

CHESWARDINE

PARISH COUNCIL

Attendance

Chairman:	Cllr Thomson
Councillors:	Cllr Stallard, Cllr Bentley, Cllr Hislop, Cllr Millard, Cllr Pound, Cllr Stanton
Clerk:	Mr Wayne Salisbury
Other:	None Public: None
Apologies:	Cllr Partridge

Minutes of the Meeting of Cheswardine Parish Council held at the Parish Hall on Tuesday 21st January 2025

Meeting started at 7:00 p.m.

1. Welcome

The Chair wished all a good evening and a belated Happy New Year.

The Chair added that at the end of the December meeting, Peter Taylor resigned from the Council. The Chair conveyed his thanks to Peter for all the work that he did over his 12-year tenure.

The Chair updated members that they recently attended a chairs network meeting.

Cllr Stallard shared that he recently attended a North Shropshire Area Committee meeting and reported that the following were discussed; Smart water introduction to aid in theft prevention, STEM activities from RAF Shawbury, and Local plan issues.

2. To receive apologies for absence

Apologies were received from Cllr Partridge.

3. Declarations of Interest

The following interests were declared.

Cllr Thomson – Item 13B Planning (5/00169/TCA)

Cllr Stanton – Item 14 Authorisation of Payments

Cllr Pound – Item 13B Planning (25/00094/FUL)

4. Minutes of the previous meeting

RESOLVED: that the minutes of the meeting held on 10th December 2024 be approved as a correct record and signed by the Chair.

5. Police

Representatives from the Police were not in attendance.

Cllr Pound updated that the recent incident of drug taking in a property had recently been reported to the Police, but no response had been received. Cllr Pound has discussed the issue with the parents of the offenders and believes that it has now been addressed.

6. Public Participation

No members of the public were in attendance.

7. Shropshire Unitary Councillor's report

Cllr Gittins was not in attendance but had shared a report with members prior to the meeting.

The Chair added that if they had any questions for Cllr Gittins then they could email them to him.

8. Reports from Parish Council Representatives – To receive reports from.

a) Parish Hall

Cllr Stanton reported that the hall is becoming busier, and a breakfast event takes place this coming weekend. The school PTA have made a booking for a live band event.

The BOM have recently agreed a rule that no personal electronic devices can be plugged in unless they have been PAT tested. PAT testing will take place at the hall on the 11th February and any device which is regularly used should be there on that day so that it is tested.

Cllr Stanton raised that the winter season is expenditure heavy for the hall with heating and insurance payments due, but the hall is currently £153 ahead this year.

b) Bus service

Cllr Stanton reported that 7 were booked onto the service last week and 7 are booked for this week. The service is running well and the current cost to the Parish Council for a round trip is £6.28.

9. Playing Field, Playground and Car Park

Cllr Millard reported that the 2 new swing seats have been fitted and that the fallen tree has been cleared. The BMX track has recently been inspected, and it is deemed that it should permanently be removed. It was agreed that a quote would be sought for a decision at a future meeting.

A car has been parked on the car park for an extended period. It was agreed that a standard letter would be produced for use in these instances.

The Chair shared that a meeting had recently been held with representatives from Kompan regarding the installation of the new playground equipment. The work will commence on the 27th January and will be completed in stages with an anticipated completion by the end of February.

The Clerk will share updates via the website and Facebook page to inform the community what is happening. These posts will also credit the National Lottery which has funded the new equipment.

10. Playing Field – Wildlife Garden

Cllr Hislop shared that they have been seeking quotes for the tree works needing to be completed. They have been able to only source 2 quotes due to the demands on tree surgeons following Storm Darragh.

Cllr Hislop stated that the timing of the works would be important and that the tree works could be completed imminently whilst there are no leaves on the trees. We could then wait until the wildflowers start to come up before progressing with further work.

Cllr Stallard raised the potential of project work being available from RAF Shawbury which we could make use of.

