

ELLESMERE TOWN COUNCIL

Miss Joanne Butterworth
Town Clerk & RFO
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Shropshire
SY12 0AL



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Date: 1st July 2026

Dear Councillors,

You are summoned to attend a meeting of Ellesmere Town Council to be held **on Monday 6th July 2026**, at Ellesmere Town Hall at 7.15pm, for the transaction of business as set out in the agenda below.

Yours sincerely,

A handwritten signature in blue ink, appearing to be '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).

Parks and Countryside Sites Manager, Edward Andrews will explain to Members how the Town Council's contribution towards the Mere is used and discuss future options.

AGENDA

- 07/26/01 **To receive apologies and reasons for absence.** To consider and approve.
- 07/26/02 **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.
- 07/26/03 **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**).

- 07/26/04 **Police Report.** To receive a report from West Mercia Police and discuss.
- 07/26/05 **Shropshire Council Report.** A report was circulated from Unitary Councillor Rosie Radford prior to the meeting. This is an opportunity to take 10 minutes to ask any questions arising from the report.
- 07/26/06 **Minutes.**
(a) To read and confirm the minutes of the Town Council meeting held on Monday 1st June 2026.
[View draft minutes.](#)
- 07/26/07 **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.
- 07/26/08 **Planning.**
(a) Planning applications for consideration.
Reference: 26/02186/PA3MA. [View application.](#)
Address: Gemini Care Ellesmere Limited, 18 Scotland Street, Ellesmere, Shropshire, SY12 0EG.
Proposal: Application under Schedule 2, Part 3 Class MA of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for conversion of current care agency shop/office into a single residential dwelling.

Reference: 26/02114/FUL. [View application.](#)
Address: Proposed Commercial Development Land South of A495 Ellesmere, Shropshire.
Proposal: Construction of a discount food store (Use Class E), together with access, car parking, soft and hard landscaping and associated works.

(b) Shropshire Council Planning Decisions. For information only.

Reference: 26/01253/LBC.
Address: Red Lion Hotel, 18 Church Street, Ellesmere, Shropshire, SY12 0HD.
Proposal: New external signage and lighting to replace the existing.
Decision: Grant Permission.

Reference: 26/01258/LBC.
Address: Coop, 25 - 29 Cross Street, Ellesmere, Shropshire, SY12 0AW.
Proposal: Proposed Asbestos Removal, Roof Repairs and Replacement Fascias, Rainwater Goods and Associated Alterations to a Grade II Listed Building and Curtilage Structure.
Decision: Grant Permission.
- 07/26/09 **Highway Correspondence.**
(a) Cross Street Promenade. To note correspondence.
- 07/26/10 **Finance.**
(a) Town Council Payments for May. To be approved.
(b) Cemetery Working Group Payments for May. To be approved.
- 07/26/11 **Lost Key.**
(a) Lost Key. To note that a Town Hall user has lost the key to the building.
(b) Quotation. To consider a quote to replace lock barrels and have new keys cut.
(c) Contribution. To agree how much of a contribution towards the cost of the locks will be requested from the Town Hall user.
(d) Key Deposit. To agree to introduce a key holder deposit for any hirer that is issued the key to the building.

- 07/26/12 **Quotations.**
(a) Play Area Repairs. To consider quotations received for play area repairs.
(b) Play Area Inspections. To consider quotations received for play area inspections.
- 07/26/13 **Insignis Account Maturing.**
(a) Banks. To approve which bank/s within the platform to move funds into, as they have now matured and the account selected last month was no longer available upon maturity.
(b) Transfer of Funds. To approve the transfer of the above funds to the relevant account/s.
- 07/26/14 **Ellesmere Market Hall.** To consider a request for £3,000 towards the cleaning and set up costs at Ellesmere Market Hall.
- 07/26/15 **Annual Town Walk.** To note the report and agree costs to be considered when forming the 2027/2028 budget.
- 07/26/16 **Christmas Lighting Scheme.** To consider recommendations from the Christmas lighting working group for the 2026-2029 scheme.
- 07/26/17 **Policies and Procedures. To review and approve the following policies.**
Stress Management Policy.
Audio/Video Recordings Policy.
Violence & Aggression Policy.
Pre-Planning Application Policy.
- 07/26/18 **Local Bus Retendering.** To discuss information about the current 108 Ellesmere Town Service bus.
- 07/26/19 **Berwyn View Land Working Group.**
(a) Minutes. To note the minutes of a meeting held on 23rd June 2026.
(b) Motion. To consider the motion for Berwyn View WG to carry out a public consultation.
- 07/26/20 **Shropshire Council Partnership Working.** To consider the request from Shropshire Council regarding working in partnership.
- 07/26/21 **Eglantyne Jebb – 150th Anniversary of Birth.** St Mary's Church are planning a service on 25th August and would like to know if the council would like to be involved as it is during summer recess.
- 07/26/22 **Council Surgeries.** To approve the dates for the council surgeries and confirm council attendance.
- 07/26/23 **MP Visit.** To discuss a recent visit from MP Helen Morgan to Brownlow Road residents.
- 07/26/24 **Correspondence.**
Thank you note – To note a thank you from an Oak Mere Ridge resident for installing the new path across Berwyn View.
- 07/26/25 **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.
- 07/26/26 **Delegation of Powers During Summer Recess** – To approve the delegation of powers to the Chair of the Finance, Assets and Resources Committee, Chair of the Planning and Infrastructure Committee, Chair of the Staffing and Governance Committee & Town Mayor along with Town Clerk to act on behalf of the Council where necessary during summer recess.
- 07/26/27 **Future Meeting Dates.**
Follow up Strategy Meeting – Thursday 9th July, 6pm at Ellesmere Town Hall.
Business & Community Engagement Meeting – Thursday 16th July, 6pm at Ellesmere Town Hall.

Town Council Meeting - Monday 7th September 2026, 7.15pm at Ellesmere Town Hall.

- 07/26/28 **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”.
- 07/26/29 **Town Council Offices.** To discuss.
- 07/26/30 **Gardening Contract.** To discuss service delivery.
- 07/26/31 **Planning Enforcement Cases.** To receive a confidential report on any planning enforcement cases.