

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

## Parish Council Meeting Tuesday 9 November 2021 at 7.30pm Pitchford Village Hall

### MINUTES – DRAFT

- 21.11.1** The Chairman welcomed all to the meeting and explained the proceedings.
- 21.11.2** **Present:** Cllr P Harrison – Chair, Cllr J Long, Cllr G Ball, Cllr T Johnson, Cllr A Hotchkiss, Cllr K Faulkner, Cllr G Davies, County Cllr D Morris, Mrs A Morris – Clerk  
**Public Attendees:** Mr M Price – Pitchford Village Hall, Mr P Roberts-Bennett, Mr G W Brown  
**Apologies:** Cllr C Culliss, Cllr R Morgan
- 21.11.3** **Declarations of Pecuniary Interest:** Cllr Johnson declared an interest in Home Farm Barns, Acton Burnell; Cllrs Faulkner and Ball declared an interest in St. Mary's Church, Acton Burnell.
- 21.11.4** **Public Session**  
The Chairman brought forward **Agenda item 21.11.16.1**. Mr M Price gave a progress report on the works at Pitchford Village Hall (PVH). Work to the gable ends, for which the PVH committee received a £15k grant from the Lightsource Community Benefit Fund, is complete. The Parish Council congratulated Mr Price on the excellent work the committee has done on the hall improvements.
- 21.11.5** **Confirmation and Acceptance of the Minutes of the Previous Meeting** - Members confirmed that the previous minutes were a correct record. Cllr Ball proposed to accept the minutes of 14 September 2021. Cllr Hotchkiss seconded and all agreed.
- 21.11.6** **Police Report** – The Council received the latest police report and decided to retain its local policing priority concerns; theft from farms and outbuildings, and speeding.
- 21.11.7** **Shropshire Councillor's Report:** Shropshire Cllr Morris reported the following:
- Shropshire Council has a number of vacancies in its Highways teams, therefore there may be some delay to work not yet programmed;
  - A suite of options for traffic calming, including gateway signs, is being put together for parish councils to choose from and fund next year;
  - Shropshire Council is considering widening its options for 20mph zones beyond school zones. Parish Councils may be able to request 20mph zones in other areas;
  - Shropshire Council has applied for £98million Bus Back Better grant aimed at improving rural bus services.
  - Shropshire Council is putting together a cycling and walking infrastructure plan to develop walking and cycling within 10km of major market towns.
- Action:** *Cllr Morris to check whether Parish Council would be expected to contribute funds towards any new mandatory 30mph speed limits within parish.*
- 21.11.8** **Finance:**
- 21.11.8.1** The Council received the list of accounts for payment, as outlined below. Cllr Long proposed to pay all accounts listed, seconded by Cllr Johnson and agreed by all.

Signed:  
Date:

Chairman

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

Payee	Item	Amount £
O2	Mobile Phone	9.73
Clerk	September pay	465.36
SLCC	Arnold Baker Local Govt. admin book	123.80
SLCC	CiLCA registration fee	410.00
Clerk	October pay	293.08
O2	Mobile Phone	9.73
<b>Total</b>		<b>1,311.70</b>

21.11.8.2 Cllr Ball proposed to accept the Bank Reconciliation, seconded by Cllr Faulkner and agreed by all.

21.11.8.3 Cllr Faulkner proposed to agree payment for the Clerk's extra hours worked (3 hours general, 15 hours CiLCA training), seconded by Cllr Ball and agreed by all.

21.11.8.4 The Council reviewed expenditure against budget year to date. Cllr Johnson proposed to approve the predicted overspend on salary, training and office supplies, seconded by Cllr Ball and agreed by all.

### **21.11.9 Lightsource Community Benefit Fund (CBF)**

21.11.9.1 Cllr Long proposed to approve the grant request by Village Views for £500 from the Lightsource CBF, seconded by Cllr Hotchkiss and agreed by all.

**Action: Clerk to award grant monies to Village Views**

21.11.9.2 Cllr Ball proposed to approve financing a replacement defibrillator battery at the cost of £245.75 from the Lightsource CBF, seconded by Cllr Hotchkiss and agreed by all.

**Action: Clerk to order battery**

### **21.11.10 Budget 2022/23**

21.11.10.1 The Clerk presented the Council with the first draft of budget for 2022/23. There were no comments.

21.11.10.2 The Council discussed whether there are any additional budget requirements for 2022/23. None were identified. However Councillors were asked to review their individual IT requirements before the budget is finalised in January.

