

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

Parish Council Meeting Tuesday 11 September 2025 at 7.30pm Pitchford Village Hall

DRAFT MINUTES

25.11.1 The Chair welcomed all to the meeting.

25.11.2 Present and Apologies

Present: Cllr J Long – Chair, Cllr C Culliss, Cllr K Faulkner, Cllr G Ball, Cllr A Hotchkiss, Cllr G Davies, Cllr R Morgan, Cllr R Davies, County Cllr C Naylor, Mrs A Morris – Clerk

Public: Mr C Knowles, resident of Frodesley

Apologies: Cllr P Harrison

25.11.3 Declarations of Pecuniary or Personal Interest – None

25.11.4 Minutes of Last Meeting - Members confirmed and accepted the minutes of the previous meeting on 9 September 2025 as a correct record, with one small correction to the domain name in item 25.9.28.

25.11.5 Public Session – Frodesley resident Mr C Knowles raised the issue of flooding on the Frodesley-Longnor Road. This is a problem which is becoming increasing frequent and severe. At worst times residents become marooned and access to Longnor School is cut off. There are three key places where the road floods particularly badly near:

- Haypole Farm – gullies blocked, ditch overgrown
- Longnor Crossroads – blocked drains, ditch is on field side and is obscured by debris built into mound on verge preventing water egress
- Upper Farm – no drains, gullies blocked

Even when drains are cleared all the pipes between them are completely blocked and need jetting. The Council is keen for there to be some resolution to these issues and asked Cllr Naylor to continue to engage Shropshire Council (SC) on this. Cllr Naylor also wishes to investigate whether any local farmers can do anything to alleviate issues. **Action: Cllr Naylor to invite Tom Dainty, SC cabinet member for flooding for a site visit, Cllr G Davies to attend on behalf of Council.**

Councillors also noted their ongoing and increasing concern about the problems with the drains in both Acton Burnell and Pitchford. Whilst the grids are washed out infrequently, the pipework between the grids is not cleared. This results in regular flooding of the gardens and drives of properties adjacent to the roads.

Action: Clerk to write to SC, with a copy to Cllr Naylor, requesting that, as a matter of urgency, the pipework between the grids is rodded and jetted to allow rainwater to once again flow through them thereby avoiding flooding in domestic properties.

25.11.6 Shropshire Councillor's Report (see website for full detailed report)

- Cllr Naylor chased outstanding work on 30mph limit in Frodesley and associated work and received response from SC Highways that it is still in programme and should be advertised within the next month subject to approval by SC Spending Control Board. The Council pointed out that it had received a similar response several months ago with no progress. **Action: Cllr Naylor to escalate to Highways Cabinet Member**

Signed:
Date:

Chairman

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- Cllr Naylor updated the Council on several confidential planning enforcement issues which have been closed. The Council expressed displeasure that it is not informed as a matter of procedure when enforcement cases are closed and expressed concerns that developers are able to breach planning rules without any repercussions. **Action: Cllr Naylor to raise Council's concerns with SC cabinet member for planning and ask him to attend Council meeting.**
- SC's precarious financial position continues to be main focus for SC
- SC has been selected to run neighbourhood health pilot. Cllr Naylor asked Cllrs for ideas for priorities for local area. Cllr Culliss highlighted isolation of elderly people who are no longer able to drive. Cllr Long mentioned mental health and isolation in farming community. **Action: Clerk to add discussion of volunteer drivers to aid isolated people to agenda for next meeting**

Finance

25.11.7 Payments - The Council approved the following payments:

Account	Payee	Item	Amount £
ABFPR&L	Clerk	Sept Salary	572.18
	HMRC	National Insurance Contributions	22.51
	Unity Trust Bank	Bank charges	6.00
	Web Orchard	.gov.uk domain	30.00
	O2	Mobile phone	11.70
	Unity Trust Bank	Bank charges	6.00
	Clerk	Oct Salary	496.08
	SALC	Shropshire Together Conference	21.00
	HMRC	National Insurance Contributions	11.09
	O2	Mobile phone	11.70
Lightsource	Unity Trust Bank	Bank charges	6.00
	M J Price	Roman Road mowing	25.00
	Unity Trust Bank	Bank charges	6.00
Total			1,225.26

25.11.8 The Council accepted the Bank Reconciliation as presented by the Clerk.

25.11.9 The Council reviewed expenditure against budget year to date.

25.11.10 The Council authorised reinvesting £54,348.36 into Cambridge and Counties Bond when it matures in January 2026 with the interest being paid back into Council's Unity Trust Bank account to prevent exceeding FSCS limit.

