



Minutes of the Clun Town Council with Chapel Lawn Meeting held 8th January 2019 at the Memorial Hall, Clun

Present- Cllrs Jack Limond (Chairman), Linda Hurcombe, Gary Mills, James McVicar, Brian Angell, Ryan Davies and Vic Butt

In attendance was County Cllr Nigel Hartin, the Clerk & RFO Darren Knipe, and 10 members of the public.

Meeting commenced at **19:30**

148. To receive Apologies for Absence

Apologies received from Cllrs Reg Maund and Matt Donaldson

149. Declarations of Interest

- a) To receive Declarations of Interest in respect of matters contained in this agenda. Members are requested to identify the nature of the interest and indicate whether it is personal or prejudicial

None Received

- b) To consider any Dispensation Requests received by the Clerk and not previously considered.

None Received

150. Meeting Open to the Public - Time for this session is limited to 10 minutes

4 members of the public each expressed strong objection to the proposed planning application for **18/05596/FUL** - 5 Mount Pleasant, Clun, Shropshire, SY7 8JJ - Erection of extension to front elevation, based on being inconsistent with the style of surrounding property and the visual detriment to surrounding property.

Cllr Hartin said, based on the strong feeling, he would call in the planning committee to look at this in more detail, rather than it be left to just the decision of a planning officer. All agreed

151. Report from County Councillor Nigel Hartin

- a) 21st January there is a Place Plan area meeting at Bishops Castle, which will look at the planning policies for the surrounding area.
- b) Regarding potholes, there is nothing to report on planned repairs. He will chase Andrew Keeland (Highways Surveyor) to get the latest update on this.

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- c) Cllr Angell reported that the HGV signage coming in to Clun was still down. Cllr Hartin said he would look into this.

152. To approve the Minutes of Meeting Held on 11th December 2018

It was proposed by Cllr Angell, seconded by Cllr Butt and agreed by all that the Minutes of the Meeting held on 11th December 2018 were a true and proper record. This was then signed by the Chairman.

153. To consider any Matters Arising from the minutes

- a) **135 a** – Cllr Angell reported that a questionnaire had gone out and he had already received some responses.
- b) **135 b** - The clerk reported that he had received a response from Mr Nicholls, and told work was anticipated to start in the Spring, but unsure how long it should take.

154. To receive reports from Councillors attending meetings and outside organisations

- a) Cllr Butt reported that the planned Community Led Plan meeting had been postponed, but would report back when a new date had been confirmed.

155. To consider sponsorship of an Arts Festival for Clun

Cllr McVicar explained he wanted to change the item to not be about sponsorship, but to consider supporting the idea of an arts festival for Clun.

It was recognised that there were many artists of all genres living in the area, both professional and amateur. Sometimes there are events including concerts, drama and exhibitions, which are very well attended.

He felt artists should be asked how council can support them, and suggested a Working Party could be formed, inviting artists to join and explore what form this could take. Council were very supportive of this idea.

Cllr McVicar is to prepare a formal terms of engagement, to form such a working group and present as an agenda item at next meeting.

156. To consider any observations on Planning Matters

- a. **18/05596/FUL** - 5 Mount Pleasant, Clun, Shropshire, SY7 8JJ - Erection of extension to front elevation

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**Strong Objection (Majority) –
Planning History**

Other applications have been refused and there has been no change in circumstances

Under Site Considerations

Incompatible with the line of existing buildings

The development does not preserve or enhance the area

Surrounding Area

Dominating nearby buildings

Conflict with the pattern of development

Conflict with the character of the area

- b. **18/05615/TCA** - 3 Bridge Street, Clun, Craven Arms, Shropshire, SY7 8JP - Fell 1no Wild Cherry within Clun Conservation Area

Support

157. To receive and consider the Report of the Town Clerk

- a) The clerk had been contacted by SALC about a local Clerk network meeting, and awaiting to see if others are interested. The clerk had offered to host one of the meetings in Clun.
- b) The secretary of Chapel Lawn Village Hall had been contacted by Charities Commission, and told they now have to charge for use of space. This will be £12 an evening.
- c) The clerk explained that a recent visit to his elderly mother had highlighted the problem of isolation, and its negative impact on well-being and ability to communicate. The population census shows Clun to have over a third of its population over the age of 65 years. The council has legislative powers to be able to fund activities such as social gatherings and entertainment, and would like council to consider how it might best exercise this power.
- d) It had been agreed at the last meeting that the Annual Parish Meeting should be held on a separate evening to the monthly General Meeting. The clerk asked if council would consider an additional less formal Public Meeting between now and April that could be used as a community drop in, with possible working group presentations and community problem solving discussions.

The clerk was asked to make an agenda item for next meeting to review planning for the AGM and Annual Parish Meeting.



158. To consider and approve any Council Annual Subscriptions

It was proposed by Cllr McVicar and seconded by Cllr Angell to approve the renewal membership of Walkers are Welcome at £40.00. All agreed

159. To review and approve any training

It was proposed by Cllr Limond and seconded by Cllr Angell to approve the clerk going on the CiLCA training session 3 at Shirehall. All agreed.

160. To receive and consider any Grant and Donation requests

None Received

161. Financial Matters

a) To review and approve the Financial Report

Cllr Limond proposed, seconded by Cllr Angell and agreed by all to accept the Schedule of Payments. This was signed by the chairman.

b) To consider and approve a 5 yearly professional asset review

Cllr Angell proposed to approve a 5 yearly professional review of the council assets, especially the Town Hall and toilets. This was seconded by Cllr Davies and agreed by all.

The clerk is to get quotes for carrying this out.

c) To formally approve trustees for the Clun Recreation Trust Fund

Cllr McVicar pointed out that the council as a corporate body is allowed to be a trustee of a charity, and that what was required was to appoint the signatories of the trust.

It was agreed that Cllr McVicar and Cllr Hurcombe would act as the appointed signatories.

d) To consider and approve the Tender Application and advert wording for

- i. The Parish Council Public Toilets Cleaning and Maintenance Contract 2019-2020**
- ii. The Parish Council Cemetery Grass Cutting and Maintenance Contract 2019-2020**

It was proposed by Cllr Angell to approve the tender applications subject to adding to the cemetery contract "Dispose of clippings appropriately and legally. To report to the Clerk of the Council any areas or items in need of servicing or repair, particularly relating to Health and Safety matters, as a matter of urgency". This was seconded by Cllr Limond and agreed by all.

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162. To review any Correspondence received

Nothing to report

163. To receive the Mayors Report

- a) Cllr Limond raised the issue of potholes, where reports were coming in of vehicles grounding due to the depth of hole. This is starting to become extremely dangerous as well as expensive to those affected.
- b) Cllr Limond wanted councillors to each consider taking on a "portfolio". Clarification was sought by councillors on what he meant. He suggested that individuals should be able to champion topics that they are interested in, and therefore, more motivated to obtain knowledge, which can then be shared with council. The work Cllr Angell is doing with the WTG was given as an example.

It was agreed that the model Bucknell TC are using should be looked at.

164. Other Items brought to the Council's Attention by Councillors

- a) Cllr Hurcombe raised concern from a resident about how slimy and slippery the Waterloo ford was, and becoming dangerous for horse riders to cross.

The clerk is to report matter to Highways. Cllr Hartin said he would also report the matter.

- b) Cllr Davies asked council if they wished to send a congratulatory message to Joan Kerry for her recently receiving a British Empire Medal. All agreed
- c) Cllr Angell wanted to report on current WTG situation.

Cllr Limond asked council for approval to suspend Standing Order so Glyn Hughes could join them to make a presentation on recent survey done. All agreed

Mr Hughes explained that a survey had been devised and sent to residents who had property either on or had frontage on the main road. 150 surveys were sent out.

The survey asked how many vehicles did the property have, what hours they were parked, and what issues they had in using the surrounding roads.

One observation noted was how many empty properties lay within the survey area.

Cllr Angell explained that the next stage was, with help, to analyse the data.

At 9.30 Cllr Limond asked to resume Standing Orders and in accordance with Standing Order rules asked council for approval to continue the meeting beyond the designated time of attendance. All agreed

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Cllr Angell presented a map and a document titled "Principles for Resurfacing Work 2019", which had been produced by the WTG to show where the recent traffic survey had identified issues, and possible solutions, including 'bell' and 'canon' bollards.

Cllr Angell asked if council would agree to the proposed recommendations being presented to Highways. This was proposed by Cllr McVicar, seconded by Cllr Davies and agreed by all.

On behalf of council the Chairman thanked Tony Bindloss and Glyn Hughes for all their hard work producing the detailed map and carrying out the survey work.

- d) Cllr Angell presented council with the idea of a competition "What do you like about Clun". All were in favour, and it was agreed to make an agenda item at next meeting.

165. To review and approve meeting dates of council for 2019

The clerk reported that both the Clun Memorial Hall and Chapel Lawn Village hall were available for hire a week earlier in each month.

It was proposed by Cllr Limond that the council meeting dates change to the first Tuesday in the month at Clun Memorial Hall, except June and September, where it be held on the first Wednesday in the month at Chapel Lawn Village Hall. This was seconded by Cllr Angell and agreed by all.

166. To receive and consider Agenda items for the next meeting

Cllr McVicar asked for approving an Arts Initiative for Clun.
Cllr Angell asked for approving a Clun Competition

167. Date of Next Meeting

To be held on Tuesday **5th February 2019** at **Clun Memorial Hall**

Meeting Closed at 21.45

APPROVED AS BEING A CORRECT RECORD BY

CHAIRMAN'S SIGNIATURE: _____

Dated: 8th January 2019



Minutes of the Clun Town Council with Chapel Lawn Meeting held 5TH February 2019 at the Memorial Hall, Clun

Present- Linda Hurcombe, Gary Mills, James McVicar, Brian Angell, Ryan Davies, Matt Donaldson and Vic Butt

In attendance was the Clerk & RFO Darren Knipe

Meeting commenced at **19:30**

As Cllr Limond was not present, Vice Chairman Cllr Davies took over as chairman. He gave apologies that he had to attend a Young Farmers meeting next door temporarily, and left the meeting.

It was agreed by all that Cllr McVicar would chair the meeting during Cllr Davies absence.

168. To receive apologies for absence

Apologies received from Cllrs Jack Limond, Reg Maund and County Cllr Nigel Hartin

169. To receive declarations of interest

None received

170. To consider requests for dispensation

None received

171. Meeting Open to the Public - Time for this session is limited to 10 minutes

None present

172. Report from County Councillor Nigel Hartin

None provided

173. To resolve that the minutes of the Council general meeting held on 8th January 2019 are a correct record

It was proposed by Cllr Hurcombe, seconded by Cllr McVicar and agreed by all that the Minutes of the Meeting held on 8th January 2019 were a true and proper record subject to the following amendment to item **155** opening sentence "Cllr McVicar explained he wanted to change the item to not be about sponsorship, but to consider supporting the idea of an arts



festival for Clun.” change to “Cllr McVicar explained he wanted to change the item to not be about sponsorship of an arts festival for Clun”. This was then signed by the Chairman.

174. To consider and resolve any matters arising from the minutes

- a) **164 c** – Cllr Angell reported that a summary report had come back on the recent parking survey with 71 out of 136 resident responses.

The majority of residents parked mainly in a garage or on driveway. There was a desire for more public parking, only 18% of residents saying they experienced difficulty parking, except the Square, where a higher proportion of did experience difficulty. Lorries and speeding were other main issues. The working group are due to meet and will report in more detail.

- b) **149 a,b** - The clerk reported that he had been mistakenly using the Welsh format for declaration of interest being personal and prejudicial, and has amended to pecuniary, which has a different disciplinary format.
- c) **158** – the clerk reported that WAW is not a council subscription, but in name of Bishops Castle and Clun Tourism CIC. This is to be corrected to council have given a grant donation of the fee amount £40 in showing support for the initiative, using powers of Local Government Act 1972 sec 144.

175. To receive the Mayors Report

None received

176. To receive reports from Councillors attending meetings and outside organisations

- a) Cllr Butt reported that she had attended the Placement Plan meeting in Bishops Castle. There was recognition that work opportunities, and potential commercial premises should be built into any plan should demand be identified. Cllr Angell suggested council revisit the employment issues, and see how council can help address this.

