

ELLESMERE TOWN COUNCIL

Miss Joanne Butterworth
Town Clerk & RFO
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Date: 7th January 2026

Dear Councillors,

You are summoned to attend a meeting of Ellesmere Town Council to be held on **Monday 12th January 2026**, 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).

Grant Award to Fizzgigs.

AGENDA

- 01/26/01 **To receive apologies and reasons for absence.** To approve.
- 01/26/02 **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.
- 01/26/03 **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**).

- 01/26/04 **Police Matters.**
(a) Police Report. To receive a report from West Mercia Police and discuss.
- 01/26/05 **Minutes.**
(a) To read and confirm the minutes of the Town Council meeting held on Monday 1st December 2025. [View draft minutes.](#)
(b) To read and note the minutes of the Staffing & Governance Sub-Committee held on Thursday 11th December 2025. [View draft minutes.](#)
- 01/26/06 **Progress report.** To note actions taken since the last meeting. If you have any queries or questions, please contact the Clerk **prior** to the meeting.
- 01/26/07 **Planning.**
(a) Planning applications for consideration.
Reference: 25/04704/LBC. [View application.](#)
Address: Old Station House, 1 Ballast Drive, Ellesmere, Shropshire, SY12 0GF.
Proposal: Proposed fire safety measures to meet fire safety regulations (addition of new automatic opening vent and a protected lobby serving flat 7).

Reference: 25/04707/LBC. [View application.](#)
Address: Old Station House, 1 Ballast Drive, Ellesmere, Shropshire, SY12 0GF.
Proposal: Proposed addition of 3 number lead formed bat access tiles inserted into the two-storey roof, 3 number external bat boxes fixed externally to the facing brickwork and 2 number internal bat boxes within the two-storey roof void.

Reference: 25/04710/LBC. [View application.](#)
Address: Old Station House, 1 Ballast Drive, Ellesmere, Shropshire, SY12 0GF
Proposal: Proposed addition of 4no metal letter boxes and doorbells serving ground floor apartments.

(b) Shropshire Council Planning Decisions. For information only.
Reference: 25/03172/LBC.
Address: Old Railway Station, Brownlow Road, Ellesmere, Shropshire, SY12 0AP.
Proposal: Replacement external roof covering to main roof, installation of PV panels to roof, installation of 2no rooflights, replacement of canopy roof incorporating glazed panels and installation of extraction grills.
Decision: Grant Permission.
- 01/26/08 **Resurfacing Road Works – A495 Sparbridge.**
Consider any concerns, queries or local events that will need to be taken into consideration when Sparbridge is resurfaced in 2026.
- 01/26/09 **Finance.**
(a) Town Council Payments for November 2025. To be approved.
(b) Town Council Payments for December 2025. To be approved.
(c) Cemetery Working Group Payments for November 2025. To be approved.
(d) Cemetery Working Group Payments for December 2025. To be approved.
- 01/26/10 **2026/2027 Budget & Precept.**
(a) Minutes. To read and note the minutes of the Finance, Asset & Resources Committee meetings held on Thursday 18th December 2025 [View minutes](#) and Thursday 8th January 2026 (minutes to follow) and **approve recommendations** from the committee for setting of the 2026/2027 budget.

(b) Detailed Income & Expenditure by Projected Budget Heading up to 31st December 2025. To note.

(c) Bank Balances and Ear Marked Reserves Report as of 31st December 2025. To note.

(d) Outstanding Loans Report. To note.

(e) Final 2026/2027 Draft Budget. To approve.

(f) Final 2026/2027 Draft Budget Notes. To note.

(g) Precept Request. To approve the Precept being requested from Shropshire Council for 2026/2027.

(h) Ellesmere Town Council Tax Base 2026/2027. To note.

- 01/26/11 **Boathouses at the Mereside.** To receive a condition report on the boathouses that was taken into consideration when setting the budget.
- 01/26/12 **Consultation:** Shropshire's Destination Management [Plan](#) . To complete the survey as a Council. [Here is a link to the survey questions.](#)
- 01/26/13 **Devolution of Services.** To consider the response from Cllr A Wagner regarding devolution of services.
- 01/26/14 **Correspondence.**
(a) Fundraising Support Request. To consider a fundraising support request from a local resident.
- 01/25/15 **Snow Warden Scheme.** Following complaints from residents about the lack of winter maintenance, the council will receive and discuss an update received from Shropshire Council on the progress they have made to develop a Snow Warden scheme which was proposed back in 2021.
- 01/26/16 **Future Agenda Items.** To receive details of any items Councillors would like to be considered for a future agenda and request a motion form if necessary.
- 01/26/17 **Future Meeting Dates.**
Town Council Meeting Monday 2nd February 2026, 7.15pm at Ellesmere Town Hall.
- 01/26/18 **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".
- 01/26/19 **Confidential Minutes.**
(a) To read and confirm the confidential minutes of the Town Council meeting held on Monday 2nd December 2024.
(b) To read and note the confidential minutes of Staffing & Governance Sub-Committee held on Thursday 5th December 2024.