

# Acton Burnell, Frodesley, Pitchford, Ruckley & Langley Parish Council

## Parish Council Meeting Tuesday 9 July 2024 at 7.30pm Pitchford Village Hall

### MINUTES – DRAFT

**24.7.1** The Chair welcomed all to the meeting and explained the proceedings.

**24.7.2 Present and Apologies**

**Present:** Cllr P Harrison – Chair, Cllr C Culliss, Cllr J Long, Cllr G Davies, Cllr K Faulkner, Cllr G Ball, Cllr R Morgan, Cllr T Johnson, County Cllr D Morris, Mrs A Morris – Clerk

**Public:** Mr M Price – Pitchford Village Hall, Mr M Keenan – Severn Trent Water, Mr J Glover.

**Apologies:** Cllr A Hotchkiss

**24.7.3 Declarations of Pecuniary or Personal Interest** – Cllrs Davies and Morgan declared an interest in item 24.7.26

**24.7.4 Minutes of Previous Meeting** – the minutes of the meeting on 14 May 2024 were accepted as a correct record

**24.7.5 Public Session** – Mr M Price raised with Cllr Morris the state of the roads between Frodesley and Shrewsbury which are suffering from blocked drains, potholes and eroded verges and have previously been reported to Shropshire Council (SC) but have not been repaired. Mr Price also noted the poor state of the pavement in Pitchford. **Action: M Price to forward details of reports to Cllr Morris to follow up.**

He also asked whether there has been a change of policy such that grass verges are not cut within 30mph areas. **Action: Cllr Morris to check**

The issue of the road through Oaklands Farm was raised (see item 24.7.15).

Mr Price also noted that the phone box in Pitchford would benefit from painting. **Action Clerk to get quotes to paint phone boxes**

**24.7.6 Shropshire Councillor's Report** – Cllr Morris updated the Council on green waste collection charges, Oaklands Farm Lane and communication with Severn Trent Water regarding Stoneleigh Close. **Full report attached, see Appendix A.**

**24.7.7 Severn Trent Water** – Mr M Keenan, Pollution and Spills Lead from Severn Trent Water (STW), attended to answer questions principally on sewage capacity in Acton Burnell. Cllr Harrison raised issue of sewage erupting from drains in Stoneleigh Close in Acton Burnell. **Action: Clerk to arrange for contact details of residents to be passed to Mr Keenan to follow up directly so that the specific dates and nature of issues can be considered when determining the cause of problem and potential solutions.**

Mr Keenan explained that the sewage works at Acton Burnell were upgraded prior to the construction at Stoneleigh and should have more than sufficient capacity. The planned new boarding house at Concord College had not raised any risk. Current population use is 604 people. **Action: Mr Keenan to let Council know maximum capacity.**

Mr Keenan also outlined the significant investment STW has planned over the next 5 years to combat spills and water pollution incidents across the country.

Mr M Price raised the issue of the septic tank in Pitchford Village Hall car park which serves Rural Cottages, it is managed by STW and is emptied weekly by 2-3 wagons which have damaged the entrance to the car park. It would seem that installation of a small package

Signed:  
Date:

Chairman

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treatment plant would provide a much better solution. **Action: Mr Keenan to look into this issue and update Council on plans for this tank.**

### Finance

**24.7.8** The Council approved the following payments:

Account	Payee	Item	Amount £
ABFPR&L	Clerk	May Salary	368.22
	SALC	Training - Clerk – YE & audit	30.00
	SALC	Affiliation fees	346.41
	SLCC	Membership fees	112.00
	O2	Mobile phone	12.47
	Zurich Municipal	Insurance	299.13
	Paul Harrison	Chairs allowance	150.00
	Clerk	June Salary	954.96
	HMRC	NI	26.49
	ICO	ICO renewal	35.00
	Unity Trust Bank	Bank charges	18.00
	O2	Mobile phone	12.47
	Clerk	Reimbursement - ink and refreshments	56.94
	Web Orchard	Web and email hosting	246.24
Lightsource	Unity Trust Bank	Bank charges	18.00
<b>Total</b>			<b>2,686.33</b>

**24.7.9** The Council accepted the Bank Reconciliation as presented by the Clerk.

**24.7.10** The Council reviewed expenditure against budget year to date and approved a small overspend on website/email budget line due to unforeseen increase in contractor charges.

