

Shawbury Parish Council



To all Members of the Council. You are hereby summoned to attend an Ordinary Meeting of the Parish Council of Shawbury to be held on Tuesday 13th October 2026 at Shawbury Village Hall commencing at 7pm in order to conduct the business enclosed on the agenda below.

Signed: *A Roberts*

Date: 6th October 2026

1. Public Session

Should a member of the public so require they will be permitted to speak. Public speaking time will be limited to 15 minutes, 3 minutes per speaker.

2. Apologies for absence

3. Declaration of Disclosable Pecuniary or other interests / requests for dispensations

4. Co-Option of a Parish Councillor – information to be circulated

5. To approve the minutes of the Parish Council Meeting held on 8th September 2026

6. Planning

a. To receive planning applications from Shropshire Council – none received

b. To note planning decisions made by Shropshire Council

26/02303/CPE Oakwood Grange, Bings Heath

Application for a Lawful Development Certificate of existing development to constitute lawful commencement of planning permission 23/00898/FUL

Decision: Certificate - Lawful

7. Financial Matters

a. To receive monthly balance record and reconciliation

b. To receive the Quarter 2 Budget report

c. To resolve to approve outstanding invoices and payments

8. Recipient	Reason for Payment	Amount (inc. VAT)	Ref
Matt Thorpe*	War Memorial Works	836.73	70.26
Harris Wilderness Mowing*	Glebe Clearance (Project)	1500.00	71.26
Harris Wilderness Mowing*	Grounds Maintenance Contract 1	2350.00	72.26
PKF Littlejohn	External Audit	378.00	73.26
Unity Trust Bank	Monthly Fee	7.00	74.26 DD
HMRC	NI & PAYE Sept Hours & backpay	358.59	75.26
Whixall Parish Council	SLCC membership (50%)	58.00	76.26
A Roberts	Salary Sept Hours & backpay	898.45	77.26
Highline	Repairs, inspection and testing	1691.03	78.26
A Roberts	Expenses September	32.60	79.26
Shropshire Pension Fund	Pension Contributions	318.16	80.26 SO
Mike Varndell	Monthly Litter Collection	525.00	81.26 SO

*paid between meetings

9. Moat & Glebe Project

a. To receive a project update

b. To resolve to earmark additional funds for the project

10. External Audit 2025-26 - to receive and note the External Auditors' report and agree actions.

- 11. Policies**
 - a) CCTV – to approve
 - b) Investment and Treasury Strategy - to approve
 - c) Biodiversity Policy – to approve
 - d) Application form to support Grants and Donations Policy - to approve
 - e) Pensions Discretions Policy – to delegate to the Staffing Committee
- 12. Policing Priorities** – to agree the Council's top 3 priorities.
- 13. Local Transport Plan Consultation** - to agree a response
- 14. Councillor Responsibilities** – to appoint Councillors to the following roles:
 - a. Moat & Glebe
 - b. Streetlights
 - c. Facebook Administration
 - d. Youth Councillor
 - e. Internal Control checks
- 15. Streetlights** – to agree repairs and maintenance following inspections
- 16. Parish War Memorial**
 - a. To receive an update
 - b. To agree any further actions, including commemoration.
- 17. Correspondence**
 - a. St Mary's Church
 - b. Shropshire Lieutenancy Newsletter
 - c. Cycle Route 45
- 18. Chair's Report**
- 19. Councillor Reports** - issues requiring urgent attention
- 20. Other Reports**
 - a. West Mercia Police (circulated)
 - b. RAF Shawbury
 - c. Shropshire Councillor
 - d. Clerk (enclosed)
 - e. Committee reports
- 21. Items for Next Agenda 10th November 2026**

Shawbury Parish Council



Minutes of the Ordinary Meeting of the Parish Council held on 8 September 2026 at Shawbury Village Hall Starting at 7pm

Present

Councillors M Roberts (Chair), J Vernon, , A Foster, K Pickering, G Jones, J Manley, B Smith, D Evans,

Unitary Councillor 0

Clerk A Roberts

Other Organisations 0

0

Members of the Public:

141/26 Public Session
No matters raised

142/26 Apologies

T Davies-Moss tendered his resignation as a member of the Council prior to the meeting.

143/26 Declaration of Disclosable Pecuniary or any other interests or requests for dispensations
None declared.

144/26 Minutes of the Full Council Meeting held on 11th August 2026.

Resolved: to approve as a correct record the minutes of the ordinary meeting of the Parish Council held on 11th August 2026. They were duly signed by the Chair.

145/26 Planning

a. Applications Received

26/02765/FUL Installation of an air source heat pump

14 Pinewood Road, Shawbury

RESOLVED: to support the application with the request for conditions to ensure that neighbours are not subjected to excessive noise from the pump.

b. To note planning decisions made by Shropshire Council

26/02041/FUL Proposed Replacement Dwelling and New Access

Del Vista, Carradine Road, Shawbury

Decision: Withdrawn

RESOLVED: To note

Agenda Item 5

146/26 Financial Matters

a. Monthly Balance Record and reconciliation.

It was noted that the bank statements and financial records are reconciled to 31.8.26.

b. National Pay Award.

It was noted that the pay award has been agreed and will be paid in October (backdated to 1 April 2026).

c. Outstanding payments

Resolved: To approve the payments shown below.

New Payments to be Authorised

To	For	Total	Ref
HMRC	NI and PAYE	278.50	61.26
A Roberts	Salary September	760.16	62.26
A Roberts	Expenses	32.60	63.26
Parish Online	Mapping Software	216.00	64.26
R Bailey	Reimbursement	13.80	65.26
Shropshire Council	Waste Collection (Cemetery)	284.50	66.26
M Varndell	Litter Collection September	525.00	67.26 SO
Shropshire Pension Scheme	Contributions	320.81	68.26 SO
Unity Trust Bank	Monthly Fee	7.00	69.26 DD

147/26 Moat and Glebe Project

a. It was noted that Harris Wilderness Mowing have started work on the Moat but the Glebe is currently on hold.

b. i. Remembrance Plot:

RESOLVED: to accept the quote of £443 for materials including bark and topsoil and contract M Thorpe to install the plot on a day rate (maximum 2 days).

