

ELLESMERE TOWN COUNCIL

Miss Joanne Butterworth
Town Clerk & RFO
1-3 Willow Street
Ellesmere
Shropshire
SY12 0AL



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Date: 30th September 2026

Dear Councillors,

You are summoned to attend a meeting of Ellesmere Town Council to be held on **Monday 5th October 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).

AGENDA

- 10/26/01 **To receive apologies and reasons for absence.** To consider and approve.
- 10/26/02 **Declarations of Interest in accordance with the Code of Conduct.**
(a) **Guidance.** To confirm that all members have received another copy of the code of conduct and information regarding declaring Non registerable Interests.
(b) **Interests.** To receive declarations of interest.
- 10/26/03 **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**).
- 10/26/04 **Police Matters.**
(a) **Police Report.** To receive a report from West Mercia Police and discuss.
(b) **Priorities:** To consider the Town Council's priorities for the next 6 months, they are currently;
1. **Anti-social Behaviour.**
2. **Drugs.**
3. **Speeding/Traffic concerns.**

- 10/26/05 **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.
- 10/26/06 **Minutes.**
(a) To read and confirm the minutes of the **Town Council** meeting held on Monday 7th September.
[View draft minutes.](#)
- 10/26/07 **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.
- 10/26/08 **Planning.**
(a) **Planning applications for consideration.**
Reference: 26/03515/PIP. [View application.](#)
Address: Proposed Dwelling To The West Of, Grange Road, Ellesmere, Shropshire.
Proposal: Application for Permission in Principle for erection of 1No dwelling.

Reference: 26/03377/TCA. [View application.](#)
Address: 1 Cambridge Court, Ellesmere, Shropshire, SY12 0FN.
Proposal: Reduce the lowest lateral limb by approximately 1.5 metres and remove all deadwood from 1no. Sycamore (T1) within Ellesmere Conservation Area.

Reference: 26/03201/TPO. [View application.](#)
Address: Beech Grove Sports and Playing Field, Beech Grove, Ellesmere, Shropshire
Proposal: Reduce upper crown and tidy damaged branches (as per schedule) of 1no. Pedunculate Oak (T007) protected by The North Shropshire District Council (Elson Park, Ellesmere) TPO 1987 (NS/00021/87).

(b) **Shropshire Council Planning Decisions.** For information only.
Reference: 26/02797/FUL.
Address: Proposed Conversion of Storage Building South Of Ellesmere Town Hall, Willow Street, Ellesmere, Shropshire.
Proposal: Conversion of storage building to offices and associated works.
Decision: **Grant Permission.**

Reference: 26/02859/FUL.
Address: 35 Swan Mere Park, Ellesmere, Shropshire, SY12 0NA
Proposal: Single storey extensions and associated alterations
Decision: **Grant Permission.**
- 10/26/09 **Finance.**
(a) **Town Council Payments for August.** To be approved.
(b) **Cemetery Working Group Payments for August.** To be approved.
(c) **Legionella Control Contract.** To consider quotations.
- 10/26/10 **Insignis Account.**
(a) **Banks.** To approve which bank/s within the platform to move funds into, as they have now matured.
(b) **Transfer of Funds.** To approve the transfer of the above funds to the relevant account/s.
- 10/26/11 **Annual Governance & Accountability Return Year Ended 31st March 2026.** To receive a verbal report and to note that the Notice of Conclusion of Audit for the AGAR to 31st March 2026 was published on 17th September for 14 days.
- 10/26/12 **Berwyn View Pump Track.**
(a) **Anti-Social Behaviour.** To receive a verbal report.

(b) CCTV Camera. To consider a quotation for an additional CCTV camera.

(c) Public Consultation. To consider a recommendation regarding the public consultation about additional equipment for the site.

10/26/13 **Beech Grove Tree Works.**

(a) Trees Works. To consider quotations and consider paying for the works from the remaining Cornovii S106 funds.

(b) Residential Access. To receive a report about a residential access that has already been created and consider a retrospective request for permission.

10/26/14 **Town Council Survey.** To approve recommendations to send out a Town Council survey asking residents about local services.

10/26/15 **Blue Green Algae Control.** To consider a proposal from Ed Andrews of Shropshire Council regarding the control of Blue Green Algae and consider how the Town Council can support the costs through ringfencing part of their profits from properties that they jointly own with Shropshire Council.

10/26/16 **Market Hall Six Monthly Review.** To discuss the 6 monthly report and consider a request for a change in the operating hours of the Market.

10/26/17 **Old Workhouse Cemetery Working Group.**

(a) Terms of Reference. To agree and approve.

(b) Membership. To approve Town Council members.

10/26/18 **Training.**

(a) Mandatory Training. To consider supporting the West Midlands CALCs Campaign.

(b) Break Through Communications Autumn Training Pass. To receive information on training opportunities for October, November and December.

10/26/19 **Correspondence.**

(a) Tesco Car Parking Response.

(b) Bleed kits. To consider a request from Ellesmere Rotary Club to install bleed kits in the Town Council defibrillator boxes.

10/26/20 **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.

10/26/21 **Council Surgeries.**

Saturday 13th November 2026, 10am – 12pm – Our Space.

10/26/22 **Future Meeting Dates.**

Town Council Meeting - Monday 2nd November 2026, 7.15pm at Ellesmere Town Hall.

10/26/23 **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”.

10/26/24 **Confidential Minutes.** To read and confirm the minutes of the **Town Council** meeting held on Monday 7th September.

10/26/25 **Planning Enforcement Cases.** To receive a confidential report on any planning enforcement cases.