

## **Cressage, Harley & Sheinton Parish Council**

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### **Minutes of the Annual Parish Council Meeting held at Cressage Village Hall held on Tuesday 13<sup>th</sup> May 2025 at 7.30pm**

*In attendance: Cllrs Colin Campbell, Rob Davies, John Esp, Matt Murray, Victoria Todd, Roger Beardsmore, Shaun Bott, 2 members of the public, Shropshire Councillor Susan Coleman and the Parish Clerk*

#### **1.25 New Council formed**

Councillors signed the Declaration of Acceptance of Office

#### **2.25 Election of a Chairman**

It was proposed, seconded, and resolved, to elect Victoria Todd as Chairman

#### **3.25 Declaration of Acceptance of Office**

Cllr Victoria Todd signed the Declaration of Acceptance of Office of Chairman

#### **4.25 Election of a Vice-Chairman**

It was proposed, seconded, and resolved, to elect Matthew Murray as Vice-Chairman

#### **5.25 Declaration of Acceptance of Office**

Cllr Matthew Murray signed the Declaration of Acceptance of Office of Vice-Chairman

#### **6.25 Chairman's welcome**

The Chairman welcomed everyone to the second meeting of the evening

#### **7.25 To note Apologies**

An apology was received from Cllr Dan Thomas, Shropshire Councillor for Much Wenlock

#### **8.25 To note Declarations of Pecuniary Interest or consider dispensation requests**

Shaun Bott – environmental maintenance contractor for the Parish Council through SLB Groundcare

#### **9.25 Power of General Competence**

It was proposed, seconded, and resolved to agree that the Parish Council is an eligible council to exercise the General Power of Competence in accordance with the Localism Act 2011 ss 1-8 as i) the Parish Clerk has holds CiLCA and ii) as two-thirds of the Councillors were elected and not co-opted

#### **10.25 Co-Option:**

Two requests to be considered for co-option were received

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It was proposed, seconded, and resolved, to co-opt Roger Beardsmore onto the Parish Council

It was proposed, seconded, and resolved, to co-opt Shaun Bott onto the Parish Council

### **11.25 Public session**

A member of the public queried responsibility for cutting verges in the Parish. It was noted that the majority of verge cutting maintenance is carried out by Shropshire Council.

Cllr John Esp said that the installation of Village Gateways needed verges to be kept tidy.

### **12.25 Minutes**

It was proposed, seconded, and resolved to sign the minutes from the Parish Council meeting held on 8<sup>th</sup> April 2025 as a true record.

### **13.25 Shropshire Councillors' Report**

Following the election of 1<sup>st</sup> May, Harley will be represented by Cllr Dan Thomas (Much Wenlock) and Cressage and Sheinton by Cllr Susan Coleman (Severn Valley).

Reports were filed in the Annual Parish Meeting preceding the Annual Parish Council Meeting.

### **14.25 Policies renewal**

It was proposed, seconded, and resolved to accept the following updated policies:

- i) Standing Orders
- ii) Financial Regulations

### **15.25 Insurance Renewal**

Members considered the quoted insurance renewal schedule. The quoted price is £1,498.81, /compared to last year's price of £1457.48. Councillors agreed to renew the schedule noting that the increase is not considerable.

It was proposed, seconded and resolved to renew the Parish Council's Insurance Policy with AGJ Community Schemes at the quoted price of £1498.81.

### **16.25 Financial matters:**

It was resolved to agree the following:

- i. Council agreed to payment of the following invoices and charges:

<b>Payee</b>	<b>Item</b>	<b>Amount</b>	<b>Date of Invoice</b>
Clerk	Salary month 2	£559.71	17/5/2025
HMRC	Tax month 2	£140	17/5/2025
Clerk	Travel May	£16.78	14/4/2025

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DM Payroll services	Payroll 2025-2026	£120	11/4/2025
SALC	Affiliation Fees 2025-2026	£567.64	28/4/2025
Shropshire Council	Pension Shortfall	£2202	7/4/2025
Numbers Plus	Defib service charge	£118.80	25/1/2025
J.W.Almond Agri Services	Hedgecutting (retrospective)	£180	10/3/2025
JDH Business Services	Internal Audit	£348	13/4/2025
SLB Groundcare	Rounders pitch marking	£55	1/5/2025
SLB Groundcare	Monthly maintenance – May	£738.64	1/5/2025

*Cllr Shaun Bott did not vote on this item*

- ii. Council to note: receipts and expenditure to end April
- iii. Council to note Bank Reconciliation to end April
- iv. Council to note Spend Against Budget to end April
- v. Council to receive and accept the Internal Audit for the financial year 2024-2025
- vi. Council to complete and sign the Annual Governance form for the financial year 2024-2025
- vii. Council to approve and sign the Annual Return for the financial year 2024-2025
- viii. Council to confirm the dates of the Exercise of Public Rights for the financial year 2024-2025 as 3<sup>rd</sup> June to 14<sup>th</sup> July 2025

### 17.25 Planning matters:

#### i Planning Applications

25/01649/TCA: Fell approx. 4no. conifers within Harley Conservation Area  
The Wold, Harley

Noted with no comment to file

#### ii Decisions to note

The following was noted

Reference: 25/00780/FUL (validated: 27/02/2025)

Address: The Granary At, Blakeway Farm, Harley Hill, Harley: Retrospective change of use from granary to residential annexe and associated works [revised description]

Decision: Grant Permission

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Reference: 25/00781/LBC (validated: 27/02/2025)

Address: The Granary At, Blakeway Farm, Harley Hill, Harley

Proposal: Works associated with retrospective change of use from granary to residential annexe  
[revised description]

Decision: Grant Permission

### **lii Determine response to any new Planning Applications**

There were no planning notifications received after the publication of the agenda and the meeting of 13<sup>th</sup> May 2025

### **18.25 Highways matters**

Cllr Matt Murray noted that there was still no grit bin on Sheinton Bank, reporting on Fix My Street had not got results. It was agreed to follow this up with Shropshire Councillor Susan Coleman following the meeting.

### **19.25 Other Parish Matters – to include report back from meetings/training courses attended**

- i) Verges clearance: it was agreed to consider additional clearances particularly where road junctions turn into side roads. Information would be sought and brought back to the next meeting for discussion.
- ii) Double yellow lines and parking: there was a general agreement that the Parish Council would like to request double yellow lines on the road by the doctor's surgery and by road junctions near the school. It was agreed that the Parish Clerk should write to Shropshire Council Highways requesting a site visit, and copy in Shropshire Councillor Susan Coleman.
- iii) Footpaths: Cllr Rob Davies said he would forward to Cllr Susan Coleman correspondence he had regarding the missing bridge.
- iv) Village Gateway: information has been sent by JACS about requesting a fee waiver from Shropshire Council Streetworks for the installation of the village gateways.
- v) Playground Inspections: the Playground inspections company quoted £94.95 each for two inspections. It was agreed to request that the company goes ahead and schedules an inspection.

### **20.25 Items for consideration at next Council meeting, not for debate or decision**

- Parish logos
- Village Gateway
- Verges clearance
- Footpaths and replacement bridge
- Time and location of future meetings

### **21.25 Date & time of next Council meeting 10<sup>th</sup> June 2025 at Cressage Village Hall at 7.00pm**