

# CHESWARDINE

## PARISH COUNCIL

### Attendance

**Chairman:** Cllr A Thomson

**Councillors:** Cllr N Stallard, Cllr J Hislop, Cllr S Lewis, Cllr B Maskell, Cllr N Partridge, Cllr M Pound, Cllr Jacobson (co-opted in item 5)

**Also Present:** Cllr Bentley - attending in his capacity as both a member of the Parish Council and as the Unitary Authority Ward Councillor.

**Apologies:** None

**Clerk:** Mr Wayne Salisbury

**Other:** None

**Public:** 1 until item 5.

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### Minutes of the Meeting of Cheswardine Parish Council held at the Parish Hall on Tuesday 20<sup>th</sup> January 2026

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Meeting started at 7:00 p.m.

#### 1. Welcome

The Chair welcomed everyone to the first meeting of 2026. They shared with members that they had recently attended the North Shropshire Area Committee meeting and the Chairs' Network meeting, both of which will reconvene in March.

Cllr Stallard advised that they had recently attended a meeting to learn about the Market Drayton and rural parishes community covenant and shared further information regarding their work and that they are looking for volunteers from other parish councils to join. Further details will be sent to the Clerk.

#### 2. To receive apologies for absence

No apologies were received.

#### 3. Declarations of Interest and Dispensation Considerations

- a) None declared.
- b) Cllr Bentley declared an interest relating to his role as a Unitary Councillor for Shropshire Council.
- c) No dispensations were requested or granted.

#### 4. Minutes of the previous meeting

**RESOLVED:** that the minutes of the meeting held on the 9<sup>th</sup> December 2025 be approved as a correct record and signed by the Chair.

### 5. Co-option

The Chair welcomed the candidate to the meeting and advised members that their statement had been shared ahead of the meeting.

The candidate was invited to provide any further information. Members were offered the opportunity to ask the candidate any questions.

**RESOLVED:** that Iana Jacobson be co-opted to Cheswardine Parish Council to fill the vacant seat.

The candidate signed the declaration of acceptance of office in the presence of the proper officer.

*Cllr Jacobson joined the meeting.*

### 6. Policing Matters

Representatives from the Police were not in attendance.

The Clerk advised members that the latest newsletter from the Safer Neighbourhood Team had been recently shared.

### 7. Public Participation

No members of the public were in attendance.

### 8. Shropshire Unitary Councillor's report

Cllr Bentley shared a report with members ahead of the meeting, which is included in the appendix to these minutes on pages 883 – 884.

Additional updates included:

- Currently waiting for a decision from central government regarding finances.
- Invite to a meeting regarding speeding in Soudley, locations have been identified for potential Vehicle Activated Sign or Speed Indicator Device although there are no funds from Shropshire Council for this, so may need the Parish Council to fund.
- Flooding in Hopshort, Severn Trent Water will be carrying out remedial works.
- Grit bins not being filled has been raised with the portfolio holder.
- The recent cold snap caused an increase of 1,000 potholes. Any further potholes to be logged on Fix My Street.

Cllr Hislop raised that no gritters have been seen around, making the need for grit bins to be filled more vital.

Cllr Stallard raised that potholes are being marked but not repaired and queried the expense of the marking.

Cllr Bentley added that a third team have been engaged to deal with potholes and that it has been suggested that potholes are filled when found and not just marked.

### 9. Playing Field, Playground and Car Park

**To receive any updates, discuss any matters relating to and make any required decisions.**

Cllr Hislop raised that overnight parking on the playing field car park seems to be happening regularly and that it is often the same cars.

Cllr Lewis offered to monitor this, and the Clerk advised that letters can be supplied to give notice to any vehicle owners if needed.

The Clerk updated members that the odd jobs contractor will be starting to empty the Parish Council owned bins this week and that they have been instructed to also fit the new noticeboard in the community hub.

# CHESWARDINE

## PARISH COUNCIL

### 10. Clerk's Report

The Clerk's report was received by members, which detailed updates on actions since the last meeting, including:

#### Primary actions since the last meeting

- Preparation for the January meeting, including Quarter 3 financial checks.
- Draft budget and supporting documentation prepared.
- Christmas annual leave taken on 15th, 22nd and 29th December, totalling 24 hours.

#### Upcoming primary actions

- Submission of the precept request to Shropshire Council.
- Completion of VAT Reclaim Quarter 3 and Charity Annual Return.
- Preparation for the February meeting.
- Commencement of year-end preparations, including internal audit actions, Assertion 10 actions, website accessibility edits, required policy reviews, and asset register review.

#### Odd jobs contractor

- Contractor instructed to commence bin emptying and provided with an inventory and map prepared by Cllr Thomson.
- Request made for installation of the new noticeboard at the community hub.

