MINUTES
CARDINGTON PARISH COUNCIL
MEETING
held in Cardington Village Hall
on
Tuesday 3rd November 2026
Commencing at 8pm

Present:
C'llr Tonks (Chairman), C'llr Norris (Vice-Chairman); C'llr Davies; C'llr Seabury; C'llr Maydew, C'llr Pennington; C'llr Rogers; C'llr Watkins
Shropshire C'llr C Stanford
Clerk : Mrs J Griffiths

Two members of the public attended the meeting

Acceptance of Apologies
C'llr Lowe who is away on holiday. It was noted that C'llr Lowe had not attended a meeting since March, mainly due to him working away. It was agreed that the Clerk would contact C'llr Lowe and ask if he would be able to join meetings by teams or zoom if he was working away from home.

1. Declarations of Interests
No declarations of interest were received.

2. Public Comments
The members of the public present did not wish to comment.

. **3. Minutes of the Parish Council Meeting held on Tuesday 1st September**
The Clerk explained that under item 5(a) the contribution towards the new village web site had been wrongly minuted. The amount agreed was £500 and not £350 as shown in the Minutes. This was amended and initialled by the Chairman.
It was then proposed by C'llr Rogers seconded by C'llr Norris and unanimously agreed that the Minutes of the meeting held on 1st September 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
- ALC Legal Bulletins
- Chairs Network Meeting on 30th September. Sent to Chairman 30.7.26
- SALC AGM to be held on 3rd November. Sent to all Councillors on 29.7.26
- Shropshire Local Transport Plan – Pre Consultation Briefing on 10th September. Circulated to all Councillors on 29.8.26
- Traffic Management and Parking Charges across Shropshire. consultation ends 26th November. Circulated to Councillors 2.11.26
- Hospital Transformation / Hospitals Connect Briefing Tuesday 27th October
- Police Operation Snare – Hare Coursing notice for Notice Boards, also sent to village newsletter.

- Shropshire Hills National Landscape has received £993,000 in development funding from The National Lottery Heritage Fund's Landscape Connections programme, Circulated to all Councillors on 21.10.26
- Shropshire Hills Conservation Fund reopened grant applications. Circulated to all Councillors 17.10.26
- Local Nature Recovery Conference – 20th November at Norbury and 27th November at High Ercall. Circulated to all Councillors on 13.10.26
- SALC AGM 3rd November. Circulated to all Councillors on 8.10.26
- Shropshire Council Local Plan Update. Circulated to all Councillors on 1.10.126
- Chairmans Network Meeting 25th November. Forwarded to the Chairman on 1.10.26

6. Finance

(a) Accounts due for payment

The following accounts were due for payment

- HMRC Tax due on Clerk's salary £135.80 Cheque No. 100060
- Clerk's salary amount due £543.22 plus postage and envelopes total £560.49 to be paid by BACS
- C J & H M Evans supplying stone to church yard. Total £350 (including £58.33 VAT which will be recovered).

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

It ws proposed by C'llr Norris, seconded by C'llr Rogers, and unanimously agreed that the Parish Council would donate £60 to the Royal British Legion Poppy Appeal. C'llr Davies agreed to ask the collector to contact the Clerk with the bank details and the £60 would be paid by BACS.

(b) Bank Reconciliation

The Clerk circulated copies of the Bank reconciliation and bank statement showing a balance held at bank, after payment of the above accounts amounting to £19,158.79.

It was proposed by C'llr Seabury, 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 C'llr Watkins..

The Clerk told the meeting that she had transferred £500 from the Savings account on 27th October to cover payments agreed tonight. This would leave £361.48 in the current account and £18,797.31 in the savings account. The Clerk will make a further transfer from the savings account at the end of December to cover payments de at the January meeting.

(c) Purchase of computer for Clerk's dedicated use for the Parish Council

The Clerk had sent an e mail to all Councillors on 29th July with a quote for a computer costing £379 plus we will need a Microsoft subscription for excel and word (£129.99 for Home Office 2024 which is one payment for lifetime for one user) We also need anti-virus Macafee which is £9.99 per annum. Therefore, a one-off payment of £517.99 (with £9.99 per annum being payable therefore for anti-virus protection. At the September meeting it was proposed by C'llr Watkins, second by C'llr Seabury and unanimously agreed that the Clerk would go ahead and purchase the computer.

The Clerk has not yet purchased the computer and will get new quotes and circulate to Councillors for agreement before the purchase is made.

7. Planning

(a) Decisions on previously discussed applications:

<u>26/03017/FUL Upper Farm, Wilstone</u>

Erection of an agricultural building for use as manure store. This application was received and forwarded to all Councillors on 18th August and discussed at the September meeting. C'llr Pennington declared a personal and prejudicial interest and left the room when this application was discussed. As this is a legal requirement on environmental grounds and no immediate neighbours have raised any concerns, it was proposed by C'llr Davies, seconded by C'llr Norris and unanimously agreed that the Parish Council would support this application. C'llr Pennington was then invited to rejoin the meeting.

