

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

Parish Council Meeting Tuesday 18 January 2022 at 7.30pm Pitchford Village Hall

MINUTES

- 22.1.1** The Chairman welcomed all to the meeting and explained the proceedings.
- 22.1.2** **Present:** Cllr P Harrison – Chair, Cllr J Long, Cllr G Ball, Cllr T Johnson, Cllr A Hotchkiss, Cllr K Faulkner, Cllr C Culliss, Cllr R Morgan, County Cllr D Morris, Mrs A Morris – Clerk
Public Attendees: Mrs K Davies – Pitchford Playgroup
Apologies: Cllr G Davies
- 22.1.3** **Declarations of Interest**
- 22.1.3.1 Cllr Morgan and Cllr Johnson declared an interest in Castle (formerly Home Farm) Barns, Acton Burnell.
- 22.1.3.2 Declaration of Other Registerable Interest forms were circulated to Councillors.
- 22.1.4** **Public Session**
- The Chairman brought forward **Agenda item 22.1.9.1** – the Lightsource Grant Application from Pitchford Playgroup. The Playgroup’s chairman, Mrs K Davies, answered questions regarding the group’s application for £400. The Council agreed unanimously to pay the Playgroup a grant of £200 from the Lightsource Community Benefit Fund to support the playgroup’s running costs for an initial six months, after which the Council will receive a progress report before releasing the remainder of the funding requested, if the playgroup is sustainable. The playgroup will sign an agreement with the PC to include the repayment of any unused funds if the playgroup does not run for 20 sessions. **Action: Cllr Harrison to draw up agreement.**
- 22.1.5** **Confirmation and Acceptance of the Minutes of the Previous Meeting** – The minutes of the previous meeting in November 2021 were accepted as a correct record with specified revisions to items 21.11.15.1 and 21.11.16.3.
- 22.1.6** **Police Report** – The Council received the latest police report.
- 22.1.7** **Shropshire Councillor’s Report:** Shropshire Cllr Morris reported the following:
- A new wheelie bin for recyclable material excluding paper will be available to Shropshire residents from April 2022. These can be ordered on the SC website;
 - SC has approved £1.5million section 106 funding for units for homeless people;
 - SC’s new Community Outreach Officer for our area is Brendan Waterworth;
 - SC is facilitating the Government’s grants for hospitality and leisure businesses affected by Omicron;
 - Shropshire Hills AONB is running Young Rangers workshops for children aged 12-16;
 - We are still awaiting anticipated report from SC highways on signs/speed measure options for Parish Councils;
 - Shirehall is now effectively closed and there is no news on SC permanent future staff base.

Signed:
Date:

Chairman

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

22.1.8 Finance:

22.1.8.1 The Council received the list of accounts for payment, as outlined below. Cllr Harrison proposed to pay all accounts listed, seconded by Cllr Culliss and agreed by all.

Account	Payee	Item	Amount £
ABFPR&L	Clerk	November pay	293.08
	O2	Mobile phone	9.73
	Clerk	December pay	492.52
	SALC	CiLCA Training	220.00
	SALC	Cllr Training	30.00
	HSBC	Account Fee	5.00
	SALC	Code of Conduct Training	20.00
	SALC	Budget Training	30.00
	O2	Mobile phone	9.73
	Frankwell Computers	Anti-virus software	38.99
Lightsource	Village Views	Village Views Grant	500.00
	Defib Sales and Training Ltd	Defibrillator battery	245.75
	HSBC	Account Fee	5.00
	Total		1,899.80

22.1.8.2 Cllr Morgan proposed to accept the Bank Reconciliation, seconded by Cllr Faulkner and agreed by all.

22.1.8.3 Cllr Harrison proposed to agree payment for the Clerk's extra hours worked (4 hours general, 22 hours CiLCA training), seconded by Cllr Faulkner and agreed by all.

22.1.8.4 The Council reviewed expenditure against budget year to date. Cllr Harrison proposed to approve the predicted overspend on salary and bank fees seconded by Cllr Morgan and agreed by all.

22.1.9 Lightsource Community Benefit Fund (CBF)

22.1.9.1 Pitchford Playgroup grant application - see **Item 22.1.4** public session.

22.1.9.2 The Council agreed, with 1 abstention (Cllr Faulkner), to set a ceiling limit of £1,500 for expenditure on the Jubilee Picnic.

22.1.9.3 Cllr Harrison proposed to approve financing replacement defibrillator pads at the cost of £102.94 from the Lightsource CBF, seconded by Cllr Long and agreed by all.

