Attendance

Chairman: Cllr A Thomson

Councillors: Cllr B Maskell, Cllr J Hislop, Cllr S Lewis, Cllr N Partridge, Cllr M Pound, Cllr N Stallard

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

Authority Ward Councillor.

Apologies: Cllr W Gandy

Clerk: Mr Wayne Salisbury

Other: None Public: 9

Minutes of the Meeting of Cheswardine Parish Council held at the Parish Hall on Tuesday 16th September 2025

Meeting started at 7:00 p.m.

1. Welcome

The Chair welcomed all Council members and members of the public to the September meeting of Cheswardine Parish Council.

The Chair advised members that they recently attended the Chairs' Network meeting and the North Shropshire Area Committee meeting.

The Chair advised members that the Clerk had recently circulated details of the Local Nature Recovery Conference taking place on the 3rd October and the Shropshire Association of Local Councils (SALC) AGM taking place on the 29th October. It was added that if any member would like to attend either to represent the Council, then they should register their interest with the Clerk.

2. To receive apologies for absence

Apologies were received from Cllr Gandy.

3. Declarations of Interest and Dispensation Considerations

- a) Cllr Stallard declared an interest in item 10A Planning. Cllr Partridge declared an interest in item 10A Planning.
- b) Cllr Bentley declared an interest in item 10A Planning and declared an interest relating to their 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 15th July 2025 be approved as a correct record and signed by the Chair.

5. Policing Matters

Representatives from the Police were not in attendance.

The Clerk advised that since the last meeting, police newsletters had been shared with members.

6. Public Participation

A member of the public was in attendance and spoke on behalf of 7 other residents who were present at the meeting. The residents' statement was read on behalf of four households close to Wenlock House, objecting to the retrospective planning application. Concerns included: the timber cladding being out of keeping with the character of the village and contrary to previous red-brick requirements, potential fire hazard from untreated timber and proximity to a fire pit, non-compliance of the car port with the original consent, intrusive lighting causing nuisance, light pollution and harm to bats and owls, and the fact that the works were undertaken without permission. The residents are requesting that the local planning authority refuse this retrospective application.

The Chair responded that, with the planning application being considered by members later in the agenda, no further conversation would take place on it within this item.

A member of the public asked a question regarding the condition of signage around the village and how some of it may be dangerous. They added that the signage is not making a good impression on those entering the village.

The Clerk asked for clarification on which signage was affected so as to determine whose responsibility it falls under. The resident agreed that they would provide further information.

7. 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 833 – 837.

Additional updates included:

- Ongoing assistance to residents with a range of issues
- Recent accident on the A41, with speed camera measures being chased, and final designs awaited
- Safety concerns at Mill Green Junction, which is identified as a dangerous location
- A statement on Council finances, to be included in the October report
- Confirmation that Shropshire Council declared a financial emergency on the 10th September, with immediate action now being taken to reduce non-essential spending between September and March

Cllr Pound questioned the lack of Community Infrastructure Levy (CIL) funds in Cheswardine. Cllr Bentley advised that £36M of CIL funds had not been properly distributed, but going forward CIL will be spent in the areas where it was raised.

Cllr Maskell asked what would be the next step if the overspend is not dealt with. Cllr Bentley explained that a 114 notice would be given which would then see central government take over the Council. Cllr Bentley stated that they remain hopeful that the savings can be found.

Cllr Stallard queried if the non-essential spending actions would be published. Cllr Bentley confirmed that they will be.

Cllr Stallard raised issues of highway signage, which is hidden by vegetation. Cllr Bentley advised to report the issue on Fix My Street.

Cllr Hislop asked regarding the timeframe for the finance issue to be resolved. Cllr Bentley confirmed by March 2026.

Cllr Maskell asked about the mirror at Red Barns junction and whose responsibility it was to adjust it. Cllr Bentley advised to report any issues with it via Fix My Street.

The Chair reported that they had recently attended a Chairs' Network Meeting where Cllr Alex Wagner, the deputy leader of Shropshire Council, spoke of the pilots of shared initiatives and how this will help and inform for the future. Cllr Bentley added that the Shropshire Together partnership is a liberal democrat initiative which will put residents first.

