

Minutes of the Town Council Meeting held in the Ellesmere Town Hall on
Monday 2nd March 2026 at 7:15 pm.

<u>PRESENT:</u>	Deputy Town Mayor (Chair):	P Jones
	Councillors:	G Elner, A Wignall, P Goulbourne, G Hutchinson, M Forshaw, J Howard, M Hancock, J Mooney, S Austin, N Proffitt
	Town Clerk and RFO:	Jo Butterworth
	Admin Assistant:	Vicky Martin
	Unitary Councillor:	1
	Members of the Public:	1
	Press:	1
	Police:	0
	Guests:	0

Public Participation Session

A member of the public raised objections to the proposed housing development to the south of Almond Drive. The individual is a resident of Magnolia Drive which will form the access road to the new housing and is concerned about the loss of a quiet, friendly neighbourhood and the disturbance that will result from construction traffic and the increase in the number of vehicles using the road on completion of the estate. Pluvial flooding is a known issue to the south side of the road with properties also experiencing issues with sewerage entering properties. Drainage is to the adjacent Newnes Brook which frequently blocks.

Cllr Elner asked if the resident was able to submit her objection to the Shropshire Council planning portal and encouraged all affected residents to do so.

03/26/01

To Receive Apologies and Reasons for Absence

Cllr Woodbridge due to holiday.

It was moved by Cllr P Goulbourne, seconded by Cllr G Hutchinson and,

RESOLVED: that the apology from Cllr L Woodbridge be approved.

03/26/02

Disclosure of Personal and Prejudicial Interests

None received.

03/26/03

Grant Dispensations

None requested.

03/26/04

Shropshire Council Report

A report was circulated to members prior to the meeting and Councillors had the opportunity to ask questions arising from the report.

Cllr Radford of Shropshire Council informed members that £32m has been allocated within the SC budget to pay back funds spent on the Northwest Relief Road. If they are not asked to pay the money back the monies will be reallocated for public transport improvements.

Cllr Radford encouraged residents to lodge planning complaints via the planning portal as well as consulting with local councillors.

Cllr Elner requested Severn Trent are invited to a meeting to discuss the existing drainage provision and the infrastructure within the town in particular the maintenance of Tetchill Brook and the River Perry and also Newnes Brook. Also the Clerk agreed to circulate information that she had received from Severn Trent.

Cllr Radford reminded members to write to the Police Crime Commissioner and the new Chief Inspector regarding the Governments White Paper consultation. Cllr S Austin requested that the Chief Inspector is invited to a council meeting.

03/26/05

Police Matters

(a) Police Report

The priorities for Ellesmere Town Council are

1. Anti-Social Behaviour
2. Drugs
3. Speeding/Traffic Concerns

The Deputy Mayor read a report aloud from West Mercia Police regarding the above 3 categories.

(b) West Mercia Draft White Paper

Councillors raised concerns and commented on the draft paper.

It was moved by Cllr P Jones, seconded by Cllr G Hutchinson and,

RESOLVED: that the Clerk will draft a collective response to the West Mercia Draft White Paper and share it with the PCC, the new Chief Inspector and ask their thoughts on the paper.

03/26/06

Minutes

(a) Ellesmere Town Council

It was moved by Cllr P Goulbourne, seconded by Cllr A Wignall and,

RESOLVED: that the minutes of the Town Council meeting held on Monday 2nd February 2026 be signed as a true and accurate record.

(b) Staffing and Governance Sub-Committee

Noted.

(c) Planning and Infrastructure

Noted.

03/26/07

Progress Report

Noted.

The Clerk updated members on new information resulting from a meeting with Shropshire Council concerning the improvements to Cross Street Promenade. In addition the project the Town Council had previously opted for, Shropshire Council presented 2 further options.

- (a) Remove 4 trees, resurface with block paving and provide potted trees
£15,380.00
- (b) Raise the level of the promenade, install tree grates, curbing and lay new bricks
£21,463.00
- (c) Remove 4 trees and replace with two new trees with tree pits and resurface with block paving
£60,000.00

The planning for trees has now been changed, and a 28-day consultation period is required prior to submitting an application to the Shropshire Council tree officers for the removal of the trees.

All members were in favour with proceeding with Option (a), which was the scheme they had originally opted for in October 2025 (10/25/13).