#### Planning decisions

- Application 25/03880/LBC, 1 The Old Hall, High Street, Cheswardine, granted permission on 12<sup>th</sup> December 2025 for roof repairs, insulation works, replacement conservation roof lights, and renewal of plain roof tiles.

### 11. Planning (Town and Country Planning Act 1990. Sched 1, para 8)

- a) To consider the following planning applications.

Reference	25/04501/FUL
Address	Wenlock House Soudley Market Drayton Shropshire TF9 2SB
Proposal	Amended scheme, including smooth render to the main house, timber cladding to the garage, and an extended garage to the side.(The conservatory falls under Permitted Development),
Deadline for Comments	7 <sup>th</sup> February 2026
<a href="#">25/04501/FUL   Amended scheme, including smooth render to the main house, timber cladding to the garage, and an extended garage to the side.(The conservatory falls under Permitted Development),  </a>	

Cllr Bentley clarified that he had not had any involvement in this application in his Unitary Councillor role.

Cllr Lewis, Cllr Bentley, Cllr Stallard, Cllr Maskell and Cllr Partridge raised that they would abstain from any vote on this application.

**RESOLVED:** that the following comment is submitted to the local planning authority.

- *Cheswardine Parish Council has no comment to make on this application.*

Reference	25/04624/FUL
Address	St Swithins Church High Street Cheswardine Shropshire TF9 2UN
Proposal	Creation of a disabled access ramp
Deadline for Comments	8 <sup>th</sup> February 2026
<a href="#">25/04624/FUL   Creation of a disabled access ramp   St Swithins Church High Street Cheswardine</a>	

**RESOLVED:** that the following comment is submitted to the local planning authority.

- *Cheswardine Parish Council supports this application.*

# CHESWARDINE

## PARISH COUNCIL

- a) To consider any planning applications which have been received since the publication of this agenda.

Reference	25/04840/FUL
Address	Cheswardine Hall Lodge Chipnall Cheswardine Market Drayton Shropshire TF9 2RJ
Proposal	Single storey kitchen/ dining extension to side of existing dwelling
Deadline for Comments	19 <sup>th</sup> February 2026
<a href="#">25/04840/FUL   Single storey kitchen/ dining extension to side of existing dwelling   Cheswardine Hall Lodge Chipnall Cheswardine Market Drayton Shropshire TF9 2RJ</a>	

**RESOLVED:** that the following comment is submitted to the local planning authority.

- *Cheswardine Parish Council supports this application.*

### 12. Authorisation of payments

**RESOLVED:** the schedule of payments for January 2026 correctly states the invoices presented and that **£1164.28** is approved to be paid. **£446.78** has been paid under 6.6 and **£235.50** has been paid under 6.9 iii. (as detailed on page 876)

### 13. Budget Review

The Clerk summarised the budget review documentation and the position of the Council at the end of the 3<sup>rd</sup> quarter.

**RESOLVED:** that expenditure and income against the budget for the 3<sup>rd</sup> quarter of the 2025 - 2026 Council year is approved. (as detailed on page 877 - 878)

### 14. Accounting Audit

**RESOLVED:** to approve the presented accounting audit for the 3<sup>rd</sup> quarter of the 2025 - 2026 Council year as completed by Cllr Stallard. (as detailed on page 879)

### 15. Bank Reconciliation

**RESOLVED:** that the bank reconciliation summary is an accurate reflection of payments and receipts against the bank balances as of 31<sup>st</sup> December 2025. (as detailed on page 880)

### 16. Budget 2026 - 2027

- a) To consider and determine budgeted payments (expenditure) for 2026-2027.

Members reviewed information provided, which included a draft budget, budget notes and a precept illustration which included precept history. Members discussed the new budget lines which had been included in the draft budget, and Cllr Stallard mentioned that potentially some budget lines are more 'nice to have' than a 'need to have'.

Cllr Hislop queried the status of any grant requests in the current year.

#### ***Motion without Notice***

**RESOLVED:** to suspend standing order 3 X so that the meeting can continue beyond 2 hours.

The following expenditure resolutions were made.

**RESOLVED:** to approve expenditure of **£3,269.00** for the **Administration Fixed** cost centre for the financial year 2026 – 2027.

# CHESWARDINE

## PARISH COUNCIL

**RESOLVED:** to approve expenditure of **£4,265.00** for the **Administration General** cost centre for the financial year 2026 – 2027.

**RESOLVED:** to approve expenditure of **£11,192.52** for the **Administration Salary & Overtime** cost centre for the financial year 2026 – 2027.

**RESOLVED:** to approve expenditure of **£6,000.00** for the **Assets (Fixed Equipment)** cost centre for the financial year 2026 – 2027.

**RESOLVED:** to approve expenditure of **£2,860.00** for the **Elections** cost centre for the financial year 2026 – 2027.

