

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

Parish Council Meeting

NOTICE IS HEREBY GIVEN that the Parish Council meeting scheduled to take place on Tuesday 13 September 2022 has been postponed due to the sad death of the Queen, Elizabeth II. The meeting will now take place at Pitchford Village Hall on Tuesday **27 September** 2022 commencing **7.30pm** and Members are hereby summoned to attend for the purpose of transacting the following business.



Signed:
Sharon Clayton MPA, BA (Hons), FSLCC
Locum Clerk

Date of issue: 6 September 2022
Re-issued: 12 September 2022

A G E N D A

FILMING AND RECORDING OF COUNCIL MEETINGS AND THE REQUIREMENTS OF THE DATA PROTECTION ACT 2018

Any person present at a Council meeting may not orally report or comment about a Council meeting as it takes place but otherwise may; film photograph, or make an audio recording of a meeting; use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; report or comment on the proceedings in writing during or after a meeting, or orally report or comment after the meeting. Anyone making a recording for non-domestic purposes is advised to seek advice on their obligations to ensure any processing of personal information complies with the Data Protection Act.

Anyone who objects to being filmed or recorded should notify the Clerk prior to the commencement of the meeting.

22.9.1. Chairman's Welcome

22.9.2. Apologies for Absence

22.9.3. Disclosure of Pecuniary Interests, Bias and Pre-determination

In accordance with Section 29 of the Localism Act 2011 Members are personally responsible for deciding whether they should disclose an interest at this meeting. Where a matter arises at a meeting which directly relates to a Member's Disclosable Pecuniary Interests they must disclose the interest, not participate in any discussion nor vote on the matter and must not remain in the room unless they have been granted a dispensation. If it is a 'sensitive interest', Members do not have to disclose the nature of the interest, just that they have an interest. (Please refer to the Council's Code of Conduct).

Members are also reminded they should not make decisions with a closed mind and must declare a bias and not vote on matters where their decision could be pre-determined.

22.9.4. Public Session

22.9.5. Minutes

To consider and approve the minutes from a Parish Council meeting held on 12 July 2022 (appendix 1)

22.9.6. Police Report

22.9.7. Shropshire Councillor Report

22.9.8. Clerk's Report – (appendix 2)

22.9.9. Finance

22.9.9.1. To consider and approve payments (appendix 3)

22.9.9.2. To consider and approve a payment to the Clerk, Anna Morris for 25 hours training for the CiLCA qualification

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- 22.9.9.3. To consider and approve the Locum Clerk’s working from home allowance and reimbursements
- 22.9.9.4. To consider and approve bank reconciliations (information to follow)
- 22.9.9.5. To consider and approve transferring £812 from the CiLCA budget to salary budget to cover additional employment costs and overspend

22.9.10. Grant application

- 22.9.10.1. To consider and approve a grant application from Village Views (appendix 4)

22.9.11. Audit

To consider and approve waiving the Parish Council’s opportunity to opt-out of the SAAA central external auditor appointment arrangements (appendix 5)

22.9.12. Planning Matters

22.9.12.1. Planning Applications for Consideration

To consider and approve a response to the following:

| Application number | Details |
|---|--|
| 22/03509/FUL Proposed dwelling north of Royal Oak, Pitchford Road, Conover | Erection of one dwelling using existing vehicular access; installation of package treatment plant; all ancillary works |

22.9.12.2. Planning Applications already Considered – TO NOTE

| Application number | Details |
|---|---|
| 22/03270/FUL Duffys Cottage, Ruckley, Acton Burnell | Erection of two-storey side extension |
| 22/03270/LBC Duffys Cottage, Ruckley, Action Burnell | Erection of two-story side extension affecting a Grade II Listed Building |

22.9.12.3. Planning Decisions – TO NOTE

| Application number | Details |
|--|---|
| 21/03635/VAR Agricultural buildings, Home Farm, Acton Burnell | Variation of Condition No. 2 attached to planning permission 18/05229/FUL dated 19 May 2020 Permission GRANTED 18 August 2022 The Parish Council had no objection |
| 22/03270/FUL Duffys Cottage, Ruckley, Acton Burnell | Erection of two-storey side extension Application WITHDRAWN 2 September 2022 <i>The Parish Council had no objection</i> |
| 22/03270/LBC Duffys Cottage, Ruckley, Action Burnell | Erection of two-story side extension affecting a Grade II Listed Building Application WITHDRAWN 2 September 2022 <i>The Parish Council had no objection</i> |

22.9.13. Consultation

- 22.9.13.1. To consider and approve a response to Shropshire Council’s [Draft Empty Homes Strategy](#)

22.9.14. Traffic Calming

- 22.9.14.1. To receive an update on traffic calming

22.9.15. Footpath

- 22.9.15.1. To receive an update on a footpath from Acton Burnell to Pitchford

22.9.16. Jubilee Tree Planting

- 22.9.16.1. To receive an update on Jubilee planting

22.9.17. Highway Matters

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- 22.9.17.1. To consider any highway matters and approve any action required
- 22.9.18. Environmental Issues**
- 22.9.18.1. To consider any environmental issues and approve any action required
- 22.9.19. Parish Matters**
- 22.9.19.1. To consider any parish matters and approve any action required
- 22.9.20. Next Meeting**
To agree the date for the next meeting scheduled to take place on
Tuesday 8 November 2022 commencing at 7.30pm

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Section 1(2) of the above Act and due to the confidential nature of the following business to be transacted it will be PROPOSED, SECONDED and RESOLVED that the public and press should not be present

- 22.9.21. Staffing**
- 22.9.21.1. To receive an update on staffing matters from the Staff Recruitment Committee