177. To consider planning applications

- a. **18/05172/LBC** - Bryn House, Bryn, Bishops Castle, Shropshire, SY9 5LE - Minor internal alterations to Bryn House, including the addition of windows in exiting opening and the addition of a new dormer window. Proposed works to Bryn Cottage include a new kitchen and bathroom, new floor coverings, general making good and installation of new heating and plumbing systems. Installation of solar photo-voltaic

No comment

- b. **19/00015/LBC** - Coach House, Clunton, Craven Arms, Shropshire, SY7 0JA -

[2 of 5]



Erection of orangery to the South, enclosing of former carriageway to form lounge and erection of a car port affecting a Grade II Listed Building

No comment

- c. **19/00422/TCA** - Little Orchard , Hospital Lane, Clun, Shropshire, SY7 8LE - To fell 3No Apple Trees (T1, T2 and T6), 1No Holly tree (T3) and 1No Pear tree (T5) within Clun Conservation Area

As a conservation area, Council prefer hard pruning to felling fruit trees

178. To receive and consider the report of the Town Clerk

- a) There had been recent reports of the toilet lock at the bridge car park not working. The clerk has subsequently repaired it.
- b) A quote from Mr Churchett to repair, clean and treat all the benches and picnic tables listed in the Asset Register had been received for £1,200. It was proposed by Cllr Hurcombe and seconded by Cllr McVicar to accept the quote. The majority agreed.
- c) The town hall noticeboard was about to be removed and replaced, and will be ready before next public notices have to be posted.
- d) The clerk reported that he had reverted back to BrightPay to handle payroll, as the Kashflow accounting system had not delivered what was required.
- e) The operators of the CCTV on the bridge had confirmed the time and placing of lorry which had damaged corner of building on the Square.
- f) The clerk presented an action plan of outstanding and proposed works to be completed
- g) The clerk reported that the Town Hall Trust had requested that chairs be removed to make way for more space. Council pointed out that the upstairs office area was purely for council use.
- h) It was agreed that the clerk and the Personnel Committee would meet at 11am on Friday 15th February to carry out a staff appraisal.

179. To consider approving an arts initiative for Clun

Cllr McVicar presented an outline Terms of Reference for the formation of an Arts Initiative Working Party, with a request that council formally approve. All agreed.

180. To consider approving a Clun competition



Cllr McVicar presented an outline Terms of Reference for a writing competition. It was agreed there should be 3 categories; under 12 year olds, 12 to 16 year olds, and 16 plus. The title would be "What I like about where I live", with a maximum 250 words, and prize monies given to the winners, to be presented at the next Annual Parish Meeting in May.

It was proposed by Cllr Donaldson and seconded by Cllr Angell to approve the competition. The majority agreed.

181. To review planning for the AGM and Annual Parish Meeting

It was agreed by all to hold the next Annual General Meeting on Tuesday 7th May, and for the Annual Parish Meeting to be held on Saturday 11th May between 2-4pm. Clerk is to check availability at the Hightown Community Hall.

8.45pm Cllr Davies returns to the meeting, and takes over chairman role.

182. To consider and approve the types of committee and working groups for 2019-2020

The clerk presented council with list of current committees and working groups, and proposed new groups.

Representation on the Clun Memorial Hall Committee and the Chapel Lawn Redlake Valley Village Hall Committee would continue, as would the Personnel Committee, the Working Traffic Group and position of Clun Parish Tree Warden.

Cllr Butt explained that although an initial working group had formed for developing a Community Led Plan, she was unable to commit to leading it due to work commitments.

It was recognised by all that the amount of work involved was a huge undertaking. The clerk was asked to contact Bishops Castle TC to find out how their Community Led Plan and Neighbourhood Led Plan development was going.

183. To consider and approve any Council Annual Subscriptions

None received

184. To review and approve any training

It was proposed by Cllr Hurcome and seconded by Cllr Angell to approve the clerk going on the CiLCA training session 4 at Shirehall. All agreed.

185. Financial Matters

a) **To receive and consider any Grant and Donation requests**



None received

b) To review and approve the payment schedule

Cllr Angell proposed, seconded by Cllr Davies and agreed by all to accept the Schedule of Payments. This was signed by the chairman.

186. To review any Correspondence received

- a) The clerk had received a request from Cllr Cullimore of Bucknell TC to consider sharing cost of a mobile speed sign. The clerk was asked to invite Cllr Cullimore to a meeting to discuss proposal further.

187. Other Items brought to the Council's Attention by Councillors

- a) Cllr Hurcombe raised issue of refuse boxes disappearing. It appears as result of some residents leaving boxes on roadside due to no room on property front, refuse collection have been removing.

188. To receive and consider Agenda items for the next meeting

To review and consider the Community Led Plan

189. Date of Next Meeting

To be held on Tuesday **5th March 2019** at **Clun Memorial Hall**

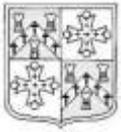
Meeting Closed at 21.30

APPROVED AS BEING A CORRECT RECORD BY

CHAIRMAN'S SIGNIATURE: _____

Dated: 5th March 2019

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Minutes of the Clun Town Council with Chapel Lawn Meeting held 9th April 2019 at the Memorial Hall, Clun

Present- Cllrs Jack Limond (Chairman), Reg Maund, Gary Mills, James McVicar, Brian Angell, Matt Donaldson and Vic Butt

In attendance was the Clerk & RFO Darren Knipe.

Meeting commenced at **19:30**

216. To receive apologies for absence

Apologies received from Cllrs Linda Hurcombe and Ryan Davies

217. To receive declarations of interest

None received

218. To consider requests for dispensation

None received

219. Meeting Open to the Public - Time for this session is limited to 10 minutes

None received

220. Report from County Councillor Nigel Hartin

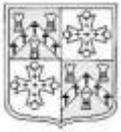
None received

221. To resolve that the minutes of the Council general meeting held on 5th March 2019 are a correct record

It was proposed by Cllr McVicar, seconded by Cllr Butt and agreed by all that the Minutes of the Meeting held on 5th March 2019 were a true and proper record, subject to the following amendments:

200b – To add “Council requested a copy of the ROSPA inspection to be made available to council.”

205 – To add “Council to consider the creation of an award for outstanding contribution to the community.”



This was then signed by the Chairman.

222. To resolve that the minutes of the Council general meeting held on 11th March 2019 are a correct record

It was proposed by Cllr McVicar, seconded by Cllr Butt and agreed by all that the Minutes of the Meeting held on 5th February 2019 were a true and proper record, subject to the following amendment:

214 - No Objection, but would prefer it be finished in pebbledash so in keeping with the house.

This was then signed by the Chairman.

223. To consider and resolve any matters arising from the minutes

- a) **200b** – The clerk was asked to contact the Memorial Hall to get a meeting, and also to request a copy of the ROSPA inspection.
- b) **202a** – Cllr Butt asked about the bench seat at Waterloo bridge, which looked untreated and unsafe. The clerk explained that he and Cllr Donaldson had noted it as part of asset inspection, but it did not belong to council. The clerk will remove, and ensure post holes are filled.
- c) **202d** – The clerk was asked to arrange a meeting with the Town Hall Trust, to include two town councillors.

224. To receive the Mayors Report

Nothing to report.

225. To consider and approve an award for Freeman Of The Town

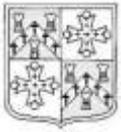
Council discussed the creation of a community award with a plaque to be displayed in the Town Hall “Honorary Free Men and Women of Clun”, recognising eminent service to the community.

This was proposed by Cllr Limond, seconded by Cllr McVicar, and agreed by all.

The clerk is to draft an application form, which can be used by local residents to nominate persons they think should be considered.

226. To consider London Bridge Protocol

Council discussed what protocol should take place when the Monarch dies.



It was agreed that the clerk should contact the Vicar of St Georges. Council nominated Cllr McVicar, the clerk and the Vicar to form a small working group for this purpose.

Cllr Maund is to liaise with the bell ringers.

227. To receive and approve a report from the Traffic Plan Working Group

Cllr Angell had tried several times to contact SCC Highways to discuss the recent survey results and proposals, but to no avail.

There had been no feedback yet received from the Memorial Hall regarding parking proposals.

The group met recently to review signage and proposals of change. Cllr Angell wished to acknowledge the huge amount of work Tony Bindloss had done in taking the pictures.

Council were asked if happy for the WTG to discuss proposals for change with Highways. Cllr McVicar proposed, seconded by Cllr Butt, and agreed by all for WTG to proceed.

228. To receive reports from Councillors attending meetings and outside organisations

a) Cllr Angell reported he had attended the Chairmanship Training by SALC. There were 12-15 persons attending, with precepts ranging from £250k to £3k. Some good suggestions had come out of session, including:

- i. AGM – forming a working group to consider proposals for actions on the following year
- ii. To have 2 or 3 councillors focus on areas of interest / expertise

b) Cllr Butt reported that the Community Led Plan working group meeting had been cancelled, to be rearranged.

c) Cllr Donaldson reported there had been no Memorial Hall committee meeting.

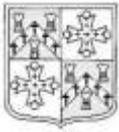
229. To consider planning applications

a) **19/01421/TCA** - Six Bells Cottage, Vicarage Road, Clun, Craven Arms, Shropshire, SY7 8JG - Fell 1no Lawson Cypress within Clun Conservation Area

Cllr Maund had investigated, and informed council, stating it was a magnificent tree, but its size had become an issue in strong winds. He sadly recommended it should be felled, but with a caveat that the other two trees present be saved.

Support

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- b) **19/01490/FUL** and **19/01491/LBC** - 10 Bridge Street, Clun, Craven Arms, Shropshire, SY7 8JP - Alterations in association with renovations and repairs to existing dwelling including demolition of utility and w.c (re-submission)

Support

- c) **To consider planning decisions**

The recent approval of 18/05165/FUL Fairfield Castle Street had caused some distress to council, as it was felt it went against the SANDEV deal that had been agreed.

Cllr Mills had spoken to SCC, and told County Cllr Hartin could have objected and called it into Committee, which may have had a better chance of stopping. It was also noted that no local residents had made an objection to the application. All agreed that any future planning objections to be highlighted to Cllr Hartin.

It was agreed to add "Formation of Planning Committee" to next agenda. Cllr McVicar will produce Terms of Reference.

230. To receive and consider the report of the Town Clerk

- a) Toilet lock reported broken again – clerk to get locksmith in to fix
- b) A report had come in that one of the benches at Waterloo had not been treated. Mr Churchett reassured the clerk all benches and tables had been done, with the table in question receiving 3 coats, stating that they had not been looked after for some time.

Council recognised and wished to thank Mr Churchett for the excellent work he had done in bringing all the furniture back to life.

- c) The clerk reported on a new website design he was working on, which would enable blog posts, including useful information received as emails from local health and service bulletins. It would also enable full search ability of any documents including minutes, as well as other functions, and ability to offer a better way of responding to public enquiries through a forum style Question and Answers format.

Councillors are to review site before next meeting, and provide feedback.

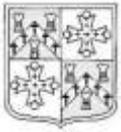
231. To review planning for the Annual Parish Meeting

The clerk presented council with draft invite letter to residents.

At 9.30 Cllr Limond asked council for approval to continue the meeting beyond the designated time of attendance. All agreed

All agreed to approving the letter, which councillors would hand deliver when it comes back from the printers.

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The clerk also offered to make cakes for the event.

Councillors to provide list of clubs and groups for the clerk to invite to have a display or give presentation.

232. To consider and approve any Council Annual Subscriptions

None Received

233. To review and approve any training

None Received

234. Financial Matters

a) To receive and consider any Grant and Donation requests

None Received

b) To review and approve the payment schedule

Cllr Angell proposed, seconded by Cllr McVicar and agreed by all to accept the Schedule of Payments. This was signed by the chairman.

The clerk was asked to find out why the cost of street lighting had increased from previous year.

c) To review and consider future financial plans for the Public Toilets

The cost of maintaining the Public Toilets by the bridge car park is over £13.5k a year, with £5,300 being electricity, and £2,000 being water rates. The last electric bill was an estimate, and shows a possible £600 over charge.

It was agreed that an action plan was needed to tackle this. The clerk is to ask the cleaner to record a weekly meter reading to look for discrepancies, and also look into cost of installing coin slots to use.

It was also suggested that the toilets be closed for a week as maintenance service to see if readings change, and to get an energy review carried out by Dave Tomlinson.

Clerk to make an agenda item again next month to review.

d) To review and consider the Unity Bank services

Issues were expressed over ability for clerk to access the online service. It was agreed the clerk should look into alternatives.



235. To review any Correspondence received

- a) A letter had been received from Mr Finlayson, outlining some dissatisfactions with services he had identified. Although council agreed with some points raised, it was also pointed out that council do not respond to 'Open Letters'. Instead, all responses are relayed through the clerk.

236. Other Items brought to the Council's Attention by Councillors

None Received

237. To receive and consider Agenda items for the next meeting

None Received

238. Date of Next Meeting

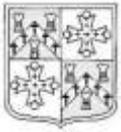
To be held on Tuesday 7th May 2019 at Clun Memorial Hall, which will be an Annual General Meeting.

Meeting Closed at 22.10

APPROVED AS BEING A CORRECT RECORD BY

CHAIRMAN'S SIGNIATURE: _____

Dated: 7th May 2019



CLUN TOWN COUNCIL

with CHAPEL LAWN

Minutes of the Clun Town Council with Chapel Lawn Meeting held 7th May 2019 at the Memorial Hall, Clun

Present- Cllrs Jack Limond, Gary Mills, Linda Hurcombe, James McVicar, Matt Donaldson and Ryan Davies

In attendance was County Cllr Nigel Hartin, the Clerk & RFO Darren Knipe, and three members of the public, and two members of the Chronicle Post.

Meeting commenced at **19:30**

239. To elect the Chairman / Mayor

Cllr Limond explained that due to personal issues, he felt unable to give the time required to continue the role of Chairman, and so did not wish to put himself forward.

It was proposed by Cllr McVicar to nominate Cllr Angell in his absence as Chairman. This was seconded by Cllr Donaldson, and agreed by all.

The clerk to contact Cllr Angell, and ask if he will accept the position, and sign the Declaration of Office.