**RESOLVED:** to approve expenditure of **£1,000.00** for the **Grants** cost centre for the financial year 2026 – 2027.

**RESOLVED:** to approve expenditure of **£1,000.00** for the **Other Contingencies** cost centre for the financial year 2026 – 2027.

**RESOLVED:** to approve expenditure of **£8,190.00** for the **Playing Fields** cost centre for the financial year 2026 – 2027.

**RESOLVED:** to approve expenditure of **£135.00** for the **Community** cost centre for the financial year 2026 – 2027.

**RESOLVED:** to approve expenditure of **£1,550.00** for the **Street Lights** cost centre for the financial year 2025-2026.

**RESOLVED:** to approve the **total expenditure** of **£39,461.52** for the financial year 2026 – 2027.  
(As detailed on page 881).

b) To consider and determine the precept request for 2026-2027.

CLlr Pound raised that the precept should increase to a minimum of the consumer prices index and raised concerns that if the Council was to have a bad year with multiple assets needing expenditure, it could eat into the reserves, which would then require a significant increase in the precept.

**RESOLVED:** that the precept request to Shropshire Council will be £25,250.00. The Band D precept will be £61.95 which is a £2.53 / 4.26% increase on last year. (As detailed on page 882).

c) To consider and determine any income appropriated from reserves to cover budgeted expenditure.

**RESOLVED:** that additional income to fulfil budgeted expenditure will be appropriated from reserves to the value of £13,311.52.

**Meeting concluded at 9:29 pm.**

Chairman..... Date.....

# CHESWARDINE

## PARISH COUNCIL

Schedule of Payments - As resolved under Item 12.

### Cheswardine Parish Council Schedule of Payments

20th January 2026

	Date of Debit or Cheque Raised	Recipient	Purpose	£	£	Payment Method	Power of expenditure	Scribe
1	21/01/2026	Shropshire Council	Election Costs - 1st May 2025	125.00		BT - Unity Trust	LGA 1972 S 111	Yes
2	21/01/2026	PG SKIPS	Rubbish Removal - Skip Emptied 07/11/25	33.13		BT - Unity Trust	Litter Act 1983 ss.5	Yes
3	21/01/2026	Senior Electrical Services	Light repair to Chipnall Defibrillator Phone box	192.00		BT - Unity Trust	LGA 1972 S 111	Yes
4	21/01/2026	W Salisbury (Clerk)	Clerk Homeworking Expenses (01/10/25 to 31/12/25)	78.00		BT - Unity Trust	LGA 1972 S 111	Yes
5	21/01/2026	W Salisbury (Clerk)	McAfee - Clerk Laptop Anti-Virus Software	34.99		BT - Unity Trust	LGA 1972 S 111	Yes
6	21/01/2026	W Salisbury (Clerk)	Giff Gaff - Phone Monthly Payment - January	6.00	165.08	BT - Unity Trust	LGA 1972 S 111	Yes
7	21/01/2026	W Salisbury (Clerk)	Mileage (9th December - 38 miles x 0.45)	17.10		BT - Unity Trust	LGA 1972 S 111	Yes
8	21/01/2026	W Salisbury (Clerk)	HP INK - Printing (October to December)	28.99		BT - Unity Trust	LGA 1972 S 111	Yes
9	21/01/2026	W Salisbury (Clerk)	Clerk Salary - January	495.20		BT - Unity Trust	LGA 1972 S 112	Yes
10	21/01/2026	HMRC	Tax & Contributions on Clerks salary - January	123.60	153.87	BT - Unity Trust	LGA 1972 S 112	Yes
11	21/01/2026	HMRC	Employer NIC - Month 10	30.27		BT - Unity Trust	LGA 1972 S 112	Yes
			<b>Total</b>	<b>1164.28</b>				

	Payments made as resolved under the approved payments list 5.5b							Scribe
12	10/12/2025	Shropshire Council	Streetlighting - Joint Energy Agreement - 3rd Quarter	263.38		BT - Unity Trust	Highways Act 1980 s301	Yes
13	18/12/2025	Hugo Fox	Website Hosting	143.86		BT - Unity Trust	LGA 1972 S 142	Yes
14	05/01/2026	BT	Parish Hall Broadband - 1st to 31st December	39.54		DD - Unity Trust	LGA 1972 S 133	Yes
			<b>Total</b>	<b>446.78</b>				

	Payments made under Financial Regulations 5.5a to avoid late payment							
	Date of	Recipient	Purpose	£	£	Cheque	Power of expenditure	Scribe
15	07/01/2026	North Salop Wheelers	7 x annual passenger subscriptions £210 / December Fares £19.50	229.50		BT - Unity Trust	LG Rating Act 1997 s26-29	Yes
	31/12/2025	Unity Trust Bank	Bank Charges	6.00		Bank Charge	LGA 1972 S 111	Yes
			<b>Total</b>	<b>235.50</b>				