RESOLVED: to accept the quote from D Nagington for tree works in the playing field additional area for a value of £500 (excluding VAT)

CHESWARDINE

PARISH COUNCIL

11. Highways/Environmental Health matters

The Chair raised that the salt bins will be reported via Fix My Street when they require refilling.

12. Clerk's Report

The clerk's report was received by members which detailed updates on the budget setting process as well as the shared matrix document. No planning decisions or resident correspondence had been received.

13. Planning (Town and Country Planning Act 1990. Sched 1, para 8)

a) Planning applications to be considered at this meeting.

Reference	24/04844/FUL
Address	Land Adj The Old Nook Soudley Market Drayton Shropshire TF9 2SE
Proposal	Conversion and change of use of existing commercial buildings to 3 residential dwelling units with associated, amenity space, parking, landscaping and access
Deadline for Comments	28 th January 2025
24/04844/FUL Conversion and change of use of existing commercial buildings to 3 residential dwelling units with associated, amenity space, parking, landscaping and access Land Adj The Old Nook Soudley Market Drayton Shropshire TF9 2SE	

RESOLVED: that the following comment be submitted to Shropshire Council Planning:
'Cheswardine Parish Council has no comments to make on this application'.

b) To consider any planning applications which have been received since the publication of this agenda.

Reference	25/00094/FUL
Address	Barn North Of Westcott Mill Westcott Lane Goldstone Market Drayton Shropshire
Proposal	Conversion of barns to form one dwelling with addition of single storey lean to garden room
Deadline for Comments	6 th February 2025
25/00094/FUL Conversion of barns to form one dwelling with addition of single storey lean to garden room Barn North Of Westcott Mill Westcott Lane Goldstone Market Drayton Shropshire	

RESOLVED: that the following comment be submitted to Shropshire Council Planning:
'Cheswardine Parish Council has no comments to make on this application'.

Reference	5/00169/TCA
Address	20 High Street Cheswardine Market Drayton Shropshire TF9 2RS
Proposal	Fell 1no. Ash tree within Cheswardine Conservation Area
Deadline for Comments	4 th February 2025
25/00169/TCA Fell 1no. Ash tree within Cheswardine Conservation Area 20 High Street Cheswardine Market Drayton Shropshire TF9 2RS	

RESOLVED: that the following comment be submitted to Shropshire Council Planning:
'Cheswardine Parish Council has no comments to make on this application'.

14. Authorisation of payments

RESOLVED: the schedule of payments for January 2025 correctly states the invoices presented and that **£778.02** is approved to be paid. **£32.53** has been paid under 6.6 and **£389.86** has been paid under 6.9 iii. (as detailed on page 770).

15. Budget 2025-2026

Members reviewed information provided which included a draft budget, budget notes and a precept illustration which included precept history over the last 9 years.

Members discussed the expenditure required in the coming year and proposed any necessary changes to the budget lines as detailed in the draft budget.

Cllr Stanton stated that raising the precept a nominal amount following no increases in the last 2 years would be appropriate.

Cllr Bentley shared that they had in the past been a supporter of no increases but feel that now is the right time to make an increase providing that we can justify the reasons why.

The Chair shared that at a recent Chairs network meeting, it was discussed that Councils should discuss and report precept increases in monetary terms rather than percentages as often a small monetary increase can appear larger if just the percentage is considered.

The Chair also shared that it is important that we communicate to residents what we are doing in terms of new benches, playground equipment and defibrillators.

Cllr Bentley raised that any increase that we make would be for a direct investment in the Parish.

Cllr Pound raised the importance that any precept increases are aligned with the consumer price inflation rate, and how this justifies increases. If we do not increase the precept at the rate of inflation or higher then the burden in increases for the goods and services that we are paying for come from reserves which will then continue to reduce.

- a) To consider and determine budgeted payments (expenditure) for 2025-26.

The following expenditure resolutions were made.

