

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

Pitchford Village Hall. 20 January 2026 at 7.30pm

All Councillors are hereby summoned to attend the Parish Council Meeting which will be held at Pitchford Village Hall on Tuesday 20 January 2026 at 7.30pm.

Members of the public are welcome and those who wish to speak on a specific matter are advised to contact their local Councillor or the Clerk, in writing, prior to the meeting. This will enable adequate provision to be made in the meeting agenda.

Clerk: Anna Morris
Tel: 07842 324809
Email: clerk@actonburnellparishcouncil.org.uk

AGENDA

- 26.1.1 Chairman's Welcome**
- 26.1.2 Present & Apologies**
- 26.1.3 Declarations of Pecuniary or Personal Interest**
- 26.1.4 Confirmation and Acceptance of the Minutes of Previous Meeting** – with following corrections:
 - “September” to “November” in meeting heading
 - Item 25.11.11 “Draft budget 2025/26” to “Draft budget 2026/27”
 - Item 25.11.17 “Bentley Hall” to “Bentley Ford”
- 26.1.5 Public Session**
- 26.1.6 Planning** – Cllr David Walker Shropshire Council Cabinet Member for planning to respond to Council's questions and concerns regarding planning.
- 26.1.7 Shropshire Councillor's Report**

Finance

- 26.1.8 Payments** - Consider and approve payments of accounts (see list of payments).
 - 26.1.8.1 Includes authorising Lightsource payment for electrical work at Ruckley defibrillator
 - 26.1.8.2 Pre-authorise £90 (plus VAT) Lightsource expenditure on kids pads for Acton Burnell defibrillator
- 26.1.9** Accept the Bank Reconciliation as presented by the Clerk
- 26.1.10** Review expenditure against budget year to date
- 26.1.11** Authorise reinvesting £30,000 plus interest into Cambridge and Counties Bond when it matures in March 2026 and give retrospective authorisation for reinvesting interest in bond which matured in January 2026 following change to FSCS limit

Budget and Precept 2026/27

- 26.1.12** Agree amount for Lightsource Fund management fee
- 26.1.13** Council to review and approve budget for 2026/27
- 26.1.14** Council to decide precept amount for 2026/27

Clerk's Report

- 26.1.15** Report on Actions from the meetings on 11 November 2025:

MINUTE NUMBER	RESOLUTION/AGREED ACTION	TASK COMPLETE	COMMENTS
25.11.5	Cllr Naylor to invite Tom Dainty, SC cabinet member for flooding for a site visit, Cllr G Davies to attend on behalf of Council	Yes	Meeting took place, Cllr Naylor to update Council.

	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.	Yes	Received standard customer service response to report specific drains via fixmystreet
25.11.6	Cllr Naylor to escalate to Highways Cabinet Member outstanding work on 30mph speed limit in Frodesley and associated works		
	Cllr Naylor to raise Council's concerns with SC cabinet member for planning and ask him to attend Council meeting.	Yes	See item 26.1.6
	Clerk to add discussion of volunteer drivers to aid isolated people to agenda for next meeting	Yes	See item 26.1.22
25.11.11.1	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 Lightsource fund ahead of budget finalisation in January.	Yes	Contacted twice, no response
25.11.12	Cllr R Davies to complete DPI form		
25.11.14	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.	Yes	Received report that Acton Burnell – Ruckley hill work is complete
	Clerk to write to Mr A Bruce-Smythe and Concord College re trimming over-hanging trees/hedges impinging on road.	Yes	Concord responded that vegetation is responsibility of individual households
25.11.17	Cllr Naylor to request update from SC on Bentley Ford Farm bridleway		
25.11.18	Clerk to submit support on planning portal for 25/03868/FUL	Yes	
25.11.19	Clerk to contact Clerk at Berrington Parish Council and check planning register regarding apparent change of use at Cantlop garage	Yes	Nothing on planning register, no response from Berrington PC
25.11.21	All Councillors to try to set up their new email inboxes and to contact Clerk for help if necessary		

PC Working Documents

26.1.16 Council to review the Fixed Asset Management Policy

Highways Matters

26.1.17 Clerk to update Council on any Highways Matters

Rights of Way

26.1.18 General issues

Planning

26.1.19 Council to consider new planning applications

Ref: 25/04407/TCA (validated: 24/11/2025)

Address: Clouds Hill, Acton Burnell, SY5 7PQ

Proposal: Crown reduce by max. 4 metres and reduce over-extended branches, shortening the major limb by approx. 50% 1no. Weeping Willow (T1) and crown reduce by max. 3 metres 1no. Copper Beech (T2) within Acton Burnell Conservation Area

Ref: 25/04365/FUL (validated: 1/12/2025)

Address: Concord College, Acton Burnell, SY5 7PF

Proposal: Proposed patio adjoining Broadlands dining facility and associated fixed furniture, proposed installation of new doors to Broadlands, relocation of existing security gate and hard and soft landscaping and external lighting

Ref: 25/04478/FUL (validated: 16/12/2025)

Address: June Cottage, Frodesley, SY5 7HF

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

26.1.20 Clerk to update on other planning applications/notices/enforcement issues

Parish Matters

26.1.21 Website accessibility – clerk to update Council

26.1.22 Provision of volunteer drivers for isolated residents

26.1.23 Snow – discussion of response to snowy weather

Time, Date & Place of Next Meeting

26.1.24 7.30pm on Tuesday 10 March 2026 at Pitchford Village Hall

Signed: Anna Moxon
Clerk and RFO

Date: 14 January 2026