Invoices checked and verified at the meeting held on 20th January 2026

Cllr J Hislop 20/01/26  
Cllr - Proposer - Sign & Date

Cllr N Stallard 20/01/26  
Cllr - Seconder - Sign & Date

DEPOSITS RECEIVED		
Dec	2025	
Date	Total	From
31/12/2025	£259.72	Unity Trust Bank - Interest
Total	£259.72	

# CHESWARDINE

## PARISH COUNCIL

### Budget Review 25-26 Quarter 3 - As resolved under Item 13.

				Quarter 1			Quarter 2			Quarter 3			Total	Variance
Budget 2025-2026				April	May	June	July	Aug	Sep	Oct	Nov	Dec		
Cost Centre	Payments	Receipts												
<b>Administration Fixed</b>														
150 Audit Fees	£720.00				£360.00				£210.00				£570.00	£150.00
160 Affiliation Fees - SALC	£600.00			£584.56									£584.56	£15.44
170 Insurance (General)	£700.00				£824.93								£824.93	-£124.93
220 Hall Broadband	£600.00			£56.98		£29.87	£59.74	£33.81	£32.95		£32.95	£32.95	£279.25	£320.75
230 ICO GDPR Fee	£40.00												£0.00	£40.00
260 Allotment Rent	£400.00									£400.00			£400.00	£0.00
Total	<b>£3,060.00</b>			<b>£641.54</b>	<b>£1,184.93</b>	<b>£29.87</b>	<b>£59.74</b>	<b>£33.81</b>	<b>£242.95</b>	<b>£400.00</b>	<b>£32.95</b>	<b>£32.95</b>	<b>£2,658.74</b>	<b>£401.26</b>
<b>Administration General</b>														
100 Clerks Expenses	£600.00			£42.10	£22.10	£22.10	£64.20		£211.12	£57.67	£22.10	£22.10	£463.49	£136.51
110 Other (Non Fields) Labour	£200.00												£0.00	£200.00
120 Room Hire														£0.00
130 Training	£250.00									£61.00			£61.00	£189.00
140 Councillors Expenses	£150.00												£0.00	£150.00
180 Defibrillator Maintenance	£3,000.00			£205.00		£55.00				£165.00			£425.00	£2,575.00
190 Website Costs	£500.00										£240.00	£119.88	£359.88	£140.12
250 Admin Other	£500.00			£6.00	£6.00	£8.00	£6.00	£6.00	£53.24	£22.67	£6.00	£6.00	£119.91	£380.09
270 Stationery/Advertising	£100.00					£16.66							£16.66	£83.34
280 IT Services & Equipment	£100.00				£70.82								£70.82	£29.18
470 Bus Costs	£600.00			£13.50	£21.00	£21.00	£10.50		£27.75			£56.25	£150.00	£450.00
471 Waste Bin Top Up Charge	£320.00												£0.00	£320.00
472 CCTV Maintenance	£600.00												£0.00	£600.00
475 Scribe Software	£500.00				£345.60								£345.60	£154.40
Total	<b>£7,420.00</b>			<b>£266.60</b>	<b>£465.52</b>	<b>£122.76</b>	<b>£80.70</b>	<b>£6.00</b>	<b>£292.11</b>	<b>£306.34</b>	<b>£268.10</b>	<b>£204.23</b>	<b>£2,012.36</b>	<b>£5,407.64</b>
<b>Adminstration - Salary &amp; Overtime</b>														
90 Clerks Salary & Overtime	£6,214.00			£419.66	£419.66	£419.46	£419.66	£487.39	£433.25	£780.66	£495.00	£495.00	£4,369.74	£1,844.26
476 Tax / National Insurance	£2,000.00			£104.80	£137.04	£121.12	£120.92	£150.86	£126.87	£279.03	£154.07	£154.07	£1,348.78	£651.22
477 Salary Contingency	£800.00												£0.00	£800.00
Total	<b>£9,014.00</b>			<b>£524.46</b>	<b>£556.70</b>	<b>£540.58</b>	<b>£540.58</b>	<b>£638.25</b>	<b>£560.12</b>	<b>£1,059.69</b>	<b>£649.07</b>	<b>£649.07</b>	<b>£5,718.52</b>	<b>£3,295.48</b>