RESOLVED: to approve expenditure of **£3,060** for the **Administration Fixed** cost centre for the financial year 2025-2026.

RESOLVED: to approve expenditure of **£7,420** for the **Administration General** cost centre for the financial year 2025-2026.

RESOLVED: to approve expenditure of **£9,014** for the **Administration Salary & Overtime** cost centre for the financial year 2025-2026.

RESOLVED: to approve expenditure of **£11,000** for the **Assets (Fixed Equipment)** cost centre for the financial year 2025-2026.

RESOLVED: to approve expenditure of **£700** for the **Community** cost centre for the financial year 2025-2026.

RESOLVED: to approve expenditure of **£0** for the **Earmarked Reserves** cost centre for the financial year 2025-2026.

RESOLVED: to approve expenditure of **£2,600** for the **Elections** cost centre for the financial year 2025-2026.

CHESWARDINE

PARISH COUNCIL

RESOLVED: to approve expenditure of **£1,500** for the **Grants** cost centre for the financial year 2025-2026.

RESOLVED: to approve expenditure of **£1,000** for the **Other Contingencies** cost centre for the financial year 2025-2026.

RESOLVED: to approve expenditure of **£7,300** for the **Playing Fields** cost centre for the financial year 2025-2026.

RESOLVED: to approve expenditure of **£1,850** for the **Street Lights** cost centre for the financial year 2025-2026.

RESOLVED: to approve the **total expenditure** of **£45,444** for the financial year 2025-2026. (As detailed on page 772-774).

Motion without Notice

RESOLVED: to suspend standing order 3 X so that the meeting can continue beyond 2 hours.

b) To consider and determine the precept request for 2025-26.

RESOLVED: that the precept request to Shropshire Council will be £24,446. The Band D precept will be £59.42 which is a £2.01 / 3.5% increase on last year. (As detailed on page 775).

c) To consider and determine any income appropriated from reserves to cover budgeted expenditure.

RESOLVED: that additional income to fulfil budgeted expenditure will be appropriated from reserves to the value of £15,098.

16. Exclusion of Press and Public

It is recommended that the Council considers a resolution under Section 1 of the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and representatives of the press from the meeting during the discussion of the next items (part 2 of the meeting) on the grounds that matters contain sensitive information and by reason of the confidential nature of the business being transacted.

Not moved as no members of the public were in attendance.

17. Lord-Lieutenant's Shropshire Garden Party Awards 2025

Following December's meeting members reviewed the names of local individuals who had been suggested as appropriate to be nominated for this award.

RESOLVED: that the first name on the supporting document be submitted. The Chair agreed that they would inform the individual and complete the nomination form.

Meeting concluded at 9:38 pm.

Chairman..... Date.....

CHESWARDINE PARISH COUNCIL

Schedule of Payments - As resolved under Item 14.

Cheswardine Parish Council Schedule of Payments

21st January 2025

	Date of Debit or Cheque Raised	Recipient	Purpose	£	£	Payment Method	Power of expenditure	Scribe
1	22/01/2025	B Glover	Grounds Maintenance - Odd Jobs up to 10th Dec 2024	60.00		BT - Unity Trust	Open Spaces Act 1906 ss9 & 10	Yes
2	22/01/2025	PG SKIPS	Rubbish Removal - Skip Emptied 06/12/24	29.84		BT - Unity Trust	Litter Act 1983 ss.5	Yes
3	22/01/2025	North Salop Wheelers	Bus Service Payment (up to 15/01/25)	24.00		BT - Unity Trust	LG Rating Act 1997 s26-29	Yes
4	22/01/2025	HMRC	Tax & Contributions on Clerks salary - January	104.80		BT - Unity Trust	LGA 1972 S 112	Yes
5	22/01/2025	W Salisbury	Clerk Salary - January	419.66		BT - Unity Trust	LGA 1972 S 112	Yes
6	22/01/2025	W Salisbury	Giff Gaff - Phone Monthly Payment - Jan	6.00		BT - Unity Trust	LGA 1972 S 111	Yes
7	22/01/2025	W Salisbury	HP INK - Printing (August to December)	25.49			LGA 1972 S 111	Yes
8	22/01/2025	W Salisbury	Amazon - Stationery	6.99	139.72		LGA 1972 S 111	Yes
9	22/01/2025	W Salisbury	Mileage (19th November 38 miles x 0.45)	17.10		BT - Unity Trust	LGA 1972 S 111	Yes
10	22/01/2025	W Salisbury	Clerk Homeworking Expenses (01/10/24 to 31/12/24)	20.00			LGA 1972 S 111	Yes
11	22/01/2025	W Salisbury	MedUk - Replacement Defibrillator Pads	64.14		BT - Unity Trust	Public Health Act 1936, s.234	Yes
Total				778.02				

