

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

Parish Council Meeting Tuesday 21 January 2025 at 7.30pm Pitchford Village Hall

DRAFT MINUTES

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

25.1.2 **Present and Apologies**

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

Public: Mr C Naylor

Apologies: Cllr G Davies

25.1.3 **Declarations of Pecuniary or Personal Interest** – None

25.1.4 **Minutes of Previous Meetings** – The meetings of the following meetings were accepted as a correct record:

25.1.4.1 Parish Council Meeting – 19 November 2024

25.1.4.2 Staff Appraisal Committee – 19 November 2024

25.1.5 **Public Session** – None required

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

- SC budget consultation runs until 26 January 2025 outlining several proposals for further savings.
- SC received a 1 year Local Government financial settlement with a core spending increase of 3.1%, the third lowest in the country and therefore continues to need to make savings, including a reduction of staff levels by 20%.
- The Government has published a white paper on Local Authority organisation which outlines target for all unitary authorities to have population of at least 500,000. SC population is only 323,000; therefore SC anticipates it will be required to merge with a neighbouring authority in the next 2-3 years.
- SC's proposed Local Plan no longer contains sufficient land supply to meet the increased targets for building new houses set by the Government. Cllr Morris suggested it is possible that planning laws may be changed or relaxed in the future to facilitate meeting the higher targets and to allow more officer rather than committee based decision making.
- Cllr Ball asked Cllr Morris to chase up someone from SC coming to speak to residents of Ruckley regarding flooding. **Action: Cllr Morris to chase.**

Finance

25.1.7 **Payments** - The Council approved the following payments:

Account	Payee	Item	Amount £
ABFPR&L	O2	Mobile phone	12.47
	Unity Trust Bank	Bank charges	6.00
	Clerk	Dec Salary	561.54
	O2	Mobile Phone	12.47
	Clerk	Jan Salary	385.71

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Chairman

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	Frankwell Computers	Avast Cloudcare Internet Security	39.99
	Pitchford Village Hall	Meeting room hire 2024	135.00
	Unity Trust Bank	Bank charges	6.00
Lightsource	Unity Trust Bank	Bank Charges	6.00
	MedUK	Electrician -Defib	132.00
	Unity Trust Bank	Bank Charges	6.00
Total			1,303.18

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

25.1.9 The Council reviewed expenditure against budget year to date and approved £15 overspend on meeting room hire budget line.

25.1.10 The Council approved the reappointment of Kathy Symonds as Internal Auditor.

25.1.11 Savings Accounts - The Council decided to open an additional 1 year fixed rate savings bond with Cambridge and Counties and invest £30k Lightsource funding. **Action: Clerk to organise opening account.**

25.1.12 Lightsource Community Benefit Fund – The Council decided to fund Pitchford Village Hall’s application for £718.56 to cover 2 years of Broadband. The Council decided to pay this over two years in two payments of £359.28 unless full amount is required up front. **Action: Clerk to pay grant and check what speed broadband contract is for.**

Budget and Precept 2025/26

25.1.13 The Council agreed a precept amount of £7,240, a 9.9% increase on last year.

25.1.14 The Council agreed the Budget for 2025/26 and decided not to set aside £500 for website update, as discussed at the previous meeting.

Staff Appraisal Committee

25.1.15 The Staff Appraisal committee undertook the Clerk’s appraisal on 21 January 2025. There were no significant recommendations or decisions required.

Clerk’s Report

25.1.16 Report on actions from the meeting 19 November 2024:

MINUTE NUMBER	RESOLUTION/AGREED ACTION	TASK COMPLETE	COMMENTS
24.11.10	Clerk to engage A Evans to paint phone boxes	Yes	Action: Clerk to ask people to remove items from phone boxes prior to refurb
24.11.11	Clerk to update draft budget sheets.	Yes	
	Clerk to ensure there is a link to the Community Facebook page on the website	Yes	Action: Clerk to ask Web Orchard to integrate Facebook link into web template.
24.11.12	Clerk to investigate savings bond interest rates to enable consideration of whether to invest further funds.	Yes	See item 25.1.11
24.11.16	Clerk to report blocked drain by Luckington Stud	Yes	
	Clerk to report erosion of passing space by Swan Bank	Yes	
	Clerk to write to SC highlighting blocked drains between manholes across Parish	Yes	SC responded work will be undertaken as part of

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			routine maintenance programme
24.11.17	Councillor Long to supply Clerk with E Jackson's contact details	Yes	Action: Clerk to ask E Jackson to invoice for earlier work and pay from Lightsource.
	Clerk to formally engage E Jackson to mow Old Roman Road S. of Pitchford twice a year	Yes	
24.11.18	Clerk to request Shropshire Council replaces stile at Frodesley Hall Farm with kissing gate	Yes	
24.11.19	Bentley Ford Farm - Cllr Harrison to contact Shona Butter at SC to request update and discuss potential alternative diversion route suggested by Cllr Faulkner	Yes	
24.11.21	Clerk to submit objection to planning application 24/04000/PMBPA reiterating same objection made to 23/05549/PMBPA	Yes	
	Clerk to submit comments reiterating Council's support for planning application 24/04318/TEL	Yes	
24.11.23	Clerk to find some examples of similar emergency plans for discussion at next meeting	Yes	See item 25.1.23
24.11.24	Clerk to respond to remote meeting consultation.	Yes	

PC Working Documents

- 25.1.17** Fixed Asset Management Policy - The Council reviewed and agreed this policy.
25.1.18 Equality and Diversity Policy - The Council reviewed and agreed this policy.

Highways Matters

- 25.1.19** Councillor Morris updated the Council on the traffic lights on the A49 at Bayston Hill which are likely to be in place for several months.

Rights of Way

- 25.1.20** General issues –
- **Action: Cllr Harrison to resume contact with landowners re potential Acton Burnell-Pitchford footpath.**
 - **Action: Clerk to add discussion of funding programme of formal clearing of footpaths on regular basis to next meeting agenda.**

Planning

- 25.1.21** **New planning applications:**
 Ref: 24/04772/FUL (validated: 19/12/2024)
 Address: Brickyard Farm, 17 Frodesley, Frodesley, SY5 7HX.
 Proposal: Erection of front, side and rear extensions, raising of ridge line and internal alterations to dwelling.
 Status: Application withdrawn
- 25.1.22** **Other planning applications/notices/enforcement issues** – The application for a new mobile phone mast at Frodesley Hall Farm has been granted. **Action: Clerk to ask Atlas if they know what bandwidth the mast will provide.**

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Parish Matters

- 25.1.23 Parish Emergency Plan/Community Toolkit** – The Council decided it was unnecessary to produce an Emergency Plan as most relevant information is already provided in the Village Directory.
- 25.1.24 Shropshire Council budget consultation** – The Council decided this consultation is better suited to response as individuals.
- 25.1.25 Government consultation on Strengthening the Standards and Conduct Framework for Local Authorities** – The Council decided not to respond to this consultation
- 25.1.26 Green Spaces & Active Travel Fund** – The Council decided to express an interest in applying for 3 benches for the Parish. Locations to be determined at a later date. **Action: Clerk to respond.**

Time, Date & Place of Next Meetings

- 25.1.27** 7.30pm on Tuesday 11 March 2025 at Pitchford Village Hall.

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Signed:
Date:

Chairman