

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

Minutes

of a Parish Council meeting
7.30 pm Tuesday 14 March 2023
At Pitchford Village Hall

Present: Cllr. Paul Harrison (Chairman, RFO and acting clerk), Cllr. Carmen Culliss, Cllr. Graham Davies, Cllr. Keith Faulkner, Cllr. Alan Hotchkiss, Cllr. Robert Morgan, Cllr. John Long and Shropshire Councillor Dan Morris.

1. Chairman's Welcome

The Chairman welcomed everyone to the meeting.

2. Apologies for Absence

Apologies were received and accepted from Cllrs. Gareth Ball and Tracy Johnson.

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

In accordance with Section 29 of the Localism Act 2011 Members were informed they are personally responsible for deciding whether they should disclose an interest at this meeting. Members were 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.

4. Public Session

There were no members of the public present.

5. Minutes

The minutes from a Parish Council meeting held on 17 January 2023 were considered for approval.

It was PROPOSED, SECONDED and AGREED that the minutes be APPROVED and ADOPTED as a true record.

6. Police Report

There was no report from the police.

7. Shropshire Councillor Report

Cllr. Dan Morris reported as follows:

The Holiday Activity and Food program for children aged 4-16 will be running again over Easter at 45 venues across Shropshire. The programme is free to those eligible for free school meals and others receiving benefit. Paid for places may also be available.

Applications for secondary school allocations were highest ever for Shropshire Unitary Authority - 3026. 90% of those that applied on time got first preferences and 96.5% got one of their preferences

The Shropshire local plan passed its first inspection stage. Some questions remain to be resolved including clarification for the 1500 new houses which SC needs to provide for the West Midlands Authority.

Last year SC was awarded £903k to fund 270 EV charging points. The council has now been offered a further grant from the government to install more. SC wants to work with PCs to find suitable charging points in locations like VH car parks. Contact Adrian.Cooper@shropshire.gov.uk

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

SC needs to find £51m in cost savings in 23/24. This will involve big changes to ways of working. Consultants PWC (Price Waterhouse Cooper) have been engaged to identify and assist with the necessary changes. 30 different projects have been identified. SC Leadership is confident this will be a good investment. PWC have track record of assisting councils of different political colours across the country, from Cornwall to Hereford to Hillingdon in London.

The medium term financial strategy was set at the early March Council meeting. Total gross budget for 23/24 is £645m and a Council Tax increase of 4.99% was agreed.

Arranged for Highways Engineer, Dave Gradwell to meet with members of the PC to discuss traffic calming measures – see 17 below

Obtained updates on enforcement cases for Frodesley Lodge and Stoneleigh Close – see 15 below.

Followed up concerns regarding the lane through Oaklands Farm – see 20.2 below.

NOTED.

8. Clerk's Report

Members received a written report from the acting clerk on action taken following decisions made at the last council meeting.

With regard to item 22, it was noted that although the SC Tree Officers had advised that the dead and overhanging branches at Haypole Farm were safe, two had fallen into the road during recent storms. Fortunately no damage had been caused.

NOTED.

9. Finance

a) It was PROPOSED, SECONDED and AGREED that the following payments for January and February 2023 be APPROVED together with the payment for Pitchford Hall in March 2023.

ABPFR&L Community Account

January						
08/01/2023	08/01/2023	56	HSBC	DD	Bank charges	5.40
09/01/2023	09/01/2023	57	Frankwell Compu	BACS	Avast Internet security (1year)	38.99
30/01/2023	30/01/2023	58	HMRC	BACS	PAYE	194.40
31/01/2023	31/01/2023	59	Sharon Clayton	BACS	Travel expenses	11.70
31/01/2023	31/01/2023	60	Sharon Clayton	BACS	Salary	268.20
20/01/2023	03/02/2023	61	O2	DD	Mobile phone	10.49
						529.18
February						
08/02/2023	08/02/2023	62	HSBC	DD	Bank charges	5.40
31/01/2023	31/01/2023	63	HMRC	BACS	PAYE	194.40
20/02/2023	06/03/2023	64	O2	DD	Mobile phone	10.49
						210.29
March						
01/03/2023		65		Ch	Meeting room hire 2022	120

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

Lightsource Account

January					
03/01/2023	LS24	HSBC	DD	Bank charges	5.40
					5.40
February					
03/02/2023	LS25	HSBC	DD	Bank charges	5.00
					5.00

- b) It was PROPOSED, SECONDED and AGREED that income and expenditure from 1 January to 28 February 2023 be APPROVED.
- c) It was PROPOSED, SECONDED and AGREED that the bank reconciliations from 1 January to 28 February 2023 be APPROVED.
- d) It was PROPOSED, SECONDED and AGREED that a quotation for the annual internal audit of £130 be APPROVED.

10. Councillor Email – Mailbox Capacity Increase

A quotation of £10 per mailbox per annum for an additional 2gb had been received. However, it was agreed not to increase Parish Council mailbox storage for individuals or for the whole council.

11. Community Event

Cllr. Paul Harrison reported that there had been no response to the note on the community Facebook page and in 'Village Views' asking for feedback to try to ascertain whether the community would support this other than a "like" from Councillor Dan Morris. It was agreed to take no further action on this at this time.

12. Planning Applications for Consideration

None noted.

