



Much Wenlock Town Council

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Town Clerk: Trudi Barrett BA (Hons)

NOTICE IS HEREBY GIVEN that a meeting of the above-named Town Council will be held at the **Guildhall**, Much Wenlock commencing at **7 pm** on Thursday **5th June 2025** and Members are hereby summoned to attend for the purpose of transacting the following business.

Signed.....
Trudi Barrett BA (Hons)
Town Clerk

Date: 28th May 2025

Meeting arrangements

Best efforts will be made to make the meeting accessible via Zoom, audio only. Remote participation in the meeting will not be possible. Any questions from the public must be asked in person, or by submitting the question in writing to be read out at the meeting. The link to the meeting is here:

<https://us02web.zoom.us/j/89887814988?pwd=7sRiBf232VchijrYggBGrkabOMZnau.1>

Meeting ID: 898 8781 4988

Passcode: 810637

A G E N D A

FILMING AND RECORDING OF COUNCIL MEETINGS AND THE REQUIREMENTS OF THE DATA PROTECTION ACT 1998

Any person present at a Council meeting may not orally report or comment about a Council meeting as it takes place but otherwise may: film, photograph, or make an audio recording of a meeting; use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; report or comment on the proceedings in writing during or after a meeting, or orally report or comment after the meeting. Anyone making a recording for non-domestic purposes is advised to seek advice on their obligations to ensure any processing of personal information complies with the Data Protection Act.

Anyone who objects to being filmed or recorded should notify the Town Clerk prior to the commencement of the meeting.

1. Chairman's welcome

2. Apologies for Absence

3. Disclosure of Pecuniary Interests

Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting, and which is not included in the register of interests. Members should 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.

4. Dispensations

Requests for dispensation should be in writing, addressed to the Town Clerk and received prior to the meeting.

5. Public session

At the discretion of the Chairman, members of the public who have given prior written notice to the Town Clerk, may ask questions of the Council concerning matters on the agenda.

6. Police Report

To receive a report from the local policing team.

7. Shropshire Council report

To receive a verbal report from Shropshire Councillor Dan Thomas on Shropshire Council matters specifically relating to Much Wenlock.

8. Minutes

- a. To approve and adopt the minutes of a Town Council meeting held on 15th May 2025.
- b. To approve and adopt the minutes of a Town Council meeting held on 22nd May 2025.

9. Town Clerk's report

To receive a written report from the Town Clerk.

10. Annual Accounts 2024/25

- a. To approve income and expenditure from 1st April 2024 to 31st March 2025.
- b. To approve the balance sheet as at 31st March 2025.
- c. To approve the bank reconciliation as at 31st March 2025.

11. Annual Governance and Accountability Return 2024/2025

- a. To review the Annual Internal Audit Report 2024/25 forming part of the Annual Governance and Accountability Return.
- b. To consider and approve the Town Council's response to the Annual Governance Statement 2024/25 - Section 1 of the Annual Governance and Accountability Return.
- c. To consider and approve the Accounting Statements for 2024/2025 - Section 2 of the Annual Governance and Accountability Return.
- d. To consider and approve the Explanation of Variances.
- e. To consider and approve the reconciliation between boxes 7 and 8 in Section 2 of the Annual Governance and Accountability Return.
- f. To note that the period for the exercise of public rights will run from Monday, 16th June 2025 to Friday, 25th July 2025.

12. CCLA Bank Mandate

To review and approve changes to the mandate for the Town Council's CCLA Bank Public Sector Deposit Account.

13. Finance & Asset Management Committee

To appoint members to the Finance & Asset Management Committee, in accordance with the Terms of Reference.

14. Planning & Environment Committee

To appoint members to the Planning & Environment Committee, in accordance with the Terms of Reference.

15. HR Committee

To appoint members to the HR Committee, in accordance with the Terms of Reference.

16. Discipline & Grievance Panel

To appoint members to the Discipline & Grievance Panel, in accordance with the Terms of Reference.