It was noted that this work is to be completed by 8th November (Remembrance Sunday).

ii. Car park bin:

RESOLVED: to set a maximum budget of £500 for the purchase of the bin and to contract M Thorpe to install the bin and fix the dog waste bin in the Moat on a day rate.

148/26 Burial Fees

Following a detailed discussion it was

RESOLVED: to set the following fees for the Parish burial ground:

Plot purchase and first interment: £500

Second interment: £250

Plot purchase and first cremated remains interment £200

Second cremated remains interment: £100

Fees will be reviewed annually at the May Parish Council meeting.

149/26 Staffing and Finance Committees

RESOLVED: to leave the committee terms of reference unchanged, but to run the rest of the year without a Finance Committee and make a final decision, as to

whether it is needed, in May 2027. The Clerk will provide a monthly report of spending against budget in the meeting papers.

150/26 Housing Needs Survey

It was noted that the survey will now take place later in the year.

RESOLVED: to set up a working group to support Craig Bethel. Cllrs Evans and Smith were nominated as members of the group.

151/26 Chair's Report

The Chair attended the SALC Joint Working Group meeting on 19 August which discussed public and rural transport, including the rationale behind closing Oxon Park & Ride.

The new National Planning Framework was launched on 17 August.

The minutes of the SALC meeting (3 September) will be circulated.

152/26 Councillor Reports

- a. Cllr Evans raised the Wem Road pathway, which runs behind the hedge and is impassible. This will be reported on Fix My Street.

153/26 Other Reports

- a. West Mercia Police – to be circulated
- b. RAF Shawbury – none
- c. Shropshire Councillor – none
- d. Clerk's report – circulated
- e. Committee Reports – none

154/26 **Items for Next Agenda (13th October 2026)**

Councillor Roles
Policies

The meeting ended at 20.18

Agenda Item 7b

Shawbury Parish Council

Budget report from 1-Apr-2026 to 31-Mar-2027 (figures exclude VAT)

Payments	Budget	Actual	Variance
Administration			
General Administration	400.00	305.25	94.75 <i>includes room hire Oct 24 to Sept 25 £206</i>
Bank Charges	84.00	42.00	42.00
Website / IT	468.00	609.49	-141.49 <i>£180 of spend from EMR</i>
Councillor Expenses	100.00	0.00	100.00
Audit	750.00	180.00	570.00
Rents	2,000.00	1,550.00	450.00 <i>complete</i>
Training	400.00	80.00	320.00
Insurance	3,200.00	3,129.29	70.71 <i>complete</i>
Affiliations	1,400.00	1,329.45	70.55
Total Administration	8,802.00	7,225.48	1576.52

Asset Management			
Streetlight Maintenance	3,500.00	0.00	3500.00
Streetlights Energy	5,100.00	5,014.44	85.56 <i>complete</i>
Play Area Insp / Maint	5,000.00	0.00	5000.00
Moat / Glebe Areas	4,000.00	1,804.29	2195.71
Hedge / Grass Cutting	9,000.00	4,258.00	4742.00
CCTV	1,500.00	330.65	1169.35
Tree Maintenance	2,000.00	750.00	1250.00
Moat/Glebe/Field path mtce	3,400.00	0.00	3400.00
Playing Field	500.00	0.00	500.00
Fitness Area	500.00	0.00	500.00
Car Park	200.00	0.00	200.00
Defibrillator	300.00	0.00	300.00
Seats/Bus shelters	500.00	0.00	500.00
Vehicle Activated Sign	9,596.00	0.00	9596.00
Total Asset Management	45,096.00	12,157.38	32938.62

Burial Ground			
Burial Ground Costs	500.00	284.50	215.50
Total Burial Ground	500.00	284.50	215.50

Environment			
Litter collection	6,500.00	3,675.00	2825.00
Env Mtce Project	0.00	741.23	-741.23 <i>all spend is from EMR</i>
Floral Gateways	650.00	574.97	75.03
Parish Paths	1,000.00	0.00	1000.00
Total Environment	8,150.00	4,991.20	3158.80

Community			
Community Awards	100.00	166.24	-66.24
Grants/Donations S137	1,000.00	250.00	750.00
Total Community	1,100.00	416.24	683.76

Agenda Item 7b

Staffing

Staff - non salary costs inc. pa	500.00	365.40	134.60	<i>£200 payroll costs not in this budget</i>
Salary, NI, Pension costs	13,200.00	9,160.33	4039.67	<i>pension costs not sufficiently budgeted for</i>
Total Staffing	13,700.00	9,525.73	4174.27	
Total Payments	77,348.00	34,600.53	42747.47	

Receipts

	Budget	Actual	Variance
Other Receipts			
Bank Interest	1,400.00	1,507.09	107.09
Miscellaneous Receipts	500.00	1,000.00	500.00
Burial Income	500.00	0.00	-500.00
Floral Gateways Donation	0.00	797.00	797.00
Grants Received	0.00	100.00	100.00
Total Other Receipts	2,400.00	3,404.09	1004.09

Precept

Precept	62,252.00	62,252.00	0.00
Total Precept	62,252.00	62,252.00	0.00

Total Receipts*	64,652.00	65,656.09	1004.09
------------------------	------------------	------------------	----------------

*VAT return income (£2999) not shown as figures exclude VAT.