240. To elect the Deputy Chairman

Cllr Hurcombe proposed to nominate Cllr Davies as Deputy Chairman. This was seconded by Cllr McVicar, and agreed by all.

Cllr Davies accepted the position and signed the Declaration of Office.

Cllr Davies then took over the chairing of the meeting, and asks council for a vote of thanks to Cllr Limond for the service he has given as Chairman. All agreed.

241. To appoint representatives for the following:

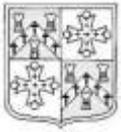
a) Clun Memorial Hall

Cllr Hurcombe proposed Cllr Donaldson. This was seconded by Cllr Mills, and agreed by all.

b) Chapel Lawn Redlake Valley Village Hall

Cllr McVicar proposed Cllr Mills. This was seconded by Cllr Limond, and agreed by all.

c) Personnel Committee



CLUN TOWN COUNCIL

with CHAPEL LAWN

Cllr McVicar proposed Cllr's Davies, Limond, Butt and Hurcombe. This was seconded by Cllr Donaldson, and agreed by all.

242. To confirm the position of Clun Parish Tree Warden

Cllr Limond proposed Cllr Maund continue in this role. This was seconded by Cllr Donaldson, and agreed by all.

243. To receive apologies for absence

Apologies received from Cllrs Reg Maund, Brian Angell and Vic Butt.

244. To receive declarations of interest

None received

245. To consider requests for dispensation

None received

246. Meeting Open to the Public - Time for this session is limited to 10 minutes

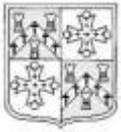
- a) Mr Patrick Cosgrove asked council to consider declaring a Climate Emergency. He explained the parish could support this initiative by adopting recommendations from legitimate bodies like planting more trees or flying less. A base line assessment of the community's current activities could be recorded, and then adopting agreed actions, which could be reviewed annually.

Council agreed to make this an agenda item for next meeting. In the meantime, Mr Cosgrove would email the clerk a proposal document for to share with Cllrs.

- b) Mr Ian Finlayson raised several issues. Firstly, he requested any future events like the Greenman, where potential loud bangs or fireworks are to take place, to warn the community so animal owners can do something to avoid it. Secondly, he wanted to know what plans there were for changing over to LED street lighting.

Cllr Limond, acting as a representative of Greenman, stated that they were unaware the re-enactment act they booked in would be using canon fire, and would make sure any bookings in the future would be asked such a question.

The agreed street lighting policy was explained to be replace any future broken lighting with LED.



247. Report from County Councillor Nigel Hartin

- a) At the recent Local Joint Committee Place Plan meeting, traffic management issues were raised. Mathew Mead had been updated, but no news currently available.
- b) The Planning Policy at SCC is in a bit of a flux. There has been a change around of officers, with Mr Cowden off sick. A meeting has been requested with Mark Burrows to find out more.
- c) Cllr Hartin will take up the issue of some resident's gardens turning into unauthorised scrap yards.
- d) Cllr Davenport has kept his Highways portfolio.
- e) Cllr Mills raised the concern of the recent granted planning application at Fairfield House. Cllr Hartin admitted he had not noticed the application concern to call it in, and suggested any future application objections to be directly brought to his attention.

Cllr Limond suggested that the Planning Officer seemed to be changing the terms of the SANDEV agreements on in-fill.

It was suggested the clerk invite the officer to come and explain to council.

- f) Cllr Mills asked to find out what the latest was on resurfacing and road markings on the Knighton road.

248. To resolve that the minutes of the Council general meeting held on 9th April 2019 are a correct record

It was proposed by Cllr Limond, seconded by Cllr McVicar and agreed by all that the Minutes of the Meeting held on 9th April 2019 were a true and proper record, subject to the following amendments:

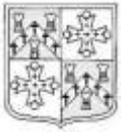
228c – To add “since last town council meeting.”

229c – To amend “Cllr Mills had spoken to SCC, and was told County Cllr Hartin could have objected and called it into Committee, which may have lead to a better chance of stopping the application.”

This was then signed by the Chairman.

249. To consider and resolve any matters arising from the minutes

- a) **228c** – Cllr Davies informed council a meeting with the hall had not yet been arranged as they have AGM coming up, and waiting to see who the committee will be.



CLUN TOWN COUNCIL

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- b) **230a** – It had been reported that an elderly person had got stuck in the disabled toilet, unable to open the door. Cllr Limond proposed to close the toilet until it had been fixed. This was seconded by Cllr McVicar and agreed by all.
- c) **229c** – The clerk was asked to arrange a meeting with the Town Hall Trust, to include two town councillors. Mr Nigel Kerry was present and provided email contact to arrange.

250. To receive and approve a report from the Traffic Plan Working Group

Cllr Angell had told the clerk that he was still unable to have meeting with Highways, with current officer off on leave until end of May.

251. To receive reports from Councillors attending meetings and outside organisations

None received.

252. To consider planning applications

- a) **19/01829/FUL** - Castle View Barn , School Road, Clun, Shropshire, SY7 8JQ - Conversion of garage into living space & bathroom with alteration to external fenestration

No objection

253. To receive and consider the report of the Town Clerk

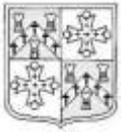
- a) The lock had been fixed, and locksmith discovered issue to be an internal part was worn. He was to contact the manufacturer and look into getting replacement.
- b) The clerk asked what council had thought of the proposed new website. Most felt it was good, but more instruction on how to access it was needed.

Cllr Limond asked who would build it. The clerk explained that he would do it in his own time as Dark Olive, as it was a template he saw other councils would benefit from, but explained that it would belong entirely to and be hosted by the council.

Cllr Limond expressed concerns of conflicts of interest. It was agreed it should be on next agenda so the clerk could explain more clearly to council how it would work.

254. To consider the formation of a Planning Committee

As cllr's present could not agree on the way this may work, it was agreed to defer to next meeting with more discussion.



255. To consider the condition of Waterloo Bridge

The state of the bridge had raised concern from the community. Photo evidence showed the timbers were decaying, and metal work rusting. Historically, SCC would not give the bridge to the town council or allow volunteers to rectify.

Cllr Limond raised a H&S concern, and asked if Cllr Hartin could get SCC to come out and look at.

The clerk to write to Highways and request council take repair action.

256. To review planning for the Annual Parish Meeting

The preparations for APM were discussed, with the clerk informing council that several community groups had been in touch about having a display.

Named labels to be produced so cllr's can be identified.

257. To consider and approve any Council Annual Subscriptions

None Received

258. To review and approve any training

None Received

259. Financial Matters

a) To receive and consider any Grant and Donation requests

None Received

b) To review and approve the payment schedule

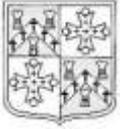
Cllr Hurcombe proposed, seconded by Cllr McVicar and agreed by all to accept the Schedule of Payments. This was signed by the chairman.

c) To review and consider future financial plans for the Public Toilets

The clerk informed council a rebate had been received from SWALEC for £2345.74.

Clerk to gather data on weekly electric usage, and the toilets to be kept under regular review.

d) To review and consider the Unity Bank services



CLUN TOWN COUNCIL

with CHAPEL LAWN

No action

260. To review any Correspondence received

- a) The clerk had shared report from Mr James on the P3 group. Council wished to acknowledge the huge amount of effort the volunteers put in to keeping the surrounding pathways cleared.
- b) A letter of thanks had been received from the YFC for the grant council had given.

261. Other Items brought to the Council's Attention by Councillors

Cllr Davies mentioned that the Memorial Hall AGM was to be held on 13th May

262. To receive and consider Agenda items for the next meeting

Cllr Limond requested the funding of defibrillators

263. Date of Next Meeting

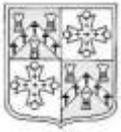
To be held on Wednesday **5th June 2019** at **Chapel Lawn Village Hall, which will be an General Meeting.**

Meeting Closed at 21.15

APPROVED AS BEING A CORRECT RECORD BY

CHAIRMAN'S SIGNIATURE: _____

Dated: 5th June 2019



Minutes of the Annual Parish Meeting held 11th May 2019 at the Hightown Community Room, Clun

The meeting had been very well attended by members of the public.

Prior to the official APM, which started at 18.00, several groups had come and provided displays and given talks on what they were doing in the community, and what challenges lay ahead.

Cllr Angell opened the meeting with a warm welcome, and explaining what the APM was, and its difference to a formal council meeting.

The following items were discussed:

1. Working Traffic Group

Cllr Angell gave a talk about the work the traffic group had been doing, and what plans were for going forward. He acknowledged the support of members of the community in carrying out valuable traffic surveys, and to Tony Bindloss, who has been compiling the data.

No questions from the community

2. Community Led Plan

The clerk read a presentation from Cllr Butt, who could not be present. It was explained what the difference is between a CLP and a NLP, and the huge amount of work required to get either of these formats produced, whilst explaining the benefit each could provide in determining what the shape of future development could be.

It was explained that neither formats were a council responsibility, but needed to come from the community to shape. However, the council could provide support and a formal structure to any group that formed to tackle this.

A question from the community was when would this process start. Cllr Angell explained there was no fixed date, but it would begin once enough volunteers had got together to make a plan to take forward.

3. Arts Working Group

Cllr McVicar gave a brief outline of a proposal to create a working group with artists in the area, to see how the council could help support artists and crafts through initiatives like events and profiling.

No questions from the community

4. Questions from the Electorate

- a. Mr James asked the community to vote on requesting council publish draft minutes on the website and noticeboard, as had been agreed back in 1995.



CLUN TOWN COUNCIL

with CHAPEL LAWN

The clerk explained why it was detrimental to do so, and why council had decided not to do so.

A vote was called by the Chairman, although it was explained such a vote would be non-binding.

It was overwhelmingly decided by those present not to publish the draft minutes. However, it was requested by a member of the public for the ratified minutes to be displayed in the noticeboard, which the Chairman agreed would happen.

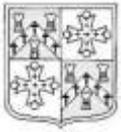
- b. Mr Finlayson raised the issue of the public toilets and amount of electric use reported. The clerk explained council had recently received a sizeable rebate, but that the toilets were under review.

After no more questions from the electorate, the Chairman thanked everyone for attending, and formally closed the meeting.

APPROVED AS BEING A CORRECT RECORD BY

CHAIRMAN'S SIGNIATURE: _____

Dated: 5th June 2019



CLUN TOWN COUNCIL

with CHAPEL LAWN

Minutes of the Clun Town Council with Chapel Lawn Meeting held 5th June 2019 at the Village Hall, Chapel Lawn

Present- Cllrs Jack Limond, Gary Mills, Linda Hurcombe, Reg Maund, and Brian Angell

In attendance was County Cllr Nigel Hartin, the Clerk & RFO Darren Knipe, and six members of the public.

Meeting commenced at **19:30**

264. To receive apologies for absence

Apologies received from Cllrs Vic Butt, James McVicar, Matt Donaldson and Ryan Davies

265. To receive declarations of interest

Cllr Limond declared an interest as the treasurer of Clun Valley ASV

266. To consider requests for dispensation

None received

267. Introduction from Remembering You Grave Tendering

The new contractor for the cemetery grass cutting, Mark Room came and introduced himself to council. He explained he had done two cuts so far, taking away the cuttings. He had discovered Adders in the far right corner near Fire Station. He was concerned about glass memorials as they presented a hazard in strimming, but also fire risk in extreme dry periods.

Cllr Angell confirmed that he had been to see the cemetery and was pleased at how tidy it looked.

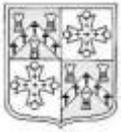
268. Meeting Open to the Public - Time for this session is limited to 10 minutes

- a) The only comment from the Public was that Adders are protected and live in the grass cuttings, so removing was disturbing their habitat.

269. Report from County Councillor Nigel Hartin

- a) At recent SCC Cabinet was a consultation on bus service reductions. There was a big response from BC community, and it is now decided not to cut services, and look for savings elsewhere, including possibly removing or reducing concession for the Shrewsbury Park and Ride service.

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CLUN TOWN COUNCIL

with CHAPEL LAWN

- b) There has been a change in the Planning function, reducing Planning Committee's from three to two. This will lose local link to decisions, with cabinet members coming from across the county.
- c) SCC discussed the environment concern and decided to declare a Climate Emergency

270. To resolve that the minutes of the Council general meeting held on 7th May 2019 are a correct record

It was proposed by Cllr Limond, seconded by Cllr Mills and agreed by all that the Minutes of the Meeting held on 7th May 2019 were a true and proper record, subject to the following amendments:

246b – Correct spelling from “canon” to “cannon”

247e – Correct spelling from “SANDEV” to “SAMDEV”

This was then signed by the Chairman.

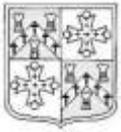
271. To resolve that the minutes of the Annual Parish Meeting held on 11th May 2019 are a correct record

It was proposed by Cllr Angell, seconded by Cllr Mills and agreed by all that the Minutes of the Meeting held on 11th May 2019 were a true and proper record.

This was then signed by the Chairman.