PARISH COUNCIL

The Chair added that trust between Shropshire Council and Town and Parish Councils had been eroded, and that trust needs to be built for things to move forward.

8. Playing Field, Playground and Car Park

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

Cllr Pound enquired as to what the window is for applying for National Lottery funding.

Cllr Bentley advised that it can be applied for at any time and up to 3 applications per year. Cllr Pound expressed interest that they would be happy to lead on a new application.

9. Clerk's Report

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

- Primary Actions Completed / Ongoing: VAT reclaim for Quarter 1 submitted (£613.19). Preparation underway
 for 2026–27 budget. Continued work on appraisal objectives, IT Policy (Assertion 10), and preparation for
 September and October meetings. Orders placed for remembrance wreath and litter bin signs.
- Annual Leave: Clerk will be on leave from 17th to 26th September after completion of meeting actions.
- Playground Inspections: Kompan carried out operational (May) and annual (August) inspections, with very low to medium risk ratings. Minor actions will be monitored. Reports stored in the Kompan Inspection Folder.
- Parish Hall Request: Clerk approved request for use of car park and part of the field for a Car Boot Sale on 11th October, subject to paperwork and risk assessments.
- Odd Jobs Contractor: Specification prepared and advertised via website, Facebook, and noticeboard. No applications received to date. Deadline extended and request made for advertising in Cheswardine Newsletter.
- Planning Decisions:
 - 25/02066/FUL Haywood Farm additional biomass boiler and reconfiguration of existing units –
 Granted 26th Aug 2025.
 - o 25/01937/VAR Hayward Barn variation to approved plans Granted 4th Sep 2025.
- Resident Communication: Email received 24 Aug regarding Woodland Trust tree scheme, replied to on 26 Aug.

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

a) To consider the following planning applications.

Cllr N Stallard, Cllr N Bentley and Cllr N Partridge left the meeting.

Reference	25/03136/FUL			
Address	Wenlock House Soudley Market Drayton Shropshire TF9 2SB			
Proposal	Retrospective permission for the installation of painted light grey timber weatherboard			
	cladding to exterior of dwelling, garage and carport, with alterations to previously			
	approved carport design			
Deadline for Comments	24 th September 2025			
25/03136/FUL Retrospective permission for the installation of painted light grey timber weatherboard cladding to				
the exterior of dwelling, garage and carport, with alterations to previously approved carport design I				

RESOLVED: that the following general observation is submitted to the local planning authority.

• Cheswardine Parish Council wishes to make the following general observation.

We are aware that a number of residents have submitted objections and comments regarding this application. Several residents have also made direct representations to the Parish Council. Members have considered these views and recognise the concerns raised.

Cheswardine Parish Council requests that the planning officer pay particular attention to the issues highlighted by residents when assessing the application, as these raise matters which may be material to the determination of the case.

Cllr N Stallard, Cllr N Bentley and Cllr N Partridge rejoined the meeting.

PARISH COUNCIL

b) To ratify any comments submitted to the planning authority since the last meeting.

Reference	25/02066/FUL			
Address	Haywood Farm Haywood Lane Cheswardine Shropshire TF9 2LW			
Proposal	Installation of one additional biomass boiler and reconfiguration of the layout of three			
	existing biomass boilers			
Deadline for Comments Not Available				
25/02066/FUL Haywood Farm Haywood Lane Cheswardine Market Drayton Shropshire TF9 2LW				

RESOLVED: that the following submitted comment is ratified.

• Cheswardine Parish Council supports this planning application.

Reference	25/02634/FUL			
Address	5 Copelea Cheswardine Market Drayton Shropshire TF9 2RX			
Proposal	Erection of side and rear two storey extension			
Deadline for Comments Not Available				
25/02634/FUL 5 Copelea	25/02634/FUL 5 Copelea Cheswardine Market Drayton Shropshire TF9 2RX			

RESOLVED: that the following submitted comment is ratified.