Section 3 – External Auditor’s Report and Certificate 2025/26

In respect of **Shawbury Parish Council – SH0148**

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2026; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor’s limited assurance opinion 2025/26

Except for the matters reported below, on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

The AGAR was not accurately completed before submission for review.:

- The smaller authority has not restated the prior year comparative figure when revaluing assets in Section 2, Box 9 Please note that the Practitioners’ Guide allows smaller authorities to use any reasonable valuation method, provided that the prior year figure is restated for consistency and comparability.
- Section 2, Box 4 incorrectly includes items which are not staff costs as defined in the Joint Panel on Accountability and Governance Practitioners’ Guide. Please note that Box 4 should comprise payments made in relation to the employment of staff including only gross salary, employers’ national insurance contributions, employers’ pension contributions, gratuities for employees or former employees and severance or terminations payments to employees. Employment expenses which are benefits (mileage, travel, etc.), items of reimbursement of expenses for postage, stationery or other outlays made on behalf of the smaller authority, home working allowance, payroll processing costs and contractor/locum clerk costs in respect of individuals who are self-employed, are not staff costs for the purpose of completion of the AGAR in accordance with proper practice. The figures in Section 2, Boxes 4 and 6 should read £13,070 and £36,979 (respectively). Please restate Boxes 4 and 6 in next year’s prior year comparatives.

Other matters not affecting our opinion which we draw to the attention of the authority:

None

3 External auditor certificate 2025/26

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2026.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature

PKF Littlejohn LLP

Date

15/09/2026

Shawbury Parish Council



CCTV Policy

1. Introduction and Purpose

Shawbury Parish Council uses a closed-circuit television (CCTV) system located at the Village Hall. The primary objective is to ensure the safety of residents, staff, volunteers, and visitors, and to protect council property.

The system is used for:

- Preventing and detecting crime or anti-social behavior.
- Enhancing the safety of the public and hall users.
- Assisting in the identification and prosecution of offenders.
- Protecting the physical assets of the Village and its surroundings

2. Governance and Responsibility

The Parish Council is the **Data Controller**. The Parish Clerk acts as the primary point of contact for data protection matters.

- **System Manager:** Cllr Foster
- **Location of Cameras:** Around the Village Hall (See Appendix A)
- **Monitoring:** Images are not monitored in real-time but are recorded for retrospective review if an incident occurs.

3. Privacy and Data Protection

To remain GDPR compliant, the Council adheres to the following principles:

- **Proportionality:** The camera is positioned to minimise the capture of images of people not using the Village Hall (e.g., avoiding neighboring private gardens).
- **Transparency:** Clear signage is displayed at the entrance of the Village Hall notifying individuals that CCTV is in operation, the purpose of the scheme, and contact details for the Council.
- **Data Minimisation:** The Council only collects footage necessary for the stated purposes.

4. Storage and Retention

- **Retention Period:** Recorded images will be stored for **30 days**. After this period, the system automatically overwrites the oldest footage.
- **Security:** The recording equipment is kept in a secure, locked location with restricted access. Access to the footage is protected by password.

5. Access to Images

Access to recorded images is strictly limited to authorised personnel (one designated Councillor).

- **Police Requests:** Footage may be disclosed to the Police for the prevention or detection of crime. A formal written request must be provided. Email is sufficient.
- **Subject Access Requests (SARs):** Under GDPR, individuals have the right to request a copy of any personal data held about them, including CCTV images.
 - Requests must be made in writing to the Parish Clerk.
 - The Council will respond within one month.
 - Images of third parties will be obscured/blurred to protect their privacy.

6. Complaints

Complaints regarding the operation of the CCTV system should be directed to the Parish Clerk in the first instance. If the complainant is unsatisfied, they may contact the **Information Commissioner's Office (ICO)**.

7. Policy Review

The policy will be reviewed annually at the May meeting of the Parish Council.

October 2026

Shawbury Parish Council



Treasury and Investment Strategy 2026-27

1. Strategy. Objective

The overall objective is to safeguard public money while ensuring that funds remain available when required and that the Council obtains a reasonable return without taking inappropriate risks.

2. Introduction and Purpose

The Council holds reserves on behalf of the local community and will manage these funds prudently, transparently and in accordance with its statutory responsibilities and the Council's Financial Regulations.

The Council's investment priorities, in order, are:

1. Security – protecting the principal value of public funds.
2. Liquidity – ensuring sufficient funds are readily available to meet expenditure and planned projects.
3. Yield – obtaining a reasonable return consistent with security and liquidity.

The Council will not undertake speculative investments.

4. Reserves and Cash Management

The Council will maintain sufficient funds in accessible accounts to meet foreseeable expenditure, including operating costs, contingencies and approved capital projects.

Reserves will be reviewed as part of the annual budget-setting process. Earmarked reserves will be held for their stated purposes, while general reserves will provide an appropriate working-capital and contingency buffer.

Surplus cash will be reviewed regularly and, where appropriate, transferred to suitable interest-bearing accounts or fixed-term deposits.

5. Permitted Investments

Investments will normally be restricted to low-risk, sterling-denominated deposits with:

- UK banks and building societies that meet the Council's approved credit and risk criteria;
- the UK Government;
- other UK local authorities, where appropriate; and
- other investments specifically approved by Full Council following appropriate advice and consideration of the risks.

The Council will normally favour deposits with maturities of no more than 12 months. Longer-term or non-standard investments will require specific Full Council approval and appropriate professional advice.

The Council will not borrow money for the purpose of investing or lending to generate a return.

6. Diversification and Counterparty Risk

The Council will avoid excessive concentration of funds with any single financial institution. Cash holdings will, where practicable, be spread between appropriate counterparties,

taking account of applicable deposit-protection arrangements, creditworthiness and access requirements. This should not exceed £120k per institution.¹

The Responsible Financial Officer will monitor counterparty exposure and report material concerns to Full Council.

