

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

Pitchford Village Hall. Tuesday 11 March 2025 at 7.30pm

All Councillors are hereby summoned to attend the Parish Council Meeting which will be held at Pitchford Village Hall on Tuesday 11 March 2025 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

Email: [clerk@actonburnellparishcouncil.org.uk](mailto:clerk@actonburnellparishcouncil.org.uk)

## AGENDA

### 25.3.1 Chairman's Welcome

### 25.3.2 Present & Apologies

### 25.3.3 Declarations of Pecuniary or Personal Interest

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

25.3.4.1 Parish Council Meeting – 21 January 2025

25.3.4.2 Staff Appraisal Committee Meeting – 21 January 2025

### 25.3.5 Public Session

### 25.3.6 Shropshire Councillor's Report

#### Finance

25.3.7 Payments - Consider and approve payments of accounts (see list of payments)

25.3.8 Accept the Bank Reconciliation as presented by the Clerk

25.3.9 Review expenditure against budget year to date

25.3.10 Approve appointment of Rebecca Turner as Internal Auditor

#### Clerk's Report

25.3.11 Report on Actions from the meetings on 21 January 2025:

MINUTE NUMBER	RESOLUTION/AGREED ACTION	TASK COMPLETE	COMMENTS
25.1.6	Cllr Morris to chase SC visit to Ruckley re flooding	Yes	
25.1.11	Clerk to open £30,000 1 year Cambridge and Counties Savings Bond	Yes	
25.1.12	Clerk to pay Lightsource grant to Pitchford Village Hall for broadband and check what speed broadband contract is for	No	PVH has requested payment be delayed until issues with BT broadband speed are resolved
25.1.16	Clerk to ask people to remove items from phone boxes prior to refurb	No	Phone box refurb not due yet
25.1.16	Clerk to ask Web Orchard to integrate Facebook link into web template.	Yes	
25.1.16	Clerk to ask E Jackson to invoice for earlier work and pay from Lightsource.	No	Clerk wishes Council to confirm still wishes to make this payment if this is not going to be ongoing activity
25.1.20	Cllr Harrison to resume contact with landowners re potential Acton Burnell-Pitchford footpath.		See 25.3.19

25.1.20	Clerk to add discussion of funding programme of formal clearing of footpaths on regular basis to next meeting agenda	Yes	See 25.3.15
25.1.22	Clerk to ask Atlas if they know what bandwidth the new mobile phone mast will provide.	Yes	
25.1.26	Clerk to express interest in having 3 benches from Green Spaces & Active Travel Fund	Yes	

**25.3.12 Elections** - Clerk to update Council on local elections on 1 May 2025, including timeframes and nomination process

**25.3.13 Affordable Housing** – Council to consider request for confirmation of local connection by T. Jones

#### **PC Working Documents**

**25.3.14** Review and agree Training and Development Policy

#### **Highways Matters**

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

#### **Rights of Way**

**25.3.16 General issues**

**25.3.17 Maintenance** – Council to discuss possible funding programme of formal clearing of footpaths on regular basis

**25.3.18 Golding-Pitchford Lane** – Council to consider request to write to Secretary of State

**25.3.19 Acton Burnell-Pitchford footpath** – Cllr Harrison to update on any progress

#### **Planning**

##### **25.3.20 New planning applications (consultation date passed)**

Ref: 25/00234/FUL (validated: 23/01/2025)

Address: The Mill House, Acton Burnell, SY5 7PQ

Proposal: Extension and alterations

Status: Permission granted

Ref: 25/00277/TCA (validated: 28/01/2025)

Address: Main House, Concord College, Acton Burnell, SY5 7PF

Proposal: Works to trees within Acton Burnell Conservation Area

Ref: 25/00278/TCA (validated: 28/01/2025)

Address: The Principals House, Acton Burnell, SY5 7PE

Proposal: Pollard at approx. 3m above ground 1no Pear within Acton Burnell Conservation Area

Ref: 25/00279/TCA (validated: 28/01/2025)

Address: The Croft, Acton Burnell, SY5 7PE

Proposal: Works to 1no Goat Willow within Acton Burnell Conservation Area

Ref: 25/00280/TCA (validated: 28/01/2025)

Address: Old School House, 9A Acton Burnell, Shrewsbury, Shropshire, SY5 7PE

Proposal: Works to Cherry, Ash & Magnolia within Acton Burnell Conservation Area

Ref: 25/00281/TCA (validated: 28/01/2025)

Address: The Lower School, Acton Burnell, SY5 7PG

Proposal: Reduce lower branch by approx. 5m and overall canopy by approx. 4m of 1no Oak within Acton Burnell Conservation Area

##### **25.3.21 Council to consider new planning applications**

Ref: 25/00370/FUL (validated 10/02/2025)

Address: Erection of side and rear extensions, raising of roof of side existing extension, internal alterations and creation of annex

Proposal: Brickyard Farm, 17 Frodesley, Frodesley, SY5 7HX

Ref: 25/00615/FUL (validated 26/2/2025)

Address: Spring Lodge, 4 Frodesley House Farm Barns, Frodesley, SY5 7HD

Proposal: Installation of ground mounted air source heat pump to rear (east) elevation

Ref: 25/00616/LBC (validated 26/2/2025)

Address: Spring Lodge, 4 Frodesley House Farm Barns, Frodesley, SY5 7HD

Proposal: Works to facilitate the installation of ground mounted air source heat pump to rear (east) elevation

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

**Parish Matters**

**25.3.23 Annual Parish Meeting** – Agree date for meeting – suggested: 20 May 2025 and consider any particular topics or guests/speakers to invite

**Time, Date & Place of Next Meeting**

**25.3.24** 7.30pm on Tuesday 13 May 2025 at Pitchford Village Hall

Signed: Anna Monaghan  
Clerk and RFO

Date: 5 March 2025