



# Clun Town Council with Chapel Lawn

## MINUTES OF CLUN TOWN COUNCIL MEETING

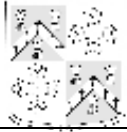
**HELD AT THE MEMORIAL HALL ON THURSDAY 18<sup>th</sup> January 2024 AT 7.30PM**

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

<b>ALSO IN ATTENDANCE</b>	
Mr. Gwilym Rippon (Clerk) Tracey Amass (Minute taker)	1 member of the public

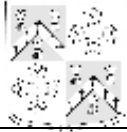
	Agenda item	
<b>001-2024</b>	<b>1.</b>	<b>ATTENDANCE AND APOLOGIES</b>
		Please see above. The Mayor thanked all for their attendance.
<b>002-2024</b>	<b>2.</b>	<b>DECLARATION OF ANY DISCLOSABLE PECUNIARY INTEREST IN A MATTER TO BE DISCUSSED AT THE MEETING</b>
		a) All members have interest in the Clun Memorial Hall b) To declare any personal interests – none
<b>003-2024</b>	<b>3.</b>	<b>MAYOR'S REPORT</b>
		To receive a report from the Mayor I would like to keep this brief due to the discussions on within the agenda on setting budgets and the precept for the 2024/25 financial year. Firstly myself and the Mayor of Bishops Castle met with Shropshire Council Officials, the Portfolio holder for Highways and the Cabinet Leader to discuss the current situation regarding the state of the roads

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		<p>within the area. I can report this was extremely positive as it cleared up a number of misconceptions. The Streetscape project is still live with budget allocated to the project. In fairness to Shropshire Council, they did admit failings in how progress has been communicated and work will be undertaken to address this. This will include reinstating the working group, which stopped meeting some time back, due to progress with the project making progress. We also discussed the wider issues with the condition of highways in the ward and beyond. Budgets remain very stretched however if residents and council could keep reporting issues through the Fix My Street portal, that would help gauge the amount of works needed to be undertaken.</p> <p>We also discussed the lengthsman proposals. There are working examples around the county however there were issues with whether the contractor has the necessary skills to undertake the work and liability of actions. Further discussions would be held to see if there is mileage to maintain this proposal.</p> <p>The other big issue is the ownership of the maintenance of the closed church yard. Councillors met with Church Wardens to discuss what this will entail. Obviously there are a number of issues within this, including the maintenance of a number of listed structures, trees, benches, paths and gates. Cllr Angell has helpfully agreed to pull a report together for Council which will be presented in due course.</p> <p>The Appointed of Tracey Amass as minute secretary was noted.</p>
<b>004-2024</b>	<b>4.</b>	<b>PUBLIC SESSION</b>
		<p>(i) Shropshire Councillor Report</p> <p>Cllr Hartin reported that progress has been made towards savings and there was a reasonable level of confidence of being able to achieve the required outcome. There is a forward budget pressure of £50m. There continued to be a focus on potholes. No response from Dan Morris but Cllr Davies had had a constructive meeting and was reassured that progress was being made with regard to the roads in general. Churchbank still has a lot of damage, and this would be looked at urgently.</p> <p>(ii) Public comments – No comments from the public</p>
<b>005-2024</b>	<b>5.</b>	<b>APPROVAL OF MINUTES</b>
		<p>Minutes from meeting on 5<sup>th</sup> December 2023 were approved. Proposed by Cllr. Andrews and seconded by Cllr. Shepherd</p>
<b>006-2024</b>	<b>6.</b>	<b>INFORMATION FROM THE MINUTES</b>
		None



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<b>007-2024</b>	<b>7.</b>	<b>CLERK'S REPORT</b>
		<p>To Receive the Clerk's Report Clun Town Trust had asked for clemency for back rent amounting to £4. The Trust is happy to donate the cost of the electricity for the Christmas lights as a contribution to the community.</p> <p>The work on the Powells Lane light would be done on 31<sup>st</sup> Jan. Email from an organisation called Trailtale who would like to add Clun to their travel guide app. There is no cost implication as Trailtale would use our support to help with an application to the National Lottery for a grant. Cllr Limond asked if there would be a way to influence the content included on the app to ensure it reflects the community accurately. It was agreed that the ability to sign off content would be welcomed. The Mill has been sold to an individual living in Chester, it will be retained as a youth hostel. The tree in churchyard has been looked at and a quote of £340 had been received.</p>
<b>008-2024</b>	<b>8.</b>	<b>PLANNING</b>
		<p>To consider the following planning applications and other planning matters.</p> <ol style="list-style-type: none"><li>23/05238/FUL Application for the erection of single storey rear extension, removal of chimney, insertion of dormer window   32 Newport Street Clun Craven Arms Shropshire SY7 8JZ Cllr Shephers noted that this is keeping with the area and is at the rear. Supported unanimously.</li><li>23/05322/TCA Application to reduce by 50% line of Red Cedars within Clun Conservation Area   Clunside Court High Street Clun Shropshire SY7 8JB This application has been decided.</li><li>24/00068/CPL Application for Lawful Development Certificate for installation of solar panels on roof   10 St Georges Place Clun Craven Arms Shropshire SY7 8JL Supported unanimously.</li></ol>
<b>009-2024</b>	<b>9.</b>	<b>ASSETS OF THE COUNCIL</b>