7. Risk Management

Before placing funds, the Council will consider:

- security of capital;
- accessibility and term;
- counterparty strength;
- interest rate and reinvestment risk;
- the Council's forecast cash requirements; and
- any relevant ethical or environmental considerations.

Investment decisions will be proportionate to the Council's size, resources and capacity to manage risk.

8. Governance and Reporting

This Strategy will be approved by Full Council and reviewed at least annually. Material changes to the Strategy will require Full Council approval.

The Responsible Financial Officer will maintain a record of investments, maturity dates, interest rates and counterparties and will report investment performance and compliance with this Strategy to the Council at appropriate intervals.

The Council will publish its Investment Strategy and relevant investment information in accordance with applicable transparency and statutory requirements.

October 2026

¹ The Financial Services Compensation Scheme (FSCS) deposit protection limit for eligible UK councils is £120,000 per financial institution.

Shawbury Parish Council



Shawbury Parish Council Biodiversity Policy

1. Purpose

Shawbury Parish Council recognises that biodiversity is fundamental to healthy ecosystems, climate resilience and the wellbeing of residents. The Council is committed to conserving and enhancing biodiversity through the management of its land and assets and by considering opportunities to improve the natural environment in all appropriate Council activities.

This policy supports the Council's duty under Section 40 of the Natural Environment and Rural Communities Act 2006, as strengthened by the Environment Act 2021, to have regard to the purpose of conserving and enhancing biodiversity when exercising its functions.

2. Policy Statement

Shawbury Parish Council will seek to conserve and enhance biodiversity by:

- Managing Shawbury Moat Scheduled Monument and its surrounding land to conserve its ecological, archaeological and landscape value.
- Maintaining the Moat, Glebe and land within the Council's control in ways that support wildlife wherever practicable.
- Considering biodiversity alongside safety, accessibility, heritage and financial responsibilities when managing play areas, open spaces, street lighting and other Council assets.
- Supporting the priorities of the Shropshire Local Nature Recovery Strategy where these align with the Council's responsibilities.
- Working with volunteers, local organisations, landowners and statutory agencies to achieve positive outcomes for nature.
- Encouraging residents to value and protect the Parish's natural environment.

3. Biodiversity Objectives

The Council will endeavour to:

- Protect and improve habitats for native plants, birds, mammals, insects and other wildlife.
- Retain and enhance trees, hedgerows, ponds, grassland and other important landscape features where appropriate.
- Increase opportunities for pollinators through suitable planting and sympathetic management.
- Minimise disturbance to wildlife during maintenance works.

Agenda Item 11c

- Prevent the spread of invasive non-native species where these threaten native biodiversity.
- Balance public access and recreation with the conservation of sensitive habitats.
- Seek opportunities each year to deliver practical biodiversity improvements on land within the Council's control.

4. Management of Council Land and Assets

a. Shawbury Moat and Surrounding Land

The Council will manage Shawbury Moat and its surrounding land in accordance with recognised conservation good practice. Management may include:

- Appropriate management of grassland, woodland and wetland habitats.
- Conservation of mature trees, deadwood and natural habitat features where safe to do so.
- Seasonal vegetation management to benefit wildlife.
- Management of invasive non-native species.
- Habitat improvements such as native planting, bird and bat boxes, log piles and pollinator-friendly areas where appropriate.
- Periodic ecological monitoring to inform future management.

b. Glebe and Other Open Spaces

The Council will seek opportunities to enhance biodiversity by:

- Managing areas of grassland sympathetically where appropriate.
- Planting native trees, shrubs and wildflowers.
- Retaining natural habitat features wherever practicable.
- Incorporating biodiversity enhancements into improvement projects.

c. Play Areas and Recreation Grounds

The Council recognises that these areas must remain safe and accessible while providing opportunities for wildlife. Where practicable it will:

- Retain or introduce wildlife-friendly planting.
- Avoid unnecessary removal of established vegetation.
- Schedule maintenance to minimise impacts on nesting birds and other wildlife where possible.

d. Street Lighting

When replacing or upgrading street lighting the Council will, where reasonably practicable:

- Install energy-efficient lighting.
- Minimise unnecessary light spill into trees, hedgerows and wildlife habitats.
- Consider impacts on bats and other nocturnal wildlife.

5. Council Operations

The Council will, where practicable:

- Use native species of local provenance in planting schemes.
- Minimise the use of pesticides and herbicides and seek non-chemical alternatives wherever feasible.
- Consider biodiversity when responding to planning applications affecting the Parish.
- Consider opportunities to improve biodiversity whenever Council projects or maintenance works are undertaken.
- Encourage contractors working on behalf of the Council to minimise impacts on wildlife, comply with relevant wildlife legislation and leave sites in good ecological condition.
- Seek external funding and partnerships to deliver biodiversity improvements where opportunities arise.

6. Community Engagement

The Council will encourage community participation by:

- Supporting volunteer conservation activities.
- Promoting awareness of Shawbury Moat and other green spaces.
- Working with schools, local groups and conservation organisations.
- Encouraging wildlife-friendly gardening and community planting initiatives.
- Sharing information on practical actions residents can take to support biodiversity.

7. Monitoring and Review

The Council will:

- Review biodiversity considerations as part of the ongoing management of its land and assets.
- Seek to deliver at least one biodiversity enhancement project each year, subject to available resources.
- Review this policy every three years, or sooner if legislation or local circumstances require.

Grant Application Form

Organisation Name *

Your Name *

Your role within the Organisation

Address for Correspondence

Agenda Item 11d

Email *

Phone Number *

Briefly explain what your organisation does *

Charity Number (If applicable)

Amount of Funding Applied for *



If you are applying for funding towards a one-off project cost?