**21.11.11 Training for Clerk** – Cllr Harrison reported that the Clerk's CiLCA training agreement was agreed and the Clerk has started her training course.

### **21.11.12 PC Working Documents**

21.11.12.1 Cllr Long proposed adopting the LGA Model Code of Conduct as the Council's Code of Conduct, seconded by Cllr Faulkner and agreed by all.

21.11.12.2 Cllr Long proposed adopting the main Defibrillator Maintenance Policy with appendices to come, seconded by Cllr Harrison and agreed by all.

**Action: Clerk to provide separate log books for Acton Burnell defibrillator and other 3 defibrillators.**

### **21.11.13 Planning:**

21.11.13.1 **The Council considered the following new planning applications:**

Ref: 21/04381/FUL (validated 1/11/21) Deadline for comments 30/11/21

Address: St Marys Church, Acton Burnell

Proposal: Erection of extension to north elevation to provide toilet facilities

**Status: The Council agreed unanimously to support this application.**

Signed:  
Date:

Chairman

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

Ref: 21/05106/TCA (validated 28/10/21) Deadline for comments 11/09/21

Address: Clouds Hill, Start of 30mph Section to Crossroads, Acton Burnell, SY5 7PQ

Proposal: Various works to trees within Acton Burnell Conservation Area. See report on Shropshire Council's Planning Portal for full details.

**Status: The Council had no comment on this application.**

Ref: 21/04666/VAR (validated 12/10/21) Deadline for comments 11/11/21

Address: Site of Swan House, Frodesley

Proposal: Variation of Condition No. 1 attached to planning permission 18/05409/REM dated 16 March 2019 showing amended details of the garage only (not the house)

**Status: The Council decided unanimously to object to this application** on the grounds that it received correspondence from several local residents objecting to the application and raising concerns over whether it had been advertised correctly. In addition, the overall construction is currently in contravention of the original planning permission which required the right of way on this site to remain open to the public. The Council believes no further planning permission should be granted until the right of way is reinstated.

Ref: 21/04640/FUL (validated 11/10/21) Deadline for comments 10/11/21

Address: Evenwood Cottage, Cound Moor, SY5 6BE

Proposal: Erection of new dwelling following demolition of existing dwelling (whilst retaining the existing annex building to the rear)

**Status: The Council had no comment on this application.**

Ref: 21/04594/LBC (validated 23/09/21) Deadline for comments 9/11/21

Address: 3 Frodesley Court, Frodesley, SY5 7QH

Proposal: Internal and external alterations to create second kitchen affecting a grade II\* listed building

**Status: The Council had no comment on this application.**

### 21.11.13.2 The Clerk updated the Council on existing applications

Ref: 21/04053/LBC (validated 3/09/2021)

Address: Acton Lodge, 1 Acton Burnell, SY5 7PA.

Proposal: Replacement of 3 windows affecting a Grade II Listed Building

**Status: Permission granted**

Ref: 21/03635/VAR (validated 23/07/2021)

Address: Agricultural Buildings Home Farm, Acton Burnell

Proposal: Variation of Condition No. 2 attached to planning permission 18/05229/FUL dated 19 May 2020

Status: Pending consideration

Ref: 21/03631/FUL (validated: 23/07/2021)

Address: The Bungalow, Pitchford, SY5 7DW

Proposal: Erection of single storey side and rear extensions; demolition of existing single storey garage; new cladding to existing walls and new roof coverings

**Status: Permission granted**

Refs: 21/03986/TCA, 21/03985/TCA, 21/03984/TCA, 21/03983/TCA, 21/03982/TCA (validated 18/08/2021), 21/04405/TCA (validated 13/09/2021)

Address: Various locations at Concord College, Acton Burnell

Proposal: Various works to trees and felling within Acton Burnell Conservation Area. See reports on Shropshire Council's Planning Portal for full details.