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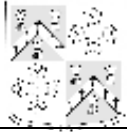
		<p>To update on the following and any action deemed necessary: -</p> <p>a. Town Hall:</p> <ol style="list-style-type: none"> <li>1. Report from Cllr. Shepherd re project management. Cllr Shepherd reported that there may be a need for two project managers to oversee the project. One without any hands-on experience to keep finances etc on track and a contract manager to ensure the sandstone is correct etc. A job description would need to be developed for each role before the people could be sought, Tim Radcliffe to be contacted for an update before next meeting so agreement can be reached on how to take forward. The rendering was planned to commence in May following the Green Man Festival and is quoted to cost £20k. The quotes for the sandstone work will need to be refreshed, quotes obtained 3 years ago were in the region of £44.5k. The Mayor thanks Cllr Shepherd for the work that had gone into the renovations to date.</li> <li>2. Report from Cllr. Bowles re grant funding. A grant of £53k had been awarded from The Levelling Up Fund. This would need to be spent before the end of the year so there was a pressing need to get the project started asap. Some of the money would be allocated to the dehumidifiers which would deliver a benefit to the community which is a requirement of the grant. There is also a requirement for an anti-fraud policy to be in place and this was in hand. The Mayor thanks Cllr Bowles for the work undertaken to obtain the grant.</li> </ol> <p>Items 3 and 4 to be carried over to the next meeting agenda.</p> <ol style="list-style-type: none"> <li>3. To discuss and decide on:             <ol style="list-style-type: none"> <li>a. Committee</li> <li>b. Advisory Committee</li> <li>c. Task and Finish group</li> </ol> </li> <li>4. To discuss terms of reference for the group.</li> </ol> <p>The need for the benches in the car park to be maintained was discussed.</p>
<b>010-2024</b>	<b>10.</b>	<b>CLOSED CHURCH YARD</b>
		<p>Cllr Shepherd had circulated a report regarding the state of the wall (enclosed church yard). No evidence of subsidence had been identified, repairs would be cosmetic, the current risk and consequence posed by the wall was considered to be low meaning that any repairs could be done at a future date. Vegetation removal within the church yard would help to avoid</p>

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		future issue. The graveyard lychgate had been found to be in reasonable condition. The church lychgate has tiles missing and drains are in need of maintenance. Disabled access needs addressing. In terms of graves, 34 are grade 2 listed so may need work. These matters will be addressed in more detail in Cllr Angell's work.
<b>011-2024</b>	<b>11.</b>	<b>TO RECEIVE REPORTS FROM GROUPS OR MEETINGS ATTENDED</b>
		Deferred to next meeting.
<b>012-2024</b>	<b>12.</b>	<b>CLUN CLIMATE AND ENVIRONMENT GROUP</b>
		To receive an update from the Clun Climate and Environment Group
		Deferred to next meeting.
<b>013-2024</b>	<b>13.</b>	<b>FINANCE</b>
		<p>1. To receive the Bank Reconciliation Approved</p> <p>2. To discuss the budget and precept demand for 2024/2025 The Clerk noted that as a precaution a potential replacement auditor have been sought should the need arise. One has been identified and it was agreed that if necessary, the new auditor could be appointed.</p> <p>The need for the grant application process to be flagged to raise awareness was identified.</p> <p>There was a discussion regarding the council office. The current office was considered to be sub optimal with no facilities, a lack of disabled access and parking was an issue. An alternative option would be the meeting room at the fire station. This a free facility with good facilities including broadband and parking. There is a contract in place for the provision of broadband at the current office.</p> <p>There was a discussion regarding earmarked reserves and the Clerk explained that this would be reconciled at the end of the year.</p> <p>There was a healthy debate regarding the budget and precept for 2024. The budget for the Town Hall was set as £15k, noting there is still work to be done to address the ongoing leaking cupola. The total budget for 2024 will be £74297.</p>



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		<p>The Neighbourhood Development Plan was discussed. It was agreed to remove the Plan for the coming year's budget whilst the 2023 underspend would remain available if needed.</p> <p>3. To approve the following invoices for payment.</p> <ul style="list-style-type: none"><li>a. J. Churchett £500.00p (<i>Toilet Cleaning</i>) (S1-S7 Localism Act 2011)</li><li>b. HMRC £357.43p (S1-S7 Localism Act 2011)</li><li>c. G. J. Rippon £121.99p (<i>home working allowance and mileage</i>) (S1-S7 Localism Act 2011)</li><li>d. Shropshire Council £643.30p (joint electricity) (S1-S7 Localism Act 2011)</li><li>e. S Richards £112.70 and £189.40</li><li>f. Lordstone Consulting £795.00 for survey.</li></ul> <p>All approved</p>
<b>014-2024</b>	<b>14.</b>	<b>CORRESPONDENCE</b>
		To review any correspondence received
<b>015-2024</b>	<b>15.</b>	<b>INFORMATION FROM COUNCILLORS</b>
		Deferred to next meeting.
<b>016-2024</b>	<b>16.</b>	<b>AGENDA ITEMS FOR THE NEXT MEETING</b>
		Local nature recovery strategy
<b>017-2024</b>	<b>17.</b>	<b>DATE AND VENUE OF NEXT MEETING</b>
		Date of next meeting to be held on Tuesday 6 <sup>th</sup> February 2024
		Signed by the Chair.
		Meeting closed at 21.25