



Clun Town Council with Chapel Lawn

MINUTES OF CLUN TOWN COUNCIL MEETING

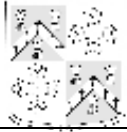
HELD AT THE MEMORIAL HALL ON TUESDAY 4th June 2024 AT 7.30PM

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

ALSO IN ATTENDANCE	
Mr. Gwilym Rippon (Clerk) Tracey Amass (Minute taker)	3 members of the public

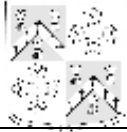
	Agenda item	
079-2024	1.	ATTENDANCE AND APOLOGIES
		Cllr Davies reminded attendees that the meeting was being recorded by a member of the public in order to provide an update for publication in the Chronicle. Apologies received from Cllr. Limond and Cllr. Duffee.
080-2024	2.	DECLARATION OF ANY DISCLOSABLE PECUNIARY INTEREST IN A MATTER TO BE DISCUSSED AT THE MEETING AND WHICH IS NOT INCLUDED IN THE REGISTER OF INTERESTS
		(Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of members' interests maintained by the Monitoring Officer). <i>Please note that all members need to complete a new declaration of pecuniary interests register for the Council term, whether previously a councillor or not.</i>
		None reported.
081-2024	3.	MAYORS REPORT
		The new Council year has got off to a busy start! The Annual Parish Meeting attracted a really positive level of participation from across the numerous organisations in the parish. The reports are now on the website for those interested to have a read through. If there are any other organisations who were unable to attend, who wish to have their reports added, please forward them on and we can add them to the site. Work continues to progress with the Town Hall renovations, which we will have a further update on later this evening alongside the continued effort to address the river pollution issues. Cllr Angell will take more about this later, with the response from Natural England. There still lies a number of questions about the situation which seem to be ignored, but we will hear more about this this evening. On the mention of river quality links nicely to planning. The Turnpike has been put on the market which

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		<p>has caused a reaction, both positive and negative. I would welcome councillors' views later, but I would like to suggest holding a community meeting to gauge the current reaction to the proposed development. Since this was last publicly discussed, probably 15 years ago or so, Clun's demographic has changed, and I feel it now more important than every that we obtain the actual views from the people who it will affect both directly and indirectly. This is something that as a council we can't shy away from, however what happens going forward and to help us conclude an opinion needs to reflect the views of Clun, not just our own. The Butty Van once again drew an upbeat crowd in last week, which also saw a surprise visit from BBC Shropshire. Going forwards although there is no direct beacon for D-Day happening above Clun, which is somewhat disappointing, there will be two being held at Chapel Lawn and Clunton on Thursday evening. Any event like this is always reliant on volunteers and landowners a like, which created an issue with land availability due to harvest season quickly approaching. I'm sure both events will be well supported to mark this momentous event.</p>
082-2024	4.	CO-OPTION
		<p>To discuss and decide to fill the casual vacancy by co-option. One candidate had come forward to become a member of the council. Monika Jones moved to Clun in 2020 and would like more involvement in the future of Clun and would bring extensive experience in working in caring and special educational needs fields. Cllr. Angell said it was good to see a younger person coming forward. Cllr. Davies proposed Monika Jones as a new member of the council, Cllr. Angell seconded and it was unanimously carried. Cllr Jones joined the meeting.</p>
083-2024	5.	PUBLIC SESSION
		<p>(i) Shropshire Councillor Report – Cllr Hartin sends apologies. (ii) Police Report – no report received. (iii) Public comments – If members of the public are present ten minutes will be set aside to allow the public to ask questions. A member of public asked when the April minutes would be published on website along with TORs of working groups. Cllr. Davies apologised for the delay and said the minutes would be uploaded asap and the TORs were being refreshed with a view to publication.</p>
084-2024	6.	APPROVAL OF MINUTES
		<p>To approve and confirm the minutes of the meetings held on 7th May 2024. Subject to checking items 5. and 7a) regarding committee membership and item 18 to be amended to National Landscapes Cllr. Angell propose approval otherwise signed as true and correct, carried unanimously.</p>
085-2024	7.	INFORMATION FROM THE MINUTES
		<p>The email to Natural England would be sent following the meeting. Cllr Andrews noted that the cost of room hire was £25 and account number for the Memorial Hall needed updating. Item 21 progress of changing lights to LEDs, the Clerk had emailed Shropshire</p>