Social media channels will be used to encourage members of the public to complete the consultation.

03/26/08

Planning

(a) Planning applications for consideration

Reference: 26/00061/FUL

Address: Proposed Residential Development Land to the South Of, Almond Drive, Ellesmere, Shropshire.

Proposal: Erection of 25 No. dwellings.

It was moved by Cllr G Elner, seconded by Cllr P Jones and,

RESOLVED: that Ellesmere Town Council Ellesmere Town Council objects to the proposed development on the land to the south of Almond Drive and have taken the following material planning considerations into account when making their comments.

Capacity of Physical Infrastructure

The land to the immediate south of the proposed new development is known to suffer from both pluvial and fluvial flooding. The land drains to the nearby Newnes Brook which regularly blocks as a result of debris entering the culvert under the A495. On site soakaways associated with the new development will further exacerbate the volume of water entering this watercourse.

During periods of heavy rainfall the residents of the existing properties on the

south side of Magnolia Drive experience reoccurring issues with foul water overflowing in outside drains and the backflow of sewerage into toilets. The foul and surface water drainage systems are inadequate, and these issues will only be exacerbated by the addition of 25 further properties.

Highways Issues

Access to the development is via the existing Magnolia Drive, a small, narrow residential cul-de-sac measuring 18ft across. Ellesmere Town Council is concerned about the increase in traffic from development of this site both during construction and after.

Deficiencies in Social Facilities

Councillors also have concerns about the capacity of the local schools and doctors' surgery, the increase in properties adds to this and puts a strain on the already stretched resources.

Reference: 26/00585/FUL

Address: Residential Development Land to the South Of, New Wharf Road, Ellesmere, Shropshire

Proposal: Erection of 59 no. new retirement living dwellings consisting of 45 no.1-bedroom apartments and 14 no. 2-bedroom apartments. Erection of 8 no. new 3-bedroom townhouses Creation of associated hard and soft landscaping and amenity spaces.

Members questioned if additional housing targeted at over 55 yr olds meets the current housing requirements for Ellesmere.

The Clerk confirmed that Shropshire Council will have specific data regarding the local housing needs, she will also contact the local schools and doctors to obtain current information regarding the strain these local amenities are under. It was agreed to circulate the data once received to so that members could comment. The response will be submitted using delegated powers.

It was moved by Cllr A Wignall, seconded by Cllr P Goulbourne and,

RESOLVED: that the Clerk will request the projected housing needs for Ellesmere from Shropshire Council, contact the local schools and doctors for an accurate view of the current situation. Information will be circulated to members and a response formed and submitted using delegated powers.

(b) Shropshire Council Planning Decisions

Reference: 25/04094/FUL

Address: 9 Kettlemere Close, Ellesmere, Shropshire, SY12 0FX.

Proposal: Installation of a canopy to the rear of the property to provide covered patio space.

Proposed: Glazed pitched canopy.

Decision: Grant Permission.

Noted.

03/26/09

Planning Correspondence

Old Station Development

Local residents are concerned over the close proximity of the housing to the existing Railway Terrace properties and their loss of privacy. Concerns have also been raised regarding trees which have not been removed despite planning permission being granted to do so.

Cllr G Elner has written to Shropshire Council surveyors to request a copy of the surveyors report to ensure that the houses have been built in the correct locations.

There is no obligation to remove a tree once an application for removal has been approved.

It was moved by Cllr P Jones, seconded by Cllr J Howard and,

RESOLVED: that correspondence and photographs received from residents be shared with the Shropshire Council planning team and a site visit be requested to ascertain if the development is in breach of planning. The request is to be copied to the Planning Officer, Planning Enforcement team, Building Control and Cllr Heather Kidd.

03/26/10

Highways Correspondence

(a) Mereside to Tunnel Bank

Mereside to Tunnel Bank is to be resurface during the next financial year which will involve the complete closure of the road from 09:30-16:00 daily for two weeks. Completing these works during daytime hours will significantly reduce costs and allow additional resurfacing schemes within the current budget.

Councillors understand the disturbance that these works will cause but appreciate the works are and would like to see the works completed as soon as possible. They also asked if there would be an opportunity to try and address Mereside parking issues. The Clerk will submit their comments.

