

**MINUTES**  
**CARDINGTON PARISH COUNCIL**  
**MEETING**  
**held in Cardington Village Hall on**  
**6<sup>th</sup> January 2026**

**Present:**

C'llr Tonks (Chairman), C'llr Norris (Vice-Chairman); C'llr Davies; C'llr Seabury; C'llr Maydew, C'llr Lowe, C'llr Watkins, C'llr Davies, C'llr Pennington

C'llr A Wagner (Deputy Leader of Shropshire Council  
Clerk : Mrs J Griffiths

22 Members of the public attended the meeting and 20 members of the public left the meeting after Item 1 in the Agenda.

**Acceptance of Apologies**

Shropshire C'llr C Stanford; C'llr Rogers

**1, Presentation by C'llr Alex Wagner, Deputy Leader of Shropshire Council**

C'llr Wagner explained the financial constraints that Shropshire Council are facing. Adult Social Care took up a very large percentage of the budget and there is no financial stability year on year and staffing problems also pose constraints as Officers dealing with non-statutory services are now cut to a minimum in an effort to save money. .

He recognised that plans had not been in place year by year to deal with highway issues. He explained that Shropshire Council were moving away from one main contractor and taking more direct control. As a result, pot hole patching was up 40% with work being done to a higher standard by local contractors.

Town and Parish Councils had been approached to Sign an Informal Memorandum of Agreement to provide local services. The Chairman told the meeting that he had attended presentation/training days and had signed the Memorandum of Agreement on behalf of the Parish Council.

C'llr Wagner explained that Town and Parish Councils had more local knowledge and were better equipped to meet local needs. If Parish Councils decide to do nothing Shropshire Council are only able to provide services they are legally obligated to provide.

He explained that Shropshire Council have powers to devolve local services to Town and Parish Councils such as street cleaning, gully emptying, repairing pot holes etc, if the staff carrying out this work on behalf of Parish Councils were suitably trained. The budget allowed for any services would be transferred to the Parish Council and topped up, if necessary, through the precept. A group is being set up and it is estimated that eventually the cost of services provided may be broken down per parish, but this information is not available at this time.

Parishes can join with other parishes to provide local services. The Chairman told the meeting that this is perhaps an avenue which the Parish Council should explore, C'llr Wagner told the meeting that Shropshire Council had signed agreements with larger Town Councils as a trial for them to provide local services. This is being trialled by larger Town Councils such as Church Stretton, Much Wenlock and Oswestry Town

Councils who are taking responsibility for some of the services previously provided by Shropshire Council.

Church Preen Parish Council have taken on repairing pot holes in their parish and volunteers have received training. It was agreed that the Parish Council would contact Preen Parish Council to obtain more information on their experience.

C’Ilr Wagner answered questions from the members of the public attending the meeting.

The Chairman thanked C’Ilr Wagner and members of the public for attending the meeting and agreed that this was something which would be considered by the Parish Council when more detail was available and had been trialled by Town and other Parish Councils.

C’Ilr Wagner and 20 of the members of the public then left the meeting.

## **2. Public Comments Limited to 15 minutes**

Members of the public asked questions at the end of C’Ilr Wagner’s presentation either asking for more information or clarity.

No further public comments were received.

## **3. Minutes Meeting held on Tuesday 18<sup>th</sup> November 2025**

It was proposed by C’Ilr Lowe, seconded by C’Ilr Davies and unanimously agreed that the Minutes of the meeting held on 18<sup>th</sup> November provided a true and accurate record of the meeting. The Chairman then signed a copy of the Minutes,

## **4. Matters arising from the Minutes – Clerk to report for information only**

There were no matters arising that were not covered on the Agenda.

## **5. Correspondence**

The Clerk circulated the following correspondence between meetings:-

- SALC Weekly Briefings
- RSN Weekly Newsletters
- Details of SALC Local Councils Award Scheme - circulated on 30.11.25
- SALC Area Committee Meeting 11<sup>th</sup> December circulated 20.11.25
- Chairs Network Meeting 18<sup>th</sup> January circulated 21.11.25
- Details to access Rural Housing on line hub. Circulated on 21.11.25
- Shropshire Council Fighting Fly Tipping. Circulated 22.11.25
- Community Grant Funding Opportunities Circulated 1.12.25
- Small Grant Scheme for village halls reopens Circulated 25.11.25.
- SALC 2026 Training Programme. Circulated 2.12.25
- Severn Valley Water Management Scheme - public consultation Circulated 12.12.25
- SALC training courses had been circulated on 6.1.25. C’Ilr Lowe expressed an interest in attending the Fundamentals for Councillor Training.

