

PONTESBURY PARISH COUNCIL



Full Council Meeting held at Habberley Village Hall on Monday 14th July 2025 at 6.30pm

PRESENT

Councillors: D Fletcher, N Hignett, R Evans, J Pritchard, M Trow, A Windows, A Hodges, S Wallace Johnson Cllrs S Davies, C Sandells, D Gregory and D Jones

Clerk of the Meeting: Debbie Marais

Public present: two members

In attendance: PCSO Jackie

43.25 Co-option of Councillors

After a proposal by Cllr Fletcher, seconded by Cllr Jonesa, all in favour, it was **RESOLVED** to approve co-option of Graham Moss as a parish councillor for Plealey Ward, Ken Day as a parish councillor for Pontesbury Ward and Louise Jones as a parish councillor for Cruckton Ward (in her absence). Cllr Fletcher welcomed both councillors and the new councillors that were present signed the Declaration of Acceptance of Office forms and joined the councillors to take part in the meeting.

44.25 Apologies for Absence

Apologies for absence were received from Cllr Wallace-Johnson

45.25 Declarations of Interest and Dispensations – None

46.25 Public Questions and Comments - None

47.25 Minutes of Council

After a proposal from Cllr Pritchard, seconded by Cllr Trow, all in favour, it was **RESOLVED to APPROVE** the Minutes of the Parish Council Meeting held on 9th June 2025.

48.25 Police Matters – PCSO Jackie Baldwin gave a verbal report. There has been an increase in anti-social behaviour locally and evidence of drug activity.

Cllr Hodges asked about a car parked on Church Green in Cruckton. PCSO explained that Cllr Hodges needed to contact Shropshire Council who now have responsibility for parking issues.

Cllr Davies asked about reporting drug related incidents and was advised to ring 101 or report online and give details of time/place/people involved as any evidence is useful for the policing team.

Cllr Fletcher wished to thank the PCSOs for all their support, reports and previous attendance at meetings.

48.25.1 After a proposal from Cllr Evans, seconded by Cllr Trow, all in favour, it was **RESOLVED to APPROVE rural crime, anti-social behaviour, drugs and speeding as policing priorities for Quarter 3 2025 and to include the details about place included in**

the policing team report and to ask local communities for times to take speeding cameras out to particular areas.

49.25 Shropshire Council Member Report Shropshire Councillor Roger Evans gave a verbal report including:

Reserves – in May there was an update on finances and the SC reserves have increased from £300,000 to £600,000 but are still way below the recommended £15,000,000
Peer Assessment team – a team from other Principal Authorities (Officers and Councillors) are looking at how SC operates. They will spend 4 days assessing various aspects of SC operation and then report findings back. There will be a published report in due course for public inspection

End of year 2024-25 – draft papers just published

Local Plan – is on the agenda for Full Council and is recommended to be withdrawn.

Landowners and developers will be invited to come forward with proposed sites for development

50.25 Planning Committee

50.25.1 After a proposal from Cllr Hodges, seconded by Cllr Trow, all in favour, it was **RESOLVED to APPROVE the minutes of the Planning Committee meeting held on 27th May 2025.**

50.25.2 Cllr Hodges gave a verbal report which was **NOTED, including the receipt of a residents comments/concerns about the Spring Lea fisheries planning application for expansion. Following discussion councillors agreed to submit further parish council comments supporting the objections raised locally about over-development and the adverse impact on the surrounding landscape.**

Cllr Evans reported that he had requested that if the application was recommended for approval by SC Officers, it should be called in to be discussed at SC Planning Committee

51.25 Pavilion Committee – a written report from Deputy Clerk was received and NOTED

52.25 Facilities Working Group

52.25.1 After a proposal by Cllr Windows, seconded by Cllr Davies, all in favour, it was **RESOLVED to APPROVE the notes of the meeting held on 2nd June 2025**

52.25.2 After a proposal by Cllr Hignett, seconded by Cllr Davies, all in favour, it was **RESOLVED to APPROVE £350 for a Fixed Electrical Test for the public toilets**

52.25.3 After a proposal by Cllr Hignett, seconded by Cllr Windows, all in favour, it was **RESOLVED to APPROVE continuing with SC play area inspections until April 2026**