The Clerk told the November meeting that this application was granted on 23.10.26

(b) Applications considered between meetings

26/03736/TCA Rose Cottage, Cardington.

Fell 2 No apple Trees and 1 No pear tree within Cardington Conservation area.

This application was received and forwarded to Councillors on 12th October..

The Clerk told the November meeting that this is shown as Pending Consideration.

(c) Clerk to report any other planning before matters including any new

26/03190/FUL Commercial building, Church Preen

Proposed change of use of existing building (Class E) to residential accommodation.

Validated 8.9.26. Application Withdrawn.

26/0366/PA3MA Commercial Building, Church Preen

Application under Schedule 2, Part 3 Class MA of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for proposed change of use of existing office building (Class E) to residential accommodation (C3 Dwelling house).

Validated 28.9.26. The Clerk told the meeting that she had asked for an extension in the date for the Parish Council to make comments. This was discussed at the November meeting. It was proposed by C'llr Rogers, seconded by C'llr Norris and unanimously agreed that as neighbours who had been contacted had no objections the Parish Council would support this application.

26/03728/FUL Broome Cottage, Church Preen

Retention of existing home studio (retrospective)

Validated 5.10.26. The Clerk told the meeting that she had asked for an extension in the date for the Parish Council to make comments.

This retrospective application was discussed at the November meeting. It was proposed by C'llr Watkins, seconded by C'llr Rogers and unanimously agreed that the Clerk would now make the following comments on the planning portal:-

"It was unanimously agreed that if this application had come before the Parish Council as a new application they would raise concerns and although a retrospective application they still wish these concerns to be taken into consideration when determining this application.:-

The Parish Council would question the need for the home studio to be positioned a long way from the residential property.

This has been built on the trackway leading to woodland.

From the drawing supplied with the application it shows the trackway in the ownership of the applicant, and this is contrary to local understanding"

The Clerk had received the Town and Parish Council Briefing note explaining the changes that the mandatory National Scheme of Delegation will make to the way planning applications are routed for decision. This had been circulated to all Councillors.

8. Highway Matters

(a) Highway Matters previously reported

C'llr Pennington told the May meeting that the unadopted Cwm Lane from Wilstone to Church Stretton had been closed but was now being used by 4 wheel drive vehicles causing anxiety to walkers and horse riders. As it is understood that the road closure should be reinstated annually, the Clerk agreed to enquire with Shropshire Council is this unadopted lane is still

closed to traffic. No reply had been received. The Clerk reported at the September meeting that she had sent a further e mail and to date has not received a response. The Clerk agreed to contact Shropshire Council once again.
The Clerk told the November meeting that she had sent a further e mail to Andy Wilde at Shropshire Council again on 2nd September and to date no reply has been received.
The Clerk agreed to forward a further e mail to Shropshire Council and to copy the e mails to C'llr Stanford.

At the July meeting C'llr Norris reported that a small delivery lorry refuses to deliver to Lower Chatwall Farm because of the damage it is doing to their small lorry. The lorry had to drop his delivery at C'llr Norris' and the Evans's then have to collect from him, even though they have paid for delivery. The hedges and trees are on land in the ownership of Mr Chris Wilson of Chatwall Hall Farm. This problem was reported a few years ago after the fire engine struggled to get to the Evans's farm fire. The Parish Council wrote to Mr. Wilson and reported the problem to Shropshire Council, but no action was taken. The Clerk was given the exact location of overgrown hedges and trees overhanging the highway and the Clerk was asked to report to Shropshire Council. The Clerk confirmed that she had e mailed Andy Wilde at Shropshire Council on 21st July. No reply has been received, and the Clerk sent a reminder on 26.8.26. An automated e mail was received to say he is away on holiday.
The Clerk told the November meeting that she had not received any further reply and had chased again. C'llr Norris told the meeting that overhanging trees were now causing even more difficulties particularly for lorries delivering to local properties.
The Clerk agreed to contact Shropshire Council again and copy C'llr Stanford into the emails.

(b) Any further highway matters to report

The following were reported at the meeting:-

- Positive feedback was given regarding the filling of potholes in the Parish. This work had been carried out to a high standard.
- The Chairman had asked for information on the frequency of gully cleaning in the Parish. C'llr Stanford told the meeting that he had requested this information but had not received a reply. He agreed to chase this up with Shropshire Council.
- The Clerk was asked to contact the Clerk to Rushbury Parish Council to report trees overhanging the carriageway by Butchers Barn making access difficult for high sided vehicles.
- It was reported that the grit bin in the centre of Cardington and the one near Boulton's Bus Depot were empty. The Clerk agreed to report and to copy the e mail to C'llr Stanford.