- Cheswardine Parish Council supports this planning application.
- c) To consider any planning applications which have been received since the publication of this agenda.

No further applications were received.

11. Authorisation of payments

RESOLVED: the schedule of payments for September 2025 correctly states the invoices presented and that £703.89 is approved to be paid. £2261.59 has been paid under 6.6 and £507.60 has been paid under 6.9 iii. (as detailed on page 832)

12. External Audit

The Clerk informed members that although they have been in communication with the external auditor, no conclusion has yet been received. A further update will be given to Council when available, and the conclusion can be formally accepted at a future meeting.

13. Noticeboard Purchase

RESOLVED: to purchase a StormGuard Outdoor Wall Mounted Notice Board from Parish Noticeboards for £519.00 plus delivery. (A1, Portrait, Dark Green)

The noticeboard will be wall-mounted at the community hub and used for the display of statutory Council notices and information.

14. Odd Jobs Contractor

The Chair noted that this item would be deferred to a future meeting.

15. Police & Crime Commissioners Town & Parish Council Survey

RESOLVED: that the responses discussed are the opinion of the Council and can be submitted to the Police & Crime Commissioner.

16. Exclusion of Press and Public

RESOLVED: that members of the public be excluded from the rest of the meeting to allow the Council to enter into closed session.



17. Pay Scales - Local Government Services Pay Agreement 2025

The Council noted the update to the NALC pay scale (SCP 23) for the Clerk's employment and the back payment of hours worked with the revised pay scale applied (£67.94) (as per the clerk's contract).

18. Clerk's Appraisal

Members received a report from the Chair detailing the appraisal process and the constructive discussion held between the personnel committee and the clerk.

19. Overtime

RESOLVED: that 20 hours of additional time are paid to the Clerk.

20. Contracted Hours

RESOLVED: that the contracted hours for the Clerk are increased to 8 hours per week with effect from the 1st October 2025. This will be confirmed by a letter from the Chair of the Personnel Committee to the Clerk.

21. Homeworking Expenses

RESOLVED: that the homeworking expenses for the Clerk are increased to £78.00 per quarter.

22. Clerk's SLCC Membership

RESOLVED: to approve (£300.00 on the basis of precept share) the continued membership of the clerk to the Society of Local Council Clerks.

23. SLCC National Conference

Meeting concluded at 8: 24 pm.

RESOLVED: to approve the clerk attending the SLCC National Conference in October 2025 and the payment of associated costs. (£510.00 on the basis of precept share)

Chairma	Data	

PARISH COUNCIL

Schedule of Payments - As resolved under Item 11.

Cheswardine Parish Council Schedule of Payments

16th September 2025

	Date of Debit or Cheque Raised	Recipient	Purpose		£	Payment Method	Power of expenditure	Scribe
1	17/09/2025	W Salisbury (Clerk)	Clerk Salary - September	433.25		BT - Unity Trust	LGA 1972 S 112	Yes
2	17/09/2025	HMRC	Tax & Contributions on Clerks salary - September	ax & Contributions on Clerks salary - September 108.20				Yes
3	17/09/2025	HMRC	Employer NIC - Month 6	18.67	126.87	BT - Unity Trust	LGA 1972 S 112	Yes
4	17/09/2025	W Salisbury (Clerk)	Giff Gaff - Phone Monthly Payment - July	6.00		BT - Unity Trust	LGA 1972 S 111	Yes
5	17/09/2025	W Salisbury (Clerk)	Giff Gaff - Phone Monthly Payment - August	6.00		BT - Unity Trust	LGA 1972 S 111	Yes
6	17/09/2025	W Salisbury (Clerk)	Mileage (15th July - 38 miles x 0.45)	17.10		BT - Unity Trust	LGA 1972 S 111	Yes
7	17/09/2025	W Salisbury (Clerk)	Instantprint - Litter bin signs	32.20	143.77	BT - Unity Trust	Litter Act 1983 ss.5	Yes
8	17/09/2025	W Salisbury (Clerk)	RBL Poppy Shop - Remembrance Wreath	24.49		BT - Unity Trust	LGA 1972 S 137	Yes
9	17/09/2025	W Salisbury (Clerk)	HP INK - Printing (January to April)	28.99		BT - Unity Trust	LGA 1972 S 111	Yes
10	17/09/2025	W Salisbury (Clerk)	HP INK - Printing (May to September)	28.99		BT - Unity Trust	LGA 1972 S 111	Yes
			Total	703.89	· ·			