272. To consider and resolve any matters arising from the minutes

- a) **255** – Cllr Hartin said KIER had offered to remove the kick boards, but he had said this was not enough.
- b) 247c – Cllr Hartin has taken up with Enforcement Officer
- c) 247e – Cllr Hartin was told that even if the issue had been raised, Planning would not call it in
- d) 250 – Cllr Angell has still not heard anything back
- e) 249b – the clerk had investigated and found the lock was working, but realised because the locksmith had changed the orientation, which was different to instruction on door, someone could think they were unable to lock. The instruction has been changed to reflect this.
- f) Cllr Limond said he appreciated being able to hear the recording of the APM, and asked was it something that could continue in recording all council meetings. Clerk to add to next agenda.



273. To receive the Mayor's Report

- a) Cllr Angell thanked council for selecting him as the role of Chairman and Mayor
- b) Had received a request from the clerk to take August off as annual leave. Suggested that instead of August being a formal meeting, to have an informal working meeting to look at strategic planning. Clerk to get advice from SALC as to minuting the meeting
- c) Would like to see an Action Log of things that need to be done
- d) Asked the question of how do we achieve everything that needs to be done
- e) Thought the format of this year's APM worked well, and would like to build on that for next year.

274. To receive and approve a report from the Traffic Plan Working Group

Cllr Angell reported he still had no more information from SCC, and when the officer concerned would be back.

275. To consider planning applications

- a) **19/02047/FUL** - 9 St Georges Place, Clun, Craven Arms, SY7 8JL - Erection of two storey side extension (following demolition of existing) and porch to front elevation

No comment

- b) **19/02196/FUL** - The Stables, Guilden Down, Shropshire, SY7 8NZ - Erection of double open fronted garage with log store/secure storage, and garden shed

No Comment

276. To resolve the formation of a Planning Committee

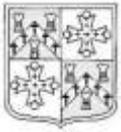
Cllr Limond proposed to defer until next meeting as more councillors were needed to decide. The majority agreed.

277. To consider and respond to the Place Plan

Three priorities were identified; Social and affordable housing, investment in enterprise infrastructure, projects including roadworks and the expansion of the Meadows Doctors Surgery.

Cllr Hartin explained that if there was anything else to add, this was the time as the report was near completion.

Cllr Angell said he would talk to SCC officer Mathew Mead.



278. To review and consider the Internal Audit

The internal report was presented to council as part of the Annual Governance and Accountability Return (AGAR) 2018-2019.

The Annual Governance Statement was read out. It was proposed by Cllr Limond and seconded by Cllr Hurcombe to approve the Annual Governance Statement. This was agreed by all. The Annual Governance Statement was then signed by the chairman and clerk.

The Accounting Statements were examined. It was proposed by Cllr Angell and seconded by Cllr Limond to approve the Accounting Statements. This was agreed by all. The Accounting Statements was then signed by the chairman and clerk.

279. To review and consider request to declare a Climate Emergency

Council discussed the reasons behind the purpose of declaring a Climate Emergency. A letter from a resident who was against such matters being relevant to a rural community like Clun Parish was shared.

Cllr Angell stated that making a declaration was independent of any actions the council may propose to address it.

Cllr Limond proposed that council recognises there is a Climate Emergency, and will taking environmental concerns into consideration on policy making. This was seconded by Cllr Hurcombe, with four councillors agreeing, and one against.

280. To consider forming an Advisory Group on Environmental Issues

Council felt as there was not enough councillors present, such a group could not be formed, but agreed that Cllr Angell would raise the matter as part of his Mayors Report in the Chronicle to invite interested parties to get in touch.

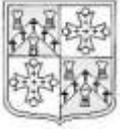
281. To receive reports from Councillors attending meetings and outside organisations

- a) Cllr Angell had attended a meeting at which Cllr Davenport Portfolio Holder for Highways had spoken and taken questions. There is a major reorganisation which includes staff losses, but also they were getting more tech savvy staff in to hold the current contractors to account.

They are also looking at trialling a new pot hole reporting scheme and going to review an Environmental Maintenance grant, and housing needs survey.

The clerk is to invite Mathew Mead to council.

Cllr Maund gave his apologies and left the meeting at 9.10pm



CLUN TOWN COUNCIL

with CHAPEL LAWN

282. To receive and consider the report of the Town Clerk

- a) The clerk asked council to consider having the Town Hall as the permanent address for council, and get a postal redirect to the clerk's home. Cllr Angell also noted that the contact telephone of the clerk was his business number, and council should have its own. A suggestion was council get a Skype number with a local area code which would remain a permanent contact for council.

Cllr Angell proposed council accept the above proposals. This was seconded by Cllr Limond and agreed by all.

- b) The clerk raised the matter that he had not received his employment contract yet, or been able to take any annual leave from last financial year.

The Personnel Committee are to review the clerk's contract and forward on for signing.

It was agreed that the clerk take August off as current annual leave, and to be paid in lieu for the previous year. The clerk is to submit to the Personnel Committee what this amount should be for approval.

283. Financial Matters

a) To receive and consider any Grant and Donation requests

- i. St Georges Church had requested a grant towards churchyard maintenance of £400.

Cllr Angell proposed to approve the request. This was seconded by Cllr Hurcombe and agreed by the majority.

- ii. Cllr Limond presented the situation of the Clun Valley ADS costs, which involved keeping the defibrillator service running. He explained the VOIP phone system for the region cost around £900 a year, and was hoping for an annual donation commitment of around £140 from council.

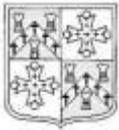
It was agreed that council should not make such a commitment, but would happily accept an annual request, just like with the church maintenance.

Cllr Limond is to submit a grant application for consideration.

At 9.30 Cllr Angell in accordance with Standing Order rules asked council for approval to continue the meeting beyond the designated time of attendance. All agreed

b) To review and approve the payment schedule

Cllr Limond proposed, seconded by Cllr Hurcombe and agreed by all to accept the Schedule of Payments. This was signed by the chairman.



CLUN TOWN COUNCIL

with CHAPEL LAWN

c) To review and consider future financial plans for the Public Toilets

The clerk presented council with weekly figures the cleaner had been keeping of electric usage. It showed an average 200kwh a week, which did not change even during the busy Green Man event.

Cllr Limond suggested that this was likely to be down to the water heater, and a closer investigation should be carried out.

d) To review and consider the Unity Bank services

The clerk informed council he had been contacted recently by Unity Bank for a customer satisfaction survey, which enabled him to raise the issue of not being able to access internet banking.

Unity Bank has now sent the correct mandate forms for signing, which Cllr Angell and Cllr Limond signed.

284. To review any Correspondence received

Nothing to report

285. Other Items brought to the Council's Attention by Councillors

Cllr Davies had sent a note about an important SpArC meeting taking place

286. To receive and consider Agenda items for the next meeting

None received

287. Date of Next Meeting

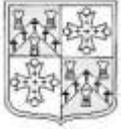
To be held on Tuesday **2nd July 2019** at **Clun Memorial Hall, which will be a General Meeting.**

Meeting Closed at 21.40

APPROVED AS BEING A CORRECT RECORD BY

CHAIRMAN'S SIGNIATURE: _____

Dated: 2nd July 2019



CLUN TOWN COUNCIL

with CHAPEL LAWN

Minutes of the Clun Town Council with Chapel Lawn Meeting held 2nd July 2019 at the Memorial Hall, Clun

Present- Cllrs Gary Mills, James McVicar, Reg Maund, Ryan Davies and Brian Angell

In attendance were County Cllr Nigel Hartin, the Clerk & RFO Darren Knipe, and six members of the public.

Meeting commenced at **19:30**

287. To receive apologies for absence

Apologies received from Cllrs Jack Limond, Linda Hurcombe, Matt Donaldson

288. To receive declarations of interest

None received

289. To consider requests for dispensation

None received

290. Meeting Open to the Public - Time for this session is limited to 10 minutes

- a) Mr James wanted to see the publishing of draft minutes reinstated
- b) Mr Rogers was encouraged by Declaration of Climate Emergency
- c) Ms Oakden wished council to consider the remit of the environmental group to avoid discord
- d) Mr Lines wanted to know latest regarding the Waterloo Bridge

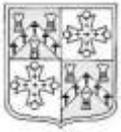
291. To resolve whether council meetings should be audio or video recorded

Cllr Mills proposed to support the idea of recording of meetings for a trial period in September and October, using equipment the clerk already has.

This was seconded by Cllr McVicar and agreed by all.

292. Report from County Councillor Nigel Hartin

- a) Rockhill had now been resurfaced but no cat's eyes installed yet.



CLUN TOWN COUNCIL

with CHAPEL LAWN

- b) Waterloo Bridge – SCC are going to replace posts and rails, but nothing else.
- c) The sign warning HGV's not to pass through Clun, and which had been knocked down, seems to have disappeared from the service depot.
- d) Unable to get any response from SCC officers regarding the traffic plans submitted, which currently cannot be found.
- e) SCC have taken on a new Highways Manager.
- f) Two SCC councillors were disqualified for missing more than 6 months of meetings. One resigned to avoid being struck off, and the other challenged stating they had not missed the number of meetings stated, and was subsequently reinstated.
- g) Cllr Angell thanked Cllr Hartin from CTC for all hard work he is doing in trying to get a meeting with Highways, and asked to be updated when the officer returns and get a meeting ASAP.

293. To resolve that the minutes of the Council general meeting held on 5th June 2019 are a correct record

It was proposed by Cllr Maund, seconded by Cllr Mills and agreed by all that the Minutes of the Meeting held on 5th June 2019 were a true and proper record. This was then signed by the Chairman.

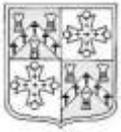
294. To consider and resolve any matters arising from the minutes

- a) 267 – Cllr Davies asked should a warning sign be put up at the cemetery about adders. Clerk to do so.
- b) 273b – Cllr Angell stated we wanted to look at the August meeting being an informal working group.
- c) 282b – Diverting post from an address requires banking from same address. As this is not possible it was agreed to not have Town Hall as official address.
- d) 283d – Clerk to send Cllrs their memorable word for Unity Bank.

295. To receive the Mayor's Report

- a) Cllr Angell apologised to council for some inaccuracy in the Mayors Report of Chronicle Post relating to formation of an environmental group.

296. To consider planning applications



CLUN TOWN COUNCIL

with CHAPEL LAWN

- a) **19/02541/LBC** - The Quern, Chapel Lawn, Bucknell, Shropshire, SY7 0BW - Works including re-roof rear extension, pitch all guttering, repoint chimneys as necessary, repair main roofs front and rear elevations where necessary, repair windows on west elevation, repair and paint barge boarding on west elevation and rear bathroom exterior timber clapboard with black jack bituminous paint, replace withered lead from rear bathroom roof affecting a Grade II Listed Building

Cllr Mills proposed support, but concerned that the lead is being replaced with rubber on a listed building

This was seconded by Cllr McVicar and agreed by all

- b) **19/02801/FUL** - Trelerney Farm, Bryn, Bishops Castle, Shropshire, SY9 5LE - Erection of roof over muck storage area

Support

297. To review the Standing Orders

The Standing Orders were reviewed with the following recommendations to make:

- a) 7a to add completed sentence "A resolution shall not be reversed within six months except either by a special motion, which requires written notice by at least 3 councillors to be given to the Proper Officer in accordance with standing order 9, or by a motion moved in pursuance of the recommendation of a committee or a sub-committee."
- b) 12f Draft Minutes of the Council shall not be published

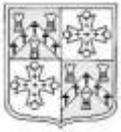
This was proposed by Cllr McVicar, seconded by Cllr Mills, and agreed by all.

298. To receive and approve a report from the Traffic Plan Working Group

- a) Cllr Angell is having a meeting with the Memorial Hall on 5th August to revisit proposal talks regarding the car park.
- b) No Highways news.

299. To resolve the formation of a Planning Committee and its Terms of Reference

- a) Cllr McVicar proposed council constitute a Planning Committee. This is seconded by Cllr Davies. 3 voted for, 2 against.
- b) Cllr McVicar proposed the TOR be accepted with an amendment where 4c and 4d become the first items 1 and 2. This was seconded by Cllr Davies. 3 voted for, 2 against.
- c) Cllr McVicar proposed the appointment of 3 Cllrs to the committee. It was agreed to delay this proposal until September meeting.



CLUN TOWN COUNCIL

with CHAPEL LAWN

300. To resolve forming an Advisory Group on environmental issues relevant to the work of the council

Cllr Davies proposed to reword the resolution to resolve to support the formation of a community group on environmental issues.

This was seconded by Cllr Angell, with 4 supporting and 1 abstain.

Cllr Angell proposed to nominate Cllr Davies as the council representative. This was seconded by Cllr McVicar, and agreed by all.

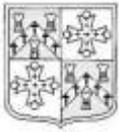
301. To resolve forming an Advisory Group on financial and action plans for the Public Toilets

Cllr Angell proposed to set up a Working Group to produce a financial and action plan for the Public Toilets. This was seconded by Cllr McVicar and agreed by all.

Cllr McVicar proposed Cllr Maund be the council representative of the group. This was seconded by Cllr Maund and agreed by all. Cllr Angell agreed to attend the first meeting.

