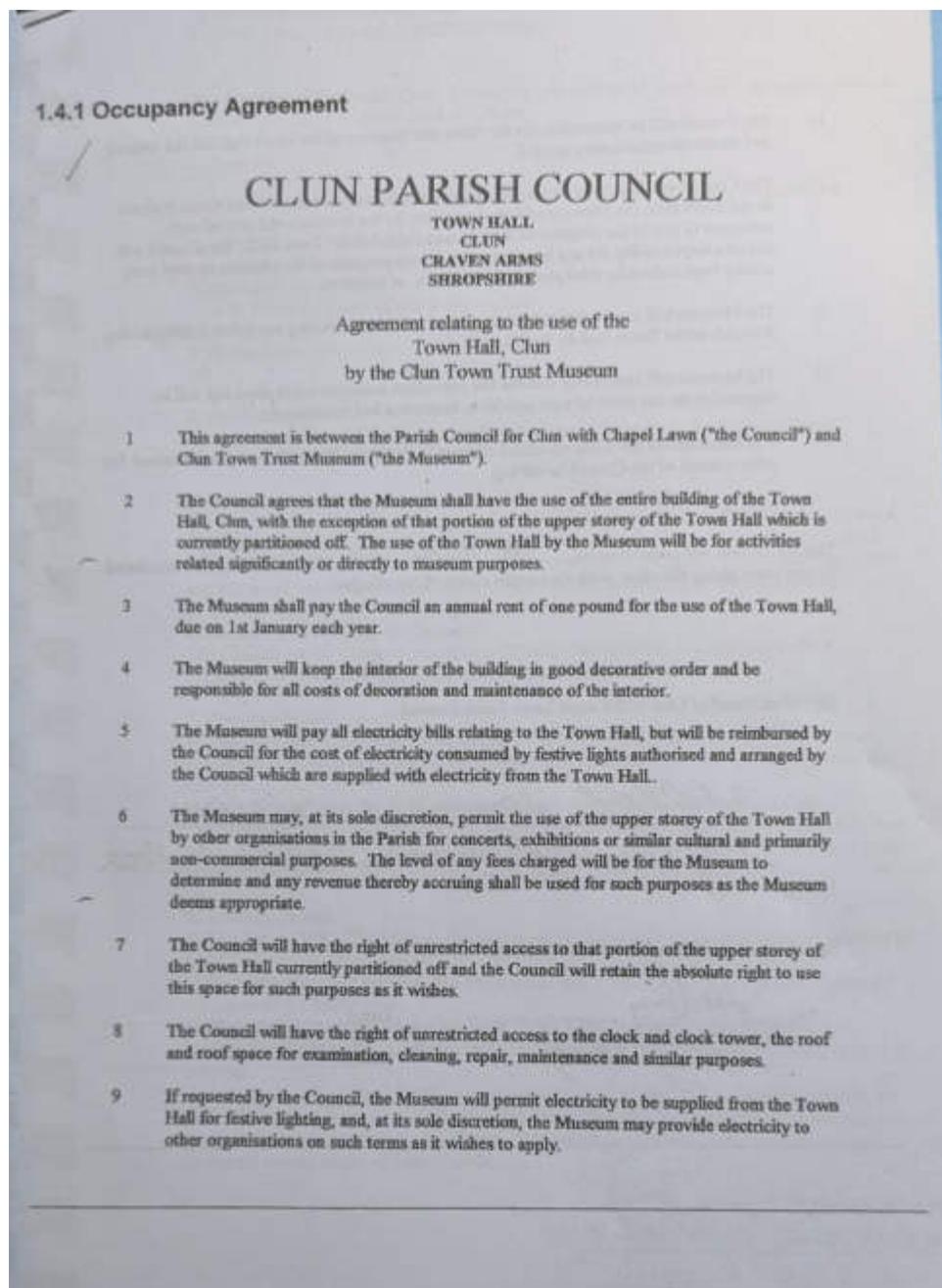
- (i) Include new item 15:

Fire risk assessment to be produced and reviewed annually, jointly by Clun Town Council and Clun Town Trust.

- (ii) Add the following to item 7:

Clun Town Archive to be housed in this area, curated by Clun Town Trust on behalf of Clun Town Council.

