

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

Parish Council Meeting
Tuesday 19 November 2024 at 7.30pm
Pitchford Village Hall

DRAFT MINUTES

24.11.1 The Chair welcomed all to the meeting and explained the proceedings.

24.11.2 Present and Apologies

Present: Cllr P Harrison – Chair, Cllr C Culliss, Cllr G Davies, Cllr K Faulkner, Cllr G Ball, Cllr J Long, Cllr A Hotchkiss, County Cllr D Morris, Mrs A Morris – Clerk

Apologies: Cllr R Morgan, Cllr T Johnson

24.11.3 Declarations of Pecuniary or Personal Interest – Cllr Davies declared an interest in items 24.11.18 and 24.11.21 (Ref: 24/04318/TEL)

24.11.4 Minutes of Previous Meetings - The minutes of the meeting on 10 September 2024 were accepted as a correct record

24.11.5 Public Session – None required

24.11.6 Shropshire Councillor's (SC) Report – Cllr Morris updated the Council as follows:

- SC financial position has improved and it will continue to be solvent at the end of the financial year with the savings made and reserves available. The recent Local Government settlement did not include anything to affect this.
- Promised work introducing 30mph limit in Frodesley and 30mph roundels across Parish have been pushed to 2025/26 due to tightening of SC budget. Cllr Morris will push to get mirror erected at Frodesley junction ASAP.

Finance

24.11.7 Payments - The Council approved the following payments:

Account	Payee	Item	Amount £
ABFPR&L	O2	Mobile phone	12.47
	Clerk	Sept salary	368.22
	Unity Trust Bank	Bank charges	18.00
	JACS UK	Village gateways	12,283.20
	Clerk	Oct salary	577.77
	Unity Trust Bank	Bank charges	5.40
	O2	Mobile Phone	12.47
	Clerk	Nov Salary	368.22
	Unity Trust Bank	Bank charges	6.00
Lightsource	Unity Trust Bank	Bank Charges	18.00
	Village Views	Newsletter grant	250.00
	Unity Trust Bank	Bank Charges	5.40
	Unity Trust Bank	Bank Charges	6.00
Total			13,931.15

24.11.8 The Council accepted the Bank Reconciliation as presented by the Clerk.

24.11.9

24.11.9.1 The Council reviewed expenditure against budget year to date.

Signed:
Date:

Chairman

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24.11.9.2 The Council approved predicted overspend from Lightsource account on defibrillators as a result of request to change electrical source for Ruckley defibrillator.

24.11.10 The Council only received 1 quote for painting the phone boxes in Acton Burnell and Pitchford, despite the Clerk contacting 8 different companies for quotes. Therefore, the Council decided to accept the quote of £996 from A Evans and request that the work is undertaken in 2025/26. **Action: Clerk to engage A Evans**

24.11.11 The Council discussed the draft budget for 2025/26 to be finalised at the next meeting in January. It decided to increase the precept by around 9.9% in order to build up additional reserves to be earmarked for a website update in future years. **Action: Clerk to update draft budget sheets. Action: Clerk to ensure there is a link to the Community Facebook page on the website**

24.11.12 Cambridge and Counties bond - The Council decided to roll over the invested funds and interest into a new 1 year bond when its existing bond matures in January. **Action: Clerk to investigate savings bond interest rates for January meeting to enable consideration of whether to invest further funds.**

24.11.13 Local Government Services Pay Agreement 2024/25 – The Council approved increase to pay and working from home allowance for Clerk backdated to April 2024 in line with Local Government Services pay agreement.

Staff Appraisal Committee

24.11.14 The Council received and agreed the Staff Appraisal Committee's recommendation to increase the Clerk's hours from 6 hours to 7.5 hours per week from 1 April 2025.

Clerk's Report

24.11.15 Report on actions from the meeting 19 September 2024:

MINUTE NUMBER	RESOLUTION/AGREED ACTION	TASK COMPLETE	COMMENTS
24.9.6	Clerk to submit FOI to Shropshire Council (SC) asking what % of SC funds go to contractors' profits	Yes	SC responded that information is confidential under commercially sensitive; Clerk responded with further request.
24.9.6	Cllr Johnson to try to arrange for log blocking Oaklands Lane to be moved. Cllr Morris to ensure SC keeps record of this blockage for future reference.	No	Cllr Johnson has asked M Price to undertake this work
24.9.12	Clerk to inform M Price no change SC verge cutting policy and report lack of cutting of verges within 30mph zone in Acton Burnell on fixmystreet	Yes	
24.9.12	Mr Keenan to let Council know maximum capacity of Acton Burnell sewage works	Yes	Capacity is 1,036
24.9.12	Mr Keenan to look into issue of Pitchford septic tank and update Council on plans for this tank.	Yes	James Ratcliff met with M Price to discuss. Severn Trent are considering ways to reduce tanker movements.
24.9.12	Cllr Harrison to update Council on website traffic.	No	

