

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

Pitchford Village Hall. Tuesday 10 September 2024 at 7.30pm

All Councillors are hereby summoned to attend the Parish Council Meeting which will be held at Pitchford Village Hall on Tuesday 10 September 2024 at 7.30pm.

Members of the public are welcome and those who wish to speak on a specific matter are advised to contact their local Councillor or the Clerk, in writing, prior to the meeting. This will enable adequate provision to be made in the meeting agenda.

Clerk: Anna Morris

Tel: 07842 324809

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## AGENDA

### 24.9.1 Chairman's Welcome

### 24.9.2 Present & Apologies

### 24.9.3 Declarations of Pecuniary or Personal Interest

### 24.9.4 Confirmation and Acceptance of the Minutes of Previous Meetings

24.9.4.1 9 July 2024 (amend 24.7.7 location of Pitchford septic tank)

24.9.4.2 6 August 2024

### 24.9.5 Public Session

### 24.9.6 Shropshire Councillor's Report

#### Finance

### 24.9.7 Payments

24.9.7.1 Consider and approve payments of accounts (see list of payments)

24.9.7.2 Consider preapproving payment to JAKs for speed gateways up to quoted amount on receipt of invoice if payment due before next meeting

### 24.9.8 Accept the Bank Reconciliation as presented by the Clerk

### 24.9.9 Review expenditure against budget year to date

### 24.9.10 Approve payment of 15 additional hours to Clerk (exceeding annual salary budget)

### 24.9.11 Consider Village Views Lightsource CBF application

#### Clerk's Report

### 24.9.12 Report on Actions from the meetings on 9 July and 6 August 2024:

MINUTE NUMBER	RESOLUTION/AGREED ACTION	TASK COMPLETE	COMMENTS
24.7.5	M Price to forward details of Highway fault reports to Cllr Morris to follow up	Yes	
24.7.5	Cllr Morris to check if there has been a change in SC policy re verges in 30mph zones		
24.7.5	Clerk to get quotes to paint phone boxes	No	Clerk has obtained 1 quote and needs to get 2 more
24.7.7	Clerk to arrange for contact details of residents to be passed to Mr Keenan to follow up directly.	Yes	
24.7.7	Mr Keenan to let Council know maximum capacity of Acton Burnell sewage works		
24.7.7	Mr Keenan to look into issue of Pitchford septic tank and update Council on plans for this tank.		
24.7.11	Clerk to send reminder to SC that work is still progressing at Oak Barn, Ruckley	Yes	No response from SC

24.7.13	Clerk to write to MP regarding state of roads, blocked drains and quality of pothole repairs	Yes	MP responded and will contact SC
24.7.16	Cllr Long to talk to E Jackson regarding cost and feasibility of undertaking clearance on a regular basis	Yes	See 24.9.16
24.7.16	Clerk to ask SC to clarify what the Parish Council can pay for without taking on liability and responsibility for footpaths	Yes	No response from SC
24.7.17	Clerk to report to SC lack of path and fingerpost at maize field by Frodesley Lodge.	Yes	
24.7.20	Clerk to instruct Staves to work on Pitchford Bus Shelter	Yes	Work complete
24.7.22	Clerk to respond to OPCC survey on behalf of Council.	Yes	
24.7.24	Clerk to clarify whether it is possible to have .gov.uk emails without 365 package.	Yes	See 24.9.22
24.7.24	Cllr Harrison to update Council on website traffic.		
24.7.25	Cllr Morris to ask portfolio holder whether central green collection point might be a feasible option.	Yes	No other Councils have raised this issue
24.7.26	Clerk to respond to Atlas.	Yes	See 24.9.20
24.8.9	Clerk to publish Notice of Conclusion of Audit	Yes	
24.8.10	Clerk to submit objection to planning application 24/02644/FUL	Yes	
24.8.11	Clerk to respond to Shropshire Council survey	Yes	

### PC Working Documents

**24.9.13** Review and approve the following working documents:

- 24.9.13.1 Publication Scheme
- 24.9.13.2 Information scheme and schedule of fees
- 24.9.13.3 Personal Data Management and Audit Policy
- 24.9.13.4 Subject Access Request Policy
- 24.9.13.5 General Privacy Notice
- 24.9.13.6 Information Technology Policy
- 24.9.13.7 Data Processing Log

### Highways Matters

**24.9.14** Clerk to update Council on any Highways Matters

### Rights of Way

**24.9.15 Golding-Pitchford Lane** – Clerk to provide latest update from Shropshire Council

**24.9.16 Foliage clearance on the old Roman road S of Pitchford** – Council to consider quote from E Jackson to clear on regular basis and decide whether to fund from Lightsource.

**24.9.17 General issues**

### Planning

**24.9.18 Council to consider new planning applications**

Ref: 24/03032/VAR (validated 5/08/24) – consultation deadline passed

Address: Proposed Residential Barn Conversions to the South of Acton Burnell

Proposal: Variation of Condition No.2 (approved plans) pursuant to planning permission 23/05535/FUL to amend the approved plans for Barn 1

**24.9.19 Clerk to update on other planning applications/notices/enforcement issues**

### Parish Matters

**24.9.20 Mobile Coverage** – Chairmen to update council on meeting with Atlas and Council to consider writing letter of support for new mobile mast

**24.9.21 Shropshire Hills National Landscape Trust**

**24.9.22 .Gov.uk domain** - Clerk to update and Council to consider whether to take any action

**24.9.23 Netherwood Woodland Management Plan Consultation – Consider PC response**  
**Time, Date & Place of Next Meeting**

**24.9.24** Decide November meeting date

Signed: Anna Mon...

Date: 4 September 2024

Clerk and RFO