

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

Parish Council Meeting Tuesday 8 March 2022 at 7.30pm, Pitchford Village Hall

Members of the Public 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.

If you attend the meeting please wear a face covering, unless you are exempt.

Clerk: Anna Morris

Tel: 07842 324809

Email: clerk@actonburnellparishcouncil.org.uk

AGENDA

- 22.3.1 Chairman's Welcome**
- 22.3.2 Present & Apologies**
- 22.3.3 Declarations of Interest**
 - 22.3.3.1 Councillors to make any declarations of interest
- 22.3.4 Public Session**
- 22.3.5 Confirmation and Acceptance of the Minutes of the Previous Meetings**
 - 22.3.5.1 Parish Council Meeting - 18 January 2022
 - 22.3.5.2 Extraordinary Parish Council Meeting – 8 February 2022
- 22.3.6 Police Report**
- 22.3.7 Shropshire Councillor's Report**
- 22.3.8 Finance:**
 - 22.3.8.1 Council to approve payment of accounts (See list of Payments)
 - 22.3.8.2 Council to consider and approve the Bank Reconciliation as presented by the Clerk
 - 22.3.8.3 Council to approve Clerk's additional hours worked and additional CiLCA training hours (see Clerk's report)
 - 22.3.8.4 Council to review expenditure against budget year to date and approve overspend on salary and office supplies and equipment
 - 22.3.8.5 NJC Pay Claim – 2021/22 – Council to approve pay increase for Clerk backdated to April 2021 in line with NALC recommendation (see Clerk's report)
- 22.3.9 Budget 2022/23:**
 - 22.3.9.1 Council to review and approve revised budget document for 2022/23 (see Clerk's report)
- 22.3.10 Financial forward planning**
 - 22.3.10.1 Task group to report on financial forward planning working paper
 - 22.3.10.2 Council to consider formally earmarking funds for specific future proposed projects
 - 22.3.10.3 Council to consider recommendations for investing funds
- 22.3.11 Internal audit and governance**
 - 22.3.11.1 Council to approve appointment of Kathy Symonds to undertake 2022 internal audit

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22.3.11.2 Council to appoint new Councillor to do internal finance and bank reconciliation checks

22.3.12 PC Working Documents

22.3.12.1 Council to approve adoption of Training and Development policy

22.3.12.2 Council to approve adoption of Equality and Diversity policy

22.3.12.3 Council to approve adoption of Information Security policy

22.3.13 Community Governance

22.3.13.1 Clerk to update Council on boundary review briefing (see Clerk's report).

22.3.13.2 Council to consider any actions required.

22.3.14 Vice-Chairman position

22.3.14.1 Councillors to be reminded that Cllr Long steps down in May and to be asked to consider standing for this role

22.3.15 Planning:

22.3.15.1 **Council to consider new planning applications:**

None received since last meeting.

22.3.15.2 **Clerk to update on existing applications**

Ref: 21/05903/FUL (validated 17/01/22)

Address: Bentley Ford Farm, Enchmarsh, SY5 7QH

Proposal: Conversion of traditional agricultural building to form 1no dwelling

Status: Pending consideration

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 – but the PC has received notification that the applicant has agreed to revert to the original plan for the garage to be single storey.

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: 21/03635/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: 21/01638/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

22.3.15.3 **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

Status: SC decided on 14/2/22 that drainage meets planning conditions and all building work is complete

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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

22.3.16 Highways Matters:

- 22.3.16.1 Clerk to report on highway matters
- 22.3.16.2 Frodesley traffic calming parish gateway signs update
- 22.3.16.3 Stoneleigh footway, Acton Burnell – now complete
- 22.3.16.4 Councillors to report any additional highway matters

22.3.17 Environmental Issues

- 22.3.17.1 Bridleways and paths
 - 22.3.17.1.1 Golding Lane – Council to decide formal response to Shropshire Council’s consultation on the application to include the Golding Hall-Pitchford track as a bridleway on the Definitive Map

22.3.18 Parish Matters

- 22.3.18.1 Playground – Chairman to provide update
- 22.3.18.2 Acton Burnell - Pitchford footpath
- 22.3.18.3 Concord College shop
- 22.3.18.4 Ruckley and Langley Parish Noticeboard – Council to decide whether to purchase new noticeboard (See Clerk’s report)
- 22.3.18.5 Councillors to report any additional Parish Matters

22.3.19 Platinum Jubilee

- 22.3.19.1 Update on tree planting plans
- 22.3.19.2 Update on Beacon Lighting
- 22.3.19.3 Sunday Family picnic
 - 22.3.19.3.1 Council to formally delegate organisation of picnic to volunteer task group
 - 22.3.19.3.2 Update on picnic plans

22.3.20 Annual Parish Meeting

- 22.3.20.1 Council to decide on date and location for the Annual Parish Meeting

22.3.21 Time, Date and Location of Next Meeting

- 22.3.21.1 7.30pm, Tuesday 10 May 2022, Pitchford Village Hall.