



# Clun Town Council with Chapel Lawn

## MINUTES OF CLUN TOWN COUNCIL WITH CHAPEL LAWN MEETING

**HELD IN THE MEMORIAL HALL, CLUN ON TUESDAY 5<sup>th</sup> APRIL 2022 AT  
7.30PM**

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

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

One member of the public

	<b>Agenda item</b>	
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192-2021      1.      **ATTENDANCE AND APOLOGIES**

Please see above

193-2021      2.      **DECLARATION OF ANY DISCLOSABLE PECUNIARY INTEREST IN A MATTER TO BE DISCUSSED AT THE MEETING**

No declarations were made

Name	Item	Personal	Prejudicial

194-2021      3.      **DISPENSATION REQUESTS**

There were no requests for dispensations.

195-2021      4.      **PUBLIC SESSION**

Cllr. Hartin gave his update which is as follows.

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A member of the public raised the question of support as a result of the soup and pud meeting on behalf of the Ukrainian situation, it was evident that there was no structure. To that end a meeting had been arranged to try and organise logistics in a few days' time.

**196-2021**      5.      **APPROVAL OF MINUTES**

The minutes of the meetings held on 1<sup>st</sup> March 2022 following minor amendment was agreed.

**197-2021**      6.      **INFORMATION FROM THE MINUTES**

There were no matters under this heading.

**198-2021**      7.      **MAYORS REPORT**

This month has been impacted by my COVID infection. Notwithstanding that I have been involved in helping with the Soup and Pud Lunch for Ukraine hosting the Deputy Lord Lieutenant. Arranged a financial donation to the Shropshire European Organisation CIC and support for the Soup and Pud Lunch. Met with members of the Highways Working Group to prepare for the Roads and Highways Consultation evening Could only attend consultation remotely and briefly because of COVID infection. The Mayor wished for thanks to be recorded by the support given by Matthew Donaldson  
Attended ESWS monthly meeting and Launch of Co-working space. There is no formal report so to summarise:

- The Community Company comprises the physical Enterprise house and
- associated rented out workshops The village out reach service of teen-age, PA and other equipment suited to all sorts of events
- Community Library - with associated IT terminals
- New co-working, small office and meeting spaces for approx 20
- Office support services SPARC Theatre promotion and administration
- Management of the SPARC Multi use pitch.

Shropshire Council are wanting to move towards a Community Asset Transfer but the Board are not rushing into that as there are legacy maintenance and other risks to sort out. The current objective is to get the business more financially stable.  
Finance comes from Service Level Agreements with SC, Grants and Commercial Income.  
Two recent grant aided projects - New Tourism Related Website project been scaled back but now in detailed progress with developer.



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The Enterprise Initiative that provides a network of business support professionals to assist individual businesses etc.

I am keen we do our bit to promote ESWS to residents and businesses we come across as a resource it is fantastic to have this on our door step. Submitted a number of posts on the Town /Council FB page and cross posted to Clun Valley - hopefully as the new Website develops this can be automated so one post on Website or Fb serves many outlets. Attended virtual meeting with the CCEG and Mathew Mead to consider pros and cons of Neighbourhood Plans. Will pick this up under Item 13 of the agenda.

### 199-2021 8. COUNCILLOR VACANCIES

It was reported that one potential candidate for Co-Option was unable to attend due to illness

### 200-2021 9. CLERK'S REPORT

Water Leak repair progress the clerk had spoken to a Severn Trent operative and has obtained the details of a industrial plumber who is water safe registered

Progress on securing the office and budget for any equipment etc. is awaiting lease

Progress on clarifying ownership of Rose Garden further enquiries to be made

Progress on obtaining a bigger and more firmly installed waste bin for the Car Park from Shropshire Council the Clerk has emailed Zoe Mortimer at Shropshire council. It was noted that we were awaiting further information from Zoe regarding replacement of the Car Park Barriers that she had agreed.

Progress on light replacement Powell's Lane, correspondence on light in Hospital Lane. The Clerk has Emailed highline

### 201-2021 10. PLANNING

Planning applications

#### 1. 22/00955/LBC

Application for the installation of a wood burning stove and flue affecting a Grade II Listed Building at 7 Bryncalled Barns Pentre Hodre Bucknell Shropshire SY7 0BN

#### **RESOLVED**

The Council wished to make no comment in relation to this application



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2. 22/01196/TCA  
Application to pollard to 4-5m 1no Willow within Clun Conservation Area at 1 Church Street Clun Craven Arms Shropshire SY7 8JW  
**RESOLVED**  
The Council wished to make no comment in relation to this application
  
3. 22/01292/DIS  
Application to discharge Condition 5 (schedule of structural works) of listed building consent No. 20/04159/LBC at Castle Cottage The Square Clun Shropshire SY7 8JA  
**RESOLVED**  
The Council wished to make no comment in relation to this application
  
4. 22/01309/DIS  
Application to discharge Condition 6 (schedule of construction works) of planning permission No. 20/04158/FUL at Castle Cottage The Square Clun Shropshire SY7 8JA  
**RESOLVED**  
The Council wished to make no comment in relation to this application

202-2021

### 11. FINANCE

1. To receive the Bank Reconciliation  
This was noted
2. Statement of Budget for 2022/23 based on agreed precept from SC
3. Performance against budget for 2021- 2022  
These two agenda items were taken as one. Questions were made as to an item in relation to the cemetery. The clerk stated that the item in question related to 2021/22 budget as opposed to 2022/23
4. To appoint I. Selkirk as the internal Auditor for year ending 31<sup>st</sup> March 2022

#### **RESOLVED**

The Council reappointed I. Selkirk as the internal auditor for Clun Town Council with Chapel Lawn.