(b) Winter Maintenance Programme

Shropshire Council has provided their salt bin assessment for Brownlow Road indicating that a salt bin does not meet their criteria. Cllr Elner disagreed with the score and requested that this is reviewed during the annual town walk.

A link to which roads are treated, and all salt bin locations were also provided.

03/26/11

Finance

(a) Town Council Payments for January 2026 – See Appendix A

It was moved by Cllr P Goulbourne, seconded by Cllr S Austin and,

RESOLVED: that the Town Council payments for January 2026 be approved.

(b) Cemetery Working Group Payments for January 2026 – See Appendix B

It was moved by Cllr A Wignall, seconded by Cllr M Hancock and,

RESOLVED: that the Cemetery Working Group Payments for January 2026 be approved.

03/26/12

Shropshire Village Halls and Community Spaces Fund

The Shropshire Village Halls and Community Spaces Fund support the upgrading of community buildings and could potentially cover the £4,395.75 quoted for the upgrading of the town hall to LED lighting. The grant application needs to be submitted by 23d March 2026.

It was moved by Cllr G Hutchinson, seconded by Cllr A Wignall and,

RESOLVED: that Ellesmere Town Council apply for funding to the Shropshire Village Halls and Community Spaces Fund to allow the lighting at Ellesmere Town Hall to be upgraded to energy efficient LED lighting.

03/26/13

Berwyn View Pump Track

Cllr P Goulbourne updated members on the recommendations made by the Berwyn View Land Working Group. £5.5k funding remains from the crowd fund raised to for the pump track project and the working group recommends the installation of 4 vandal proof benches, a bike rack, solar powered CCTV. The solar powered CCTV quote is £2,644.41 + VAT was provided by Technical Services the Town Council's CCTV maintenance contractors so in accordance with Financial Regulation 5.12 iii no other quotations were sort.

It was moved by Cllr P Goulbourne, seconded by Cllr P Jones and,

RESOLVED: that Ellesmere Town Council approves the recommendations from the Berwyn View Land Working Group to install benches, a bike racks and CCTV and at the pump track using the funding remaining from the pump track crowdfunding.

The Berywn View Land Group has also identified a need for a path covering a distance of 91.5m to connect the car park to the existing footpath at an estimated cost of £8,139.83. This is not in the current budget but could be covered by neighbourhood fund money which is due to be received in April. Cllr Goulbourne would also like to consider the addition of a skate part on the area adjacent to the pump track.

It was moved by Cllr P Jones, seconded by Cllr A Wignall and,

RESOLVED: that the Town Council expands the scope of the Berwyn View Land Group to allow the group to investigate the addition of a skate park adjacent to the pump track.

03/26/14

Young Ellesmerian Awards

Cllr P Jones proposed the creation of a Young Ellesmerian Award to formally recognise exceptional young people in the town with the award made alongside that of the annual Free Person presentation.

Councillors agreed meet to discuss criteria for the award and to present the criteria to full council's consideration.

- 03/26/15 **Shropshire UKSPF Programme**
 It was moved by Cllr A Wignall, seconded by Cllr P Goulbourne and,

RESOLVED: that Ellesmere Town Council writes to Helen Morgan MP, and Unitary Councillor R Radford to express concern over the loss of over £80M Government Funded growth money.
- 03/26/16 **Ellesmere Market Hall**
 A verbal update on the Market Hall was received from the Clerk.
- 03/26/17 **Buckingham Palace Garden Party**
 The original nominees, Bob and Barbara McBride have been offered an alternative date and have accepted the invitation.
- 03/26/18 **Future Agenda Items**
 Young Ellesmerian Award.
- 03/26/19 **Future Meeting Dates**
 Business Engagement Meeting, Thursday 12th March, 6pm at Ellesmere Town Hall.
 Town Council Meeting Monday 13th April 2026, 7.15pm at Ellesmere Town Hall.
 Annual Meeting of Electors 30th April 2026, 6.15pm at Ellesmere Town Hall.
- 03/26/20 **Exclusion of Press and Public**
 It was moved by Cllr P Goulbourne, seconded by Cllr G Hutchinson and,

RESOLVED: “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”.
- 03/26/21 **Confidential Minutes**
(a) Ellesmere Town Council
 It was moved by Cllr P Goulbourne, seconded by Cllr A Wignall and,

RESOLVED: that the confidential minutes of the full town council meeting held on Monday 2nd February 2026 are signed as a true and accurate record.
- (b) Staffing and Governance Sub-Committee**
Noted.
- 03/26/22 **Honorary Freeman/Freewoman Award**
 Nominees were suggested and members will make a decision at the April meeting.