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		<p>Council regarding the changing of the 10 remaining lights and whether the replacement for a light that had developed a fault would be charged. The Clerk said that no reply had been received yet so it would be chased chase. Cllr. Morris had received email thanking the council for improvements to lights and reporting the light at the end of School Lane having failed, noting that this had happened at the same time that the broadband installation teams had been working on that pole. Cllr Morris asked if a cost be incurred to replace this light?</p> <p>Item 23, 3 Cllr. Andrews highlighted that the numbers do not match, the Clerk said this has now been clarified. Cllr. Angell noted that the latest version of the reserves that could be found was 2022, clerk clarified that that they had not changed. Cllr. Angell said he would continue this review of the reserves. Cllr. Bowles noted that the wall Hospital Lane has been repaired and requested that the action list be circulated to councillors.</p>
086-2024	8.	CLERK'S REPORT
		To Receive the Clerk's Report. Nothing additional to the above.
087-2024	9.	COMMITTEES
		<p>To discuss and decide the use of committees for the management of Planning and Personnel matters.</p> <p>Planning: Cllr. Davies suggested that there was no current need for a committee due to the nature of applications. The Clerk added that it might be necessary in the future if that were to be a change. Cllr. Angell explained that it was originally formed to provide an informed and focused group to brief the council if and when necessary. The historic application for the Turnpike was a question in point adding that it should be noted that there were specific requirements regarding the mix of homes to be provided. Cllr. Angell suggested that the committee could still stand or the TORs could be amended to become a working group. Cllr. Davies to give this consideration.</p> <p>Personnel: Cllr. Shepherd set out that the Personnel Committee was responsible for the Clerk's appraisal which is twoway process and also for developing the job description for appointment for the Minute Clerk. The committee had also been involved with setting up of the office in the town. Cllr Andrews asked if the whole council could deal with any issues arising. The Clerk said that in some cases a fresh pair of eyes for any issues arising is helpful. Cllr. Angell added that if the chair is not on the committee they are distanced from employees and that would provide fresh eyes and so he supported the maintenance of the committee. Cllr. Davies said it is more professional to continue with the committee for the reasons stated. Cllr. Shepherd proposed the continuation of the committee, Cllr. Angell seconded. Cllrs. Bowles, Andrew and Jones abstained. Cllrs. Shepherd, Duffee and Morris and to continue. Carried.</p> <p>Cllr. Davies agreed to check with Cllr. Duffee that TORs for committees are published on the website.</p>
088-2024	10.	PLANNING



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		To consider the following planning applications and other planning matters: 24/02054/TCA - 25% reduction of 4no. Cherry trees (T1,2,4,5) and 1no. Whitebeam (T3) within Clun Conservation Area Unanimously supported.
089-2024	11.	ASSETS OF THE COUNCIL
		<p>To update on the following and any action deemed necessary: -</p> <ol style="list-style-type: none">Town Hall: Cllr. Shepherd provided an update on the renovation project. An amended quote had been received from Reynolds Conservation taking into consideration the requests from Shropshire Council regarding traffic management. The quote is within the budget providing no unforeseen matters arise during the project. It was noted that Shropshire Council had been helpful and pragmatic with regard to traffic protection. Cllr Shepherd recommendation – Appoint Reynolds Conservation with caveat that costs may change due to nature of work but will be actively monitored before payment made. Cllr. Angell noted that there is still money in Town Hall reserves which could potentially meet any increases. Cllr. Morris asked if consideration can be given to the Christmas lights installation as the work progresses. Cllr. Shepherd said this would be looked at separately. Cllr. Bowles second and it was carried unanimously. Cllr. Angell recorded thanks to Cllr. Shepherd and Tracey Amass for the work done to date. Cllr. Shepherd thanked Cllrs. Angell, Bowles, Andrews and Davies for the work done in obtaining funding for the project.Public toilets: update on Water supply and maintenance Cllr. Andrews reported that a Smart Meter had been installed for the toilets. There was still a leak in water supply hence the urinals remained closed. Investigations continue. Cllr Andrews asked whether a legal opinion had been gained regarding the lack of female only facility. The Clerk said it had but it had not been clear. Cllr. Andrews stated that as the facility is single use no one is sharing so it would continue as is. Cllr. Angell suggested a future discussion regarding a QR code or similar for optional donations for toilet use.
090-2024	12.	TO RECEIVE REPORTS FROM GROUPS OR MEETINGS ATTENDED
		<p>Cllr Bowles reported from Clun Climate and Environment Group. The Himalayan Balsam field identification workshop was to take place on June 6th, led by Shropshire Wildlife Trust. Issues regarding the diversion of effluent from Bishops Castle were being followed. A General Election husting had been arranged to which three candidates had currently agreed attend next Wednesday, this would focus on environment and climate matters. An email would be circulated encouraging the public to submit questions for the hustings.</p> <p>Cllr. Andrews reported on the Memorial Hall AGM which had happened the previous week. Income had increased from £13k to £21k (excluding grants), a report would go into Chronicle.</p> <p>A discussion on the formation of an Advisory Committee to undertake the administration of events within Clun deferred for next meeting when Cllr. Limond would be in attendance.</p>



