

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

Pitchford Village Hall. 10 March 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 10 March 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

26.3.1 Chairman's Welcome

26.3.2 Present & Apologies

26.3.3 Declarations of Pecuniary or Personal Interest

26.3.4 Confirmation and Acceptance of the Minutes of Previous Meeting

26.3.5 Public Session

26.3.6 Shropshire Councillor's Report

Finance

26.3.7 Payments - Consider and approve payments of accounts (see list of payments).

26.3.8 Accept the Bank Reconciliation as presented by the Clerk

26.3.9 Review expenditure against budget year to date

26.3.10 Consider and approve Lightsource grant application from Village Views

Audit

26.3.11 Clerk to present interim audit report

26.3.12 AGAR Assertion 10: data protection, web accessibility and IT policy – Clerk to update Council on progress towards meeting requirements

Clerk's Report

26.3.13 Report on Actions from the meetings on 20 January 2026:

MINUTE NUMBER	RESOLUTION/AGREED ACTION	TASK COMPLETE	COMMENTS
26.1.18	Clr Russell Davies to check with Ed Jackson when he is planning to scrape earth away from gate to alleviate flooding on bridleway ref 0430/3/3 as previously discussed.		
26.1.19	Clerk to submit opposition to planning application 25/04478/FUL on planning portal	Yes	
26.1.22	Clerk to write piece for Village Views looking for volunteers drivers	Yes	No responses yet
26.1.23	Clerk to include item on winter preparedness on September's agenda	N/A	Made note to include
26.1.23	Clerk to request grit bin for Frodesley	Yes	Village does not meet SC's criteria for Grit bin
26.1.23	Clr Ball to report grit bin which requires maintenance on fixmystreet		

PC Working Documents

26.3.14 Review and approve revised policy and procedure documents:

- 26.3.14.1 Data Processing Log
- 26.3.14.2 General Privacy Notice
- 26.3.14.3 Information Technology Policy

Highways Matters

26.3.15 Clerk to update Council on any Highways Matters

26.3.16 Discussion of state of roads, numerous complaints about potholes, and any examples of financial loss to businesses resulting from this issue

Rights of Way

26.3.17 General issues

Planning

26.3.18 Council to consider new planning applications

Ref: 26/00427/CPE (for information only) (validated 10/02/2026)

Address: Agricultural Building at West Farm Ruckley, Acton Burnell, SY5 7HR

Proposal: Certificate of Lawful Existing Use or Development, breach 'as built' structure, which has not been constructed in accordance with the plans submitted with 12/00374/AGR, as required by condition 3 on the decision notice

Ref: 26/00515/TCA (validated: 11/02/2026)

Address: The Warren, Acton Burnell, SY5 7PE

Proposal: Fell 1no. Leyland Cypress (T568) within Acton Burnell Conservation Area

Ref: 26/00516/TCA (validated: 11/02/2026)

Address: Blacksmith Cottage, Acton Burnell, SY5 7PA

Proposal: Fell and replace with alternative species 1no. Leyland Cypress (T639) within Acton Burnell Conservation Area

Ref: 26/00529/FUL (validated 11/02/2026)

Address: 6 Stoneleigh Close, Acton Burnell, Shrewsbury, Shropshire, SY5 7PJ

Proposal: Single-storey rear extension

Ref: 26/00101/LBC (validated 19/02/2026)

Address: Middle Cottage, 15 Acton Burnell, Shrewsbury, Shropshire, SY5 7PG

Proposal: Replace 5 x rotting windows to front elevation

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

Parish Matters

26.3.20 SPAM and Spoofing emails

26.3.21 Shropshire UK Shared Prosperity Fund Programme – consider lobbying MP on future growth funds

26.3.22 Annual Parish Meeting – agree date for meeting – suggested: 19 May 2026 and consider any particular topics or guests/speakers to invite

26.3.23 Three Hill Ford Stages Consultation – consider response

Time, Date & Place of Next Meeting

26.3.24 7.30pm on Tuesday 12 May 2026 at Pitchford Village Hall

Signed: 
Clerk and RFO

Date: 4 March 2026