# CHESWARDINE

## PARISH COUNCIL

### Budget Review 25-26 Quarter 3 - As resolved under Item 13. (cont.)

	<b>Assets (Fixed Equip)</b>													
370	Fixed Asset Purchase	£5,000.00							£519.00			£519.00	£4,481.00	
478	Playground Equipment	£5,000.00										£0.00	£5,000.00	
479	Benches	£1,000.00			£660.51							£660.51	£339.49	
	Total	<b>£11,000.00</b>		<b>£0.00</b>	<b>£660.51</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£519.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£1,179.51</b>	<b>£9,820.49</b>
	<b>Elections</b>													
380	Election Costs	£2,600.00										£0.00	£2,600.00	
	Total	<b>£2,600.00</b>		<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£2,600.00</b>
	<b>Grants</b>													
390	Grants (Other)	£1,500.00										£0.00	£1,500.00	
400	Parish Hall											£0.00	£0.00	
	Total	<b>£1,500.00</b>		<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£1,500.00</b>
	<b>Other Contingencies</b>													
450	Various	£1,000.00										£0.00	£1,000.00	
	Total	<b>£1,000.00</b>		<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£1,000.00</b>
	<b>Playing Fields</b>													
320	Contract Labour	£3,700.00	£424.00	£499.00		£923.00	£349.00	£499.00	£349.00	£295.00		£3,338.00	£362.00	
330	Playing Field Expenses (Other)	£600.00										£0.00	£600.00	
340	Playground Inspection (Annual)	£500.00				£139.38	£284.62				£139.38	£563.38	£63.38	
350	Equipment Maintenance	£600.00										£0.00	£600.00	
481	Wildlife Garden	£1,500.00	£900.63	£5.41		£447.87						£1,353.91	£146.09	
482	Waste Collection	£400.00	£24.87	£27.61	£27.61	£27.61	£27.61	£27.61	£27.61	£27.61	£27.61	£245.75	£154.25	
	Total	<b>£7,300.00</b>	<b>£1,349.50</b>	<b>£532.02</b>	<b>£27.61</b>	<b>£1,537.86</b>	<b>£661.23</b>	<b>£526.61</b>	<b>£376.61</b>	<b>£322.61</b>	<b>£166.99</b>	<b>£5,501.04</b>	<b>£1,798.96</b>	
	<b>Community</b>													
473	Annual Community Meeting	£200.00		£119.79								£119.79	£80.21	
474	D Day Celebrations											£0.00	£0.00	
480	VE Day	£500.00		£364.80								£364.80	£135.20	
	Total	<b>£700.00</b>	<b>£0.00</b>	<b>£484.59</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£484.59</b>	<b>£215.41</b>	
	<b>Street Lights</b>													
300	Street Light Maintenance	£500.00										£0.00	£500.00	
310	Energy Supply	£1,350.00		£219.48		£219.48					£219.48	£658.44	£691.56	
	Total	<b>£1,850.00</b>	<b>£0.00</b>	<b>£219.48</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£219.48</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£219.48</b>	<b>£658.44</b>	<b>£1,191.56</b>	
	<b>Receipts</b>													
10	Precept		£24,446.00	£24,446.00								£24,446.00	£0.00	
20	Bank Interest		£500.00		£253.48			£295.51			£259.72	£808.71	£308.71	
50	Allotment Rent		£400.00							£400.00		£400.00	£0.00	
60	Recreation Field Hire											£0.00	£0.00	
70	Sundry Income			£388.64								£388.64	£388.64	
80	VAT Reclaim		£5,000.00									£0.00	£5,000.00	
												£26,043.35		
	<b>FULL YEAR RECEIPTS (Excl VAT)</b>		<b>£24,446.00</b>	<b>£388.64</b>	<b>£253.48</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£295.51</b>	<b>£0.00</b>	<b>£400.00</b>	<b>£259.72</b>		<b>£26,043.35</b>	
	<b>FULL YEAR PAYMENTS (Excl VAT)</b>		<b>£2,782.10</b>	<b>£4,103.75</b>	<b>£720.82</b>	<b>£2,218.88</b>	<b>£1,558.77</b>	<b>£1,621.79</b>	<b>£2,661.64</b>	<b>£1,272.73</b>	<b>£1,272.72</b>	<b>£18,213.20</b>		
		Payments	Receipts									Payments	Receipts	
	<b>GRAND TOTAL</b>	<b>£45,444.00</b>	<b>£30,346.00</b>									<b>Variances Against Budget (Inc VAT)</b>	<b>-£25,970.87</b>	<b>£563.82</b>
												<b>Totals</b>		
	<b>VAT PAID</b>			£230.52	£355.85	£26.82	£129.94	£113.10	£87.07	£146.65	£61.11	£108.87	£1,259.93	
80	<b>VAT RECLAIM</b>		<b>£5,000.00</b>			<b>£3,929.76</b>		<b>£613.19</b>		<b>£323.52</b>		<b>£4,866.47</b>	<b>£133.53</b>	
	<b>Appropriation from Reserves</b>	<b>£15,098.00</b>												
													£19,473.13	
													£30,909.82	



# CHESWARDINE

## PARISH COUNCIL

Accounting Audit 25-26 Quarter 3 - As resolved under Item 14.

Completed by Cllr Stallard.