	Payments made as resolved under the approved payments list 5.5b Scrib							
11	19/08/2025	W Salisbury (Clerk)	ury (Clerk)				LGA 1972 S 112	Yes
12	19/08/2025	HMRC	Tax & Contributions on Clerks salary - August	122.00	150.86	BT - Unity Trust	LGA 1972 S 112	Yes
13	19/08/2025	HMRC	Employer NIC - Month 5	28.86	130.80	BT - Unity Trust	LGA 1972 S 112	Yes
14	07/08/2025	ВТ	Parish Hall Broadband - 1st to 31st July	35.84		DD - Unity Trust	LGA 1972 S 133	Yes
15	08/09/2025	ВТ	Parish Hall Broadband - 1st to 31st August	40.57 DD - Unity Trust LGA 1972 S 133		LGA 1972 S 133	Yes	
16	05/09/2025	North Salop Wheelers	Bus Service Payment (up to 27/08/25)	27.75 BT - Unity Trust LG Rating Act 1997 s				Yes
17	19/08/2025	PG SKIPS	Rubbish Removal - Skip Emptied 18/07/25	33.13 BT - Unity Trust Litter Act 1983 ss.5		Litter Act 1983 ss.5	Yes	
18	05/09/2025	PG SKIPS Rubbish Removal - Skip Emptied 15/08/25 33.13 BT - Unity Trust Litter Act 1983 ss.5			Litter Act 1983 ss.5	Yes		
19	27/08/2025 Shropshire Council Streetlighting - Joint Energy Agreement - 2nd Quarter					BT - Unity Trust	Highways Act 1980 s301	Yes
20	30/07/2025	Shropshire Plant Hire	Grounds Maintanance - July 2025	499.00		BT - Unity Trust	Open Spaces Act 1906 ss9 & 10	Yes
21	27/08/2025 Shropshire Plant Hire Grounds Maintanance - August 2025 349.00 BT - Unity Trust Open Spaces Act 1906 ss9 8		Open Spaces Act 1906 ss9 & 10	Yes				
22	19/08/2025	Kompan	Playground Inspection - August 2025	341.54		BT - Unity Trust	Open Spaces Act 1906 ss9 & 10	Yes
			Total	2261.59				

	Payments made under Financial Regulations 5.5a to avoid late payment							
	Date of Recipient Purpose £ £ Cheque Power of expenditure Sci							Scribe
23	30/07/2025	Earth Anchors	Litter Bin - Wildlife Garden	495.60		Bank Charge	Open Spaces Act 1906 ss9 & 10	Yes
	31/07/2025	Unity Trust Bank	Bank Charges	6.00		Bank Charge	LGA 1972 S 111	Yes
	31/08/2025	Unity Trust Bank	Bank Charges	6.00		Bank Charge	LGA 1972 S 111	Yes
		•	Total	507.60				

Invoices checked and verified at the meeting held on 16th September 2025

Cllr N Stallard 16/09/25

Cllr - Proposer - Sign & Date

Cllr N Bentley 16/09/25

Cllr - Seconder - Sign & Date

DEPOSITS RECEIVED		
July	2025	
Date	Total	From
	£0.00	
August	2025	
29/08/2025	£613.19	HMRC - VAT Reclaim Q1
	£613.19	

Report from Shropshire Council Unitary Councillor (Aug)- As received under Item 7.

Cllr Neil Bentley Unitary Councillor Report | Cheswardine Division

August 2025

OVERVIEW

Full council meeting on 17^{th} July, agenda can be found here: <u>Agenda for Council on Thursday</u>, 17th July, 2025, 10.00 am – <u>Shropshire Council</u>. It is worth noting that one item passed by full council was to instruct Shropshire Highways to remove any old/damaged temporary road signs that have been left across the county, especially in our verges, and to ensure that future contractors (both internal and external) are contractually obliged to remove all their temporary signage. A number of residents have raised this as an issue so hopefully we should start to see our hedgerows relieved of this mess.