## **6. Finance**

### **(a) Accounts due for payment**

The following accounts were due for payment

HMRC Tax due on Clerk’s salary £124.20. Cheque No. 100053

Clerk’s salary amount due £620.98 less £124.20 Tax plus Postage and Stationery £7.80 total payable £504.58. To be paid BACS

Information Commissioner annual renewal of Data Protection Fee due on 19<sup>th</sup> January in the sum of £52. Cheque No. 0100054

Shropshire Council Election Expenses for the uncontested election in May,2025 in the sum of £125. Payable by BACS

The Clerk told the meeting that cheques Nos 100050, 100051 and 100052 had been cancelled as the amounts on these cheques agreed at the November meeting had been paid by BACS.

It was proposed by C'llr Pennington, seconded by C'llr Lowe and unanimously agreed that the above accounts be paid.

**(b) Bank Reconciliation**

The Clerk circulated copies of the Bank reconciliation and bank statement prior to the meeting showing a balance held at bank, after payment of the above accounts amounting to £ 14,621.34. It was proposed by C'llr Watkins, seconded by C'llr Norris and unanimously agreed that this provided a true and accurate financial record. The Bank Statement and Bank Reconciliation were then signed by the Chairman..

**(c) Banking – on line access**

It was proposed by C'llr Seabury, seconded by C'llr Lowe and agreed at the November meeting that the Clerk would contact Barclays and add C'llr Rogers as a signatory to enable her to have online access to also approve payments. The Clerk confirmed that C'llr Rogers was a signatory on the account and would be contacted by the bank to set up her having access to approve payments..

The Clerk confirmed that she has also opened a savings account, which will attract 1.15% interest and can now transfer funds between the two accounts. The Clerk had transferred £10,180 to the savings account as agreed at the November meeting and £5.83 interest was accrued up to the statement dated 16.12.25

**(d) Agree 22026/27 Precept**

The Clerk had circulated details showing the 2025/26 precept and listed the likely outturn by the year end 31<sup>st</sup> March, 2026.

The Clerk told the meeting that in order to show a 0% increase in the Band D Council Tax charge for 2026/27 the precept would need to be £8,861 compared to £8,770. However, every £100 above this sum would result in .45p increase and for every £1,000 above £8,861 would result in an additional £4.45 per Band D property..

The Clerk also reminded the meeting that two members of the public attending an earlier Parish Council Meeting and expressed concern about, what they considered a dangerous state of some of the trees in the Parish Council part of the churchyard. As a result, the Parish Council had engaged and paid for a suitably qualified tree surgeon from Shropshire Council to carry out a survey and produce a report. The report gave a clear indication that two of the trees, a Yew and a Lime, required attention or felling. Quotes for this work had been received, and this work must be carried out as per the report and the cost should be added to the precept..

Careful consideration was then given to every item included in the precept, keeping expenditure to a minimum.

It was proposed by C'llr Davies, seconded by C'llr Norris and unanimously agreed that the 2026/27 precept would be set at £12,410.

## **7. Planning**

### **(a) Decisions on previously discussed applications:**

25/04192/TCA Rose Cottage, Cardington

Reduce crown 1 No. Yew tree by 1.5m and fell 1 No. Cherry tree. This application was discussed at the November meeting when it was proposed by C'llr Watkins, seconded by C'llr Rogers and unanimously agreed that the Parish Council would support this application. The Clerk told the January meeting that consent was given on 23.12.25.

25/04205/TCA Southmere, Cardington

Fell 5 No Conifer trees. This application was discussed at the November meeting when it was proposed by C'llr Rogers, seconded by C'llr Watkins and unanimously agreed that the Parish Council would support this application. The Clerk told the January meeting that consent was given on 10.12.25

25/04261/OHL Plaish Park Farm, Plaish

Upgrade 5 spans of existing high voltage 11KV overhead line and 3 spans of overhead low voltage 3 phase. This application was discussed at the November meeting. The meeting noted that local residents were concerned and had posted objections on the planning portal. It was proposed by C'llr Rogers, seconded by C'llr Seabury that the Parish Council would comment on the planning portal stating that the planning application approved was for an agricultural storage building and they cannot understand the need for a 3 phase supply to this building. The Clerk told the January meeting that the decision made on 3.12.25 stated No Objections.

**(c) Clerk to report any other planning before matters including any new planning applications received just the meeting.**

No other planning applications had been received.

**8. Highway Matters**

As reported at the November meeting, following the completion of works at Grove Farm Kier has formally notified the partner of the substandard workmanship of the works that fall short of the standards expected by Shropshire Council. They have only paid for the non-defective work and as a consequence Kier has proposed to replace the defective sections at no additional cost to the Council and they will not be making any payments for the substandard works until they have been satisfactorily rectified.

The Chairman told the meeting that no further work had been carried out at this site,

Prior to the November meeting the Chairman had reported via e mail that work on the North Culvert is proceeding and unsurprisingly the contractors found the damage far worse than believed and the whole structure has been removed and a new base dug out, lined with concrete and a large pipe inserted.

