

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

Parish Council Meeting Tuesday 11 March 2025 at 7.30pm Pitchford Village Hall

DRAFT MINUTES

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

25.3.2 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 G Davies, Cllr T Johnson, County Cllr D Morris, Mrs A Morris – Clerk

Public: Mr C Naylor, Mr & Mrs S Pratt, Mrs J Davies, Mrs A Sibbett-Davies.

25.3.3 Declarations of Pecuniary or Personal Interest – None

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

25.3.4.1 Parish Council Meeting – 21 January 2025

25.3.4.2 Staff Appraisal Committee – 21 January 2025

25.3.5 Public Session – None required

25.3.6 Shropshire Councillor's (SC) Report – See Appendix A for Councillor Morris's full report.

Cllr Ball reported that the drains in Ruckley had been jetted and this seems to have improved the issues with flooding. Andy Oliver from Shropshire Council had undertaken a site visit, made some suggestions on ways residents could alleviate issues and said he will investigate where drains flow to and if drains could be jetted more regularly. **Action: Cllr Morris to follow up with Andy Oliver on site visit actions.**

Finance

25.3.7 Payments - The Council approved the following payments:

Account	Payee	Item	Amount £
ABFPR&L	O2	Mobile Phone	12.47
	Clerk	Feb Salary	385.71
	Unity Trust Bank	Bank charges	6.00
	O2	Mobile Phone	12.47
Lightsource	MedUK	Defib pads	65.94
	Unity Trust Bank	Bank Charges	6.00
Total			488.59

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

25.3.9 The Council reviewed expenditure against budget year to date.

25.3.10 The Council approved the appointment of Rebecca Turner as Internal Auditor and approved resulting £25 overspend on audit in 2025/26 budget.

Clerk's Report

25.3.11 Report on actions from the meeting 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	See 25.3.6

Signed:
Date:

Chairman

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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	Council confirmed still wishes to make this payment if this is not going to be ongoing activity. Action: Clerk to pay
25.1.20	Cllr Harrison to resume contact with landowners re potential Acton Burnell-Pitchford footpath.	Yes	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	No response yet
25.1.26	Clerk to express interest in having 3 benches from Green Spaces & Active Travel Fund	Yes	

25.3.12 Elections – The Clerk updated the Council on the local elections scheduled for 1 May 2025. Cllr Johnson confirmed she does not intend to stand. **Action: Councillors to return nomination papers to Clerk by 26 March 2025 if they wish Clerk to deliver papers.**

25.3.13 Affordable Housing – The Council confirmed T. Jones meets Local Connection criteria. **Action: Clerk to write letter to confirm.**

PC Working Documents

25.3.14 Training and Development Policy - The Council reviewed and agreed this policy.

Highways Matters

25.3.15 Highways issues –

- A mirror has been installed at Frodesley crossroads. **Action: Clerk to contact SC to request second mirror on same pole pointing in other direction.**
- The layby by Swan Bank has been worked on and issue closed by SC. However standard of work very poor and ruts are already exposed again. **Action: Clerk to contact SC to highlight poor standard of repair and reopen issue on fixmystreet.**
- **Action: Clerk to report deterioration of road near Swan bank on fixmystreet**
- **Action: Clerk to report severe deterioration of road between Ruckley and Causeway Wood**

Rights of Way

25.3.16 General issues – the requested kissing gate has been installed at Frodesley Hall Farm

25.3.17 Maintenance – the Council discussed the possibility of funding a programme of regular clearing/maintenance of parish rights of way. **Action: Clerk and Councillors to put together specification/scope of work identifying which paths require regular clearing.**

Signed:
Date:

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25.3.18 Golding-Pitchford Lane – Council discussed whether to write to Secretary of State in order to expedite the submission of the report by SC. **Action: Clerk to write to Shropshire Council to inform them of intended action and then to Secretary of State if the PC does not receive a satisfactory response.**

25.3.19 Acton Burnell-Pitchford footpath – Cllr Harrison has contacted landowners J Nason and J Plant. He has a site visit arranged with Mr Plant. Mr Nason informed him that the section of proposed footpath in Pitchford is on land with generational tenancy with E Jackson. **Action: Cllrs Long and Hotchkiss to contact E Jackson. Action: Cllr Harrison and Clerk to research if there is precedent/procedure for paying landowners to allow access for permissive footpaths.**

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

The Council agreed to support this application. **Action: Clerk to submit support on planning register**

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. **Action: No comment**

25.3.22 Other planning applications/notices/enforcement issues – None

Signed:
Date:

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Parish Matters

25.3.23 Annual Parish Meeting – the Council agreed that the meeting should take place on Tuesday 20 May 2025.

Time, Date & Place of Next Meetings

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

Matters additional to agenda

The Council noted the passing of Acton Burnell resident Mrs Muriel Perks and wished to send its sympathy to her family and highlight the amount of work she did for the Acton Burnell Community including chairing the Parish Council, running the shop and campaigning to save the school from closure.