VOUCHER / PAYMENT NO	DATE OF ENTRY	SUPPLIER / RECIPIENT	£ AMOUNT	DATE CASHED / PAID	INVOICE UPLOADED AND CORRECT	ENTRY APPEARS ON THE SCHEDULE OF PAYMENTS (Date shown on the tab of the month it shows on)
89	03/10/2025	PG SKIPS LTD	£33.13	06/10/2025	YES	Yes 21 <sup>st</sup> Oct 2025
91	04/10/2025	NOTICEBOARD COMPANY CUMBRIA LTD	£622.80	06/10/2025	YES	Yes 21 <sup>st</sup> Oct 2025
94	17/10/2025	CLERKS EXPENSES	£15.57	22/10/2025	YES	Yes 21 <sup>st</sup> Oct 2025
101	20/10/2025	DEFIB PARTS	£198.00	22/10/2025	YES	Yes 21 <sup>st</sup> Oct 2025
107	12/11/2025	GROUNDS MAINTENANCE	£295.00	19/11/2025	YES	Yes 18 <sup>th</sup> Nov 2025
108	17/11/2025	CLERKS SALARY	£495.00	19/11/2025	YES	Yes 18 <sup>th</sup> Nov 2025
109	17/11/2025	PAYE – HMRC	£154.07	19/11/2025	YES	Yes 9 <sup>th</sup> Dec 2025
110	17/11/2025	CLERKS EXPENSES	£17.10	19/11/2025	YES	Yes 18 <sup>th</sup> Nov 2025
112	03/12/2025	KOMPAN (Playground Inspection)	£167.26	10/12/2025	YES	Yes 9 <sup>th</sup> Dec 2025
119	04/12/2025	NORTH SALOP WHEELERS	£56.25	10/12/2025	YES	Yes 9 <sup>th</sup> Dec 2025
121	10/12/2025	SHROPSHIRE COUNCIL (Energy Supply)	£263.38	10/12/2025	YES	
126	18/12/2025	HUGO FOX (Website)	£143.86	18/12/2025	YES	

### Clerk commentary

- Payment 121 – Appears on the 20<sup>th</sup> January 2026 schedule of payments.
- Payment 126 – Appears on the 20<sup>th</sup> January 2026 schedule of payments.

# CHESWARDINE

## PARISH COUNCIL

### Bank Reconciliation 25-26 Quarter 3 - As resolved under Item 15.

7 January 2026 (2025-2026)

#### Cheswardine Parish Council

Prepared by: W Salisbury - Clerk / RFO Date: 7th Jan 2026  
Name and Role (Clerk/RFO etc)

Approved by: W Salisbury - Clerk / RFO Date: 7th Jan 2026  
Name and Role (RFO/Chair of Finance etc)

A	<b>Bank Reconciliation at 31/12/2025</b>		
	Cash in Hand 01/04/2025		35,239.98
	<b>ADD</b> Receipts 01/04/2025 - 31/12/2025		30,909.82
	<b>SUBTRACT</b> Payments 01/04/2025 - 31/12/2025		66,149.80 19,473.13
	<b>Cash in Hand 31/12/2025</b> (per Cash Book)		<b>46,676.67</b>
B	Cash in hand per Bank Statements		
	Petty Cash 31/12/2025	0.00	
	Unity Trust Instant Access 3687 31/12/2025	45,759.90	
	Unity Trust Current 3674 31/12/2025	916.77	
			<b>46,676.67</b>
	Less unrepresented payments		
			46,676.67
	Plus unrepresented receipts		
	<b>Adjusted Bank Balance</b>		<b>46,676.67</b>
	<b>A = B Checks out OK</b>		