Signed:
Date:

Chairman

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24.9.20	Clerk to upload images of proposed mobile tower to Facebook and draft letter of support to Atlas	Yes	Letter of support sent, only 1 concerned comment from resident received
24.9.21	Clerk to invite Shropshire Hills National Landscape Trust to speak at Annual Parish Meeting in May 2025	Yes	Trust has agreed.

Highways Matters

- 24.11.16** The Council raised a number of maintenance issues. **Action: Clerk to report blocked drain by Luckington Stud. Action: Clerk to report erosion of passing space by Swan Bank. Action: Clerk to write to SC highlighting blocked drains between manholes across Parish.**

Rights of Way

- 24.11.17** **Foliage clearance on the old Roman road S of Pitchford** – The Council decided to accept quote from E Jackson to clear twice per year for £50 and fund this from Lightsource. **Action: Councillor Long to supply Clerk with contact details. Action: Clerk to formally engage E Jackson.**
- 24.11.18** **Stile, Frodesley Hall Farm** – The Council decided in the first instance to request that Shropshire Council replace the stile with a kissing gate. **Action: Clerk to make request**
- 24.11.19** **Bentley Ford Farm Bridleway** – **Action: Cllr Harrison to contact Shona Butter at SC to request update and discuss potential alternative diversion route suggested by Cllr Faulkner.**
- 24.11.20** **General issues** – None raised

Planning

- 24.11.21** **New planning applications - The Council considered the following new planning applications:**
- Ref: 24/03456/FUL (validated: 7/10/2024)
Address: 3 Frodesley Court, Frodesley, SY5 7QH
Proposal: Erection of greenhouse
- Ref: 24/03905/TCA (validated: 11/10/2024)
Address: Acton Burnell Castle, Acton Burnell, SY5 7PE
Proposal: Reduce back branches by 1-1.5m away from building to suitable pruning points of 2no Atlas Cedar and reduce back brush to clear access (See Report) within Acton Burnell Conservation Area
- Ref: 24/03821/FUL (validated 15/10/24)
Address: Concord College, Acton Burnell, SY5 7PF
Proposal: Demolition of the West End Building and Elisabeth House and associated bungalows, removal of trees and development of central dining facility and new boarding house, with associated drainage, air source heat pumps, solar panels, hard and soft landscaping, service yard and temporary construction haul route. Retention of existing temporary classrooms for up to 3 years and removal prior to occupation of the dining hall.
- Ref: 24/04000/PMBPA (validated: 25/10/24)
Address: Proposed Conversion of Agricultural Building at West Farm Ruckley, Acton Burnell
Proposal: Application for prior approval under Part 3, Class Q of the Town & Country Planning (General Permitted Development) (England) Order 2015 for the conversion of agricultural building to 1No dwellinghouse
Action: Clerk to submit objection reiterating same objection made to 23/05549/PMBPA
- Ref: 24/04318/TEL (validated: 11/11/24)
Address: Land at Frodesley Hall Farm, Frodesley, SY5 7HF
Proposal: Proposed 24/7 telecommunications cell site
Action: Clerk to submit comments reiterating Council's support for this application
- 24.11.22** **Other planning applications/notices/enforcement issues** – The Clerk updated the Council on an enforcement issue which is confidential.

Signed:
Date:

Chairman

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Parish Matters

24.11.23 **Parish Emergency Plan/Community Toolkit** – The Council discussed whether it would be a good idea to have a plan. **Action: Clerk to find some examples of similar plans for discussion at next meeting.**

24.11.24 **Remote Meeting Consultation** – the Council considered its response to the Government’s consultation. It is in favour of allowing Councillors to attend meetings remotely with certain limitations and is not in favour of proxy voting. **Action: Clerk to respond to consultation.**

Time, Date & Place of Next Meetings

24.11.25 7.30pm on Tuesday 21 January 2025 at Pitchford Village Hall.

DRAFT

Signed:
Date:

Chairman