If you are successful, how will the funding be used? *

Approximately how many people will benefit organisation? *

What proportion of these people live in Shawbury Parish? *

How will these people benefit? *

Please confirm the following:

- ☐ I am authorised to apply for this grant on behalf of the above
- ☐ I have included the last full year's audited accounts
- ☐ I have included details of the costs of this project
- ☐ I will provide a short progress report to the Council, ou

Organisation's bank account name

Sort Code

Account Number

Signature

Continue



Draft Local Transport Plan survey

Introduction

Thank you for taking part in the public consultation on the draft Local Transport Plan.

This document will set out Shropshire's transport priorities for the next 10 years (2027 – 2037). It will guide how the Council makes decisions about how we manage and improve our roads, public transport, walking, wheeling and cycling routes and other transport services.

We want to hear your views on transport in Shropshire and our vision for the future. This questionnaire asks for your feedback on the proposals in the draft Local Transport Plan. Questions marked with a red asterisk (*) must be answered.

The consultation is open from 12 noon on Monday 5 October until 11:59 pm on Monday 16 November 2026. All responses received during this period will be considered alongside feedback from our wider engagement activities before the Local Transport Plan is finalised.

Before completing this questionnaire, we encourage you to read the information about the draft Local Transport Plan on our website: <https://getinvolved.shropshire.gov.uk/consultations/shropshire-local-transport-plan/>

The supporting documents listed below provide more details about the plan's vision, objectives, proposed actions and how it will be delivered and monitored which will help you give informed feedback.

- Local Transport Plan Core Strategy
- Summary
- Implementation Plan
- Monitoring and Evaluation Plan
- Integrated Impact Assessment.

These documents provide more detail about the draft plan and how it will be delivered and monitored.

To return your feedback, complete this online questionnaire, or return either 'by post' or 'scan and email' it to us:

Post to:

Shropshire Council
Highways and Transport
PO Box 4826

Agenda Item 13

Shrewsbury
SY1 9LJ

Or scan and email to:

ShropshireLTP@shropshire.gov.uk

Privacy statement

For information on how we handle your personal data, please view our Privacy Statement here:

<https://next.shropshire.gov.uk/privacy/shropshire-councils-privacy-notice/>

Also see WSP's Privacy Statement here: <https://www.wsp.com/en-gb/legal/privacy-notice> and Survey Monkey's Privacy Statement here: <https://uk.surveymonkey.com/mp/legal/privacy/>

Alternative Formats

If you need this information in a different format, please contact us.

Telephone: 0345 678 9000

Email: ShropshireLTP@shropshire.gov.uk

Next

Powered by



SurveyMonkey®

Create surveys and forms with ease. [Sign up free.](#)

Privacy & Cookie Notice

[illegible]

Agenda Item 13

Demand
responsive
transport
(Connect on
Demand)

☐☐☐☐☐☐

Other

☐☐☐☐☐☐

4. If you selected 'Other', please tell us what type of transport you use

Prev

Next

Powered by



Create surveys and forms with ease. [Sign up free.](#)

Vision and objectives

“By 2037, an inclusive, safe and sustainable transport system will connect a healthy, productive and resilient Shropshire, supporting thriving and urban rural communities while protecting Shropshire’s unique natural, built and historic environment.”

5. The draft Local Transport Plan is based on a vision for the future of transport in Shropshire. To what extent do you agree or disagree with our vision for transport in Shropshire?*

Please choose one answer

- ☐ Strongly agree
- ☐ Somewhat agree
- ☐ Neither agree nor disagree
- ☐ Somewhat disagree
- ☐ Strongly disagree
- ☐ Not sure

6. To help deliver the vision, we have developed five objectives for the draft Local Transport Plan. To what extent do you agree or disagree that these objectives will help deliver our vision?*

Please choose one answer on each row. Select “not sure” if this objective does not affect you.

Health and Wellbeing
To ensure transport has a positive impact on people's health, wellbeing and social inclusion by

Strongly agree Agree Neither agree nor disagree Disagree Strongly disagree Not sure

☐ ☐ ☐ ☐ ☐ ☐

making journeys safe and secure, facilitating active lifestyles and reducing harmful transport emissions.

Connecting to Opportunities

To provide a user-friendly, affordable and accessible transport network and reliable digital connectivity that connects people and organisations to the amenities, services and opportunities that they need.



Decarbonisation

To decarbonise transport in Shropshire by reducing the need to travel, achieving mode shift and adopting low carbon technologies.



Support Good Economic Growth

To support good economic growth in the right places, by taking an integrated approach to transport and land use planning and providing a reliable transport network that is resilient to climate change.



Environmental Protection

To support the protection of Shropshire's unique natural, built and historic environment that makes it a great place for people to live, work and visit.



Agenda Item 13

7. Please tell us why you agree or disagree with the vision and objectives.

Prev

Next

Powered by



Create surveys and forms with ease. [Sign up free.](#)

The Action Areas

8. To meet the objectives and achieve the Local Transport Plan's vision, we will take action in twelve key areas. These are stated below, with a description of suggested proposals. How important are these action areas to you?*

Please choose one answer on each row. Select “not sure” if this action area does not affect you.

[illegible]

**Inclusive
Accessibility**

We will work with local people and transport providers to understand and remove barriers, making transport services (buses, trains and taxis) and the wider network easier for everyone to use.



**Rural
Accessibility**

We will improve transport and digital connections so rural communities can reach essential services and opportunities, while helping people visit and enjoy the countryside responsibly.



**Digitalisation
Transformation**

We will improve digital access so people can use more services without travelling and use technology to provide better information and make the transport network safer and more reliable.



**Managing
People's
Transport
Needs Now and
in the Future**

We will help people choose how, when and where they travel by providing better information, encouraging sustainable travel and reducing



unnecessary
~~Access to~~
~~journeys!~~

Future Homes and Jobs

We will make sure transport is considered when planning new homes, jobs and services, helping people reach everyday destinations more easily and with less reliance on the car.



