

SHAWBURY PARISH COUNCIL  
MEETING

MINUTES OF THE COUNCIL MEETING HELD IN THE VILLAGE HALL  
ON TUESDAY 12 TH. AUGUST 2025 AT 7.00pm.

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**PUBLIC SESSION**

There were 2 members of the public present.

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**Present:**

Mr. M. Roberts (Chairman)

Mr. J. Vernon (Vice Chairman)

Mrs. J. Herbert

Mr. P. Fenton

Mr. K. Pickering

Mr. T. Davies-Moss

Mr. D. Cooper

**In Attendance:**

The Parish Clerk (Mr. D. Evans)

**25/198 Chairman's Welcome**

The Chairman welcomed everyone and opened the meeting.

**25/199 Apologies:**

Apologies received from Cllr. A. Williams, Mrs. J. Manley and Mr. W. Moss-Jones.

No apology received from Mr. C. Forshaw and Mr. A. Foster.

### **25/212 Disclosure of Personal or Prejudicial Interests**

No interests were declared.

### **25/213 120 Church Street**

Cllr. Roberts exercised the discretion of the Council and permitted Mr. S. Hills (member of the public) to address the Council with a community concern. 120 Church Street is a derelict property and has been unoccupied for approximately thirteen years. The property has broken windows and is insecure which permits anti-social behaviour at the location. In addition, the property has a 'flying freehold' which intensifies the ASB at the location. Mr. Hills was informed that the matter was not one which the PC could exercise any authority over as the issue of ownership and tenancy management were private matters, but the Council would raise with Cllr. Williams (Shawbury Ward elected member).

### **25/214 Minutes of Meeting held on 8<sup>th</sup> of July 2025**

The minutes of the meeting having been circulated were approved and signed by the Chairman as a true record.

### **25/215 Matters arising**

- a) Call for Information and Open Letter from A. Wagner responses received and collated; submitted by the Clerk.
- b) Planning application 25/02210/OUT Cllr. Roberts raised CIL payments and requested that the representative of the applicant, Shaun Jones (on behalf of Mr. Pinches) be contacted.
- c) Neighbourhood Plans, council response submitted to M.P. H. Morgan and the loss of funding, Cllr. Vernon raised what are the implications of NP's and planning.
- d) Playgrounds, contractor, Ray Parry was unable to meet with the Clerk and reported that the recommendations of the S.C. reports were not necessary. ROSPA reporting date to be checked. Clerk purchased a padlock to fix the maintenance access gate on children's play area (Shawbury Playing Field).
- e) Clerk met with Alex Jackson, managing agent for Balfours regarding proposed purchase of the BMX track area on the Glebe (Shawbury Playing Field). Alex Jackson is to put forward the Council's proposal.
- f) Clerk apologised for not progressing a debit card authority for the Council-set as a task by Cllr. Vernon, to be completed before next PC meeting.
- g) Vacancy for Parish Council member, advertised and only one response from Mr. C. Vernon. Co-opting to be voted on. Proposed by Cllr. Herbert and seconded by Cllr. T. Davies-Moss. Agreed by all, Mr. C. Vernon co-opted onto the Council and joined the meeting as a Parish Councillor.
- h) Clerk expressed frustration with the process for obtaining payment of sponsor payments for the Floral Gateway. Previous information was that payments were made by the sponsors, but this is not the case; the Clerk has made multiple attempts in writing (e-mails) and calling the sponsors. R.A. Allmark & Son, SMC Ltd, and Hazels Farm Child Care have not paid to date, T.C. Haulage has paid. As a cost ratio basis, the Council has seen five hours of Clerk working time expended on this matter, given the sponsor collection is a maximum of £500.00 per annum the process requires review.
- i) NALC advice note presented and full Council agreement to extend the terms of NALC to the Shawbury Parish Clerk role: salary rate for Clerk to rise from £14.13 to £14.59 per hour, plus increase in employment costs.

## 25/216 Correspondence

Members discussed the correspondence received by the Clerk since the last meeting.

- a) As per point 25.215 e. Clerk has requested that the Diocese of Lichfield are contacted with P.C. proposal to purchase BMX track or make alterations to the same.
- b) Internal Audit: Peter Brown (accountant) has agreed to undertake the Council annual audit.
- c) Cycle races-Cllr. Vernon stated that there were no objections to the cycle race taking place, but that advance notice should be provided due to the problems caused with traffic and parking. Clerk to discover identity of organizer.
- d) Cllr. W. Moss-Jones confirmed that he is deployed to the Falkland Islands and will return to the U.K. in January 2026 and that he wanted to remain a Parish Councillor. Proposed that a leave of absence, for six months be provided for Cllr. Moss-Jones. Vote taken by the Council and agreed by all that leave of absence be granted.
- e) Clerk reported that a request for a street light repair on Church Close had been made with High Line Electrical. Cllr. Vernon requested that in further agenda notes this type of request not be referred to a W/O (works order), Clerk agreed.
- f) Parish website migration and mobilization 23<sup>rd</sup> of July 2025. All council members now have gov.uk e-mail addresses. Cllr. Roberts requested that a Risk Assessment policy be a priority for website publication. A Council complaints draft policy had been distributed to members for approval.
- g) West Mercia PCC Town & Parish Council survey distributed to all members on 24<sup>th</sup> of July 2025; no further action for the Clerk required on this point.
- h) Council expressed thanks to Mr. E Cooper for assistance with removing a tree from the river Roden.
- i) No response from Shropshire Council re: waste bin at Village Hall car park, pedestrian crossing enquiry or Carradine Lane lighting. Cllr. Roberts requested that a formal complaint be submitted and Cllr. A. Williams (elected member Shawbury Ward) be copied in.
- j) No response from Stainless Design for request to quote for protective barriers by 'replacement' waste bin. Cllr. Vernon stated he would contact the company.
- k) Temporary road closure 26<sup>th</sup> of October 2026, Drayton Rd, Ref. GY030LEBRID2503-01 noted by all members present.