# CHESWARDINE

## PARISH COUNCIL

### Budget 26-27 - As resolved under Item 16A.

						RESOLVED	
Budget 2025-2026		FY Forecast 2025 - 2026		Budget 2026 - 2027			
Cost Centre	Payments	Receipts	Payments	Receipts	Payments	Receipts	
<b>Administration Fixed</b>							
150 Audit Fees	£720.00		£570.00		£630.00		
160 Affiliation Fees - SALC	£600.00		£584.56		£645.00		
170 Insurance (General)	£700.00		£824.93		£950.00		
220 Hall Broadband	£600.00		£378.10		£600.00		
230 ICO GDPR Fee	£40.00		£40.00		£44.00		
260 Allotment Rent	£400.00		£400.00		£400.00		
Total	£3,060.00		£2,797.59	£0.00	£3,269.00		£0.00
<b>Administration General</b>							
100 Clerks Expenses	£600.00		£582.69		£450.00		
110 Other (Non Fields) Labour	£200.00		£200.00		£0.00		
130 Training	£250.00		£161.00		£500.00		
140 Councillors Expenses	£150.00		£50.00		£100.00		
180 Defibrillator Maintenance	£3,000.00		£590.00		£1,000.00		
190 Website Costs	£500.00		£490.00		£540.00		
250 Admin Other	£500.00		£147.91		£50.00		
270 Stationery/Advertising	£100.00		£66.66		£75.00		
280 IT Services & Equipment	£100.00		£120.82		£135.00		
470 Bus Costs	£600.00		£469.00		£660.00		
471 Waste Bin Top Up Charge	£320.00		£320.00		£0.00		
472 CCTV Maintenance	£600.00		£350.00		£385.00		
475 Scribe Software	£500.00		£345.60		£370.00		
Bank Charges					£120.00		
Clerk SLCC Expenses					£200.00		
Total	£7,420.00		£3,893.68	£0.00	£4,265.00		£0.00
<b>Adminstration - Salary &amp; Overtime</b>							
90 Clerks Salary & Overtime	£6,214.00		£5,854.74		£8,016.32		
476 Tax / National Insurance	£2,000.00		£1,810.99		£452.45		
Pension Contribution					£1,843.75		
477 Salary Contingency	£800.00		£0.00	0	£880.00		
Total	£9,014.00		£7,665.73	£0.00	£11,192.52		£0.00
<b>Assets (Fixed Equip)</b>							
370 Fixed Asset Purchase	£5,000.00		£519.00		£2,500.00		
478 Playground Equipment	£5,000.00		£0.00		£0.00		
479 Benches	£1,000.00		£660.51		£500.00		
Highway Signage / Equipment					£3,000.00		
Total	£11,000.00		£1,179.51	£0.00	£6,000.00		£0.00
<b>Elections</b>							
380 Election Costs	£2,600.00		£0.00	0	£2,860.00		
Total	£2,600.00		£0.00	£0.00	£2,860.00		£0.00
<b>Grants</b>							
390 Grants (Other)	£1,500.00		£0.00	0	£1,000.00		
Total	£1,500.00		£0.00	£0.00	£1,000.00		£0.00
<b>Other Contingencies</b>							
450 Various	£1,000.00		0	0	£1,000.00		
Total	£1,000.00		£0.00	£0.00	£1,000.00		£0.00
<b>Playing Fields</b>							
320 Contract Labour	£3,700.00		£3,338.00		£3,700.00		
330 Playing Field Expenses (Other)	£600.00		£600.00		£860.00		
340 Playground Inspection (Annual)	£500.00		£702.76		£750.00		
350 Equipment Maintenance	£600.00		£600.00		£1,000.00		
481 Wildlife Garden	£1,500.00		£1,353.91		£200.00		
482 Waste Collection	£400.00		£328.58		£380.00		
Odd Jobs Contract					£1,500.00		
Total	£7,300.00		£6,923.25	£0.00	£8,190.00		£0.00
<b>Community</b>							
473 Annual Community Meeting	£200.00		£119.79		£135.00		
480 VE Day	£500.00		£364.80				
Total	£700.00		£484.59	£0.00	£135.00		£0.00
<b>Street Lights</b>							
300 Street Light Maintenance	£500.00		£500.00		£550.00		
310 Energy Supply	£1,350.00		£877.92		£1,000.00		
Total	£1,850.00		£1,377.92	£0.00	£1,550.00		£0.00
<b>Receipts</b>							
10 Precept		£24,446.00		£24,446.00			£25,250.00
20 Bank Interest		£500.00		£948.99			£500.00
50 Allotment Rent		£400.00		£400.00			£400.00
60 Recreation Field Hire				£0.00			
70 Sundry Income				£388.64			
80 VAT Reclaim		£5,000.00		£0.00			
			£0.00	£26,183.63			
	Payments	Receipts	Payments	Receipts	Payments	Payments	
GRAND TOTAL	£45,444.00	£30,346.00	£24,322.27	£26,183.63	£39,461.52		£26,150.00
Budgeted Appropriation from Reserves	£15,098.00		Forecast Appropriation from Reserves	-£1,861.36	Budgeted Appropriation from Reserves		£13,311.52
			Year End Cash	£40,226.75	Year End Cash		£26,915.23

# CHESWARDINE

## PARISH COUNCIL

Precept 26-27 - As resolved under Item 16B.

411.41
£ 24,446.00

Tax Base

Precept Requirement (£) 2025 - 2026

407.59
£ 25,250.00

Tax Base

Precept Requirement (£) 2026 - 2027

Precept Difference	£ 804
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Band	DIS	A	B	C	D	E	F	G	H
Precept 2024 - 2025	£ 33.01	£ 39.61	£ 46.22	£ 52.82	£ 59.42	£ 72.62	£ 85.83	£ 99.03	£ 118.84
Precept 2025 - 2026	£ 34.42	£ 41.30	£ 48.18	£ 55.07	£ 61.95	£ 75.72	£ 89.48	£ 103.25	£ 123.90
Increases									
Per Yr	£ 1.41	£ 1.69	£ 1.97	£ 2.25	£ 2.53	£ 3.09	£ 3.65	£ 4.22	£ 5.06

4.26%

DRAFT

# CHESWARDINE

## PARISH COUNCIL

Report from Shropshire Council Unitary Councillor (Jan)- As received under Item 8.