Goods and Deliveries

We will work with businesses and other partners to make the movement of goods safer, more efficient and less harmful to the environment.



Maintaining Roads, Pavements and Transport Infrastructure

We will maintain and improve roads, bridges, paths and other transport infrastructure, while managing disruption and keeping journeys safe and reliable.



Protection of the Natural, Built and Historic Environment

We will work with communities and other organisations to ensure transport schemes protect and enhance Shropshire's countryside, public spaces, buildings and historic places.



Tackling Climate Change,



Agenda Item 13

Lower Carbon Technologies and Air Quality

We will reduce carbon emissions and air pollution by supporting sustainable travel, cleaner vehicles and fuels, more electric vehicle charging and targeted action in places with poor air quality.



9. Please use the box below to give us feedback on the action areas, including any comments or suggestions.

Prev

Next

Powered by



Create surveys and forms with ease. [Sign up free.](#)



Draft Local Transport Plan survey

Overall...

10. To what extent do you agree or disagree the Local Transport Plan will make transport in Shropshire more inclusive, safe and sustainable?*

- ☐ Strongly agree
- ☐ Somewhat agree
- ☐ Neither agree nor disagree
- ☐ Somewhat disagree
- ☐ Strongly disagree
- ☐ Not sure

11. We will use the feedback from this questionnaire to make updates to the Local Transport Plan.

What else you would like us to consider?

Please state your answer in the box below.

Prev

Next

Powered by



Create surveys and forms with ease. [Sign up free.](#)



Draft Local Transport Plan survey

About You

The next questions are more personal and are about you. You do not have to complete this section if you don't want to (all questions are optional). We do not use this information to identify individuals but to make sure people of all different characteristics have been engaged in the questionnaire and that the feedback we have is representative. We collect equality and social inclusion information to help us in our work to ensure we do not discriminate and are delivering services to all sections of our community.

12. What is your age?

- ☐ 15 or younger
- ☐ 16–19
- ☐ 20–24
- ☐ 25–29
- ☐ 30–34
- ☐ 35–39
- ☐ 40–44
- ☐ 45–49
- ☐ 50–54
- ☐ 55–59
- ☐ 60–64
- ☐ 65 or older
- ☐ Prefer not to say

Agenda Item 13

13. How would you describe your ethnicity?

- ☐ White British
- ☐ Irish
- ☐ Gypsy, Roma or Irish Traveller
- ☐ Other White
- ☐ Asian (Asian British; Bangladeshi Chinese; Indian; Japanese; Pakistani; any other Asian background)
- ☐ Black (Black African; black British; black Caribbean; any other black background)
- ☐ Mixed (White and Asian; white and black African; white and black Caribbean; any other mixed background)
- ☐ Arab
- ☐ Other ethnic group
- ☐ Prefer not to say

14. If you consider yourself to belong to any of the protected characteristics defined under the UK Equality Act 2010, (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation), and would like to comment on the Shropshire Local Transport Plan from this perspective, please share your thoughts below.

15. The Equality Act 2010 defines disability as a physical or mental impairment that has a 'substantial' and 'long-term' negative effect on your ability to carry out normal day-to-day activities. Based on this definition, do you consider yourself to be disabled?

- ☐ Yes
- ☐ No
- ☐ Prefer not to say

Agenda Item 13

16. Are your day-to-day activities impacted by a long-term illness, physical and/or mental health condition or disability?

- ☐ Yes, a lot
- ☐ Yes, a little
- ☐ No
- ☐ Prefer not to say

17. Do you have anyone who is dependent on you e.g. children, adult dependent, person with a disability?

- ☐ Yes
- ☐ No
- ☐ Prefer not to say

18. Are you an informal or unpaid carer to a friend or family member who needs regular care and support?

- ☐ Yes
- ☐ No
- ☐ Prefer not to say

19. Which of the following best describes your current employment status?

- ☐ Employed full time
- ☐ Employed part time
- ☐ Self-employed
- ☐ Unemployed, looking for work
- ☐ Unemployed, not looking for work
- ☐ Retired

Agenda Item 13

- ☐ Disabled, unable to work
- ☐ Prefer not to say
- ☐ Other (please specify)

20. Do you own or have access to any of the following modes of transport?

- ☐ Car
- ☐ Van
- ☐ Bicycle
- ☐ Electric Assist Pedal Cycle
- ☐ Motorbike
- ☐ Prefer not to say
- ☐ Other (please specify)

21. What is your home postcode?

Any postcode information will only be used to help us understand the geographic distribution of questionnaire responses. This information will not be stored or used for any other purpose.

22. What is your work postcode? Any postcode information will only be used to help us understand the geographic distribution of questionnaire responses. This information will not be stored or used for any other purpose.

Please only answer if applicable

23. What is your connection to Shropshire? Please choose all that apply.

- ☐ I live in Shropshire
- ☐ I have a business in Shropshire

Agenda Item

- ☐ I am a visitor to Shropshire
- ☐ I study in Shropshire
- ☐ I work in Shropshire
- ☐ I commute through Shropshire
- ☐ I move goods on routes through Shropshire
- ☐ I am a Councillor/MP in Shropshire
- ☐ Other (please specify)

24. In what capacity are you completing this survey?

- ☐ A local resident
- ☐ A representative of a local business or commercial organisation
- ☐ A member of a local interest or community group
- ☐ A representative of a local town, parish or rural parish council
- ☐ A Shropshire ward councillor
- ☐ A Shropshire Council employee
- ☐ A visitor to Shropshire or a member of the public living elsewhere
- ☐ None of these
- ☐ Prefer not to say
- ☐ Other (please specify)

25. Where did you hear about the Shropshire Local Transport Plan consultation?

- ☐ Shropshire Council website
- ☐ Shropshire Council social media channels

Agenda Item 13 type text here

- ☐ Local newspaper or news website
- ☐ Poster or leaflet
- ☐ Email from Shropshire Council
- ☐ Parish or Town Council
- ☐ Community group or organisation
- ☐ School, college or university
- ☐ Employer or workplace
- ☐ Friend, family member or colleague
- ☐ Prefer not to say
- ☐ Other (please specify)

Prev

Next

Powered by



Create surveys and forms with ease. [Sign up free.](#)

Agenda Item 15



Highline Electrical
Survey of Community Street Lighting

Date of Survey: Jul-26

Page 1 of 4

Site 1.