 Meeting Closed 9:24 pm

 Chair

APPENDIX A – Town Council Payment for January 2026

Date: 18/02/2026

Ellesmere Town Council 2025/2026

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Time: 11:02

Unity Trust Current Account

List of Payments made between 01/01/2026 and 31/01/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
05/01/2026	Peninsula Business Services Lt	DD	24.73	LGA 1971 S111	EAP agreement
05/01/2026	Paperstone Ltd	BACS	75.38	LGA 1972 S111	Stationary
06/01/2026	Waterplus	DD	181.50	PHA 1963 S218	Cross Street water bill
07/01/2026	Kicktek	BACS	-48.97	LGA 1972 S111	Refund of projector lamp
09/01/2026	Entanet International Ltd	DD	20.40	LGA 1972 S111	Phone line
12/01/2026	Harlequin Services	SO	708.33	LGA 1972 S111	Gardening contract
15/01/2026	Shropshire Council	DD	591.00	LGA 1972 S111	Rates
16/01/2026	Shropshire Council	BACS	550.00	LGAPSR2013(SI	Pension deficit
16/01/2026	W.E.T LTD	BACS	232.80	LGA 1972 S111	Monitoring services legionella
16/01/2026	Danfo (UK) Ltd	BACS	870.00	PHA 1963 S87	SLA
16/01/2026	PG Skips Ltd	BACS	79.12	LGA 1972 S111	Skip hire
16/01/2026	KEF Properties	BACS	50.00	LGA 1972 S111	CCTV electric
16/01/2026	Ray Parry Playground Services	BACS	96.00	LGA 1972 S111	Playground inspections
16/01/2026	Amazon Payments Europe SCA	BACS	49.37	LGA 1972 S111	First aid equipment
16/01/2026	Shropshire Council	BACS	125.00	RPA 1983 S36(5)	Election costs
16/01/2026	SLCC	BACS	316.00	LGA 1972 S111	Membership fee
16/01/2026	TG Builders Merchants	BACS	48.59	LGA 1972 S111	Abus padlock for shed
16/01/2026	Scottish Power	BACS	988.03	LGA 1972 S111	Festive lights
19/01/2026	British Gas	DD	1,234.42	LGA 1972 S133	Gas bill TH
20/01/2026	E.on Energy Solutions Ltd	DD	90.03	PHA 1936 S215	Cross Street Toilets Elec
20/01/2026	HM Revenue & Customs	BACS	2,349.35	LGA 1972 S112 (2)	HM Revenue and Customs
21/01/2026	Waterplus	DD	177.44	LGA 1972 S215	TH Water bill
23/01/2026	Technical Services Shrops Ltd	BACS	217.63	LG & RA 1997	Access point receiver
27/01/2026	British Gas	DD	999.29	LGA 1972 S133	Electricity bill TH
27/01/2026	ADMINISTRATION	BACS	9,161.30	LGA 1972 S112(2)	ADMINISTRATION
27/01/2026	ADMINISTRATION	BACS	2,654.18	LGA 1972 S112 (2)	administration
30/01/2026	Peninsula Business Services Lt	DD	184.67	LGA 1972 S111	Business safe, employment serv
31/01/2026	Unity Trust Bank	DD	19.20	LGA 1972 S111	Service charge
Total Payments			<u>22,044.79</u>		

APPENDIX B – Cemetery Working Group Payments for January 2026

Date: 18/02/2026	Ellesmere Town Council 2025/2026	Page 1			
Time: 11:03	Cemetery Working Group				
List of Payments made between 01/01/2026 and 31/01/2026					
<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
05/01/2026	Bowenson & Watson	DD	90.00	LGA 1972 S214 (6)	Cemetery lodge rent
16/01/2026	Amazon Payments Europe SCA	BACS	26.51	LGA 1972 S214 (6)	Strapping tensioner pliers
Total Payments			<u>116.51</u>		
