



---

## Minutes of the Ordinary Meeting of the Parish Council held on 9<sup>th</sup> June 2026 at Shawbury Village Hall Starting at 7pm

### Present

**Councillors** M Roberts (Chair), J Vernon, J Manley,  
D Cooper, A Foster, J Ward, T Davies Moss, K Pickering

### **Unitary Councillor**

**Clerk** A Roberts

**Other Organisations** 0

**Members of the Public:** 1

**94/26** Public Session  
No matters raised

**95/26** Apologies  
C Vernon, W Moss Jones, G Jones.  
C Vernon also tendered his resignation from the Council.

**96/26** Declaration of Disclosable Pecuniary or any other interests or requests for dispensations  
None declared

**97/26** Minutes of the Full Council Meeting held on 12<sup>th</sup> May 2026.

**Resolved: to approve as a correct record the minutes of the ordinary meeting of the Parish Council held on 12<sup>th</sup> May 2026. They were duly signed by the Chair.**

**98/26** Planning  
a. Applications Received  
26/02016/FUL The Haven, Wytheford Road, Shawbury  
Single storey side extension ie: double garage with WC, internal alterations and utility room

**Resolved to make the following representation:**

**The parish council does not support this application and has observed that work on this site has already been carried out without permission.**

b. Decisions Received from Shropshire Council – none received

**99/26** Annual Governance and Accountability Return 2025-26

a. The internal audit report was noted. Follow up actions are already in hand.  
b. AGAR section 1, Annual Governance Statement

**Resolved to approve the AGAR Section 1 Annual Governance Statement.**

The Chair and Clerk signed the statement on behalf of the Council.

c. AGAR section 2, Financial Statements

**Resolved to approve the AGAR Section 2 Financial Statement.**

The Chair signed the statement on behalf of the Council.

**100/26** Financial Matters

a. Monthly Balance Record and reconciliation.

It was noted that the bank statements and financial records are reconciled to 31.5.26 and this has been checked by the Chair of the Finance Committee.

It was also noted that a VAT reclaim of £2999 and £1,000 Environmental Maintenance Grant have been paid.

b. Banking Arrangements

It was noted that the application has been received and online banking users should receive letters from Unity Bank within the next week.

c. Pension Contributions

**RESOLVED: to pay Local Government Pension Scheme contributions by monthly standing order.**

d. Outstanding payments

**Resolved: To approve the payments shown below.**

**Payments Made Between Meetings**

To	For	Total	Ref
Oakgate Nursery	Trees	305.17	24.26
M Varndell	Waste Collection May	525.00	25.26 SO

**Transfers Between Accounts**

From	To	Amount
Savings	Current	10,000.00
Savings	Current	10,000.00

**New Payments to be Authorised**

To	For	Total	Ref
A Roberts	Salary*	760.31	26.26
HMRC	PAYE & NI	267.30	27.26
Shropshire Council	Pension Contribution	309.76	28.26 SO
A Roberts	Expenses	36.80	29.26
M Thorpe	Strimming Verges	200.00	30.26
M Thorpe	Strimming signs	160.00	31.26
Mijan Ltd	Finance Software	99.00	32.26
Village Hall	Meetings to Sept 26	206.25	33.26
Village Hall	CCTV Energy	300.00	34.26
Unity Trust Bank	Charges	7.00	35.26 DD
M Thorpe	Strimming Benches	120.00	36.26
M Thorpe	Strimming Moat trees	120.00	37.26
Shawbury United	Donation	250.00	38.25
Shropshire Council	Streetlighting Energy	6,017.33	39.25
Richard Bailey	Floral Planter Costs	317.00	40.25
M Varndell	Waste Collection Jun	525.00	41.26.SO

\* adjusted by 5p as overpaid by 5p last month.

**101/26** Moat & Glebe Project

- a. It was noted that the fruit trees have been purchased and planted and strimming has been carried out. The following were raised:
- Concerns re youths damaging the Moat
  - A new bench for the moat (Clerk to look for prices, check EH for permission and explore grant funding).
  - Can lottery funding be sought for the project (Clerk to action).
- b. Project Committee

**Resolved :to set up a Moat and Glebe committee with delegated power to deliver the project, using the terms of reference provided. A budget will be set by full council once costings and an action plan have been provided to by the committee.**

**The members of the committee are:**

**Cllr Vernon**

**Cllr Cooper**

**Cllr Manley**

**Cllr Jones**

**As per the terms of reference, non-councillors may be seconded onto the committee.**

**102/26** Mapping Software

It was noted that a free trial of the software will be used to map the Council's assets. Following this a decision will be made regarding the purchase of the software.

**103/26** Housing Needs Survey

**Resolved that the survey should be carried out in September 2026.**

**104/26** Facebook

**Resolved: to review the use of Facebook comments at a future date.**

**105/26** CCTV Signage

**Resolved: to delegate the purchase of signage to the clerk with a budget of £25. Should the cost be higher a decision will be made between the clerk and the Chair.**

**106/26** Additional Councillor Responsibilities

**Resolved that Cllr Cooper will have responsibility for Streetlights and Cllr Vernon will have responsibility for Parish benches.**

**107/26** Chairman's Report

The report which included information on the development of Shropshire's Local Plan was noted.

**108/26** Councillor Reports

The following reports were noted:

Cllr Vernon

- New car park bin (agenda item for next meeting)
- Cllr Williams has confirmed that Shawbury's verges are not a Shropshire Council priority. Cllr Davies-Moss thanked Matt Thorpe for his work cutting the verges

- Cllr Roberts – the Shawbury map was produced by Shropshire Council Public Rights of Way team.
- Cllr Pickering will bring prices for burial ground works to the next meeting

**109/26 Other Reports**

- a. West Mercia Police - to be circulated with the minutes
- b. Shropshire Councillor - circulated in advance of the meeting.
- c. Clerk - circulated in advance of the meeting
- d. Committee reports - none

**110/26 Items for Next Agenda (14<sup>th</sup> July 2026)**

As minuted.

**The meeting ended at 20.00**