302. To receive reports from Councillors attending meetings and outside organisations

- a) Cllr Angell had attended a meeting with Cllr McVicar, Cllr Mills and Mathew Mead to discuss the Place Plan with following points discussed
 - i. Council wanted the possibility of including an entry to support the establishment of further enterprise development in Clun.
 - ii. Potential extension to Clun Medical Practice to provide additional services
 - iii. Improvements to A488 through Clun - Traffic flow, safety and parking through Clun along the A488 and B4368 has been identified as a significant issue by the Town Council, particularly around the gateways to the town and through its historic centre.
 - iv. Repairs to the historic walls, Lytch gate and fittings at Clun Cemetery.
 - v. The public Toilets in the Bridge Car Park are well used and an important part of the infrastructure supporting Tourism in the Town. Improvements are needed to improve efficiency and long term sustainability of the asset.
 - vi. Tourism is a vital element of the economy of Clun. Investment in the heritage infrastructure are required to ensure it enhances our tourism offer into the future.
 - vii. Similarly, improvements to rights of way in the Parish are needed to support tourism and local use for example new lighting on the Path to the Memorial Hall from Newport Street.



CLUN TOWN COUNCIL

with CHAPEL LAWN

Cllr McVicar proposed to accept and add the above points to the Place Plan. This was seconded by Cllr Mills and agreed by all.

- b) Cllr Davies reported that SpArC is now safe with SCC terminating the Teme Leisure contract, and taking of the management directly.

At 9.30 Cllr Angell in accordance with Standing Order rules asked council for approval to continue the meeting beyond the designated time of attendance. All agreed

303. To receive and consider the report of the Town Clerk

- a) Following the resignation of Cllr Butt, a Notice of Vacancy has been served and posted on the noticeboards and website
- b) A Notice of Audit had been posted on the noticeboards and website, with the AGAR submitted to external auditors
- c) The clerk and Cllr Angell had been to see a resident at the cemetery over reports of flowers being stolen and memorials removed.
- d) Following a brief inspection of the cemetery, it was noted some headstones were tilting and may need laying. A quote had been received for £200 per headstone from the grass cutting contractor. Council to consider actions once a full Risk Assessment has been done.
- e) The clerk is still working towards CiLCA, but won't have done by September

304. Financial Matters

- a) **To receive and consider any Grant and Donation requests**

None received

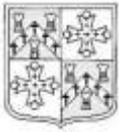
- b) **To review and approve the payment schedule**

Cllr Davies proposed, seconded by Cllr McVicar and agreed by all to accept the Schedule of Payments. This was signed by the chairman.

- c) **To review the current Financial Year Budget spend**

The clerk presented council with current financial year breakdown.

Cllr McVicar requested the variance shows current position against budget for the financial year.



CLUN TOWN COUNCIL

with CHAPEL LAWN

305. To review any Correspondence received

- a) Shropshire Star introduced new contact for getting any local stories published
- b) Mr Nicholls informed council of the works being carried out on the Hightown Community Rooms, starting August bank holiday and lasting several weeks, which will result in the car park not being available.
- c) River Clun Recovery Project gave an update on work done

306. Other Items brought to the Council's Attention by Councillors

- a) Cllr Davies said Clun had recently appeared in "Escape To The Country", where the 'Welcome to Clun' sign by cemetery looking a mess
- b) Cllr Mills requested Trent Water and the vents be chased up, and also questioned the attendance of council, as numbers had been low recently.
- c) Cllr Angell informed council that he had been invited to open this year's Clun Carnival.

307. To receive and consider Agenda items for the next meeting

None received.

308. Date of Next Meeting

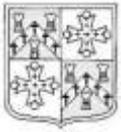
To be held on Wednesday 4th **September 2019** at **Chapel Lawn Village Hall, which will be a General Meeting** unless there is need to hold a short formal meeting to deal with urgent matters on Tuesday 6th **August 2019** at **Clun Memorial Hall**.

Meeting Closed at 22.00

APPROVED AS BEING A CORRECT RECORD BY

CHAIRMAN'S SIGNIATURE: _____

Dated: 2nd July 2019



CLUN TOWN COUNCIL

with CHAPEL LAWN

Minutes of the Clun Town Council with Chapel Lawn Meeting held 6th August 2019 at the Memorial Hall, Clun

Present- Cllrs Bryan Angell, Linda Hurcombe, Gary Mills, James McVicar, Matt Donaldson.

In attendance was one member of the public

Meeting commenced at **19:30**

309. To receive apologies for absence

Apologies were received from Cllrs Jack Limond, Reg Maund and Ryan Davies.

310. To receive declarations of interest

Cllr Mills declared an interest in Planning Application **19/03315/VAR** - Site Of Ashgrove, Purlogue, Clun, Shropshire.

311. To consider requests for dispensation

None received

312. Meeting Open to the Public - Time for this session is limited to 10 minutes

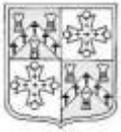
- a) Angela Martin stated that the ROSPA report on the Memorial Hall Playground was being actioned by the Trustees. Most of the items that had been raised were fairly minor. She noted separately that it may be necessary to take out the bike park completely. The work is being done largely by volunteers but some of it will require a financial outlay. She asked if the Council could consider providing a further grant towards the costs.

Cllr Angell asked that the Trustees submit a formal request for a grant to the Council for consideration.

313. Report from County Councillor Nigel Hartin

No report was presented.

314. To resolve that the minutes of the Council general meeting held on 2nd July 2019 are a correct record



CLUN TOWN COUNCIL

with CHAPEL LAWN

It was proposed by Cllr McVicar, seconded by Cllr Mills and agreed by all that the Minutes of the Meeting held on 2nd July 2019 were a true and proper record.

The Minutes were accordingly signed by the Chairman.

315. To consider and resolve any matters arising from the minutes

- a) **299(c)** – Cllr McVicar stated that he would not be present at the September meeting and asked that the appointment of councillors to the Planning Committee be moved to the October meeting. His request was agreed unanimously.
- b) **301** - Cllr Angell reported that the first meeting of the group has not yet taken place.
- c) **303(a)** - Cllr Angell reported that the Clerk had received a letter from Shropshire Council stating that the statutory notice of a vacancy had been displayed for the required period and that no requests for a By-Election had been received. The Town Council was, therefore, instructed to seek to fill the vacancy by co-option.

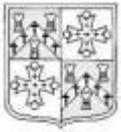
One informal expression of interest in co-option had already been received. After discussion, it was agreed by all present that a notice, announcing that the vacancy is to be filled by co-option and inviting formal applications, will be posted on the public notice boards and on the Clun Valley Facebook site. Cllr Angell will also include the information in his next report for publication in the **Clun Chronicle**.

316. To receive the Mayor's Report

- a) Cllr Angell reported that he had attended a meeting with the Trustees of the Memorial Hall where he had asked whether they would consider entering into a dialogue with the Council on providing some off-street parking. The Trustees had indicated their willingness. Cllr Angell asked that the existing Working Group be allowed to enter into this dialogue on the Council's behalf and to then report back. This was agreed unanimously.
- b) A letter had been received from the Churchwarden: the steps to the church are repeatedly being hit and damaged by traffic and she asked whether the Council could help. Cllr Angell had sent a holding reply pending the outcome of proper discussion of the matter in Council. An agenda item will be tabled for a forthcoming meeting.
- c) Cllr Angell had opened this year's Clun Carnival in his capacity as Chair and had also presented the prizes to the winners of the Council's writing competition. He had been asked by the Editors of the **Clun Chronicle** whether the entries for the competition were to be published. Cllr McVicar agreed to liaise with the Editors on the matter.

It was agreed that consideration should be given at a subsequent meeting as to whether to run the writing competition next year and, if so, to review the rules. An agenda item will be tabled for a future meeting.

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317. To consider planning applications

- a) **19/02835/FUL** - Brookside, High Street, Clun, SY7 8NX - Erection of a Garden Room and replacement of existing Garage.

No comment.

- b) **19/03315/VAR** - Site Of Ashgrove, Purlogue, Clun, Shropshire - Variation of condition no 2 (plans) pursuant to 18/02889/FUL dated 17/12/2018 for the demolition of existing house and garage for new replacement dwelling with garage

The Council had objected to the original application. Concern was expressed by some councillors that the revised plans were still not in keeping with local traditions and that the lighting arrangements would be the cause of light pollution. It was proposed that the Council object to the variation on two grounds:

- i. **That the proposed design and materials are not in keeping with the style guide for Clun and are not sympathetic to the area.**
4 councillors in favour; 1 against. **Agreed.**
- ii. **That the proposed downlighting, if in permanent use, would cause persistent light pollution. It should be removed from the design or a condition should be placed restricting it to occasional use.**
3 councillors in favour; 2 against. **Agreed.**

- c) **19/03345/TPO** - 22 Newport Street, Clun, Craven Arms, Shropshire, SY7 8JZ – Fell 1no Aspen protected by The South Shropshire District Council (22 Newport Street Clun Craven Arms Shropshire SY7 8JZ) TPO 2002 (Ref: SS/00065/02)

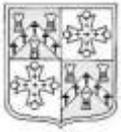
No comment.

318. To receive reports from Councillors attending meetings and outside organisations

Cllr Donaldson reported that there was a new Memorial Hall committee following the AGM with a number of new faces. There was a wish to resolve the problems of the playground area, and especially the bike park which is hazardous, but funds are very short. Cllr Angell suggested that the Committee might reach out to the Rural Community Council amongst others for any advice or insight they might have gained from the experience of others who look after play areas.

By unanimous agreement of councillors, the meeting was suspended at 8:15 to allow informal discussion of the matter with a member of the public who was present.

The meeting recommenced at 8:20.



319. To receive and consider update on work done on Waterloo Bridge

Cllr Angell noted that the damaged approach fences had now been replaced albeit not on a like-for-like basis. He read out an email from Shropshire Council to Councillor Hartin, a copy of which he had received, regarding repair and repainting of the bridge: in effect, the email stated that this was not a priority for the Highway Authority and counselled the Town Council against undertaking the work itself owing to the complexity of the safety and environmental issues, although the offer of a meeting with a Highway's engineer was given.

Cllr McVicar expressed frustration with the position that was being adopted by Shropshire Council which he believed has obstructed Clun Town Council in its attempts to restore the bridge. After discussion, it was agreed that Cllr Angell would write accepting the offer of a meeting with the Highways engineer but also note that the Town Council would independently pursue painting of the bridge itself.

320. To receive and consider update on lack of action from SCC on the traffic plan

Cllr Angell reported that he had written to the CEO of Shropshire Council complaining about the manner in which it had dealt with the Town Council's submission; he had received a holding reply from the CEO and also from Councillor Steve Davenport, the Portfolio Holder for Highways at Shropshire Council. Following the absence of any follow-up responses, he had written again to the CEO and Councillor Davenport, backed up by a separate email from Councillor Hartin, expressing concern about the continuing lack of response. He has now received a reply stating that Shropshire Council is reviewing the Town Council's submission and that the interim Head of Highways (Alun Morgan) would be in contact within the next two weeks.

321. To receive and consider concerns of the recent road rally

A complaint had been received concerning a recent late night road rally in the parish which had caused disturbance. After discussion, it was unanimously agreed that the Council would write to the organisers (Knighton Motor Club) asking them properly to inform the community in advance when the rally was taking place and to insist that entrants respect the road speed limits.

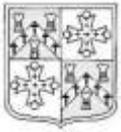
322. Financial Matters

a) To receive and consider any Grant and Donation requests

None received

b) To review and approve the payment schedule

Cllr Mills questioned why an *in lieu* payment had had to be made to the Clerk in respect of untaken annual leave and asked how the amount had been calculated. Cllr Angell stated that the Clerk had been unable to take his annual leave owing to pressure of work; the payment would be made on this occasion but he had stressed to the Clerk that



CLUN TOWN COUNCIL

with CHAPEL LAWN

in future he should seek to take his annual leave allowance. He also stated that the calculation of the payment was on a *pro rata* basis and had been agreed by the Personnel Committee.

Cllr McVicar expressed concern that the Personnel Committee had not been discharging its responsibility in managing the Clerk's workload. He could find no evidence that it had been meeting regularly nor could he find any minutes of its meetings.

After discussion, it was agreed that the Terms of Reference of the Personnel Committee should be brought back to the full Council for review.

Cllr Hurcombe proposed, Cllr McVicar seconded and it was unanimously agreed to approve the Schedule of Payments

323. Other Items brought to the Council's Attention by Councillors

None received

324. To receive and consider Agenda items for the next meeting

Cllr Mills asked whether the Community-led Plan was still being taken forward. Cllr Angell said that he was not aware of any active work. It was agreed that the Plan should be included in a forthcoming agenda for discussion.

325. Date of Next Meeting

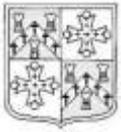
To be held on Wednesday 4th **September 2019** at **Chapel Lawn Village Hall, which will be a General Meeting**

Meeting Closed at 20.45

APPROVED AS BEING A CORRECT RECORD BY

CHAIRMAN'S SIGNIATURE: _____

Dated: 4th September 2019



CLUN TOWN COUNCIL

with CHAPEL LAWN

Minutes of the Clun Town Council with Chapel Lawn Meeting held 4th September 2019 at the Chapel Lawn Village Hall

Present- Cllrs Brian Angell, Ryan Davies, Jack Limond, Gary Mills, Reg Maund, Matt Donaldson.