### Clerk's Report

**24.7.11** Report on actions from the meetings on 14 May 2024:

MINUTE NUMBER	RESOLUTION/AGREED ACTION	TASK COMPLETE	COMMENTS
24.5.19	Clerk to publish dates for Public Rights and Publication of unaudited AGAR	Yes	
24.5.22	Clerk to pay Chair expenses	Yes	
24.5.36	Clerk to report dangerous ditches at edge of road from Cantlop crossroads towards Condovery by Green Farm on Fix My Street	Yes	Road surface issues had already been reported and assessed and are listed as being in SC's maintenance program.
24.5.39	Clerk to contact SC re building work at Oak Barn in Ruckley	Yes	<b>Action: Clerk to send reminder to SC that work is still progressing</b>
24.5.41	Clerk to appoint A Evans to replace Ruckley noticeboard	Yes	
24.5.43	Clerk to appoint Staves to repair Pitchford bus stop and request alternative quote to remove short walls and make good	Yes	See 24.7.20
24.5.45	Cllr Harrison to chase response from local schools on School Library Service proposals and decide whether and how to respond based on their responses.	Yes	Cllr Harrison summarised responses received and submitted comments to the consultation.

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## PC Working Documents

24.7.12 The Council agreed and adopted new Risk Management Policy.

## Highways Matters

24.7.13 The Council noted the importance of continuing to report highways issues on Fix My Street. **Action: Clerk to write to new MP regarding state of roads, block drains and quality of pothole repairs.**

24.7.14 **Speed monitoring** – The Council decided not to undertake speed monitoring prior to and after the installation of the village gateways as no useful actions could follow and it would therefore not be a good use of public funds.

## Rights of Way

24.7.15 **Oaklands Farm Green Lane** – SC has contacted landowner regarding blocked track and will follow this up with another letter. If the track is not cleared SC has the power to cut the hedges and to recoup costs from the owner. Andy Oliver (SC Highway Maintenance Engineer) is visiting the farm regarding concrete blocking track. **See Appendix A for more detail.**

24.7.16 **Foliage clearance on the old Roman road S of Pitchford** – The Council considered whether it could fund clearance of footpath. **Action: Cllr Long to talk to E Jackson regarding cost and feasibility of undertaking clearance on a regular basis for consideration by Council at next meeting. Action: Clerk to ask SC to clarify what the Parish Council can pay for without taking on liability and responsibility for footpaths.** Cllr Johnson was thanked for leading recent volunteer clearance work.

24.7.17 **General issues** – **Action: Clerk to report to SC lack of path and fingerpost at maize field by Frodesley Lodge.**

## Planning

24.7.18 **New planning applications** – None received

24.7.19 **Other planning applications/notices/enforcement issues** – No update

## Parish Matters

24.7.20 **Pitchford Bus Stop** – The Council decided to ask contractor to repair the short walls rather than remove them. **Action: Clerk to instruct Staves**

24.7.21 **Police charter priorities** – The Council decided to retain its top priorities: Speeding, Thefts (Farms), Thefts (Outbuildings).

24.7.22 **OPCC survey** – The Council did not have any specific comments. **Action: Clerk to respond on behalf of Council.**

24.7.23 **VE day 80** – The Council decided not to make any plans to participate at this time.