Condition on a 1-3 Basis 1 = No Action Required 3 = Immediate Action Required

Col No	Road Location	column number	site Location	Lamp Type	Column/ Bracket	Lantern Condition	Column/ Bracket Condition	Burning Hours	Control	Ze	R1+R2	Zs	PFC	Fuse	Comments
1	A53		4th Col down from 8	SON	Bracket	3	2	D-D	PEC						
2	A53		3rd Col down from 8	SON	Bracket	3	2	D-D	PEC						
3	A53		2nd Col down from 8	SON	Bracket	3	2	D-D	PEC						
4	A53		1st Col down from 8	SON	Bracket	3	2	D-D	PEC						
5	A53		opp House 8	SON	Bracket	3	2	D-D	PEC						
6	A53		o/s 4	SON	Bracket	3	2	D-D	PEC						
7	A53		o/s Petrol Station Edgebolton	SON	Bracket	3	2	D-D	PEC						
8	A53		o/s River Meadows Nursing Home	SON	Bracket	3	2	D-D	PEC						
9	A53		o/s The Threshing Barn	SON	Bracket	3	2	D-D	PEC						
10	A53		o/s Castle View	SON	Bracket	3	2	D-D	PEC						
11	A53		opp Muckleton Road	SON	Bracket	3	2	D-D	PEC						
12	B5063 Wytheford Road		Telford Road	SON	Bracket	3	2	D-D	PEC						
13	B5063 Wytheford Road		Telford Road	SON	Bracket	3	2	D-D	PEC						
14	B5063 Wytheford Road		Telford Road	SON	Bracket	3	2	D-D	PEC						1.5M Bracket
15	Beech Grove	1	o/s 1	LED	Steel Column	1	1	D-D	PEC						
16	Beech Grove	2	o/s 5	LED	Steel Column	1	1	D-D	PEC						
17	Beech Grove	3	o/s 9	LED	Steel Column	1	1	D-D	PEC						TRT
18	Beech Grove	4	o/s 11	SON	Steel Column	3	1	D-D	PEC						
19	Bridge Way	1	opp 2	LED	Steel Column	1	1	D-D	PEC						
20	Bridge Way	2	o/s 14	Florry	Steel Column	3	1	D-D	PEC						
21	Bridge Way	3	o/s 35	LED	Steel Column	1	1	D-D	PEC						
22	Bridge Way	4	o/s 19	LED	Steel Column	1	1	D-D	PEC						6M
23	Bridge Way	5	o/s 26	Florry	Steel Column	3	1	D-D	PEC						

Page 2 of 4

Agenda Item 15



Highline Electrical

Survey of Community Street Lighting

Date of Survey: Jul-26

Page 2 of 4

Site 1 .

Condition on a 1-3 Basis	1 = No Action Required	3 = Immediate Action Required
--------------------------	------------------------	-------------------------------

[illegible]

Agenda Item 15

Page 3 of 4



Highline Electrical
Survey of Community Street Lighting

Date of survey July 2026

Site I.

Condition on a 1-3 Basis 1 = No Action Required 3 = Immediate Action Required

Col No	Road Location	column number	site Location	Lamp Type	Column/ Bracket	Lantern Condition	Column/ Bracket Condition	Burning Hours	Control	Ze	R1+R2	Zs	PFC	Fuse	Comments
46	Church Close		by Sub Rear of 72 Church Road	LED	Bracket	1	1	D-D	PEC						
47	Church Close	16	o/s 65	LED	Steel Column	1	1	D-D	PEC						
48	Church Street	1	opp 122	LED	Steel Column	1	1	D-D	PEC						TRT
49	Church Street	2	o/s Church	LED	Steel Column	1	1	D-D	PEC						TRT
50	Church Street	3	o/s Church	LED	Steel Column	1	1	D-D	PEC						TRT
51	Church Street	4	Parish Hall Car Park	LED	Steel Column	1	1	D-D	PEC						TRT
52	Church Street	5	o/s Library	LED	Steel Column	1	1	D-D	PEC						TRT
53	Church Street	6	Car Park	SON	Steel Column	3	1	D-D	PEC						6M Discoloured
54	Church Street	7	Car Park	SON	Steel Column	3	1	D-D	PEC						6M Discoloured
55	Hazeldine Crescent	1	o/s 6	LED	Steel Column	1	1	D-D	PEC	0.31	0.05	0.36	0.753	6	
56	Hazeldine Crescent	2	o/s 10	LED	Steel Column	1	1	D-D	PEC	0.21	0.04	0.25	1.11	6	
57	Hazeldine Crescent	3	o/s Wrens Nest	LED	Steel Column	1	1	D-D	PEC	0.34	0.05	0.39	0.679	6	
58	Millbrook Drive	1	Junction of Bridgeway	LED	Steel Column	1	1	D-D	PEC						
59	Millbrook Drive	2	o/s 7 - fed from f/pillar adj col 3	LED	Steel Column	1	1	D-D	PEC						6M
60	Millbrook Drive	3	opp 2	LED	Steel Column	1	1	D-D	PEC						
61	Millbrook Drive	4	o/s 49	LED	Steel Column	1	1	D-D	PEC						TRT
62	Millbrook Drive	5	o/s 45	LED	Steel Column	1	1	D-D	PEC						
63	Millbrook Drive	6	o/s 6	LED	Steel Column	1	1	D-D	PEC						
64	Millbrook Drive	7	o/s 16 - fed from f/pillar adj col 3	LED	Steel Column	1	1	D-D	PEC						TRT
65	Oak Drive		o/s Scout & Guide Centre	LED	Bracket	1	3	D-D	PEC						TRT
66	Oak Drive		o/s The Acorns	LED	Steel Column	1	1	D-D	PEC						
67	Poynton Road	1	Junc White Lodge Park/Church Street	LED	Steel Column	1	1	D-D	PEC	0.49	0.07	0.56	0.469	6	6M TRT No door earth
68	Poynton Road	2	Junc Park Avenue	LED	Steel Column	1	1	D-D	PEC	0.48	0.07	0.55	0.479		6M TRT