(08/07/25) The council received a letter from Liliam Greenwood MP - Minister for the Future of Roads, regarding the governments position on the active 70 'Major Road Network' and 'Large Local Majors' program and confirmed that the North West Relief Road Project would be assessed over the summer.

I attended the Shropshire Virtual School event on the 9th July where the team outlined the work undertaken this past academic year as well as looking at changes to the Corporate Parenting responsibilities under changes to the 'Childrens Bill'. We were also joined by speaker Jaz Ampar-Farr who has been working with SVS and the children and has chosen Shropshire to launch her new book "Because of You, This is Me" which tells her experience as a looked after child.

A cabinet meeting was held on the 9th July, agenda, items and decisions can be found here: <u>Decision</u> sheet details on public web site

On the 11th July I attended a memorial event outside Shire Hall remembering the Srebrenica genocide where I gave a few words about the humanitarian roles of the armed forces.

The Transformation & Improvement scrutiny board have agreed their first priorities with terms of reference being drawn up and 'Task and Finish' groups being created in relation to priorities.

- 1. Shropshire Partnership: Aim to have recommendations to cabinet for November.
- 2. Review scrutiny and committee structures (in light of priority 1).
- 3. Investigate the process of distributing CIL.
- 4. Review budget and medium term financial strategy process.

CORRECTION July Report: The Gov have decided to keep some neighbourhood planning grant funds (up to £20k) which can be distributed directly through council.

CASEWORK

Casework	Issue Raised / Portfolio	Actions
Ollerton Business Park, Childs Ercall	PLANNING: Various planning applications have been passed yet conditions not met (esp highways)	 Resident communication shared with planning portfolio holder. (03/06/25) Emma Green (Planning Enforcement Leader) has replied directly to a resident concern outlining the stages for legal involvement.

Cllr Neil Bentley – Liberal Democrat Councillor Cheswardine Division neil.bentley@shropshire.gov.uk 07440 423327

Report from Shropshire Council Unitary Councillor (Aug) - As received under Item 7. (Cont.)

A41 Safety	HIGHWAYS/POLICE: Update on the installation of average speed cameras along the A41.	(26/05/25) Letter received from Mark Pritchard MP outlining that money has been secured but requires Shropshire and Telford & Wrekin Councils to complete a 'Route Study' which has been actioned by contractor Amey. (04/06/25) Shropshire Highways: "I can confirm that Amey on behalf of Telford & Wrekin are making some final amendments, namely including some final comments. Although we have not had a date confirmed we are anticipating the report will be available in the next month or so". (08/07/25) Spoken with colleagues on TAW Council who are also chasing.
A41 Closures	Concerns raised from Goldstone Hall & The Wharf regarding financial impact on the current and planned closure (Aug)	(03/06/25) email to Telford & Wrekin Highways portfolio holder expressing concerns and requested sight of an impact assessment. (14/07/25) emailed TAW Portfolio holder again for answers. (23/07/25) Telford & Wrekin Council confirmed that following feedback received from Cllrs, businesses and residents, the road closures would now only ben in place weekdays, 0700-1600 for the two week period. This information was shared with all who had contacted me regarding this.
23/03138/FUL Mixed 28 Residential Dwellings Childs Ercall	PLANNING: This has gone to 'recommendations/committee'	(09/06/25) I have contacted the case officer regarding the general position of this application having been made aware of community concerns. (17/07/25) No communication received, concerns raised by the Lib Dem administration over the lack of response from officers.

UPDATES

There are currently no specific updates.