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5. To receive the accounts year-end 31st March 2022  
**RESOLVED**  
The Council agreed the accounts for year-end 31<sup>st</sup> March 2022

6. Allocation of surplus to reserves and assessment of reserves  
It was agreed that the reserves were appropriate

**RESOLVED**

The Council agreed that the reserves as reported were appropriate

7. Review of Toilet Cleaning and Cemetery Contact and renewal procedures

**RESOLVED**

The Council deferred this agenda item as the contracts were not available.

8. Consider and resolve any grant requests and payments

There were no applications to consider.

9. To approve the following invoices for payment.

- a. HMRC £220.39p S1-8 Localism Act 2011
- b. J. Churchett £500.00p (toilet Cleaning) S1-8 Localism Act 2011
- c. G. J. Rippon £89.94p (home working allowance, mileage and Zoom subscription) S1-8 Localism Act 2011
- d. Hire of the memorial hall £100.00 (S1-8 Localism Act 2011)
- e. Shropshire European £450 Grant
- f. EWSW £131.87 For posters and 750 flyers
- g. G. Dudley £410.00 for roof work on the Lych gate
- h. Redlake Village hall £600.00p (Jubilee Grant)

For information

- e. ICO £35.00 (Information Commissioner registration) (S1-8 Localism Act 2011)

The Clerk was instructed to pay all invoices

203-2021

12. **HIGHWAYS**



## Clun Town Council with Chapel Lawn

The public meeting on 29 March was a positive meeting and it demonstrated that there were matters going on behind the scene.

There were several comments:

The website was not user friendly.

The display boards were too small.

The video did not go on to the site until later in the week.

204-2021

### 13. REPORTS FROM THE FOLLOWING:

1. Jubilee Celebrations - report on Progress Ryan Davies  
Report  
Buy mugs £750  
Underwrite band at £1000.
2. Clun Highways and Traffic Working Group Partnership -  
Engagement activities and publicity.  
Reported under previous item.
3. Clun Climate and Environment Group  
No report given.
4. Consideration of their findings on Neighbourhood Plans  
Consideration of the document 15 Ask Plans  
15 Ask Plans  
In relation to the Neighbourhood Plan there was a meeting with  
Alison Weeks and Matthew Mead and Chrissy Verdun.  
It was felt that there was merit in commencing a Neighbourhood  
Plan.  
It was agreed that the Neighbourhood Plan could be an item for  
the Annual Town meeting to inform and engage wider support..
5. SpArC Update  
Deferred until next month

206-2021

### 14. PROJECT REPORTS

1. Website  
Deferred
2. Lengthsman  
It was agreed to apply for the grant.
3. Town Hall  
Cllr. Shepherd presented his report and rough estimates for repairs.  
This was ongoing, it could possibly involve applying for grants

207-2021

### 15. ANTI SOCIAL BEHAVIOUR

Dog Fouling  
Damage to picnic area and grass at Waterloo  
Deferred until May meeting



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207-2021

16. **CORRESPONDENCE**

All items have been circulated.  
Memorial bench request.

208-2021

17. **INFORMATION FROM COUNCILLORS**

Cllr. Shepherd requested consideration for an information board this was deferred to the next meeting.

209-2021

18. **DATES FOR THE NEXT MEETINGS**

1. Annual Town Meeting 6pm on Saturday 28<sup>th</sup> May
2. The next meeting will be on the 3<sup>rd</sup> May 2022 at 7.30pm at Memorial Hall

*Due to the confidential nature of the business of this agenda item, under the Public Bodies (Admission to Meetings) Act 1960 (3) it is proposed to put forward a motion to exclude members of the public during discussion of this agenda item.*

210-2021

19. **CONFIDENTIAL MATTERS**

**Land use**

1. To discuss land for community use.  
This matter was discussed. It was agreed that a number of councillors would progress this matter.

**Contracts**

To discuss the following contracts

1. The toilet cleaning (variation)
2. The Churchyard contract

**Staffing matters**

1. To receive the clerk's appraisal  
It was reported that it was a positive appraisal
2. To discuss the clerk's incremental rise as a result of the appraisal  
This was agreed
3. To discuss any other staffing matters.  
It was noted that the clerk had paid for a hour a week short of his contracted hours it was agreed that this should be rectified.

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



## Clun Town Council with Chapel Lawn

There were a number of items deferred which would appear on the next agenda

21. **DATE AND VENUE OF NEXT MEETING**

Date of next meetings to be held:

Council Meeting Tuesday 3rd May 2022 7:30 PM Clun Memorial Hall

Signed by the Chair.

Meeting closed 9.00pm