**Status: Consent by right - Trees**

Ref: 21/02307/CPL (validated 12/08/2021) - for information only

Address: Frodesley Lodge, Frodesley, SY5 7QH

Proposal: Certificate of lawfulness of proposed use of land relating to the siting of a mobile home

Signed:  
Date:

Chairman

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

Status: Pending consideration

Ref: 21/01638/OUT (validated 31/03/2021)

Address: Proposed Residential Dvpt. Land to the East of Stoneleigh Close, Acton Burnell

Proposal: Outline application for a residential development to include means of access (resubmission)

Status: Awaiting decision

### 21.11.13.3 The Clerk updated the Council on Other Planning Notices

Ref: 21/08329/ENF (validated 29/10/2021)

Address: Cottage Farm House, Frodesley, SY5 7HD

Issue: Alleged breach...construction of soakaway without appropriate permission

Ref: 19/06414/ENF (validated: 7/2/2019)

Address: Frodesley Lodge, SY5 7QH

Issue: Alleged breach...erection of large wooden framed building

Ref: 19/06442/ENF (validated: 21/2/2019)

Address: Adj. Stoneleigh, Acton Burnell

Issue: Alleged Breach...construction of visibility splays

### 21.11.14 Highways Matters:

21.11.14.1 The Clerk updated the Council on a recent meeting with Shropshire Council, in which she was told SC is hoping to roll out gateway signs across the county in summer 2022.

21.11.14.2 Cllr Johnson stated that a number of missing signs have been reported to Shropshire Council. Cllr Ball raised the state of Causeway Wood road.

**Action: Cllr Ball to notify the Clerk of exact location of issues on Causeway Wood road, so she may report it to Shropshire Council.**

**Action: Clerk to report damage to the road at Pub Bank, Frodesley to Shropshire Council.**

### 21.11.15 Environmental Issues

#### 21.11.15.1 Bridleways and Paths:

- See 21.11.13.1 for the Council's discussion of the blocked right of way at the site of the Old Swan in Frodesley.
- Shropshire Council has informed Cllr Harrison that the bridleway at Bentley Ford Farm requires £20k works in addition to the cost of bridge works.

**Action: Cllr Harrison to request breakdown of exact works required from Shropshire Council before Council could consider contributing any funds to SC.**

Cllr Johnson suggested the Council might consider helping the landowner fund these works directly to reduce costs and timeframe for work.

### 21.11.16 Parish Matters

21.11.16.1 Pitchford Village Hall – See 21.11.4.

21.11.16.2 Frodesley traffic calming and signs – the Clerk is still awaiting design and price options from SC which should be supplied in the New Year.

21.11.16.3 Acton Burnell Post Office and shop – Cllrs Harrison and Long met with Concord College in October. The lease of the shop expires in March 2022 and the College wishes to retain the shop and Post Office but has no plans to expand it.

21.11.16.4 Playground – Cllrs Harrison and Long discussed the possibility of installing a playground in Hall Meadow at their meeting with Concord College in October. The College seemed amenable to the idea.

Signed:  
Date:

Chairman

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

***Action: Cllr Harrison to contact the College to discuss options in more detail.***

21.11.16.5 Acton Burnell-Pitchford footpath – The task group has met and come up with some possible routes for this footpath.

***Action: Task group to formally approach landowners to assess their reaction.***

21.11.16.6 Cllr Long suggested that the agenda and minutes for Parish Council meetings should be advertised on the Acton Burnell Community Facebook Page.

***Action: Clerk to post on Facebook when agendas and minutes become available.***

### **21.11.17 Platinum Jubilee**

21.11.17.1 Tree planting - Cllr Faulkner updated the Council on tree planting options. The Council is unlikely to qualify for free saplings from the Woodland Trust. The Council discussed the possibility of offering a sapling to households.

***Action: Cllrs Long and Faulkner to continue to investigate options for land to plant Jubilee woodland.***

21.11.17.2 Update on Beacon Lighting – the Clerk has registered the event and will undertake a risk assessment closer to the time.

21.11.17.3 Sunday picnic – Cllr Johnson updated the Council on plans for a picnic at the Orangery at Pitchford Hall on the Sunday of the Jubilee weekend. She has put together a committee to organise the event. Cllr Harrison proposed that the Council support the event, Cllr Hotchkiss seconded and all agreed with 1 abstention (Cllr Faulkner).

**21.11.18 Shropshire Garden Party** – The Council agreed unanimously to nominate Mr M Price, the chair of the Pitchford Village Hall Committee to attend this event.

### **21.11.19 Time, Date and Location of Next Meeting**

21.11.19.1 7.30pm, Tuesday 18 January 2022, Pitchford Village Hall.

Signed:  
Date:

Chairman