PARISH COUNCILLOR QUESTIONS

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

Question	Answer / Outcomes
Speed testing on Childs Ercall	(09/06/25) I have forwarded the email chain to the senior officers and
roads?	requested an update.
	(08/07/25) Email received from officer confirming testing sites, forwarded to
	PC Chair requesting additional info.
Eaton On Tern Solar Farm -	Officers still investigating.
Will residents benefit	
financially?	
Is there a time frame	Answer from Cllr Tom Dainty: "Shropshire currently does not have a specific
regarding registering -	'target time', it's something we are looking at changing so that we do have
marking - fixing potholes?	more tangible performance metrics"
	We repaired 35,862 potholes in 2024, with 24% of these carried out within five
	days.

Cllr Neil Bentley – Liberal Democrat Councillor Cheswardine Division neil.bentley@shropshire.gov.uk 07440 423327

Report from Shropshire Council Unitary Councillor (Sep) - As received under Item 7. (Cont.)

Cllr Neil Bentley Unitary Councillor Report | Cheswardine Division

September 2025

OVERVIEW

I have used the 'quieter' month of August to focus meeting residents and discussing local issues. Speeding and inappropriate vehicles has been raised several times and I will be taking this forward to a meeting with the Market Drayton SNPT.

A good amount of the month was spent supporting residents on a number of planning issues across the division by offering advice and support as appropriate.

I have been appointed Chair of Governors at Hinstock & Cheswardine Primary Schools by the board of trustees at Collective Vision Trust following the resignation from post of the last chair. Rachel Richards has been appointed vice-chair and we look forward to working alongside the staff, governors and families of the schools as we move into the new academic year.

100 DAYS

The 2nd September marks 100 days of the Liberal Democrat administration at Shropshire Council (appointed by full council on 26/05/25). The full cabinet and all councillors continue to be focused on the significant challenges facing the council but early steps and progress has been made. Here are some of the achievements we would like to celebrate:

Highways:

7,970 potholes filled	26 May 2025 to 25 August 2025	27 May 2024 to 26 August 2024	Percentage improvement	Notes
Reduction in potholes outstanding	1,639	1,059	55%	1.55 times improvement from previous year
Reduction in Jobs outstanding	2,259	991	128%	2.28 times improvement from previous year
Jobs completed by extra team	564			Since 23rd June 2025

Shropshire Partnership:

86 responses to our survey recieved, last time we only received 10 responses:
 50 have said they want to work with us and 29 were unsure (only 7 said they don't want to work with us at this time).

Updated: 14/07/25

Cllrs Wagner and Minnery will continue to work with town & parish councils during a trial
period and will share outcomes with all divisions in the near future.

Cllr Neil Bentley – Liberal Democrat Councillor Cheswardine Division neil.bentley@shropshire.gov.uk 07440 423327

PARISH COUNCIL

Report from Shropshire Council Unitary Councillor (Sep) - As received under Item 7. (Cont.)

Customer Services:

- · Call waits are now down to 8 mins, below our 10 min target
- Shropshire Local is expanding to five more sites, far stronger in-person offering
- We're opening up the Guildhall even more with better signage and proper advertisement of our inperson services for residents, and the Shire Services café opening in September
- Action to be taken on blue badges to stop fining those with legitimate renewals and cut waits below 8
 weeks

CASEWORK

Casework	Issue Raised / Portfolio	Actions
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23/03138/FUL Mixed 28 Residential Dwellings Childs Ercall	PLANNING: This has gone to 'recommendations/committee'	(09/06/25) I have contacted the case officer regarding the general position of this application having been made aware of community concerns. (17/07/25) No communication received, concerns raised by the Lib Dem administration over the lack of response from officers. (01/09/25) Email received from case officer to confirm the current position of this application (updates available on the planning portal).

PARISH COUNCILLOR QUESTIONS

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	(27/08/25) Update received from PC and forwarded to the officer for
	discussion.

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Report from Shropshire Council Unitary Councillor (Sep) - As received under Item 7. (Cont.)

Eaton On Tern Solar Farm -	Officers still investigating.
Will residents benefit	
financially?	
Is there a time frame regarding registering - marking - fixing potholes?	Answer from Clir Tom Dainty: "Shropshire currently does not have a specific 'target time', it's something we are looking at changing so that we do have more tangible performance metrics"
	We repaired 35,862 potholes in 2024, with 24% of these carried out within five days.