13. Planning Applications already Considered

The following planning applications had been circulated and had been NOTED with no comments:

Application number	Details
23/00227/TCA Main House, Concord College, Acton Burnell	Works to a number of trees with Acton Burnell Conservation Area
23/00228/TCA The Principals House, Acton Burnell	Removal of hung up/snapped branches from 2 Atlas Cedar trees (T769 and T772) and crown lift lower branch tips from one group of mixed species trees (T713) to approx. 5.5 metres over the road within Acton Burnell Conservation Area
23/00230/TCA The Principals House, Acton Burnell	Fell to ground level one English Yew tree (T538) and pollard at approx. 3 metres above ground one Pear tree (T553) within Acton Burnell Conservation Area
23/00234/TCA The Warren, Acton Burnell	Crown reduction of one Common Walnut tree (T588) to clear building by 2 metres (pruning cuts no larger than 100mm diameter) with Acton Burnell Conservation Area

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

23/00235/TCA 9 Acton Burnell	Fell to ground level one Ash tree (T618) within Acton Burnell Conservation Area
23/00236/TCA Cross Cottage, 18 Acton Burnell	Pollard one Portuguese Laurel tree (T634) at 2 metres leaving basal growth at 300mm with Acton Burnell Conservation Area
23/00474/TCA Severn Trent, Sewage Treatment Works, Acton Burnell	Remove 1no. Ash and crown reduce 1no. Hawthorn to 500mm below the fence

14. Planning Decisions

No planning decisions were noted.

15. Planning Enforcements

CLlr. Morris had obtained the following updates on enforcements which were NOTED.

Application number	Details
19/06414/ENF - Frodesley Lodge	Owner has been contacted by planning officer suggesting a retrospective application.
19/06442/ENF - Development Land Adjacent Stoneleigh Close	Planning officer advises that developer could not obtain land needed to increase the visibility splay. Issue to be resolved with new development which includes a condition requiring improved splays. No further action proposed. A mirror has been installed to provide some temporary mitigation.

16. Consultation

16.1 West Mercia Police – Local Policing Community Charter Questionnaire

It was confirmed that the Clerk would remain as PC contact. Policing priorities were seen as rural theft, speeding and wildlife crime (e.g. hare coursing, lamping). Monthly or bi-monthly reports will be requested along with attendance at the Annual Parish Meeting.

17. Traffic Calming

CLlrs. Cullis and Harrison had met with Highways Engineer, Dave Gradwell and visited all four villages. Based on the recommendations received:

- It was PROPOSED, SECONDED and AGREED that a request should be submitted to institute a formal 30mph speed limit along Frodesley Lane, either side of the village crossroads, through the village and ahead of the junction approaching the village from Condover.
- The Council welcomed the engineer's suggestion that 30mph roundels should be painted in the roads at each sign and repeater through the villages.
- The engineer also agreed that a mirror could be installed in the short term to assist traffic leaving Frodesley and that the Frodesley crossroads sign facing traffic from Longnor could be moved closer to the crossroads.
- There appeared to be sufficient space to install village gateways on the nearside of the approach roads to each village and it was agreed to prepare detailed quotes for consideration at the next meeting

The gateways would be funded from the Parish Council Neighbourhood Fund but the engineer suggested that the other items could probably be funded by SC.

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

18. Proposed Footpath from Acton Burnell to Pitchford

Cllr. Harrison reported that there had been no further progress since the last meeting.

19. Frodesley Bus Shelter

Cllrs. Davies and Cullis had obtained a quotation for replacement of the shelter. Further quotations will be obtained with a view to selecting a contractor at the next meeting.

20. Parish Matters

20.1 EV Charging Points

The availability of grants from SC was noted. It was agreed that Pitchford Village Hall was a reasonable and perhaps the only obvious location within the combined parish and details will be forwarded to the PVH Committee.

20.2 Oaklands Lane

It was noted at the last meeting that the lane was partially blocked with the ford rendered impassable. Cllr. Morris had been advised that SC had been in contact with the landowner. It was agreed that PC members would inspect the route before deciding whether the PC should request further action from SC.

20.3 School Bus Congestion in Acton Burnell

It was noted that the school bus reversing into the road leading to the Concord College Lodge gate for the morning pick up creates congestion and a rather hazardous situation at the Acton Burnell crossroads. It is understood that the bus first drops college pupils at the main gate. It was agreed to contact the college and ask if the bus could drive through the college, exiting Lodge Gate so as to avoid the need to reverse.

20.4 Parish Council Noticeboards

It was agreed to obtain a quotation for refurbishment of the noticeboards. It would seem that it should not be necessary to purchase replacements.

20.5 Defibrillator and CPR Presentation

Following several requests it was PROPOSED, SECONDED and AGREED to arrange an evening session at Pitchford Village Hall to familiarise residents with the operation of the recently upgraded defibrillators together with basic CPR. A price of £60 had been received from MedUK.

21. Annual Parish Meeting

It was NOTED that the next Annual Parish Meeting would take place on Wednesday 3rd May 2023 commencing 7.00pm at Pitchford Village Hall.

22. Annual Parish Council Meeting

It was NOTED that the next Annual Parish Council Meeting would take place on Wednesday 3rd May 2023 commencing 7.30pm (or immediately following the Annual Parish Meeting) at Pitchford Village Hall.

The Chairman closed the meeting at 20:55.

Signed: _____
Chairman

Date: _____