In attendance was seven members of the public.

Meeting commenced at **19:30**

326. To receive apologies for absence

Cllrs Linda Hurcombe and James McVicar.

Cllr Limond gave his apologies for being absent from a number of previous meetings due to work commitments.

327. To receive declarations of interest

Cllr Mills declared an interest in **336b**, being a close neighbour.

328. To consider requests for dispensation

None received

329. To receive a presentation from Connexus

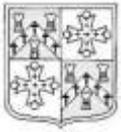
Three members of staff from Connexus, Vicki Tomlinson (Director of Development), Amanda Knowles (Senior Development Manager), and Paul Jones (Development Manager) came to give a presentation on a proposed plan to replace ten properties they were selling in Clun with twelve affordable new builds.

It was explained that Connexus was created from merging Shropshire Housing and Herefordshire Housing, with over 10,000 properties under their management.

The decision to sell the ten properties identified in the Clun area was due to costs making them unviable to upgrade for energy efficiency. The proposed twelve new builds would be on land off Castle Street. Once planning consent was received, these would be available for Clun residents to apply for, and if not enough uptake, then offered to the wider area.

The properties would be 2-3 bedroom versions, with a mix of let and option of shared ownership of between 25% and 80% equity.

Council expressed concern about off road parking. Paul Jones explained that each property would be allocated two off road car spaces.



CLUN TOWN COUNCIL

with CHAPEL LAWN

Cllr Mills asked would it be a staged build or all at once. Paul Jones stated all would be built at same time, starting before April 2020 and with about 1 year to complete.

Cllr Angell was concerned about the open space to back of development. Paul Jones stated they would not be building on this area, but they were open to suggestions as what could be done with it.

Cllr Limond asked could this area be considered for parking for the residents on Castle Street. Paul Jones stated that they would be happy to consider purchasing the additional open space to build such a car park, but would not want the responsibility of maintaining it. However, they would be happy to discuss this option if council were willing to take it on.

Cllr Angell proposed that council have a further discussion with Connexus to explore the viability of car park spacing.

This was seconded by Cllr Limond, with 5 supporting and 1 abstain.

The clerk is to arrange a meeting as soon as possible.

Using Standing Order 10a vi) agenda item 12) was moved forward to next item.

330. To receive and consider applications for co-option of position of Councillor

The clerk had only received one application, from a Mr Bill Shepherd, who gave a brief presentation on his background experience and willingness to be a councillor.

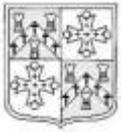
Cllr Angell proposed that Mr Shepherd be co-opted on to the council. This was seconded by Cllr Davies and agreed by all. The clerk to make sure he signs a declaration of office before next council meeting.

331. Meeting open to the public. Time for this session is limited to 10 minutes

Patrick Cosgrove spoke about the recently formed environmental group, where twelve individuals had met to look at themes that matter most. They will be drafting a Terms of Reference for their next meeting, and intend to keep a good relationship with council.

332. Report from County Councillor Nigel Hartin

There had been nothing significant to bring up, since SCC has been very quiet over August, other than the fact that he had been out around parts of Clun rural areas last month to identify poor road conditions in parts of the Division, with Andrew Keyland and new roads inspector Alun Meyrick. They were finding various issues which they have added to their lists, which had been poorly delivered by the contractors. Keir is now formally under review by SCC and it is expected if things don't drastically improve, that SCC will be looking to change contractor at some point fairly soon.



CLUN TOWN COUNCIL

with CHAPEL LAWN

333. To resolve that the minutes of the Council general meeting held on 6th August 2019 are a correct record

It was proposed by Cllr Mills, seconded by Cllr Donaldson and agreed by all that the Minutes of the Meeting held on 6th August 2019 were a true and proper record.

The Minutes were accordingly signed by the Chairman.

334. To resolve that the minutes of the Council working group meeting held on 6th August 2019 are a correct record

It was noted that the working group notes were not formal minutes and so did not need resolving, but was agreed as a correct summary of the discussion, although not in any priority order.

335. To consider and resolve any matters arising from the minutes

- a) **319.** Cllr Angell said meeting with engineers was happening on the 10th September 11.15am to get their views on specifications for painting the bridge so Clun TC can explore getting quotes.
- b) **320.** Cllr Angell said they met SCC on 20th August, and a report had been circulated. The hope is SCC will come to next council to report back.

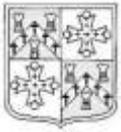
The clerk is to write to SCC Highways and make a formal invitation.

- c) **321.** The clerk is to write to the Rally group.

336. To receive the Mayor's Report

- a) At the Clun Carnival, three child prizes and three adult prizes had been presented. The Mayor had been invited to the school to present the prizes to the remaining three children, and give a certificate to all six individuals.
- b) In discussion with the clerk, had agreed one day electrician cost to investigate the Public toilets, a plumber to fix the blockage, and also the purchase of a monitor for the clerk.
- c) Had concern on who is responsible for some land within the parish, including Rose Garden, the woodland by Waterloo Bridge, and the footpath from Buffalo Lane and the castle. It was also raised about the pond at Pen-Y-Cwm.

The clerk is to investigate Land Registry ownership.



CLUN TOWN COUNCIL

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- d) It was important that all policies are updated, and this will be scheduled over the year.
- e) Wanted to move away from the Chronicle Post's Mayor Report being a summation of the council meeting, to be more a discussion on the vision and plans of council.
- f) The Honours Board had now been made, and wanted council to look at the process of selection. The clerk is to send the document that had been drafted on this process.
- g) Following the recent flurry of emails received about publishing draft minutes, there was no more to be discussed on this matter.

337. To consider planning applications

- a) **19/03712/FUL** - Enfield House, Castle Street, Clun, SY7 8JU - Replacement of rear dormer window.

No comment

- b) **19/03751/FUL** - Wells Farm, Knighton, Clun, Shropshire, SY7 8LU - Refurbishment of existing dwelling with erection of extension to, and conversion of, barn to residential accommodation.

No comment

- c) **19/03752/LBC** - Wells Farm, Knighton, Clun, Shropshire, SY7 8LU - Refurbishment of existing dwelling and works to facilitate extension and conversion of attached barn to form extended accommodation.

No comment

338. To review and approve Council policies

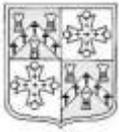
a) Financial Regulation Policy

Cllr Angell proposed to approve the Financial Regulation Policy This was seconded by Cllr Davies and agreed by all.

b) Risk Assessment Policy

The Risk Assessment document was reviewed with the following additions to be added:

- i. Cemetery should include the Lytch gate
- ii. Electrics in the Town Hall to be checked every 5 years
- iii. Risk check list on all assets



CLUN TOWN COUNCIL

with CHAPEL LAWN

- iv. Annual review with museum on their Risk Assessment, insurance and contract
- v. Create an Asset annual timetable for all contracts

The document with amends to be represented at next council meeting, with asset timetable drafted by December meeting.

339. To receive reports from Councillors attending other meetings

a) Working Groups and Sub-Committees

- i. Cllr Maund reported on the Public Toilets Working Group. He explained himself, David Tomlinson and Ian Finlayson had done an inspection, and were beginning to get an understanding of the workings.

It was noted that the electric meter was still seen to be spinning when everything had been turned off. An electrician was coming out to see what may be the cause of this.

It was also noted that the rain catcher water tank was not used and starting to look in a poor state.

The clerk is to find water rate bills to see what usage was like.

- ii. Cllr Angell asked about the Personnel Committee. Cllr Limond stated that they had not yet met. A review of the clerk was due in January.

b) Other groups and organisations

- i. Cllr Davies reported on SpArC, and a questionnaire produced that needs feeding into. The school's debt with Teme Leisure had been cancelled. SCC had got a consultant in to look at leisure services in the county, which had just been extended another 6 months, which would help SpArC.

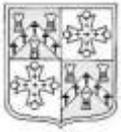
- ii. Cllr Donaldson stated that there was nothing to report from the Memorial Hall.

340. To receive and consider the report of the Town Clerk

- a) The Public toilets had a blockage requiring plumber to come out service.
- b) The clerk had purchased a computer monitor screen due to eye strain issues.

341. Financial Matters

a) To receive and consider any Grant and Donation requests



CLUN TOWN COUNCIL

with CHAPEL LAWN

None received

b) To review and approve the payment schedule

Cllr Limond proposed to accept the payment schedule. This was seconded by Cllr Davies and agreed by all.

342. To review any correspondence received

- a) Mr Nicholls had reported that work on the Hightown Rooms was to be delayed until Spring 2020 due to complications.
- b) Mathew Mead had advised that the Place Plan had been updated with suggestions from Clun TC.
- c) PCC John Champion had requested a public meeting to talk to community about their engagement programme. It was agreed Neighbourhood Watch should be invited and clerk to arrange a suitable date.

343. Other Items brought to the Council's attention by Councillors

- a) Cllr Maund mentioned that over the August bank holiday a Black Poplar had broken in the castle field, and English Heritage need to come to assess it.
- b) Cllr Davies reported on the Clun Forest Sheep event. Between 200-300 people came, with great potential to grow. There is a proposal to form a Clun Agricultural Society so they can get help with funding.
- c) Cllr Limond reported that the Green Man Festival would not be happening in 2020.
- d) Cllr Limond reported that the defibrillator in Clun was now also to be staffed by the Fire Service, and the Ambulance Service now have the code to access them.

344. To receive and consider Agenda items for the next meeting

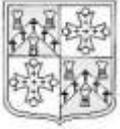
Cllrs McVicar had requested consideration of a Street Party for the first May bank holiday 2020.

345. Date of next meeting to be held on Tuesday 1st October 2019 at Clun Memorial Hall

Meeting Closed at 21.31

APPROVED AS BEING A CORRECT RECORD BY

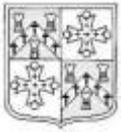
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CLUN TOWN COUNCIL
with CHAPEL LAWN

CHAIRMAN'S SIGNIATURE: _____

Dated: 1st October 2019



CLUN TOWN COUNCIL

with CHAPEL LAWN

Minutes of the Clun Town Council with Chapel Lawn Meeting held 1st October 2019 at the Clun Memorial Hall

Present- Cllrs Brian Angell, Ryan Davies, Jack Limond, Gary Mills, Reg Maund, Matt Donaldson, Linda Hurcombe, Bill Shepherd and James McVicar.

In attendance were County Cllr Nigel Hartin, the Clerk & RFO Darren Knipe, and seven members of the public.

Meeting commenced at **19:30**

Before the meeting proceeded, the Chairman proposed item 12) To consider appointing members to a Planning Sub-Committee, be postponed to a future date.

This was seconded by Cllr McVicar, with Five in favour and One against. Majority agreed.

346. To receive apologies for absence

None

347. To receive declarations of interest

- a) Cllr Mills declared an interest in 13) To review and consider the option of a car park development in Clun – has adjoining property.
- b) Cllr Limond declared an interest in 14) To consider a VE Day street party for May bank holiday 2020 – event may be outside own pub.
- c) Cllr Angell declared an incidental interest in Planning Application 19/04075/FUL – on the same street.

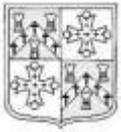
348. To consider requests for dispensation

- a) Cllr Mills requested a dispensation to remain in discussion for item 13. A vote was held with Four against giving a dispensation, and Four abstaining.

Dispensation Refused

349. To receive a presentation from Shropshire Highways division regarding the traffic plan

A presentation was received from Alun Morgan (Interim Head of Highways), and Andy Wilde (Highways Area Manager).



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Alun Morgan explained he will be in post for 6 months and responsible for handling the KIER contract as well as WSP contract, which is the technical side and design. He had done a Clun town visit with members of the Traffic Working Group and was genuinely impressed with being presented a community focussed plan on finding a whole solution to the traffic issue in Clun, and formally declared an interest in Clun.

Andy Wilde explained his responsibilities range from reactive maintenance to resurfacing. They are seeing efficiency improved, with 3,500 defective potholes down to 900.

It was recognised that the High St needs resurfacing, which had been delayed due to funding cuts, but the Traffic Regulation Orders will work with the WTG report.

Clun has received an Asset Management Score, which means it is in the system to proceed, with works planned after March 2020.

Alun Morgan suggested that a Public Meeting would be a good way forward, and proposed council hold one before Christmas to get views of the community before plan is implemented.

The clerk is to get dates from the Memorial Hall and liaise with Highways.

It was also agreed representatives of the Council should meet the Highways team prior to the public meeting to receive their views and agree the approach to the meeting.

350. To receive a presentation on the Clun Space Project

Angela Matin came and presented on behalf of the Clun Space Project. She explained most of the report could be found on the Clun Memorial Hall website, but in summary:

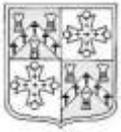
- a) The playground had been upgraded with small amount needed to get finished.
- b) Considered looking at resurfacing the tennis courts with a grant under £10k.
- c) Asked council to support a bigger grant application with some contribution and letter of support.

A report summary with grant application is to be sent to the clerk.

351. Meeting open to the public. Time for this session is limited to 10 minutes

- a) Barry Oldham raised the topic of the VE Day celebrations in May 2020. The Royal British Legion (RBL) had booked the Memorial Hall, with some bands and activities.