Payments made as resolved under the approved payments list 5.5b								Scribe
12	06/01/2025	BT	Parish Hall Broadband - December 2024	32.53		BT - HSBC	LGA 1972 S 133	Yes
Total				32.53				

Payments made under Financial Regulations 5.5a to avoid late payment								Scribe
Date of Debit or Cheque Raised	Recipient	Purpose	£	£	Cheque No / Payment Method	Power of expenditure	Scribe	
13	11/12/2024	J A Hoole	Playing Field Hedge Cutting	240.00		BT - Unity Trust	Open Spaces Act 1906 ss9 & 10	Yes
14	18/12/2024	Hugo Fox	Website Subscription	143.86		DD - Unity Trust	LGA 1972 S 142	Yes
	31/12/2024	Unity Trust Bank	Bank Charges	6.00		Bank Charge	LGA 1972 S 111	Yes
Total				389.86				

Invoices checked and verified at the meeting held on 21st January 2025

Cllr Hislop 21/01/25

Cllr - Proposer - Sign & Date

Cllr Millard 21/01/25

Cllr - Seconder - Sign & Date

DEPOSITS RECEIVED		
Dec	2024	
Date	Total	From
03/12/2024	£0.04	HSBC - Interest
13/12/2024	£371.07	HMRC - VAT Reclaim
31/12/2024	£349.65	Unity Trust - Interest
	£720.76	

CHESWARDINE

PARISH COUNCIL

2025 – 2026 Budget - As resolved under Item 15.

Cheswardine Parish Council			
Budget 2025 - 2026			
		Resolved at the meeting held on 21st January 2025	
		2025- 2026	
Administration Fixed		Receipts	Payments
Code	Title	Budget	Budget
150	Audit Fees		720.00
160	Affiliation Fees - SALC		600.00
170	Insurance (General)		700.00
220	Hall Broadband		600.00
230	ICO GDPR Fee		40.00
260	Allotment Rent		400.00
	SUB TOTAL		3,060.00
		2025- 2026	
Administration General		Receipts	Payments
Code	Title	Budget	Budget
100	Clerk's Expenses		600.00
110	Other (Non Fields) Labour Costs		200.00
130	Training		250.00
140	Councillor's Expenses		150.00
180	Defibrillator Maintenance		3000.00
190	Website Costs		500.00
250	Admin Other		500.00
270	Stationery/Advertising		100.00
280	IT Services & Equipment		100.00
470	Bus costs		600.00
471	Waste Bin Collection Top Up Charge		320.00
472	CCTV Maintenance		600.00
	Scribe Software		500.00
	SUB TOTAL		7,420.00
		2025- 2026	
Administration Salary & Overtime		Receipts	Payments
Code	Title	Budget	Budget
90	Clerk's salary & Overtime		6214.00
	Tax / National Insurance		2000.00
	Salary Contingency		800.00
	SUB TOTAL		9,014.00

CHESWARDINE

PARISH COUNCIL

2025 – 2026 Budget - As resolved under Item 15. (Continued)

Assets (Fixed Equip)		2025- 2026	
		Receipts	Payments
Code	Title	Budget	Budget
370	Fixed Asset Purchase		5000.00
	Playground Equipment		5000.00
	Benches		1000.00
	SUB TOTAL		11,000.00
Community		2025- 2026	
		Receipts	Payments
Code	Title	Budget	Budget
473	Annual Community Meeting		200.00
474	D Day Celebrations		
	VE Day		500.00
	SUB TOTAL		700.00
Earmarked Reserves		2025- 2026	
		Receipts	Payments
Code	Title	Budget	Budget
420	Fixed Equipment		
430	Neighbourhood Fund		
440	Other		
	SUB TOTAL		
Elections		2025- 2026	
		Receipts	Payments
Code	Title	Budget	Budget
380	Election Costs		2600.00
	SUB TOTAL		2,600.00
Grants		2025- 2026	
		Receipts	Payments
Code	Title	Budget	Budget
390	Grants (Other)		1500.00
400	Parish Hall		
	SUB TOTAL		1,500.00

CHESWARDINE

PARISH COUNCIL

2025 – 2026 Budget - As resolved under Item 15. (Continued)

Other Contingencies		2025- 2026	
		Receipts	Payments
Code	Title	Budget	Budget
450	Various		1000.00
	SUB TOTAL		1000.00
Playing Fields		2025- 2026	
		Receipts	Payments
Code	Title	Budget	Budget
320	Contract Labour		3700.00
330	Playing Field Expenses (Other)		600.00
340	Playground Inspection (Annual)		500.00
350	Equipment Maintenance		600.00
	Wildlife Garden		1500.00
	Waste Collection		400.00
	SUB TOTAL		7,300.00
Receipts		2025- 2026	
		Receipts	Payments
Code	Title	Budget	Budget
10	Precept	24446.00	
20	Bank Interest	500.00	
30	Grants		
40	Neighbourhood Fund		
50	Allotment Rent	400.00	
60	Recreation Field Hire		
70	Sundry Income		
80	VAT Reclaim	5000.00	
460	Bus Fares		
	SUB TOTAL	30,346.00	
Street lights		2025- 2026	
		Receipts	Payments
Code	Title	Budget	Budget
300	Street Lighting Maintenance		500.00
310	Energy Supply		1350.00
	SUB TOTAL		1,850.00
Summary			
TOTAL		30,346.00	45,444.00

Appropriation
Budgeted
-£15,098.00

CHESWARDINE

PARISH COUNCIL

2025 – 2026 Precept - As resolved under Item 15.

403.94	Tax Base
£ 23,191.00	Precept Requirement (£) 2024 - 2025

411.41	Tax Base
£ 24,446.00	Precept Requirement (£) 2025 - 2026

Precept Difference	£ 1,255
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Band	DIS	A	B	C	D	E	F	G	H
Precept 2024 - 2025	£ 31.90	£ 38.27	£ 44.65	£ 51.03	£ 57.41	£ 70.17	£ 82.93	£ 95.69	£ 114.82
Precept 2025 - 2026	£ 33.01	£ 39.61	£ 46.22	£ 52.82	£ 59.42	£ 72.62	£ 85.83	£ 99.03	£ 118.84
Increases									
Per Yr	£ 1.12	£ 1.34	£ 1.56	£ 1.78	£ 2.01	£ 2.45	£ 2.90	£ 3.35	£ 4.02

3.50%

Precept History			
Year	Precept	Band D	% on PY
2024-25	£23,191	£57.41	0.0%
2023-24	£23,191	£57.41	0.0%
2022-23	£22,595	£57.41	2.0%
2021-22	£21,703	£56.29	0.0%
2020-21	£22,229	£56.29	0.0%
2019-20	£21,963	£56.29	5.0%
2018-19	£20,990	£53.61	0.0%
2017-18	£20,495	£53.61	0.0%
2016-17	£20,168	£53.61	

Band D Precept increase over past 9 years.	7.1%
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