At the January meeting Councillors confirmed that this work was now complete. It was unanimously agreed that the Clerk would ask Shropshire Council to provide the cost of these works.

At the November meeting the Clerk was asked to contact Shropshire Council to request an additional grit bin at the bottom end of Gilberries lane and also ask that the existing grit bins in the Parish are replenished.

At the January meeting it was agreed that the Parish Council were uncertain how complete the refilling of grit bins in the Parish has been with at least two of the bins not being filled.. The bin requested at the bottom of Gilberries Lane had been sent to Shropshire Council and C'llr Lowe had also put this request on FixMySteet. To date this has not been provided,

The Clerk had circulated an e mail from the Event Secretary for the Hills Ford Stages

Motor Rally, which is a closed road motorsport rally organised by Cheltenham Motor Club. This rally is going to be taking place over the weekend of 19<sup>th</sup> and 20<sup>th</sup> September 2026, within many areas over Shropshire County. As some of the roads that will be closed are within Cardington Parish, they wanted to make sure we are informed as soon as possible. Shropshire Council will close roads, within our Parish, on the 20<sup>th</sup> September, 2026 between 06.00 and 20.00 (6am and 8pm). A map showing the proposed route was included with the e mail. At the November meeting some Councillors said that they had not seen this e mail the Clerk agreed to recirculate to all Councillors and would await comments before making any response. At the January meeting C’Ilr Norris told the meeting that he had spoken to a representative of the Hill Fort Stages rally when they were doing leaflet drops in the Parish. He told the meeting that this was very well organised and the time trials would be halted if an emergency occurred in the parish. The Clerk was asked to contact them and ask if they could attend the March Meeting to further explain what is involved.

## **9. Churchyard**

C’Ilr Norris had obtained a quotation for the selective crown reduction to reduce the height and weight loading of 1 No. Lime tree and for the removal of deadwood. All brash chipped and removed from site and for the sectional felling to ground level of 2 remaining stems of the Yew Tree in the churchyard. All brash chipped and removed from site..

The Clerk had contacted an alternative tree specialist. The Chairman had met them on site to discuss the work. A quotation had been received to fell the Yew tree to either a low stump or as close to the ground as possible, leaving timber near the base in 8ft lengths where possible to do so and chipping and removing branch work. Part reduction of Lime tree dead wood and removing major dead wood from the crown of tree and also reduce roadside of the tree back to previous cuts to help balance the tree. Chip and cuttings removed.

The quotes were discussed and it as proposed by C’Ilr Lowe, seconded by C’Ilr Watkins and unanimously agreed that the lower quote would be accepted.

The Chairman had met with the contractor on site and had been assured that they would be in a position to start the work within 4-6 weeks. The Clerk would contact them to say the quote had been accepted and would confirm that she had contacted Shropshire Council and had been advised that planning permission was not required. She would also ask the contractor to confirm that he had the appropriate insurance.

C’Ilr Norris told the meeting he would contact a local contractor to ask if he wished to purchase the length of Yew left on site.

## **10. Shropshire Council Report – C’Ilr Stanford**

C’Ilr Stanford was unable to attend the meeting and had emailed the Clerk saying he had nothing to report.

## **11. Flood Protection**

At the November meeting it was agreed that an agenda item, Flood protection, would be added to the Agenda for the January meeting. C’Ilr Watkins told the January meeting that he had nothing to report, other than he had been studying local statistics and high water levels recorded at Onibury and although not directly linked to our parish did appear to coincide with flooding in the Parish,

C’Ilr Norris told the meeting that funding was available to landowners aimed at improving water quality and alleviating flooding.

## **12. Councillors’ e-mail addresses.**

The Clerk told the meeting that the Parish Council were not compliant under new

digital compliance rules, especially with Assertion 10 on the 2025/26 AGAR now covering accessibility. All Councillors should have a dedicated Parish Council e mail address. If a member of the public ever made an official complaint the investigating officer could ask for access to all Parish Council emails and at his time this would mean personal e mail addresses. The Clerk explained that her e mail address [clerk@cardingtonparishcouncilshropshire.co.uk](mailto:clerk@cardingtonparishcouncilshropshire.co.uk) is accessed via ICT Vision web mail portal. All Councillors should have an individual e mail through ICT Vision parish council web site.

The Clerk had spoken to ICT Vision and had been advised that the initial set up for 8 e mail addresses was £75 and £15 per e mail address per year. This amount £15 x 8 would be added to the precept.

It was agreed that the Clerk would contact ICT Vision and ask them to set up individual gov.uk e mail addresses for Councillors.

**13. Date of next meeting – 3<sup>rd</sup> March 2026** (Annual Meeting followed by Parish Council Meeting. If they can attend it was agreed that the Annual Meeting would commence at 7pm and the Hill Fort Stages Rally would be placed first on the Agenda of the Annual Meeting.

There being no other business the meeting closed at 10pm