Cllr Neil Bentley Unitary Councillor Report | Cheswardine Division

# January 2026

## OVERVIEW

Happy New Year! I hope you all had a restful Christmas break.

It was a pleasure to see our communities at our best over throughout December with Christmas fayres, light switch-ons and carol services. A special thanks to all the cllrs and local volunteers who organise and run these events for the benefit of the whole community.

December was a busy month for the council as a whole; finances are still a priority and the senior team and cabinet are working hard to liaise with government about our options, we are hopeful for some concrete decisions later this month. The canal breach at Whitchurch was a timely example of how important it is that the council has appropriate reserves and contingency funds.

There is a public survey for residents to have their say regarding the budget setting for the financial year 2026/27 which can be found here: [Budget consultation | Get Involved - Shropshire Council Consultation Portal](#). This closes on January 16<sup>th</sup> 2026.

I emailed Deputy Leader Cllr Alex Wagner with some suggestions from our parish council's regarding the Shropshire Partnership and the current statutory requirements of the council. He sends his thanks to members for their suggestions and is currently working on a document that will be shared with clerks/cllrs across Shropshire making clear the "Minimum Service Provision" (*this terminology has been requested by our external auditors*) from Shropshire Council. Such a document doesn't currently exist but we hope that this will make clear which services are statutory and to what level they should be provided.

As we are in the winter period, please be aware of potential disruption to waste & recycling collections. The council will communicate emergency information via its website/social media.

Summary of my meetings during December:

(03/12/25) SEND School Transport Briefing

(11/12/25) Full Shropshire Council Meeting: [Agenda for Council on Thursday, 11th December, 2025, 10.00 am – Shropshire Council](#)

(16/12/25) Corporate Parent Steering Group

(18/12/25) SYA Leadership

## CASEWORK

Casework	Issue Raised / Portfolio	Actions
Ollerton Business Park, Childs Ercall	PLANNING: Various planning applications have been passed yet conditions not met (esp highways)	<ul style="list-style-type: none"><li>Resident communication shared with planning portfolio holder.</li><li>(03/06/25) Emma Green (<i>Planning Enforcement Leader</i>) has replied directly to a</li></ul>

# CHESWARDINE

## PARISH COUNCIL

### Report from Shropshire Council Unitary Councillor (Jan) - As received under Item 8. (Cont.)

		<p>resident concern outlining the stages for legal involvement.</p> <ul style="list-style-type: none"> <li>I will continue to chase.</li> <li><a href="mailto:planningenforcement@shropshire.gov.uk">planningenforcement@shropshire.gov.uk</a> can be used to report any breaches of planning.</li> <li>05/01/26) I am still chasing updates on this one.</li> </ul>
A41 Safety	HIGHWAYS/POLICE: Update on the installation of average speed cameras along the A41.	<ul style="list-style-type: none"> <li>Amey are producing a quote for the work outlined in their highway report (this is T&amp;W lead).</li> </ul>
23/03138/FUL Mixed 28 Residential Dwellings   Childs Ercall	PLANNING: This has gone to 'recommendations/committee'	<ul style="list-style-type: none"> <li>(09/06/25) I have contacted the case officer regarding the general position of this application having been made aware of community concerns.</li> <li>(17/07/25) No communication received, concerns raised by the Lib Dem administration over the lack of response from officers.</li> <li>(01/09/25) Email received from case officer to confirm the current position of this application (updates available on the planning portal).</li> <li>(21/09/25) Request for this to be called-in to the Northern Planning Committee.</li> </ul>
25/03608/FUL Chicken Egg Production   Caynton	PLANNING: This is still at 'recommendations/committee'	<ul style="list-style-type: none"> <li>I have held a meeting with residents on site and have formally objected to the proposal on environmental reasons.</li> <li>I attended an extraordinary PC Meeting with Childs Ercall PC to object.</li> <li>Continuous communication with the residents.</li> </ul>

### PARISH COUNCILLOR QUESTIONS

Here are questions posed by parish councillors across the division and updates/answers at present.

Question	Answer / Outcomes
What services are specifically provided by SC across our Parishes?	See above.
Eaton On Tern Solar Farm - Will residents benefit financially?	Officers still investigating. I have had no updates.
How much do we pay for Fix My Street?	Still awaiting a response from the council but the administration have raised concerns with this service so it is on our radar for improvement.
Is there a public consultation on proposed Council Tax Rises?	<p>There was (briefly) an option for members of the public to have their say specifically on potential council tax rises, however this is now been incorporated into a broader 'Have Your Say' survey (above).</p> <p>Any changes to council tax above 4.99% have to be directly negotiated and lead by central government based on a significant number of factors.</p>
How many enforcement officers are employed at Shropshire Council?	Still waiting for a response.