He stated the RBL would be happy to work with the council or give over the work already started if council wanted to take control.



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- b) Two residents raised concerns about the proposed Connexus development and the potential of creating an access to car park though it, and the potential impact on Castle Street.
- c) Nigel Kerry spoke on behalf of the museum, and wanted to ask for a grant towards the stairlift repair.

352. Report from County Councillor Nigel Hartin

- a) SCC had police remove protestors from Chamber.
- b) SCC had discussed supporting the idea of extending the M54 status to Shrewsbury.
- c) There had been a wide consultation on Public payphones, and there were none on list for removal in Clun Parish.
- d) Highways may be receiving another £5million funding cut, with the KIER contract unclear.

353. To resolve that the minutes of the Council general meeting held on 1st October 2019 are a correct record

It was proposed by Cllr Mills, seconded by Cllr Donaldson and agreed by all that the Minutes of the Meeting held on 4th September 2019 were a true and proper record, subject to following amendments:

327) should refer to **337b** not **336b**.

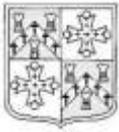
The Minutes were accordingly signed by the Chairman.

354. To consider and resolve any matters arising from the minutes

None.

355. To receive the Mayor's Report

- a) Visited the school on 10th September to present certificates and prizes from writing competition, receiving a vote of thanks.
- b) The school writing entries to the Council writing competition will be in next month's Chronicle.
- c) Discussed with the new school head about coming to talk to council. Clerk to send an invite for new year.



- d) Waterloo Bridge – an initial SCC engineer report had been sent, stating bridge is tatty but is not a structural issue. They are happy to receive a specification to do the works, but still require Environmental Agency data.

Clerk to send to Cllr Shepherd for views.

- e) Checked gullies with Highways.

- f) The bridge had been badly hit with damage on the Buffalo side and reported to Shropshire highways.

356. To consider planning applications

- a) **19/04075/FUL** - Land To The Rear Of Wolcot, 9 Hospital Lane, Clun, Craven Arms, Shropshire, SY7 8LE - Erection of replacement garages following demolition of existing.

No objection, but concern for the cypress trees in a conservation area.

357. To review and consider the option of a car park development in Clun

Cllr Mills left the meeting whilst the item was discussed.

A recent site visit with Connexus looking at the possible provision of car park solely for residents of Castle Street was discussed in detail.

There were concerns of taking away facilities from the kids in using the proposed site, but also recognised that the footpath on Castle Street was extremely unsafe, especially with a pushchair.

Cllr Angell proposed to send the following comment to Connexus: Having received representation from public and given a thorough airing in council, we do not have any comment to make at this stage.

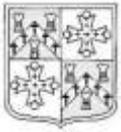
This was seconded by Cllr McVicar and agreed by all.

Cllr Mills returned to the meeting.

358. To consider a VE Day street party for May bank holiday 2020

Cllr Limond left the meeting whilst the item was discussed.

Cllr McVicar explained that there was no Greenman Festival in 2020, with the VE Day happening over first May bank holiday. Council should lead / fund as a Working Group the delivery of a community VE Day celebration with groups including RBL. Cllr McVicar offered to lead on this.



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Cllr Angell proposed council should explore the formation of a VE DAY Celebration Working Group. This was seconded by Cllr McVicar and agreed by all.

Cllr McVicar to lead on liaison with Royal British Legion and to share information with Chronicle.

359. To review and approve Council policies

a) Risk Assessment Policy

The Risk Assessment document was reviewed with the following additions added:

- i. Cemetery should include the lychgate
- ii. Electrics in the Town Hall to be checked every 5 years
- iii. Risk check list on all assets
- iv. Annual review with museum on their Risk Assessment, insurance and contract
- v. Create an Asset annual timetable for all contracts

All agreed to accept the Risk Assessment Policy document.

At 9.30 Cllr Angell in accordance with Standing Order rules asked council for approval to continue the meeting beyond the designated time of attendance. All agreed

360. To receive reports from Councillors attending other meetings

a) Working Groups and Sub-Committees

- i. Cllr Maund reported on the Public Toilets Working Group. Phase 1 was now almost complete, with expected cut in electric usage of 50%, partly a result of discovering underfloor heating which has been on for an unknown period of time.

Lights were replaced with LEDs, but still issues with hand wash in urinals.

The clerk to chase Ludlow / BC / Church Stretton as have same system.

The Chairman extended a vote of thanks to the co-opted Working Group members for their excellent hard work.

- ii. Personnel Committee – Cllr Limond explained the committee will meet shortly. The TOR stated council needed a minimum of three Councillors on the committee, currently being Cllr Limond, Davies and Hurcombe.

Cllr Donaldson and Cllr Shepherd agreed to join.



b) Other groups and organisations

- i. Enterprise Park – Cllr Donaldson explained he had trouble attending these meetings due to work. A report had been shared by the clerk on the valuable services they provide the community.

Cllr Angell suggested that council read the report, and asked others to consider taking on the representation.

361. To receive and consider the report of the Town Clerk

- a) Trent Water had reported an underground water leak in Bridge car park of 600 litres an hour. The land belongs to SCC, and trying to get repair actioned. However, SCC have insufficient manpower in Highways to do the repair themselves. Clerk to get Trent Water in to repair direct.
- b) The clerk had received request from the police to hold a Public Meeting on 6th January 19.00-21.00 in Clun Memorial Hall.

362. Financial Matters

a) To receive and consider any Grant and Donation requests

None received

b) To review and approve the payment schedule

Cllr Limond proposed to accept the payment schedule. This was seconded by Cllr Davies and agreed by all.

c) To review and consider the AGAR 2018-19 notice

The council had passed the audit inspection, with a couple of exception errors, which were:

Wrongly ticked YES to Section 1, Assertion 4 – CAUSE: last year public notice was up for 30 days not 30 working days

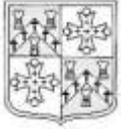
Wrongly ticked YES to Section 1, Assertion 5 – Council had not carried out Risk Assessment review that year.

363. To review any correspondence received

None

364. Other Items brought to the Council's attention by Councillors

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- a) Cllr Hurcombe raised concern of more reported long term empty properties.
- b) Cllr Maund reported that the recent tree felling on Vicarage Road had been done well.

365. To receive and consider Agenda items for the next meeting

None.

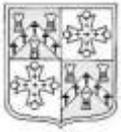
366. Date of next meeting to be held on Tuesday 5th November 2019 at Clun Memorial Hall

Meeting Closed at 22.00

APPROVED AS BEING A CORRECT RECORD BY

CHAIRMAN'S SIGNIATURE: _____

Dated: 5th November 2019



CLUN TOWN COUNCIL

with CHAPEL LAWN

Minutes of the Clun Town Council with Chapel Lawn Meeting held 5th November 2019 at the Clun Memorial Hall

Present- Cllrs Brian Angell, Jack Limond, Gary Mills, Reg Maund, Matt Donaldson, Linda Hurcombe, and Bill Shepherd.

In attendance were County Cllr Nigel Hartin, the Clerk & RFO Darren Knipe, and seven members of the public.

Meeting commenced at **19:30**

367. To receive apologies for absence

Cllrs Ryan Davies and James McVicar.

368. To receive declarations of interest

Cllr Limond declared interest in any VE Day discussions due to licensed premises.

Cllr Limond and Cllr Mills declared an interest in Planning Application 19/04463/TCA as both had properties overlooking this.

369. To consider requests for dispensation

None received.

370. To resolve whether Council meetings should be audio or video recorded

Cllr Limond proposed to continue to audio record the meetings and make available to the public subject to legal issues and cost.

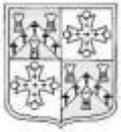
This was seconded by Cllr Hurcombe and agreed by all.

371. Meeting open to the public. Time for this session is limited to 10 minutes

a) Angela Martin stated she had sent the draft Memorial Hall Open Space plan to the clerk for circulation. Clerk to share with council.

372. Report from County Councillor Nigel Hartin

a) Not a lot of council activity to report due to imminent election.



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- b) Highways have had a whistle blower regarding concerns to monitoring policy of KIER contracts. This is going out to press, with questions being asked about scrutiny, and the way these contracts are dealt with.
- c) Nominations are coming in for the General Election. Once this process begins, Cllr Hartin won't be able to comment much as it may be seen as having an influence on the campaign.

373. To resolve that the minutes of the Council general meeting held on 1st October 2019 are a correct record

It was proposed by Cllr Limond, seconded by Cllr Shepherd and agreed by all that the Minutes of the Meeting held on 1st October 2019 were a true and proper record..

The Minutes were accordingly signed by the Chairman.

374. To consider and resolve any matters arising from the minutes

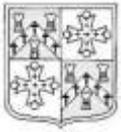
- a) 349 – no news from Highways re Public Meeting.
- b) 364 – the clerk is to ensure this is a full agenda item at next meeting.

375. To receive the Mayor's Report

- a) Discussed with Personnel chairman about developing some robust procedure policies.
- b) Spent time with Cllr Maund at the public toilets looking at the electronics and equipment. Proposals were looked at given that the sensors were failing on the taps, and needed a cost effective solution. This includes replacing the taps with a faucet push style as well as moving the dryers into the cubicles themselves.
- c) Looked at the toilets after the flooding, and noted that they had been pressure washed by the cleaner. However, also noted that some grouting had been loosened on the sloping slabs.
- d) Looked at the benches and other assets after the flooding. Those closest to the toilets had moved, and damage done to cross slats. Also, a table at Waterloo Bridge donated by the Walking Group needed fixing to the ground before it faces getting washed away. Clerk to get quotes to undertake repairs.

376. To consider planning applications

- a) **19/04463/TCA** - 22 The Square, Clun, SY7 8JA - Pollard at 1.5 metres 6no Eucalyptus within Clun Conservation Area.



Support

377. To consider a VE Day street party for May bank holiday 2020

Cllr McVicar intends to put an article in the December Chronicle with notice of a meeting in January. He had not yet contacted the Royal British Legion as there was nothing to be undone, but any group would want to build on what has already been done.

378. To consider engineer report on Waterloo Bridge

There was not much in the report from SCC. It would cost £500 to get the paint tested for lead and compatibility.

The Environmental Agency had sent documents stating that a license costing £460 would be required to put scaffolding up to span the river. This would also be restricted to the months it can be carried out. This would mean a low estimate to do the work of £5,000 plus, if Council were to undertake the charge of the work.

Cllr Shepherd pointed out that the sewage pipe runs along the side, secured to the bridge with large clamps. This would have had timber packing between, but has completely rotted away. Therefore, Severn Trent should be made aware of this risk, as there is a shared responsibility between themselves and SCC.

Also, the part that looks the worse, but easily resolved is replacing the handrails.

Cllr Limond pointed out that should the sewage pipe collapse and waste impact on the mussels in river, SCC would be responsible for paying the multi million pound fine. Council should consider the fact that they are fighting to protect an asset which it does not own, and will cost thousands to put right, simply because it does not like the look of it.

Cllr Angell proposed that the council stop pursuing looking at costs, paint is already going into the river and there are sewer pipe concerns, which need formerly bringing to SCC attention.

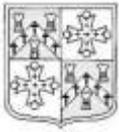
This was seconded by Cllr Limond and agreed by all.

The clerk is to write to Trent Water and EA and pointing out the above issues.

379. To review and approve Council policies

a) Unreasonably Persistent and Vexatious Procedure Policy

Council accepted the policy in principle, but want it to be redrafted. The clerk is to circulate for approval at the next meeting.



380. To receive reports from Councillors attending other meetings

a) Working Groups and Sub-Committees

- i. Working Traffic Group have nothing to report
- ii. Personnel Committee – Cllr Limond stated that there were few policies in place that had been formalised, which will present at next meeting.

It was acknowledged that we should have had a clerk review, but this will happen before next meeting. The committee also wanted to look at the clerk's hours, and issues.

b) Other groups and organisations

- i. Environment Group – Cllr Davies had nothing to report yet
- ii. ESWS (Enterprise House) – Cllr Donaldson who is current representative stated that he had been unable to attend meetings due to clashes and felt that he was not doing it the right service. Cllr Hurcombe offered to take on the role, which Cllr Donaldson accepted subject to getting agreement with ESWS.
- iii. Clun Memorial Hall – Cllr Donaldson stated that there was progress on discussions relating to all aspects regarding assets, the car park, and the play area. It was recognised that there was a need for a more robust funding plan.

381. To receive and consider the report of the Town Clerk

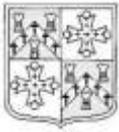
- a) The damaged water pipe in the car park has been fixed. They discovered SCC had concreted the pipe in as part of the storm drain, which had caused the rupture. No more news from Trent Water regarding the bill.

Cllr Mills asked if council had to pay. Cllr Limond stated that on the Land Registry the Council do not own that piece of land. The clerk explained that Trent Water's responsibility ended at the boundary, and then we are metered from there.

Cllr Hartin stated that he had received an email from Steve Brown at SCC who suggested the cost be split between SCC and Council.

It was agreed that Council look at getting the meter moved to within the boundary of the toilet block.