Agenda Item 15



Highline Electrical
Survey of Community Street Lighting

Date of Survey: Jul-26

Page 4 of 4

Site 1 .

Condition on a 1-3 Basis 1 = No Action Required 3 = Immediate Action Required

[illegible]

clerk < clerk@shawbury-pc.gov.uk >

St Mary's Church - Shawbury - Remembrance

Angela Bray < brayangela1950@gmail.com >

Thu, 24 Sep 2026 3:12:54 PM +0100

To "Parish Clerk"<clerk@shawbury-pc.gov.uk>

Cc "Bill Wilson"<wilsonbill1959@gmail.com>

Tags ■ Next meeting

Hi,

I'm writing following a conversation that the chair of Shawbury Parish Council had with Claire Cracket who is a member of one of our local churches. She tells me that he is thinking of ways to acknowledge Remembrance on behalf of the Parish Council.

I am sure that both you and he are aware that at St Mary's Church Shawbury celebrate both the Battle of Britain and Remembrance Sundays. Within the church we have a war memorial and outside a number of war graves; on Remembrance Sunday the RAF is represented and the uniformed youth groups who all present a wreath to be laid within the church. The names of all the local men and women who died in the first and second world wars and other conflicts are read out to acknowledge their sacrifice.

This year the service will take place on Sunday 8th November at 10.45 a.m. We would be pleased if the Chair or any of the Parish Council would like to bring a wreath to lay or to attend the service.

I look forward to hearing from you.

Best wishes

Richard Bray

Church Warden, Chair St Mary's P.C.C.

clerk < clerk@shawbury-pc.gov.uk >

Shropshire Lieutenancy Newsletter

Claire Crackett < claire@crackett.me.uk >

Thu, 24 Sep 2026 12:16:46 PM +0100

To "Claire Crackett"<claire@crackett.me.uk>

Tags ■ Next meeting

Good morning

The year seems to be flying by ever faster, but its no wonder seeing how busy we have all been in the Lieutenancy recently.

I hope you will enjoy reading the attached newsletter, which can also be found at:

<https://www.lordlieutenantofshropshire.org.uk/news/town-and-community-links-newsletter-autumn-2026/>

along with many other news items.

Best wishes,
Claire

Website: <https://www.lordlieutenantofshropshire.org.uk>

Follow us on social media: [Facebook](#) | [Instagram](#) | [Twitter](#) | [LinkedIn](#) | [YouTube](#)

1 Attachment(s)

Autumn Newsletter LR.pdf

1.1 MB

Cycling through Shawbury — local advice for June 2027

< pedro.j.oyarzabal@gmail.com >

Tue, 22 Sep 2026 8:16:35 PM +0100

To "Clerk"<Clerk@shawbury-pc.gov.uk>

Tags ■ Next meeting

Shawbury Parish Council

Dear Clerk,

I was given your contact details by Shropshire Council's Sustainable Travel team.

We are a group of four experienced touring cyclists, all in our 60s, planning to cycle from Swindon to Chester in June 2027, largely following the Mercian Way / NCN45. We expect to ride from **Shrewsbury to Whitchurch on Saturday 26 June 2027**.

The point we are particularly trying to understand is the road section around **Shawbury and RAF Shawbury**. Our present route appears to include approximately 2.5 km on a road which may carry noticeably more and faster traffic than the surrounding lanes.

Do you know how that road normally feels for cyclists, particularly on a Saturday, and whether there is a quieter practical alternative that local cyclists would normally use?

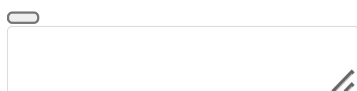
We will be on loaded touring e-bikes, so we are not looking for an off-road mountain-bike route — simply the safest sensible way through the area.

Any local advice would be greatly appreciated.

Best wishes,

Pedro Oyarzabal

20004 Sab Sebastian, Spain



Clerk's Progress Report

October 2026

Progress on Actions arising from Council Resolutions

Council Resolution	Progress	Notes
Set up new bank users		Not all users able to login at present
Photos for website		Haven't received all photos

Other Actions (including those not covered in resolutions)

Action	Progress	Notes
Policy Revisions		See below.
Pay for Vehicle Activated Signs		Invoice not received
Earmarked reserves		November Meeting
Parish Map		Awaiting information
Mapping assets		Streetlights completed. Additional information needed.
Update asset register		When assets are mapped
Training for new councillors		Information sent to all
Co-options		October Agenda
Policing Priorities		October Agenda

Policy Updates

Policy	Progress	Policy	Progress
Grants and Donations application form	October agenda	CCTV	October agenda
Burials Procedure	In progress	Investment and treasury strategy	October agenda
Biodiversity Policy	October agenda	Pensions Discretionary Policy	To delegate to staffing committee