

Acton Burnell, Frodesley, Pitchford, Ruckley & Langley

Parish Council Meeting

Pitchford Village Hall. 8 September 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 8 September 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

- 26.9.1 Chairman's Welcome**
- 26.9.2 Present & Apologies**
- 26.9.3 Declarations of Pecuniary or Personal Interest**
- 26.9.4 Confirmation and Acceptance of the Minutes of Previous Meeting** – with the following amendment to item 26.7.12: "Clerk to let SC know that it would not object to the Swan footpath being deregistered as it has not been passable for many years"
- 26.9.5 Public Session**
- 26.9.6 Shropshire Councillor's Report**
- 26.9.7 Cllr David Vasmer, Shropshire Council's Portfolio Holder for Highways and Waste** – to answer Council's questions

Finance

- 26.9.8** Payments - Consider and approve payments of accounts (see list of payments).
- 26.9.9** Accept the Bank Reconciliation as presented by the Clerk
- 26.9.10** Review expenditure against budget year to date
- 26.9.11** Consider quotation to trim trees at Frodesley Bus Shelter and whether to approve unbudgeted expenditure
- 26.9.12** Local Government Services Pay Agreement 2026/27 – Council to approve increase to pay for Clerk backdated to April 2026

Audit

- 26.9.13** Receive and accept completion of limited assurance review
- 26.9.14** Agree "Notice of Conclusion of Audit" including reasonable fee and date/period of publication

Clerk's Report

- 26.9.15** Report on actions from the meetings on 14 July 2026:

MINUTE NUMBER	RESOLUTION/AGREED ACTION	TASK COMPLETE	COMMENTS
26.7.6	Clerk to write to Shropshire Council to object to the closure of Meole Brace Park and Ride on the basis that Oxon and Harlescott are not viable alternative for travel from our Parish.	Yes	No response from SC
26.7.6	Cllr Naylor to ask Ben Walker about lack of competition for Airband in Ruckley.	Yes	Ben Walker has been invited to November meeting.

MINUTE NUMBER	RESOLUTION/AGREED ACTION	TASK COMPLETE	COMMENTS
26.7.6	Cllr Naylor to ask Ben Walker about lack of progress with new mobile phone mast and whether the Parish Council could make a financial contribution in order to facilitate process.	Yes	Ben Walker has been invited to November meeting to fully brief Council
26.7.6	Clerk to ask Atlas if financial contribution from PC would facilitate set up of mast.	Yes	Atlas said his has been discussed in other areas but would be unlikely to have any impact.
26.7.12	Clerk to let SC know that it would not object to the Swan footpath being deregistered as it has not been passable for many years	Yes	
26.7.14.1	Clerk to ask David Gradwell if it would be legal for the Parish Council to purchase and attach a "slow children" style sign to the post of 30mph repeater sign in Frodesley.	Yes	SC cannot give permission but would not object to the PC doing this.
26.7.15	Clerk to request grit bins are filled and gullies cleared to prepare for winter	Yes	
26.7.16	Clerk to request Councillors send any questions to Clerk by mid-August and advertise his attendance at September's meeting on Parish Facebook page	Yes	
26.7.18	Acton Burnell-Pitchford footpath - Cllr Long to ask landowner again to get definitive answer on whether they would allow footpath on land	Yes	Landowner replied that he would follow his tents' wishes and they do not support footpath.
26.7.21	Clerk to respond to Local Plan consultation that PC would like to retain its Open Countryside status and that any development within the Parish should consider the needs of the community regarding suitable infrastructure.	Yes	

Council Policy and Procedure

26.9.16 Council to review and confirm the following policy and procedure documents:

- 26.9.16.1 Complaints procedure
- 26.9.16.2 GDPR:
 - 26.9.16.2.1 Publication Scheme
 - 26.9.16.2.2 Information scheme and schedule of fees
 - 26.9.16.2.3 Personal Data Management and Audit Policy
 - 26.9.16.2.4 Subject Access Request Policy

Highways Matters

26.9.17 Clerk to update Council on any Highways Matters

Rights of Way

26.9.18 General issues

Planning

26.9.19 Council to consider new planning applications

Ref: 26/03002/TCA (validated: 11/08/2026) – consultation date past

Address: Clouds Hill, Acton Burnell, SY5 7PQ

Proposal: Prune back to old growth points (approx. 20% reduction) and crown lift to 3m

1no. Beech (T1) within Acton Burnell Conservation Area

Ref: 26/03061/FUL (validated: 14/08/2026)

Address: Land To The Rear Of Ceri Oak, Acton Burnell, SY5 7PA

Proposal: Erection of bungalow and associated works

Ref: 26/03147/FUL (validated: 24/08/2026)

Address: Land At The Bungalow, Pitchford, SY5 7DW

Proposal: Change of use of agricultural land to domestic garden space (retrospective)

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

Time, Date & Place of Next Meeting

26.9.21 7.30pm on Tuesday 10 November 2026 at Pitchford Village Hall



Signed:

Clerk and RFO

Date: 2 Sept 2026