52.25.4 After a proposal by Cllr Davies, seconded by Cllr Windows, all in favour, it was **RESOLVED to APPROVE a maximum quote of £6000 for a replacement basket swing and repair to toddler gate and to delegate authority to Clerk/Chair to engage contractor**

52.25.5 After a proposal by Cllr Gregory, seconded by Cllr Pritchard, all in favour, it was **RESOLVED to APPROVE setting up a Play Area Task & Finish Group to draw up a long term action plan for the play area upgrade. Cllrs Davies, Windows and Fletcher to be involved**

52.25.6 After a proposal by Cllr Jones, seconded by Cllr Hignett, all in favour, it was **RESOLVED to APPROVE a quote of £800 for a Tree Management Policy with**

recommendations regarding zoning and inspection regime for trees that the parish council are responsible for

52.25.7 After a proposal by Cllr Jones, seconded by Cllr Windows, all in favour, it was **RESOLVED to APPROVE the Health and Safety policy and handbook as prepared by Worknest and Declaration be signed by Clerk/Chair**

52.25.8 After a proposal by Cllr Hignett, seconded by Cllr Pritchard, all in favour (Cllrs Davies and Gregory didn't participate in the vote as declared an Other Registrable Interest), it was **RESOLVED to APPROVE £950 (plus estimated disbursements of £200) to re-write the underlease between Pontesbury Parish Council and Pontesbury Sports Association to include clarification about health & safety responsibilities**

52.25.9 After a proposal by Cllr Moss, seconded by Cllr Evans, all in favour, it was **RESOLVED to APPROVE additional hour per week for Pavilion Building Assistant to include the additional defibrillator checks/maintenance and updating West Mercia Ambulance Service portal, to begin on 1 September 2025**

53.25 Newsletter Working Group

53.25.1 After a proposal by Cllr Trow, seconded by Cllr Davies, all in favour, it was **RESOLVED to APPROVE the notes from the Newsletter Working Group meeting held on 16th June 2025**

53.25.2 After a proposal by Cllr Trow, seconded by Cllr Pritchard, all in favour, it was **RESOLVED to APPROVE the recommendation of continuing with the existing company for the newsletter printing as the quality and service would be maintained**

53.25.3 After a proposal by Cllr Trow, seconded by Cllr Jones, all in favour, it was **RESOLVED to APPROVE the recommendation to continue with the current advertising rates for the parish newsletter**

54.25 Statutory Business and Finance

54.25.1 Income of £14,601.13. This was **NOTED**.

54.25.2 After a proposal from Cllr Trow, seconded by Cllr Pritchard, all in favour, it was **RESOLVED to approve payments of £21,846.83 as attached.**

54.25.3 After a proposal by Cllr Pritchard, seconded by Cllr Jones, all in favour, it was **RESOLVED to APPROVE a transfer of £20,000 from CCLA to Unity account for August payments**

54.25.4 After a proposal from Cllr Pritchard, seconded by Cllr Hignett, all in favour, it was **RESOLVED to retrospectively APPROVE a payment of £68.40 to Friends of Pontesbury Festival for festival publicity**

55.25 Health & Safety Matters – None raised.

56.25 Community Infrastructure Levy

56.25.1 The amount received for 2025-26 of £2405.39 was **NOTED**

56.25.2 After a proposal from Cllr Hodges, seconded by Cllr Windows, all in favour it was **RESOLVED to APPROVE and authorise the completion of the Neighbourhood Fund Annual Report Form in accordance with National CIL Regulations and to return it to Shropshire Council**

Cllr Gregory asked about the time limits on CIL and s.106 monies

Cllr Evans responded that if a 114 notice was served on SC then commissioners could step in and request all CIL monies unspent were clawed back. Cllr Evans and other parish

councils have requested that it be made clear which CIL funds received relate to which development as at present it is unclear, and therefore makes it hard to work out time limits for specific monies received

Cllr Windows asked when monies held would be reviewed particularly where projects with allocated monies, may not go ahead. Finance & General Purposes committee would review this and make recommendations to full council at a future meeting

Cllr Hignett gave an update on the Hall Bank Junction improvements – there is to be a site meeting later in the month to revisit the project since the previous SC proposals were rejected. SC intends to carry out the improvements and Cllr Hignett will meet with the SC Flood officer, Highways Officers. Cllr Hignett will liaise with Clerk about date of meeting and which councillors can attend.