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Signed:
Date:

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Appendix A – Shropshire Councillor's report

- Shropshire Council has entered a period of 'purdah' on March 10th in the run up to the May 1st Council and Parish Council elections
- SC celebrated achieving a 'good' rating by Care Quality Commission for its adult social care service. In the report published Friday 28 February, the CQC concluded that 'evidence shows a good standard' for the council's adult social care service, highlighting several areas where Shropshire Council is excelling in serving its community. The SC ASC team met its savings target of £22m not by reducing services but by working smarter through prevention, use of assistive technology and rehabilitation work with hospital leavers at home through the START programme. There is a misconception that SC is using funds to prop up fancy care homes - the Shropshire care market is overwhelmingly small scale care homes often family owned. There are 5 homes owned by large organisations, the SC thrust has been to award more funding to domiciliary care providers as they are better VFM and better outcomes for people looked after at home rather than in care homes.
- Monday 3 March was secondary school National Offer Day 2025 when the allocation of school places to children across the country are made. In Shropshire Council's area, 2846 children applied on time for places at secondary schools, with 91.1% – 2,592 children – offered their first preference school. All who applied on time have been offered a place, with 99.2% allocated one of their preferences, and 0.8% – 23 children, allocated an alternative preference. This year's figures for the Shropshire Council area are:
 - Number of on-time applications – 2846
 - Number allocated their 1st preference – 2592 (91.1%)
 - Number allocated their 2nd preference – 217 (7.6%)
 - Number allocated their 3rd preference – 14 (0.5%)
 - Number allocated one of their preferences – 2,823 (99.2%)
 - Number allocated an alternative preference – 23 (0.8%)
- The creation of a new Shrewsbury Parkway station is being investigated to alleviate pressure on Shrewsbury station and the town's highway network. The existing Shrewsbury station would also be improved as a key gateway to the town. Together with a new 'open access' rail operator, Wrexham, Shropshire and Midlands Railway (WSMR) and its partner, rail development and delivery specialist, SLC, Shropshire Council is now investigating the feasibility and private-financing options for a new parkway station, potentially near Preston Boats roundabout.
- Shropshire Council sets budget with £18 million savings for 2025/26. Shropshire Councillors have voted and agreed to set a budget for the financial year 2025/26, which includes £18 million in planned savings. £7.7m of savings have been developed following consultation with residents, businesses, and other stakeholders. £11m refers to managing demand for services, including early intervention and prevention to help residents access the right support for their needs at the right time. The budget plan will allow a 4.99% rise in council tax for households in Shropshire, which the Government expects the council to implement. Equivalent to approximately £1.65 more a week for the average Band D home, the increase includes a 2% contribution for adult social care.
- Shropshire Council has set out a powerful case for North West Relief Road in draft Full Business Case
- A move to three-weekly collections of general, non-recyclable, waste in the Shropshire Council area will not be part of the council's budget for the year 2025/26, and will not be

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considered until at least the 2026/27 financial year, with any changes only considered once plans for a new free weekly food waste collection have been confirmed

- Shropshire Council published a letter on 6th March received from the Inspectors examining the draft Local Plan, responding to the council's recent response to their soundness concerns and their invitation for the council to establish a project plan of work to address these concerns. Unfortunately, despite the council agreeing to seek to meet the majority of their concerns, which included identifying new site allocations in Shrewsbury and the east of the county, the inspectors have advised they believe the work needed to be undertaken is too significant and unlikely to be achieved within their defined six month timetable. As such the inspectors have recommended that Shropshire Council withdraws the Plan from the examination. If the council does not agree to this, the inspectors have said they will prepare their final report concluding the Plan is unsound and should not be adopted. Because of this, Shropshire Council considers it has little option but to agree to their recommendation to withdraw the plan so that it can focus on preparing a Plan for the period 2025-45 under the Government's new system.
- More than 70,000 households have now subscribed to Shropshire Council's garden waste collection service – more than 50% of eligible households – latest figures show. People who haven't yet subscribed are being reminded to sign up by the 31 March [2025] cut-off if they want to have their garden waste collected during the spring and summer months.
- Shropshire Council is reducing its senior leadership team by almost a third as part of plans for a new operating model, saving the council around £1m per year. The Council's new senior leadership team reduces the number of senior managers from 20 to 12.5, including a reduction of 8 Assistant Director level posts where there were previously 15. This is a far greater reduction than to any other layer of the Council's structure and is a critical step as part of plans to become smaller council overall, reducing the workforce by around 1 in 5 posts.

Signed:
Date:

Chairman