- b) The clerk had contacted the Cravern Arms clerk, who said they were having exactly same issues with their toilets. She gave the details of Graham Morris, who maintains the toilets there and at Ludlow, and many years ago also cleaned the Clun toilets. The issue with the sensors is that one cannot get replacements, but suggested to try and clean them first.
- c) The internal auditor Council has used had sent a letter of apology, but due to family circumstances, would not be taking on any work next year, so Council will need to find someone else.



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- d) Cllr Maund had informed clerk that turning the underfloor heating off and changing to LED lighting had shown about a 50% saving on electric.
- e) The RBL had contacted the clerk apologising for sending a smaller wreath than supposed, and offered a £20 rebate. Council decided to ignore offer and the £50 donation stands.
- f) English Heritage had sent an email of thanks for informing them about the tree and damaged steps, which were dealt with immediately.
- g) The Environmental Agency had been contacted about the silting of the river, but no action carried out yet. It was acknowledged by Council that this may have contributed to the recent flooding by the bridge.

382. Financial Matters

a) To receive and consider any Grant and Donation requests

- i. The Museum Trust had requested £500 for the inspection and repair of the stairlift.

Cllr Limond proposed Council pay the bill when it is done, and then can claim the VAT back, up to a maximum £500 plus VAT.

This was seconded by Cllr Shepherd and agreed by all.

- ii. The Memorial Hall had requested £500 towards materials in play area.

It was proposed by Cllr Donaldson to approve the grant. This was seconded by Cllr Hurcombe and agreed by all.

- iii. Cllr Limond asked for a donation to the fire service Christmas meal in recognition for installing the Christmas lights as well as chocolates for the Santa Grotto.

Cllr Angell proposed a £350 donation. This was seconded by Cllr Davies and agreed by all.

b) To review and approve the payment schedule

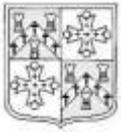
Cllr Limond proposed to accept the payment schedule. This was seconded by Cllr Shepherd and agreed by all.

c) To review the current budget

Council considered the current year spend.

At 9.30 Cllr Angell in accordance with Standing Order rules asked council for approval to continue the meeting beyond the designated time of attendance. All agreed

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d) To review next year's budget

The clerk had shared a draft budget spend for next year, which was not set, but for consideration of ambitions.

There had been a considerable increase in income from bank interest due to transferring from HSBC, which earned £9 to a higher paying rate of £250 from Hampshire Trust.

Council had some concerns about the potential increase in Precept, and how it may go down with the electorate. The clerk explained that given the serious cutbacks and loss of services from SCC, the Council should start to consider what they may wish to take up, including giving more grant support to local groups.

The actual budget setting will be done in December's meeting.

383. To review any correspondence received

Clun Green Man asked permission to use the Town Hall again for the Santa Grotto, and agree to the donation of chocolates.

Cllr Angell proposed to agree to grant permission. This was seconded by Cllr Shepherd and agreed by all.

384. Other Items brought to the Council's attention by Councillors

a) None received.

385. To receive and consider Agenda items for the next meeting

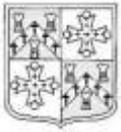
a) Cllr Hurcombe asked for empty properties to be considered.

386. Date of next meeting to be held on Tuesday 3rd December 2019 at Clun Memorial Hall

APPROVED AS BEING A CORRECT RECORD BY

CHAIRMAN'S SIGNIATURE: _____

Dated: 10th December 2019



CLUN TOWN COUNCIL

with CHAPEL LAWN

Minutes of the Clun Town Council with Chapel Lawn Meeting held 10th December 2019 at the Clun Memorial Hall

Present- Cllrs Brian Angell, Ryan Davies, Gary Mills, Linda Hurcombe, and Bill Shepherd.

In attendance were County Cllr Nigel Hartin, the Clerk & RFO Darren Knipe, and nine members of the public.

Meeting commenced at **19:30**

387. To receive apologies for absence

Cllrs Jack Limond, Matt Donaldson and Reg Maund.

388. To receive declarations of interest

Cllr Mills declared an interest in Planning Application 19/05089/FUL as he owned a neighbouring property.

389. To consider requests for dispensation

None received.

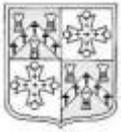
390. Meeting open to the public. Time for this session is limited to 10 minutes

- a) A resident of Clun presented his objection to the proposed Castle St development, asking the question as to whether Clun needed any more affordable housing. This was supported by another resident who raised concerns about the busy road.
- b) A member of the Environment Group had come to present a report from the group. It was explained that the topic was up for discussion on a later agenda item.

391. Report from County Councillor Nigel Hartin

- a) Not a lot of council activity to report due to imminent election.
- b) Concerns had been raised about Planning Application 19/05089/FUL. The officer responsible had been away and not posted the required notice on the boundary land. This means that the 28 day notice will only take effect once that notice has been put up.
- c) Cllr Hartin explained he was no longer on the Planning Committee. However, the need for affordable housing was justified as there were 17 known people currently on the list wishing to live in Clun. He did feel other recognised sites were better suited, and was

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placing an objection on Planning Application 19/05089/FUL based on location regarding traffic concerns, and wanted other sites to be considered first. He had also asked for the application to be called in to the Planning Committee rather than an Officer dealing with the case.

392. To resolve that the minutes of the Council general meeting held on 5th November 2019 are a correct record

It was proposed by Cllr Shepherd, seconded by Cllr Hurcombe and agreed by all that the Minutes of the Meeting held on 5th November 2019 were a true and proper record..

The Minutes were accordingly signed by the Chairman.

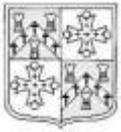
393. To consider and resolve any matters arising from the minutes

- a) **381a** – no bill has yet been received, though a suggestion from Cllr Hartin was that SCC would consider splitting the cost.
- b) **370** - The Openness of Local Bodies Regulations 2014 allows any person attending a public local government meeting to report proceedings by taking photographs, filming, audio-recording, or using social media such as blogging, tweeting etc. This is subject to not including closed session meeting. There is no time limit to which Council must make recordings public, and is discretionary.
- c) **378** – The clerk had sent an email to SCC, EA and Trent Water. Trent Water have asked for photos and will investigate, but said: As far aware, the public sewers crossing the river in Clun are both under the river bed. There is a Syphon at Clun bridge, and a straight cut gravity crossing at Waterloo drive.
- d) **381g** – The Environment Agency are about to start work clearing the silt in river by Clun Bridge. Residents have been written to. Clerk to check EA know about Mr Groom property and issue of damage done last time silt was cleared.
- e) **382a** - Museum stairlift only needed servicing at cost of £222 Inc. VAT.

394. To receive the Mayor's Report

- a) It had recently been raised that the buses going to Telford had stopped running. To make for a future agenda item.
- b) Wish to formally thank the Fire Service for putting up the Christmas lights and the huge support during the recent floods, including the retrieval of the bench from the river at Waterloo.
- c) It has been noted that the HGV warning sign coming from Craven Arms is up.
- d) Attended the Remembrance Service on behalf of Council.

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CLUN TOWN COUNCIL

with CHAPEL LAWN

- e) Received notice of surface water flow coming down the lane by Waterloo. The clerk to report to SCC.
- f) There is some expectation that the War Memorial by St Georges should belong to the Council, and take responsibility for it. Have been asked by the Royal British Legion to look into this as the recent 100 years WW1 project had identified names that should be added.
- g) Appreciation is given to the Chronicle Post for publishing the Writing Competition entries, and should look at future similar plans.
- h) Some public have asked why the Christmas lights only went up in the Square and not also the High Street. A possible reason had been a resident had issue with electric power coming through window. To look at installing external IP rated sockets for future events.

395. To consider planning applications

- a) **19/04957/FUL** - Waterloo House, Waterloo Lane, Clun, SY7 8JF - Renovation and remedial works to main dwelling and outbuilding to include some demolition; replacement windows/doors; installation of rooflights; chimney works; roof works; re-pointing; external cladding; removal of internal walls; installation of walls/facilities and stairs; remedial works to fireplace(s); works to facilitate single storey link extension and gable end extension.

Cllr Angell proposed to support, seconded by Cllr Hurcombe and agreed by all.

- b) **19/04958/LBC** - Waterloo House, Waterloo Lane, Clun, SY7 8JF - Renovation and remedial works to main dwelling and outbuilding to include some demolition; replacement windows/doors; installation of rooflights; chimney works; roof works; re-pointing; external cladding; removal of internal walls; installation of walls/facilities and stairs; remedial works to fireplace(s); works to facilitate single storey link extension and gable end extension.

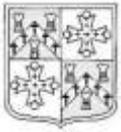
As the main proposal was supported, there was no need to comment.

- c) **19/05101/TCA** - Alice Cottage, 3 High Street, Clun, Craven Arms, Shropshire, SY7 8JB - Crown reduce by 30% 1no Silver Birch, crown reduce by 10% 1no Cherry, coppice 1no Hazel & fell 1no Ash within Clun Conservation Area.

Cllr Angell proposed to support, seconded by Cllr Davies and agreed by all.

- d) **19/05089/FUL** - Development Site To The East Of, Castle Street, Clun, Shropshire - Residential development of 12no affordable dwellings to include revised access, associated infrastructure and public open space.

Cllr Mills left the meeting as he had declared a pecuniary interest. There was a lengthy discussion for and against. Cllr Angell wished to highlight that the application wrongly



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reported the Council's view on the application regarding orientation and placement of houses that are directly alongside Castle Street.

Cllr Davies proposed to bring the application back to Council at the next meeting. This was seconded by Cllr Shepherd and agreed by all.

396. To review and approve Council policies

a) Unreasonably Persistent and Vexatious Procedure Policy

The amendments were reviewed, and it was signed by the Chairman.

b) Personnel Policies

All the policies were reviewed in bulk. Cllr Mills wished to know if these policies would change or impact on a recent complaint he had made. Cllr Angell explained that these are standard policies which Council should have in place and essential to protect the rights of all employees, but had not previously ratified.

Cllr Angell proposed to approve the policies. This was seconded by Cllr Hurcombe, with four Councillors agreeing and Cllr Mills abstaining.

397. To review and consider the situation of empty properties within Clun

The situation of empty properties in Clun was discussed. The clerk is to chase up the Empty Property Officer, but given that there are strict guidelines on powers to act, it was also recognised that there probably is not a lot that can be done unless the property is a listed building and in disrepair.

398. To review and consider a Traffic Plan update

The poor communication from Highways was discussed, and the consequence of not being able to hold the planned Public Meeting. Cllr Angell proposed to liaise with Cllr Hartin to raise the pressure on this.

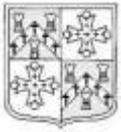
This was seconded by Cllr Shepherd and agreed by all.

399. To receive reports from Councillors attending other meetings

a) Working Groups and Sub-Committees

None received.

b) Other groups and organisations



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- i. Environment Group – Cllr Davies gave his apologies that due to work commitments had not been able to attend meetings.

The Standing Orders were suspended to allow Mary from the Environment Group to speak instead.

It was explained that the function of the group was to bring ideas and advice to Council, to network with other community sectors, and find ways to communicate to the wider community.

There had been five meetings held so far with 17 regular members attending. The focus has decided to be on tree planting, reducing plastic use, and electric car hook up, it being noted that there are currently two hook-ups at the Fire Station.

Cllr Davies proposed that Council submit an expression of interest to have SCC install an electric charging point at the Bridge car park. This was seconded by Cllr Hurcombe and agreed by all.

The clerk is to write to Alun Morgan with this request.

400. To receive and consider the report of the Town Clerk

- a) The Clun Primary School head and Chairman of the Governors had been invited to present to Council and shall be attending the next meeting.
- b) The clerk had received a quote from Mr A. Wallace to repair the damaged benches from recent flooding for £260.14. Council agreed to approve the works.
- c) Richard at the Bridge St convenience store had contacted the clerk about a large group of walkers filling up the car park, which meant no-one else could use it.

It was recognised that as the car park belonged to SCC, Council could do nothing about it, but would review the situation if it became a regular occurrence.

- d) The Co-Option Vacancy Notice following Cllr McVicar's resignation had been sent to SCC and posted on the noticeboards and website.

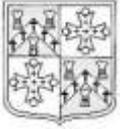
401. Financial Matters

- a) **To receive and consider any Grant and Donation requests**

None received.

- b) **To review and approve the payment schedule**

Cllr Davies proposed to accept the payment schedule. This was seconded by Cllr Shepherd and agreed by all.



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c) To review next year's budget and consider setting of Precept

The budget spends for following financial year was discussed with following comments:

- i. The clerk is to confirm with Cllr Limond any fishing permit income.
- ii. To review the insurance policy in March.
- iii. Make the Public Grant section in the accounts as a single figure.
- iv. To consider making next year's Precept £42,000.

At 9.30 Cllr Angell in accordance with Standing Order rules asked council for approval to continue the meeting beyond the designated time of attendance. All agreed

402. To review any correspondence received

None to report.

403. Other Items brought to the Council's attention by Councillors

None received.

404. To receive and consider Agenda items for the next meeting

- a) Planning Committee

405. Date of next meeting to be held on Tuesday 7th January 2020 at Clun Memorial Hall

Meeting closed at 21.54

APPROVED AS BEING A CORRECT RECORD BY

CHAIRMAN'S SIGNIATURE: _____

Dated: 7th January 2020