Page 1 of 3:



- 10 The Council will be responsible for the fabric and structure of the Town Hall and the external and structural maintenance thereof.
- 11 The Council will insure the Town Hall building and those possessions of the Council stored in the Town Hall; the Museum will be responsible for the insurance and cost of such insurance of any of the property of the Museum lodged at the Town Hall. The Council will have no responsibility for any loss or damage to any property of the Museum or third party arising from actions by third parties, the Museum, or accident.
- 12 The Museum will ensure that suitable insurance is in place covering any public liability arising from use of the Town Hall by the Museum.
- 13 The Museum will ensure that suitable fire prevention measures are in place and will be responsible for the costs of such provision, inspection and maintenance.
- 14 The Museum will not make structural changes to the Town Hall without having obtained the prior consent of the Council in writing.

This Agreement will commence on 1<sup>st</sup> March 2002 and may be terminated by one party giving the other party six months notice of cancellation.

Signed on behalf of Clun with Chapel Lawn Parish Council

Indira J. Patel (Chairman) Dated 26/2/2002  
P. Stearns (Vice-Chairman) Dated 4/3/2002

Signed on behalf of Clun Town Trust Museum

[Signature] Dated .....

[Signature] Dated .....

CLUN WITH CHAPEL LAWN PARISH COUNCIL  
Clerk: Mr C E Williams 2 Jockeyfields Ludlow Shropshire SY8 1PU Tel: 01584 874661  
Email: cewilliams1@btinternet.com  
Website: [www.2shrop.net/clunandchapelawnpc](http://www.2shrop.net/clunandchapelawnpc)

The Minutes of the Parish Council Meeting held at Hazelhurst Close Community Centre  
Clun on Thursday 1<sup>st</sup> April 2010 at 7.30pm.

**1. Present:**

Cllr C Pendry (Chairman)  
Cllrs M Williamson, B Smith, C Page, B Palmer, R Bright, K Terry and C McCormack

Members of the public were present.

**2. Apologies for absence:**

Cllrs M K Smith, J Limond and T Ely-Corbett

**3. Declarations of interest:**

Nil

**4. Public Session:**

Mr P James requested that future consideration should be given to the footpaths issues highlighted in the Parish Plan.

**5. To confirm and accept the Minutes of the Previous Meeting:**

The Parish Council approved that the minutes of the meetings held on the 4<sup>th</sup> March 2010 and were signed by the Chairman as a correct record subject to the amendment of item 13 which should read "The Parish Council will consider the adoption of the new model Standing Orders and Financial Regulations circulated to members with the Agenda at the next meeting".

**6. Matters Arising from the Minutes:**

The Council agreed to accept Shropshire Council Charter which is a document which suggests how Local Councils should work with Shropshire Council.

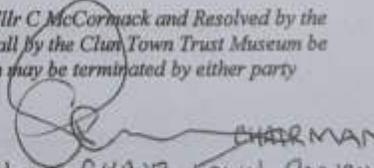
**7. Highway Items:**

- a) The Clerk was asked to report to the Highways Section the dangerous trees which were situated at the quarry at Pentre which for security reasons now has a locked barrier across the entrance.
- b) The Clerk to report the faulty school warning hazard light in Church Street Clun.
- c) Cllr C Page raised the suggestion of a bollard before the Clun Bridge to help protect it from being damaged. It was noted that this had been raised previously but could be discussed again in the future however passed correspondence would be passed to Cllr C Page.

**8. Amenity Items:**

- a) **The Town Hall** – The internal decoration of the Town Hall had been completed at a cost of £1,015
- b) **Footpath Newport Street to the Memorial Hall** – The Chairman will obtain a quote for the repair of the faulty lights.
- c) **Clun Town Trust Museum** – The Clun Town Trust had requested a renewal of the agreement relating to the use of the Town Hall for a period of 20 years at a nominal cost of £1 per year.

*It was proposed by Cllr C Pendry and seconded by Cllr C McCormack and Resolved by the Council that the agreement for the use of the Town Hall by the Clun Town Trust Museum be granted for 20 years commencing 1<sup>st</sup> May 2010 which may be terminated by either party giving six months notice of cancellation.*

  
CHAIRMAN  
CLUN WITH CHAPEL LAWN PARISH COUNCIL  
13<sup>th</sup> JULY, 2010