24.7.24 **Gov.uk domain** – The Council considered Web Orchard quote. **Action: Clerk to clarify whether it is possible to have .gov.uk emails without 365 package. Action: Cllr Harrison to update Council on website traffic.**

24.7.25 **Green Waste** – The Council discussed the possibility of funding a central collection point for green waste once SC introduces collection charge. **Action: Cllr Morris to ask portfolio holder whether this might be a feasible option.**

24.7.26 **Mobile Coverage** – The Council discussed information provided by Atlas Tower Group, which is seeking the Council's support for a new mobile phone mast to improve mobile coverage for Acton Burnell. The Council agreed that it supported measures to improve mobile phone signal in the parish but wanted to ensure that any new mast/s would provide improved coverage for all four villages. **Action: Clerk to respond to Atlas.**

## Time, Date & Place of Next Meetings

24.7.27 7.30pm on Tuesday 10 September 2024 at Pitchford Village Hall.

Signed:  
Date:

Chairman

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### Appendix A – 24.7.6 Shropshire Councillor’s Report

- Longnor School awarded funding share of £30,000 to encourage cycling, walking and scooting. For bike racks and signage
- Shropshire Council’s Cabinet is next week (17 July 2024) set to introduce an annual charge of £56 for the collection of garden waste from the kerbside – and agree that all five of the council’s household recycling centres remain open. It follows a consultation that ran from 9 April to 20 May [2024] and asked people what they would be willing to pay for a garden waste subscription, and for their thoughts about proposals to close two recycling centres. The plans have been put forward to help Shropshire Council makes £62m of savings. A charge of £56 is being recommended as this is in line with the fee charged by neighbouring authorities for garden waste collection, and covers the risk of any revenue shortfall if participation levels are lower than expected. Meanwhile all five recycling centres are set to remain open but close one day a week to help make the required savings. This is most likely to be on a Wednesday or Thursday – the least popular days for visitors – with a final decision to be made in conjunction with the council’s waste contractor Veolia. If the changes are agreed the new garden waste subscription service would be introduced from 1 October 2024, with the annual subscription covering the period 1 October 2024 to 30 September 2025. A payment window would be open from August 2024 to March 2025. Garden waste collections would stop from 1 October 2024 for anyone that hasn’t subscribed by this date.
- On Oaklands lane, an initial letter has been sent to land owner, dated 1st July. A second, more pointed letter will be sent on 14th July, if no action has been taken from receipt of the first letter. If SC receive no responses to either letter, the Council does have the authority to undertake the hedge cutting and try to recoup costs. Andy Oliver has started the process of obtaining quotation to have the hedge cut and is visiting site on Friday of this week regarding the concrete blocking the lane. The Council can’t provide a timeline I am afraid as obtaining a quotation can take time and the work would be undertaken by a sub-contractor of Kier who may have prior work commitments.
- Stoneleigh Close drainage and Severn Trent. As you know I’ve been in touch with Stephanie Crawley director of customer operations. The sewage treatment works was upgraded significantly (more than 3 times its original capacity) to accommodate future home and population growth. This increase meant there was plenty of room for additional properties that were built shortly after. The ST team have reviewed the area and think that it may be a case of proximity to the works causing the problem. As flow waits to enter the works it causes the level to rise. They said they would complete a hydraulic model to check this assessment is correct and share the findings with the PC. They would also investigate a non return valve in the network that may quickly resolve the issue. Finally they pledged to attend the next PC meeting.
- Shropshire Council is again one of the top councils for first preference and preferred school placements in the West Midlands, latest figures from the Department for Education show. For secondary schools, Shropshire Council outperformed both regional and national figures. Ranking first in the West Midlands, Shropshire achieved 98.4 % of offers for a preferred secondary school, with 89.7% securing their first preference. These figures compare, and are better than, the England averages of 96% and 82.9%, and the West Midlands averages of 95.2% and 80%, respectively. On Primary schools Shropshire also took first place in the table for primary school placements, achieving 99.81% of offers for a preferred school, with 98.25% achieving first preference for their primary school. These are better than the England averages of 98.79% and 93.16%, and the West Midlands averages of 98.86% and 93.8%, respectively.

Signed:  
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