(c) Environmental Maintenance Grant

At the September meeting it was agreed that priority should be given to clearing gullies and drains. C'llr Norris confirmed that he had spoken to the contractor,

(d) Review Hill Ford Stages Rally

The Rally was discussed and the Clerk was asked to forward the following comments to Shropshire Council:-

- Comments from the members of the public and the meeting were generally positive and all felt that the event had been well organised and residents affected had been contacted prior to the event.
- Concern was expressed that the road closures were not shown on google maps and this resulted in some confusion on the day..
- Local businesses such as accommodation, did benefit from the event.
- Although the feedback has been positive some residents on route were inconvenienced and if the event takes place next year consideration should be given to slight changes to the route.

- Members of the public are now more aware of the route used this year and the Parish Council feel that if the route is unchanged there will be more pedestrians trying to access the route from paths and lanes and this could present a hazard.

9. Churchyard

The annual cleanup of the churchyard will take place on Saturday 7th November, and brunch will be provided from 10.30am.

The Clerk reminded those taking part in the clean up to carry out the routine inspection of the trees on the Parish Council part of the churchyard.

A resident had expressed an interest in removing the Yew wood lying in the churchyard and using this for firewood, The person who had paid and removed Yew previously had been contacted and was not interested this time.

It was agreed that if no one came forward and offered to make a contribution for the wood before the January meeting the resident who had expressed an interest in removing for fire wood would be given the go ahead.

The spoil heap in the church yard was discussed, and it was agreed that this would be looked at and reported back to the January meeting.

As some of the headstones are loose and possibly unsafe it was agreed that an inspection would take place and where possible next of kin contacted if headstones were found to be unsafe. If next of kin could not be contacted the headstone would be laid flat on the ground and a notice placed in the churchyard to this effect.

The repairs to the remaining length of the church wall fronting the Parish Council part of the church yard were discussed at the September meeting and it was agreed that consideration would be given when setting the 2027/28 precept to carrying out the repairs.

At the November meeting C'llr Norris handed the Clerk a quotation from the contractor who had previously carried out repairs to the wall.

The Clerk told the meeting that we had to obtain a second quotation, and the Clerk was given details of a contractor to contact. The quotes will be considered at the January meeting.

10. Shropshire Council delegated services update

It was agreed at the July meeting that the clerk would submit the Declaration of Interest Form. This was submitted on 9th July. To date no feedback has been received.

C'llr Stanford told the meeting that most Parish Councils were in the same situation and were awaiting a breakdown of costs spent on services in each Parish.

It is understood that volunteers in Church Preen have received training, but it is unclear exactly what, if any, of the services they are carrying out.

11. Parish Council/Village web site

The Chairman told the meeting that the Village web site was well under way and quotations had been invited and it is hoped the web site would be live early in the new year.

ICT Vision had agreed that the existing Parish Council web site was now outdated and did need updating to new platforms and ensuring it meets all the current legislation.. The cost to produce a stand-alone up to date web site, meeting all the legislation imposed on Parish Council's, would be in the region of £950.

Alternatively, ICT Vision could carry out an inspection of the current parish council web site to ensure it was compliant and the cost for this would be in the region of £150.

At the November meeting it was agreed that the web site was not compliant and should be updated.

The Clerk was asked to contract ICT Vision to get a clear understanding of the implications if ICT Vision carried out the MOT/Inspection of the current site as opposed to building a completely new web site.

The Clerk had been contacted by Hugo Fox, another provider of Parish Council web sites, offering their services.

The Clerk was asked to contact Hugo Fox for a quotation to provide a new web site.
The quotations would be considered at the January meeting.
In the meantime, the Village would take all the information they need for their new web site from the existing Parish Council web site.

12. Consultation – Neighbourhood Plan for the Strettons

The Clerk had circulated the plan prior to the meeting. It was proposed by C'llr Watkins, seconded by C'llr Rogers and unanimously agreed that the Parish Council would nor make any comments.

13. Shropshire Council Report – C'llr Stanford

C'llr Stanford reported the following:-

The Meole Brace Park and Ride closure has been extended and Shropshire Council will look at an alternative site and other ways of funding this service.

Shropshire Council Finance Portfolio Holder is now off sick but it has been reported that the budget has balanced with help from loans.

At the Full Council Meeting to be held on Thursday 5th November the Auditors report on financial management of the budget will be reported. This is a public meeting and anyone can access this online.

The New National Scheme of Delegation has been published and outlines the changes this will make to the way planning applications are routed for decision.

14. Date of next meeting – Tuesday 5th January commencing at 8pm.

The Clerk had prepared a list of dates for the 2027 Meetings as follows:-
Tuesday 5th January
Tuesday 2nd March Annual Meeting followed by Parish Council Meeting (**This meeting will commence at 7.30pm)**
Tuesday 4th May Annual General Meeting
Tuesday 6th July
Tuesday 7th September
Tuesday 2nd November

All dates had been agreed with the Village Hall.

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There being no other business the meeting closed at 10.15pm