17. Working Groups

To consider retention of the following working groups and, if agreed to retain the working groups, to review the terms of reference for each working group and appoint members:

- a. Friends of the Cemetery Working Group: three Councillors plus community volunteers.
- b. History and Archives Working Group: at least three Councillors, volunteer archivist and interested members of the community.
- c. Property Working Group: at least five Councillors and suitably qualified or skilled members of the public.
- d. Shropshire Local Plan Review Working Group: Members of the Planning & Environment Committee plus invited members of the community with relevant interest and expertise.
- e. Strategic Flood Working Group: Councillors (currently four) plus selected outside agencies and individuals with relevant interest and expertise.
- f. Strategic Plan Working Group: four Councillors and the Town Clerk
- g. Tourism and Events Working Group: at least five Councillors and interested members of the community.
- h. Transport Working Group: Councillors (currently three), plus selected members of the public with relevant interest and expertise.
- i. Restoring Roadside Verges Working Group: three Councillors plus interested members of the community.
- j. Neighbourhood Plan Steering Group.

18. Review/appointment of Representatives on Outside Bodies

To review the Council's representation on the following outside bodies and to appoint representatives as appropriate:

- a. Bridgnorth and Shifnal Local Area Committee of Shropshire Association of Local Councils (SALC): two representatives.
- b. John L Edwards Trust: to note that Cllr Daniel Thomas was nominated to represent the Town Council on the JL Edwards Trust until October 2026.
- c. Much Wenlock Almshouses: to note that Cllr Duncan White was nominated to represent the Town Council on the Much Wenlock Almshouses Committee for a term of four years in May 2024.
- d. Much Wenlock Forester Charitable Trust: to note that Mr Mark Laws was nominated to represent the Town Council on the Much Wenlock Forester Charitable Trust for a term of four years from May 2025.
- e. Much Wenlock Windmill Trust Management Committee: one representative
- f. Priory Hall Management Committee: one representative.
- g. Shropshire Council Emergency Planning: one representative
- h. Shropshire Hills Destination Partnership – to note that arrangements for the Shropshire Hills destination management are under review and the appointment of a representative will be revisited at a later date.
- i. Plastic Free Much Wenlock – one representative

19. Gaskell Recreation Ground Charity

- a. To note that all Town Councillors are Trustees of the Gaskell Recreation Ground Charity, by virtue of their office.
- b. To note that Town Council members of the Gaskell Recreation Ground Management Committee are appointed by and drawn from the Trustees at a meeting of the Charity.
- c. To receive a report on the Gaskell Recreation Ground.

20. Neighbourhood Plan Review

To receive an update on the Neighbourhood Plan Review.

21. Loss of Electricity to STAR Housing Homes in Much Wenlock during High Winds in December

To consider the further response from STAR Housing regarding the provision of emergency support to residents during the loss of electricity during high winds in December and future emergency provision.

22. Consultation

To note the following consultation and to consider a response:

- a. Public Consultation on new five year plan to set direction for the Shropshire Hills National Landscape, open until the end of July 2025.

23. Correspondence

To note the following items, which have been emailed to Members:

- a. SALC information bulletins and other information
- b. NALC newsletters and other information
- c. Press releases from Shropshire Council
- d. Rural Bulletins from the Rural Services Network
- e. VCSA Shropshire newsletters
- f. News from Shrewsbury and Telford Hospital NHS Trust
- g. What's On at The Edge Arts Centre
- h. Friendly Transport Service Newsletter
- i. Climate Action News for Shropshire, Telford & Wrekin
- j. The Rural Services Network Rural Funding Digest

24. Agenda items for next Town Council meeting

Members are invited to suggest items for inclusion on the agenda for the next meeting.

25. Date of next meeting

To note that the next meeting will be held on Thursday, 10th July at 7.00pm at the Guildhall, Much Wenlock.

Public Bodies (Admission to Meetings) Act 1960

Pursuant to Section 1(2) of the above Act it will be **PROPOSED, SECONDED** and **RESOLVED** that, due to the confidential nature of the business to be transacted, the public and press should not be present.

26. Lease of Library Premises

To consider the draft Heads of Terms for a lease of Much Wenlock Library premises.