Action: Clerk to order pads

22.1.10 Budget and Precept 2022/23

22.1.10.1 Cllr Harrison proposed that the precept remain at its current level for 2022/23, seconded by Cllr Long and agreed by all. This means the precept for 2022/23 will be £5,705.00. **Action: Clerk to notify Shropshire Council.**

22.1.10.2 Cllr Faulkner proposed accepting the budget for 2022/23, seconded by Cllr Harrison and agreed by all.

Signed:
Date:

Chairman

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

22.1.11 Financial Forward Planning

22.1.11.1 Cllr Harrison has drafted a financial forward plan which will be reviewed by the task group and circulated for discussion at the March meeting.

22.1.12 PC Banking Arrangements

22.1.12.1 The Clerk has written a report on her review of the Council's banking arrangements. This will be addressed later in the year once the task group has reviewed its financial and investment plans and more banking service options may become available.

22.1.13 PC Working Documents

22.1.13.1 Cllr Ball proposed adopting the revised Standing Orders, seconded by Cllr Johnson and agreed by all. Cllr Harrison proposed adopting the revised Financial Regulations, seconded by Cllr Hotchkiss and agreed by all.

22.1.13.2 Cllr Harrison proposed adopting the Model Publication Scheme and information sheet, seconded by Cllr Ball and agreed by all.

22.1.14 Planning:

22.1.14.1 Council to consider new planning applications:

None received in time for discussion at this meeting.

22.1.14.2 Clerk to update on existing applications

Ref: 21/04381/FUL (validated 1/11/21)

Address: St Marys Church, Acton Burnell

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

Status: **Permission granted**

Ref: 21/05106/TCA (validated 28/10/21)

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: **Consent by right - trees**

Ref: 21/04666/VAR (validated 12/10/21)

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: Pending consideration

Ref: 21/04640/FUL (validated 11/10/21)

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: Pending consideration

Ref: 21/04594/LBC (validated 23/09/21)

Address: 3 Frodesley Court, Frodesley, SY5 7QH

Proposal: Internal and external alterations to create second kitchen 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

Signed:
Date:

Chairman

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

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

Status: **Not lawful**

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

22.1.14.3 Clerk to update 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

See Ref: 21/02307/CPL above

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

Address: Adj. Stoneleigh, Acton Burnell

Issue: Alleged Breach...construction of visibility splays

22.1.15 Highways Matters:

22.1.15.1 Damage to Pitchford Bridge requires a road closure to repair. SC will keep the PC updated.

22.1.16 Action: Clerk to report missing signs around Pitchford to SC again. Action: Clerk to report overhanging trees at Clappers Bank. Action: Clerk to report water flowing across and under the pavement on Acton Burnell-Ruckley road again.

22.1.17 Environmental Issues

22.1.17.1 **Bridleways and Paths:** The new bridleway at Home Farm Barns in Acton Burnell has a slippery surface which requires a gravel treatment to be suitable for horses.

Action: Clerk to report.

22.1.17.1.1 Golding Lane – the PC is waiting for the appeal by Dr Parker to be heard.

22.1.17.1.2 Bentley Ford Farm – A discussion was held on the required bridleway diversion, which is being designed to allow use by farm vehicles. The Council believes this is the responsibility of Shropshire Council and the Landowner.

22.1.18 Parish Matters

22.1.18.1 Playground – Cllr Harrison is in discussions with Concord College.

22.1.18.2 Acton Burnell – Pitchford Footpath – Cllr Harrison is in discussions with James Nason at Pitchford Hall about possible routes. Cllr Long noted that, if the line of the footpath were to come out at the wicket gate to the N of the entrance to Stoneleigh Close in Acton Burnell, this could potentially cause an accident hazard area, since the road is narrow at this point with no suitable verge.

22.1.18.3 No additional matters were discussed.

Signed:
Date:

Chairman

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22.1.19 Platinum Jubilee

22.1.19.1 Tree planting – Latest recommendation from the Pageant master of the Queen's Platinum Jubilee Beacons celebration is for parishes to plant 7 trees in a circle. It was noted that this may not be feasible in each village given the space required. **Action: Clerk to ask Village Views to run article asking for possible locations in each village.**

Action: Following their kind offer to assist, Cllr Harrison to ask Paul Humphreys at Concord College what types of trees they could make available for the PC to plant.

22.1.19.2 Beacon Lighting – the timing for this event has been set at 9.45pm on the Thursday (2 June).

22.1.19.3 Sunday picnic – See item: 22.1.9.2.

22.1.20 Time, Date and Location of Next Meeting

22.1.20.1 7.30pm, Tuesday 8 March 2022, Pitchford Village Hall.

Signed:
Date:

Chairman