

# ELLESMERE TOWN COUNCIL

Miss Joanne Butterworth  
Town Clerk & RFO  
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SY12 0AL



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Date: 2<sup>nd</sup> April 2025

Dear Councillors,

You are summoned to attend a meeting of Ellesmere Town Council to be held **on Monday 7<sup>th</sup> April 2025,** at Ellesmere Town Hall at 7.15pm, for the transaction of business as set out in the agenda below.

Yours sincerely,

A blue ink handwritten signature of Joanne Butterworth.

Joanne Butterworth  
Town Clerk and Responsible Finance Officer

**MEMBERS OF THE PUBLIC AND PRESS ARE VERY WELCOME TO ATTEND.**

**Public Participation Session.** A period of 10 minutes will be granted for members of the public to make representations, answer questions, and give evidence in respect of the business on the agenda, or raise matters for a future agenda (as per section 3 of the Town Council's Standing Orders).

**Alex Hunter from Project SY12 would like to give the council a 5-minute presentation to support the grant application request at item**

## AGENDA

04/25/01 **To receive apologies and reasons for absence.** To approve.

04/25/02 **Disclosure of Personal and Prejudicial Interests.** To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

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.

04/25/03 **Grant Dispersations.** In pursuance of the Localism Act 1972 s31 (4) to report on any dispensations requested/granted (**please contact the Clerk prior to the meeting if you require a dispensation form**).

- 04/25/04 **Police Matters.**  
(a) **Police Report.** To receive a written report from West Mercia Police and discuss.  
(b) **Policing Charter.** To consider the Town Council's priorities from April - October.  
(c) **Cross Street Toilet Vandalism.** To receive an update.  
(d) **Ellesmere and Surrounding Areas February Newsletter.** To note.
- 04/25/05 **Minutes.**  
(a) To read and confirm the minutes of the Town Council meeting held on Monday 3<sup>rd</sup> March 2025.  
[View draft minutes.](#)  
(b) To note the minutes of the Cemetery Working Group meeting held on Thursday 27<sup>th</sup> March 2025.  
[View draft minutes.](#)
- 04/25/06 **Progress report.** To note actions taken since the last meeting. If you have any queries or questions on the progress report, please contact the Clerk **prior** to the meeting.
- 04/25/07 **Planning**  
(a) **Planning applications for consideration.**  
Reference: **25/00724/FUL.** [View application.](#)  
Address: The Cambrian, Trimpley Street, Ellesmere, Shropshire, SY12 0AD.  
Proposal: Change of use of a single room, currently designated as a shop (Class E), within The Cambrian to residential use (Class C3).
- 04/25/08 **Finance**  
(a) **Town Council Payments for February 2025.** To be approved.  
(b) **Cemetery Working Group Payments for February 2025.** To be approved.  
(c) **Annual leave.** To note that the annual leave has been processed as instructed by council via email on 5<sup>th</sup> March.
- 04/25/09 **Ear Marked Reserves.** To consider putting all Neighbourhood Fund reserves together as one.
- 04/25/10 **Project SY12**  
(a) **Grant Application.** To consider a grant application from Project SY12 to pay for membership to promote Ellesmere through Visit Shropshire.  
(b) **Market Report.** To note.
- 04/25/11 **Jointly Owned Properties Meeting.** To note the minutes from the Jointly owned properties meeting held on Monday 10<sup>th</sup> March 2025 and receive a verbal update.
- 04/25/12 **Mere Cottage.**  
(a) To receive an update on Mere Cottage from Shropshire Council.  
(b) To report on the FOI request response.
- 04/25/13 **Renewable Energy Feasibility Study.** To Review.
- 04/25/14 **Contracts and Tenders.**  
(a) **LED Lighting Town Hall.** To consider the broken-down quotation from SAS Electrical.  
(b) **Town Hall Window Film.** To consider further quotations for window.  
(c) **Town Hall Chain Link Window System.** To receive a report.  
(d) **Kingfisher Walk & Beech Grove Recreation Ground Play Area Inspection Tenders.** To consider quotations and award contract.

- 04/25/15 **Policies & Procedures.** To consider recommendations for adoption from the Policy & Procedures Working Group for the following Policies.  
**Safeguarding Policy.** To adopt.
- 04/25/16 **Berwyn View Pump Track Project.** To receive an update.
- 04/25/17 **Working Groups.**  
**(a) Events Liaison Working Group.** To read minutes and consider how much of a cash prize donation could be awarded for the VE Day Window Competition from the VE Day Budget.  
**(b) VE DAY Service.** To note that the Town Council's VE Day Service will be held on Thursday 8<sup>th</sup> May starting at 7.30pm.
- 04/25/18 **Repair of the A495 Tunnel Bank.** To consider correspondence received from Cllr A Weeks.
- 04/25/19 **Elections.** To receive an update on the Town & Parish Council Election due to be held on the 1<sup>st</sup> May.
- 04/25/20 **Future Agenda Items.** To receive details of any items you would like to be considered for a future agenda.  
**Please note that discussion on the items cannot take place at this meeting.**
- 04/25/21 **Future Meeting Dates.**  
Annual Meeting of Electors. Tuesday 6<sup>th</sup> May 2025, 6pm at Ellesmere Town Hall.  
Annual Town Council Meeting. Monday 12<sup>th</sup> May 2025, 7.15pm at Ellesmere Town Hall.
- 04/25/22 **Exclusion of Press and Public.** To resolve "That by the Public Bodies (Admission to Meetings) Act 1960 and under Section 100 (A) of the Local Government Act 1992, the public and press be excluded for the remainder of the meeting for the following items of business on the grounds they may involve the likely disclosure of confidential information as defined in the Acts".
- 04/25/23 **Confidential Minutes.**  
**(a)** To read and confirm the minutes of the Town Council meeting held on Monday 3<sup>rd</sup> March 2025.
- 04/25/24 **Honorary Freeman/Freewoman Award.** To consider nominations.