

ELLESMERE TOWN COUNCIL

Miss Joanne Butterworth
Town Clerk & RFO
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Date: 8th April 2026

Dear Councillors,

You are summoned to attend a meeting of Ellesmere Town Council to be held **on Monday 13th April 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).

Severn Trent Presentation

Community Flooding Officer for Shropshire Phil Mark will explain his role and answer any questions members have.

AGENDA

- 04/26/01 **To receive apologies and reasons for absence.** To consider and approve.
- 04/26/02 **Disclosure of Personal and Prejudicial Interests.** To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s31, 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.

- 04/26/03 **Grant Dispersations.** In pursuance of the Localism Act 2011 s31 (4) to report on any dispensations requested/granted (**please contact the Clerk prior to the meeting if you require a dispensation form**).
- 04/26/04 **Police Matters.**
(a) Police Report. To receive a report from West Mercia Police and discuss.
(b) Police Correspondence.
i) To note the response from Inspector Painter to the Town Councils invitation.
ii) To note the response from the PCC.
- 04/26/05 **Minutes.**
(a) To read and confirm the minutes of the Town Council meeting held on Monday 2nd March 2026.
- 04/26/06 **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.
- 04/26/07 **Planning.**
(a) Planning applications for consideration.
Reference: 26/00767/FUL. [View application.](#)
Address: 24 Beech Grove, Ellesmere, Shropshire, SY12 0BZ.
Proposal: Proposed single storey side extension.
(b) Planning application response submitted under delegated powers.
Reference: 26/00585/FUL.
Proposal: Erection of 49no. 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.
Address: Residential Development Land to the South of New Wharf Road, Ellesmere, Shropshire.
To note the planning response objecting to this application which was submitted on 23rd March following consultation with all Councillors and approved by Cllr P Jones, Chair of the Planning and Infrastructure Committee.
(b) Shropshire Council Planning Decisions. For information only.
Reference: 25/04707/LBC
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.
Decision: Grant Permission
Reference: 25/04626/LBC
Address: Old Station House, 1 Ballast Drive, Ellesmere, Shropshire, SY12 0GF.
Proposal: Alterations to 2no. openings on the West facing annexe.
Decision: Grant Permission.
Reference: 25/04710/LBC.
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.
Decision: Grant Permission.

Reference: 24/01740/VRA106.

Address: Land Off, Brownlow Road, Ellesmere, Shropshire.

Proposal: Application to vary the Section 106 Agreement Planning Application Ref NS/05/00397/FUL the following properties: nos. 1, 2, 3, 4, 5, 6, 7, 8, 10, 11, 12, 16, 18, 19, 20, 22, 23, 24, 25, 26, 27, 28, 30, 32, 33, 34, 35, 36, 38, 40, 42 and 44 Smithfield Way, Ellesmere, SY12 0FD.

Decision: Grant Permission.

Reference: 25/04070/LBC.

Address: Red Lion Hotel, 18 Church Street, Ellesmere, Shropshire, SY12 0HD.

Proposal: Internal alterations and refurbishment work. Repair, redecoration and replacement of 12 windows.

Decision: Grant Permission.

04/26/08

Planning Correspondence.

Old Railway Bridge on Elson Road. To note that Shropshire Council have provided a response to the queries raised.

04/26/09

Highways Correspondence.

Cross Street Promenade Project. To receive an update.

04/26/10

Finance.

(a) Town Council Payments for. To be approved.

(b) Cemetery Working Group Payments for. To be approved.

(c) NAMBA Membership. To consider not to renew the NABMA Membership for 2026/2027.

(d) NLA Media Access Licence. To consider whether to renew the licence for 2026/2027.

(e) Grant Awards. To consider the first grant applications for 2026/2027.

04/26/11

Section 137 Expenditure Limit. To note.

The Ministry of Housing, Communities and Local Government has informed us of an increase in the Section 137 expenditure limit for parish and town councils in England for the 2026/27 financial year. The new limit is £11.60 per elector, up from £11.10 in 2025/26. The increase reflects the percentage rise in the retail price index between September 2024 and September 2025, in accordance with Schedule 12B of the Local Government Act 1972. Section 137 of the Act allows parish and town councils to incur expenditures for purposes that benefit their communities when no specific statutory power is available.

04/26/12

Town Council Offices. To consider the proposed drawings and approve for the planning application to be submitted.

04/26/13

Art Festival Sponsorship. To note, £500 has been received from Ellesmere Rotary Club.

04/26/14

Jointly Owned Properties. To receive a report on the profits from the jointly owned properties and approve where they are to be allocated.

04/26/15

Mental Health Pop Up Van. To consider a request to waive fees for the van to use New Wharf Square for the benefit of the community.

04/26/16

Berwyn View Pump Track. To discuss recent vandalism and consider a request from a young resident.

04/26/17

Shropshire Council's - Town and Parish Council Asset Transfer Policy. To discuss.

- 04/26/18 **Young Ellesmerian Award.**
(a) Minutes. To note the minutes of the meeting held to discuss the finer details and criteria of the awards.
(b) Motion. To consider the motion and vote.
- 04/26/19 **Policies and Procedures.**
Equality and Diversity Policy – readopt following changes that were found necessary during CiLCA.
Working from Home Policy – to adopt following a change in the Employment Law Act.
- 04/26/20 **Ellesmere Yard - Forging Ahead Project.** To agree sending a letter of support for their National Lottery Fund application.
- 04/26/21 **Partnership Working Workshop and Devolution Report.** To note the devolution report. The Clerk will also report on a workshop that she attended on 24th March and the implications that the devolution of services will have on Ellesmere for the 2027/2028 budget.
- 04/26/22 **Motion: Ensuring an Influential Role for Parish/Town Councils in Neighbourhood Governance.** To consider the motion and actions required.
- 04/26/23 **Correspondence.**
(a) Buckingham Palace – To note a thank you letter from the nominees.
- 04/26/24 **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.
- 04/26/25 **Future Meeting Dates.**
Annual Meeting of Electors – Thursday 30th April 2026, 6.15pm at Ellesmere Town Hall.
Town Council Meeting - Monday 11th May 2026, 7.15pm at Ellesmere Town Hall.
- 04/26/26 **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”.
- 04/26/27 **Honorary Freeman/Freewoman Award.** To consider the nominations and agree the recipients.