25.11.11 Draft budget 2025/26 – the Council briefly discussed the draft budget.

25.11.11.1 The Council agreed to include a management fee from Lightsource fund to reflect the time spent by the Clerk on the Lightsource fund and associated issues. **Action: Clerk to contact Quintas to inform them of the PC's intention to levy a small management charge to reflect the time spent by the Clerk on the Lightsource fund ahead of budget finalisation in January.**

Clerk's Report

25.11.12 Report on actions from the meeting 9 September 2025:

MINUTE NUMBER	RESOLUTION/AGREED ACTION	TASK COMPLETE	COMMENTS
25.9.14	Cllr R Davies to resubmit DPI form with home address		Not yet published

Signed:
Date:

Chairman

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			Action: Cllr R Davies to complete
25.9.22	Clerk to chase SC on repairs to bridge on Mr Jackson's land following site visit 2 years ago and copy in Cllr Naylor to chase.	Yes	No response yet
	Clerk to submit report of RoW issues in Pitchford to Shropshire Council.	Yes	
25.9.24	Clerk to submit Council's support for planning application ref: 25/03005/FUL on SC planning portal, with note that plans show some elements from Phase 2 which have never received planning permission and which PC does not support.	Yes	SC has refused permission
25.9.25	Clerk to send details of outstanding enforcement issues to Cllr Naylor to chase.	Yes	
25.9.27	Clerk to tell SC of decision not to sign Memorandum of Understanding	Yes	
25.9.29	Clerk to update PVH that Council has agreed in principle to fund centenary plaque but requires Lightsource application.	Yes	
25.9.30.1	Clerk to respond to Police PC survey on behalf of PC	Yes	
25.9.30.2	Clerk to add to LNRS consultation to Facebook Page and website to encourage individuals to respond	Partly	Added to website but not Facebook

PC Working Documents

25.11.13 The Council reviewed the following policies:

25.11.13.1 Press/Media Policy – approved with amendment to website address

25.11.13.2 Defibrillator Maintenance Policy – approved unchanged

Highways Matters

25.11.14 Cllr Harrison has received a request for illuminated speed signs in Acton Burnell.

After discussion, the Council did not think these are necessary, though the matter would be kept under ongoing review.

Action: Clerk to report potholes in road on the hill leading out of Acton Burnell towards Ruckley and on the bridge over the Rowe Brook between Pitchford and the entrance to Pitchford Hall.

Action: Clerk to write to Mr A Bruce-Smythe and Concord College re trimming over-hanging trees/hedges impinging on road.

25.11.15 Frodesley 30mph Traffic Regulation Order update – see item 25.11.6

25.11.16 Flooding on Frodesley-Longnor road – see item 25.11.5

Rights of Way

25.11.17 General issues – **Action: Cllr Naylor to request update from SC on Bentley Hall Farm bridleway**

Planning

25.11.18 The Council considered the following new planning applications

Ref: 25/03841/FUL (validated: 14/10/2025)

Address: Oak Barn, Ruckley, Acton Burnell, SY5 7HR

Proposal: Change of use of land to domestic curtilage and the erection of an oak framed viewing platform

The Council had no comment on this application

Ref: 25/03868/FUL (validated: 24/10/2025)

Address: June Cottage, Frodesley, SY5 7HF

Proposal: Erection of single storey extension and first floor extension

Signed:
Date:

Chairman

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The Council decided to support this application. **Action: Clerk to submit support on planning portal**

Ref: 25/03869/LBC (validated: 24/10/2025)

Address: June Cottage, Frodesley, SY5 7HF

Proposal: Works to facilitate erection of single storey and first floor extensions

25.11.19 Other planning applications/notices/enforcement issues. See item 25.11.6

Action: Clerk to contact Clerk at Berrington Parish Council and check planning register regarding apparent change of use at Cantlop garage

25.11.20 Planning guidance update – Cllr Long noted new planning guidance issued by SC and consultation on planning design documents

Parish Matters

25.11.21 Councillor emails – Councillors now have .gov.uk emails. **Action: all Councillors to try to set up their new email inboxes and to contact Clerk for help if necessary**

25.11.22 Frodesley Hall Farm phone mast – Atlas has informed Cllr G Davies that legal work is now complete. Mast will now go out to sale to phone companies and Council will be updated once this is complete.

25.11.23 Concord College – Cllr Long met with the college Principal. The new boarding house, Lawley House, will have 4 members of staff. The College Board is due to ratify what will happened to buildings in Acton Burnell which will no longer be required in December and this is scheduled to be announced in January 2026.

25.11.24 Green Spaces & Active Travel Fund - Wellbeing Benches – the Clerk was informed by SALC that this project would not go ahead.

Time, Date & Place of Next Meetings

25.11.25 7.30pm on Tuesday 20 January 2026 at Pitchford Village Hall.

Signed:
Date:

Chairman