## 25/217 Accounts

To approve and review banking: to approve accounts 10<sup>th</sup> of July to 12<sup>th</sup> of August 2025

PAYEE	AMOUNT
Parish Online (Local Authority Tech) CIC	£504.00
Mr. Mike Varndell	£550.00
HMRC	£216.99
Clerk Expenses	£48.57
Mr. D. Evans (Clerk salary)	£638.44

**Bank Signatories**-it was agreed by all that Cllr. Roberts, Cllr. Vernon, and Clerk Mr. D. Evans would proceed with digital banking, and the appropriate papers to be submitted by the Clerk to Natwest (Royal Bank of Scotland) accounts.

## 25/218 Exchange of Information

- a) To raise additional items for next meeting.
- b) For members to raise issues needing urgent attention re:
  1. Re-siting of defibrillator: Cllr. T. Davies-Moss confirmed that the defibrillator can be re-sited on the external wall of the Elephant & Castle P.H.
  2. Clerk informed that the cost for the new defibrillator was £1000.00, and this had been agreed in previous meetings as acceptable.
  3. Highways: Cllr. Roberts and Cllr. Vernon raised CIL and if it can be applied to road signs.
  4. Streetlights: the Clerk expressed that discovering information regarding the streetlights at Carradine Lane was difficult to obtain. Clerk further stated that during research had found E. On (company) which states can assist with small projects. Cllr. Roberts proposed that the Clerk investigate further agreed by all. Light repair at Church Close done, as per point 25/216 e.
  5. Proposed development at land off Aries Drive. Community concerns regarding the 9inch waste pipe that requires replacement near to doctors' surgery and that a survey is necessary to ensure flooding is not an issue. Cllr. Roberts requested that a public consultation should take place, after the next Council meeting (9<sup>th</sup> of September 2025). Cllr. Roberts further proposed that the Village Hall should be the venue and that Cllr. Williams engaged with H. Morgan M.P. Clerk to progress the Council instruction.
  6. Bus shelter cleaning: Cllr. Vernon suggested that there is a company that undertakes bus shelter cleaning. The Clerk stated that attempts to engage contractors to clean the shelter had met with negative results. On-going.
  7. Other: Cllr. Herbert asked if the cemetery (burial ground) was being left as finished wood and gravel around the paved areas, Cllr. Pickering confirmed that was the case. Cllr. Veron raised the water supply and if permission could be obtained from the Church to lay an extension water pipe to the burial ground. Cllr. Vernon also raised bin signs and a company called Cyclone to do the same.
  8. Proposal that M. Thorpe remove the damaged and broken fence at the BMX track, seconded by Cllr. Vernon.

## 25/219 Reports received from:

- a) **Police.** Incidents recorded in April: Violence/sexual-5. Anti-social behaviour-7. All other crime-6 Burglary-2 Criminal damage/arson-2. Cllr.
- b) **RAF.** The Clerk stated that the RAF OAP Christmas Lunch details had been passed to the Village newsletter for wider public knowledge.
- c) **Shropshire Council:**
  - a) Friday the 25<sup>th</sup> of July 2025 the Clerk attended the Shropshire Together Conference at Shrewsbury Town Football Club. Due to budget constraints with the L.A. S.C. was encouraging P.C.'s to influence service delivery by taking the management of some services. Suggestions of 'pooling' resources with other P.C.s' for economies of scale. Cllr. Roberts raised Value for Money and Corporate Challenge. Agreed that at this point all parties were waiting on the outcome of the exchange of information exercise.

## 25/220 Planning

- a) No new planning applications received as of 3<sup>rd</sup> of August 2025.

- b) Planning decisions published relating to the village of Shawbury.
- c) Reference: 25/01832/FUL (validated: 30/05/25) **DECISION refused**. Reference 25/02127/PMBPA (validated 10/06/2025) **DECISION approved**. Reference 25/02232/FUL **DECISION granted permission**.

### **25/221 Committee and any other reports.**

Cllr. Roberts raised that a volunteer was needed to attend the Local Nature Recovery meeting to be held in Wem, details previously distributed: Cllr. Vernon volunteered to attend on behalf of Shawbury P.C.

### **25/222 Press matters.**

Clerk to produce a brief report.

### **25/223 Items for next Agenda**

Proposal for M. Thorpe to undertake work by the fruit trees on the Glebe: install tree guards.  
Seconded by Cllr. Vernon.

Proposal regarding benches-replacement with two railway sleepers, constructed as a bench; this action will require the digging out and removal of the old bench.

Drainage of water on A53 blocked due to drains by the Lodge and petrol station being full of soil and plants growing from same: Clerk to report on Fix my Street.

Cllr. Fenton raised Christmas decorations in the village-discussion around risk assessment of lights and where would the decorations be displayed, Shawbury Playing field etc.

Cllr. Vernon raised a question around a war memorial, further contributed to by Cllr. Fenton suggesting a silhouette 'soldier' memorial as seen in other towns and villages. This type of memorial is usually referred to as 'The unknown Tommy'.

### **Date and Time of Next Meeting.**

Tuesday 9th September 2025 at 7.00pm

### **Approved as a true record of the Meeting**

Signed:  (Chairman)

Date: 9 Sep 25