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091-2024	13.	FINANCE
		<p>1. To receive the Bank Reconciliation – The Clerk noted that £11k had been received from The Neighbourhood Fund, Cllr. Angell noted that in previous years this had gone into reserves.</p> <p>2. To receive a report from the Internal Auditor – The Clerk reported that the Auditor had found there was a healthy budget and reserves, funds are well planned, however there were some admin issues and an action plan was required with an interim audit in the autumn. Specific issues included the need for the precept to be recorded in the minutes, the Asset Register had not been reviewed, the date of acquisitions was not recorded. A discussion regarding the .</p> <p>3. To agree the accounts and governance statement. AGAR reports appropriate records have been kept throughout the year (page 3 of audit report) a) financial records had been based on the wrong financial model the following items were not currently compliant no b, c, d, e, g, h, l, m, n. Additionally items 2, 3, 4, and 5 were not compliant. There had been no meeting of the Trust. Cllr. Andrews asked if there would be a corrected copy of the accounts brought to council and asked for a reference to enable cross referencing of two sections of the report. The Clerk would send the current accounts to Cllr. Andrews for further review. Cllr. Davies asked if members were happy to sign off the numbers which had been audited. Cllr. Andrews had some question but as the numbers had been audited are members happy to accept. Cllr. Angell was happy to accept provided there was a way to amend if Cllr. Andrews' review identifies discrepancies. The Clerk can issue an update. The Clerk asked for the annual return to be signed off. The Clerk and Cllr. Andrews to meet after this meeting to reconcile the numbers. Cllr. Davies recommended agreeing the AGAR submission – Cllr. Shepherd seconded, all in favour.</p> <p>4. To discuss the Grant Awarding Policy Cllr. Angell had sent a question regarding GDPR to Cllr. Davies. The Clerk said that once a grant has been awarded the recipient must be told that the form had been destroyed. Cllr. Davies suggested that the use of grant windows was not necessary due to low values involved and proposed the window to be May 1 to Dec 31.</p> <p>5. To approve the following invoices for payment.</p> <ul style="list-style-type: none"> a. John Churchett £500.00 Cleaner (S1-S7 Localism Act 2011) b. Tracey Amass £89.88 Minute taker (S1-S7 Localism Act 2011) c. HMRC £418.64p (S1-S7 Localism Act 2011) d. G. J. Rippon £144.49(home working allowance) (S1-S7 Localism Act 2011) e. Tim Radcliffe £3147.12p Clun Town Hall (S1-S7 Localism Act 2011) f. Gallagher £2845.60p (Insurance) (S1-S7 Localism Act 2011) g. Highline £241.32p Installation of a Defib cabinet) h. SALC £559.22p (Subscription) (S1-S7 Localism Act 2011) <p>The following invoices were not listed on the agenda but were brought to the meeting and approved for payment.</p> <ul style="list-style-type: none"> Highline £1548.00 River Clun Monitoring Group £750.00



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		<p>RLT Auditing £275.00 Shropshire Council £709.99 RMTG £120.00 Andrew Wallace £100.00 Shropshire Council £70.00</p> <p>All payments above payments were supported unanimously A discussion regarding the renewal of insurance resulted in an agreement to accept a three year price option on insurance unanimously.</p>
092-2024	14.	CORRESPONDENCE
		<p>To review any correspondence received. The Clerk had received a letter from a Chapel Lawn resident regarding planning permission for a new comms tower which has been built. Planning had been considered at a past meeting and this had been supported. Cllr Angell noted that a question had been raised about the crosses in the council graveyard. Having suspended standing order to allow a member of public to speak the meeting was told that this was done due to safety issues. Cllr. Angell had written to Natural England regarding their position paper on development in the Clun catchment, the impact on the Special Area of Conservation Status and mitigation measures including specific reference to the diversion of waste water from Bishops Castle into the River Only which NE infer would mean little or no development would be needed in the rest of the catchment, NE were invited to present their position to the Community and answer questions. The NE response was disappointing and logic not clear and no reference made to the invitation to meet with the Community.</p>
093-2024	15.	INFORMATION FROM COUNCILLORS
		<p>Cllr. Davies would be meeting with Derek Bucannon to ask what is being done to avoid a recurrence of recent accidents close to New Invention.</p> <p>Cllr. Angell raised concerns regarding a recent application from English Heritage to allow sheep grazing in the castle grounds. There had been no consultation with local population and the Town Council had not been informed Cllr. Shepherd said that the Carnival Committee had been informed and had submitted a response. Cllr Andrews informed the meeting that the wall in the Memorial Hall ball park was due to be removed the day after the meeting.</p>
094-2024	16.	AGENDA ITEMS FOR THE NEXT MEETING
		QR code for toilets
095-2024	17.	DATE OF NEXT MEETING
		Date of next meeting to be held on Tuesday 2nd July 2024
		Signed by the Chair.
		Meeting closed at 21.36