57.25 Library Service Licence for use of The Pavilion. Clerk had contacted SC but the Licence has not been prepared yet. Cllr Evans would chase this up

58.25 Speeding between Habberley and Pontesbury. Cllr Fletcher raised resident's concerns about the speed of vehicles entering Pontesbury as a pet had been killed by speeding traffic. Cllr Davies also raised concerns about children walking to and from school along this piece of road. Cllr Pritchard raised concerns about the parking by The Plough pub and garage which exacerbates the problems of speeding traffic and other traffic such as delivery vehicles/HGVs not being able to get through. Cllr Sandells felt that many of the rural roads in the parish had problems with speeding traffic. Cllr Hignett and Clerk would contact SC about registering for 20mph restriction in this area linked to the school. The issue would be put on the September agenda for an action plan.

59.25 Request from resident of Polesgate, Pontesbury
Cllr Fletcher had received a request from a resident that the parish council make further representations to SC and submit a formal complaint on behalf of affected residents about the issues affecting them. Cllr Hignett gave an update to the meeting that a planning enforcement notice has now been issued with conditions that must be complied with, within 3 months. There are a number of agencies collaborating to move this matter forward and Cllr Hignett felt that progress was being made. Cllr Fletcher thanked Cllr Hignett for working hard on behalf of residents to resolve the matter. Cllr Fletcher asked Clerk to respond to the resident saying that the parish council appreciates resident's concerns and will monitor progress by the agencies involved, closely.

60.25 Parish Council/Shropshire Council partnership working and questionnaire response. After a proposal from Cllr Jones, seconded by Cllr Hodges, all in favour, it was **RESOLVED to APPROVE the response to SC as prepared by Cllrs Fletcher, Windows and Clerk about ways in which PPC and SC could work in partnership.** There is a conference 'Shropshire Together' being held on Friday 25th July to look at how Parish & Town Councils could work in partnership with SC in the future.

61.25 Biodiversity Working Group – representatives from Pontesbury and Minsterley Parish Council met with Janet Cobb (Middle Marches Community Land Trust) to look at ways working in a parish cluster could maximise the impact of parish activities to increase biodiversity and aid nature recovery locally. Both Pontesbury and Minsterley parish councils had approved working in a cluster. Hanwood parish council would table this motion later in the month. It had been decided to put on a series of events to promote action being

taken locally and ways of linking the three parishes along wildlife corridors/highways. There is a conference aimed at local councils on 3rd October in Ellesmere and the ideas and actions from parish clusters will be featured. Shropshire is taking the lead on this way of working across parish councils to increase awareness of and impact on nature recovery.

62.25 Clerk's Report - A report from the Parish Clerk was received and **NOTED**. Cllr Fletcher thanked Cllr Davies and Cllr Jones for all their hard work on the flooding issues at the sports fields. There will be a report back to the September meeting.

63.25 Parish Business the following parish business was reported:

Cllr Jones concerns about the cycleway marking not being clear to separate walkers and cyclists and the speed of electric bikes. Cllr Fletcher asked Cllr Jones to email him with the details about requirements and he would raise this with SC.

Cllr Hignett reported that the cycleway verge has now been cut by SC

Cllr Day raised the issue of joggers wearing headphones along the cycleway also adds to the problems

Cllr Evans request from P3 group for funding. This would be put on the September agenda. Cllr Evans also reported that there had been objections registered about the proposed closures of the A488

Cllr Windows reported a number of verges and corners that had not been mown by SC for some time, such as Stallion Lane and Manor Gardens, this was leading to problems with dog faeces and littering. Cllr Windows to supply Cllr Fletcher with a list of areas that Cllr Hignett could follow up with SC. Cllr Windows asked about progress on moving a litter bin from School Green to the Hall Bank bus stop. Cllr Fletcher would chase

Cllr Fletcher raised concerns about the mini-roundabout by Lawrence Park and asked Cllr Hignett to find out if this had been signed off by planning as originally the parish council had requested a pedestrian crossing which would be safer.

64.25 Date and Time of Next Meeting. The next parish council meeting will be held on Monday 8th September 2025 at The Pavilion at 6.30pm

The meeting closed at 8.15pm

Signed:
Chairman Pontesbury Parish Council

Date: