

# CHESWARDINE

PARISH COUNCIL

## Attendance

**Chairman:** Cllr Thomson  
**Councillors:** Cllr Stallard, Cllr Bentley, Cllr Hislop, Cllr Millard, Cllr Partridge, Cllr Pound, Cllr Taylor  
**Clerk:** Mr Wayne Salisbury  
**Other:** None **Public:** 1  
**Apologies:** Cllr Stanton

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## Minutes of the Meeting of Cheswardine Parish Council held at the Parish Hall on Tuesday 10<sup>th</sup> December 2024

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Meeting started at 7:30 p.m.

### 1. Welcome

The Chair wished all a good evening and welcomed everyone to the last meeting of 2024.

The Chair updated members that they recently attended the nature recovery conference and will provide a written update on the work being completed by other Parish Councils and the importance of nature and biodiversity.

### 2. To receive apologies for absence

Apologies were received from Cllr Stanton.

### 3. Declarations of Interest

No interests were declared.

### 4. Minutes of the previous meeting

RESOLVED: that the minutes of the meeting held on 19<sup>th</sup> November 2024 be approved as a correct record and signed by the Chair.

Cllr Hislop updated that they had now registered with the pageantmaster that we would be participating in the VE Day celebrations in 2025.

### 5. Police

Representatives from the Police were not in attendance.

Cllr Pound reported that an incident of drug taking in a property had recently been reported to the Police.

The Clerk advised members that the Police had recently asked if we wanted to renew the priorities which the Council has registered with them. It was agreed that our priorities remain ASB and Theft (dwelling) and that we would add Drug issues so that further attention is given to that area.

**6. Public Participation**

One member of the public was in attendance and shared with members issues that they have recently had with power cuts that they have experienced along with the inconsistency of which properties are affected.

**7. Shropshire Unitary Councillor's report**

Cllr Gittins was not in attendance.

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

a) Parish Hall

Cllr Taylor shared that the annual accounts had recently been finalised at the last committee meeting and that the hall finished £1300 in the black.

b) Bus service

The Chair shared details from a report provided by Cllr Stanton. There were an average of 4 passengers per week on the 3 journeys since the last meeting. 306 passengers have been carried since October 2023 with an average cost per trip of £6.29.

**8.1. Playing Field, Playground and Car Park**

Cllr Millard reported that the 2 required replacement swing seats had been delivered and are ready for fitting. It was also raised that a birch tree which due to damage had fallen into the play area needed to be removed. Cllr Millard stated that these jobs would be completed on the 11<sup>th</sup> December. The Clerk raised that no quotes had been received or instructions for work to be carried out had been given by the Clerk or the Chair.

Cllr Taylor commented that emergency work such as this can be completed as long as it has been authorised by the Clerk and Chair as per our financial regulations.

**9. Highways/Environmental Health matters**

Cllr Taylor shared that a tree between Chipnall and Cheswardine, at the junction of Tag Lane and Marsh Lane had now been removed.

Cllr Millard queried if the resident who reported to Cllr Partridge the overgrown hedge on the junction of The Westfields and Westcott Lane had been updated.

It was clarified that the report was made to Cllr Partridge in a personal capacity and with it not being reported to the Council no further action had been taken. It was agreed that periodic sharing of the Council's contact information would be posted on the Council's Facebook page.

Cllr Partridge raised that they had recently spoken to the proprietor of a local hotel who has agreed that they will notify him before any fireworks are used at events which the hotel is hosting.

Cllr Taylor raised that any discussion Cllr Partridge has had with the hotel proprietor is as a resident and not a position of the Council.

**10. Clerk's Report**

The clerk's report was received by members which detailed updates on the order of the new playground equipment which is expected to be installed in February 2025 with a pre-start meeting in January.

The Clerk also confirmed that the HSBC bank accounts had now been closed and that all our banking needs were being conducted with Unity Trust Bank.

It was also reported that correspondence had been received regarding community covenants.

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

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

No applications were received.

**12. Authorisation of payments**

RESOLVED: the schedule of payments for December 2024 correctly states the invoices presented and that **£923.00** is approved to be paid. **£355.46** has been paid under 6.6 and **£451.06** has been paid under 6.9 iii. (as detailed on page 765).

**13. 2025 Meeting Dates**

RESOLVED: that the meeting dates for 2025 for full council meetings are as follows;

- Tuesday 21st January
- Tuesday 18th February
- Tuesday 18th March
- Tuesday 15th April
- Tuesday 13th May
- Tuesday 17th June
- Tuesday 15th July
- Tuesday 16th September
- Tuesday 21st October
- Tuesday 18th November
- Tuesday 9th December

It was resolved that all meetings will commence at the earlier start time of 7:00pm.

It was noted that the Annual Parish Meeting will take place on Tuesday 29<sup>th</sup> April 2025 and will be published on the Council website.

**14. Defibrillators**

Cllr Bentley shared with members that he has compiled a log which shows each defibrillator along with important information on service dates, consumable expiry dates and battery status.

Cllr Bentley reported that the defibrillator at the Wharf Tavern does not have a member to act as custodian and asked if anyone would take this on. Cllr Pound agreed to look after this unit and complete the required checks.

Cllr Bentley raised that the pads in the unit at the Wharf Tavern have expired and that the pads on all other units expire in 2025. It was also stated that we should start to spread out the cost of replacing consumables and batteries.

Cllr Taylor inquired which units had their batteries replaced earlier in the year. It was confirmed that it was the units at the Parish Hall, Chipnall and Soudley which were replaced and that the batteries are non-rechargeable due to the type of defibrillator which is in use but that they have a 5-year operational life.

It was noted that it could be budgeted to allow for the phased replacement of defibrillators to ones which are compatible with rechargeable batteries.

**15. Budget Setting Process**

**a) To review the expenditure and income forecast for 2024-25.**

Members reviewed the expenditure and income forecast for the full year which showed actual figures for the year so far as well as forecasted figures up until the end of March 2025.

**b) To review the forecasted budget position of the Council for 2024-25.**

Members reviewed the anticipated budget position for the year-end. This would see the Council's general fund at £39,018.69.

**c) To note any expenditure proposals for 2025-26.**

Members requested that the following proposals be included in the draft budget which will be considered at the January meeting.

- Benches                               £1000
- Defibrillators                       £3000
- Wildlife Garden                     £1500
- CCTV Maintenance               £600
- VE Day                                £500
- Hall Broadband                     £600

**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.

RESOLVED: to exclude the public from the meeting and to enter into a closed session.

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

Members discussed local individuals who would be appropriate to be nominated for this award. It was agreed that a short list would be drawn up ahead of a decision being made at the January meeting.

Meeting concluded at 8:54 pm.

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

# CHESWARDINE PARISH COUNCIL

As resolved under Item 12.

## Cheswardine Parish Council Schedule of Payments

10th December 2024

	Date of Debit or Cheque Raised	Recipient	Purpose	£	£	Payment Method	Power of expenditure	Scribe
1	11/12/2024	HMRC	Tax & Contributions on Clerks salary - December	135.00		BT - Unity Trust	LGA 1972 S 112	Yes
2	11/12/2024	W Salisbury	Clerk Salary - December (Including Adjustment)	539.90		BT - Unity Trust	LGA 1972 S 112	Yes
3	11/12/2024	W Salisbury	Giff Gaff - Phone Monthly Payment - December	6.00	23.10	BT - Unity Trust	LGA 1972 S 111	Yes
4	11/12/2024	W Salisbury	Mileage (19th November 38 miles x 0.45)	17.10				
5	11/12/2024	North Salop Wheelers	Bus Service Payment - Annual Subscriptions x 7 pax	210.00		BT - Unity Trust	LG Rating Act 1997 s26-29	Yes
5A	11/12/2024	North Salop Wheelers	Bus Service Payment (up to 04/12/24)	15.00		BT - Unity Trust	LG Rating Act 1997 s26-29	Yes
<b>Total</b>				<b>923.00</b>				

Payments made as resolved under the approved payments list 5.5b								Scribe
6	28/11/2024	Shropshire Council	Streetlighting - Joint Energy Agreement	269.09		BT - HSBC	Highways Act 1980 s301	Yes
7	02/12/2024	BT	Parish Hall Broadband - Novemember 2024	32.53		BT - HSBC	LGA 1972 S 133	Yes
8	20/11/2024	North Salop Wheelers	Bus Service Payment (up to 13/11/24)	24.00		BT - Unity Trust	LG Rating Act 1997 s26-29	Yes
9	02/12/2024	PG SKIPS	Rubbish Removal - Skip Emptied 08/11/24	29.84		BT - Unity Trust	Litter Act 1983 ss.5	Yes
<b>Total</b>				<b>355.46</b>				

Payments made under Financial Regulations 5.5a to avoid late payment								
	Date of Debit or Cheque Raised	Recipient	Purpose	£	£	Cheque No / Payment Method	Power of expenditure	Scribe
10	28/11/2024	GL Jones Playgrounds	Replacement Swing Seats (2)	142.06		BT - Unity Trust	Open Spaces Act 1906 ss9 & 10	Yes
11	28/11/2024	Shropshire Plant Hire	Grounds Maintenance Contract - Nov	295.00		BT - HSBC	Open Spaces Act 1906 ss9 & 10	Yes
	30/11/2024	Unity Trust Bank	Bank Charges	6.00		Bank Charge	LGA 1972 S 111	Yes
	22/11/2024	HSBC	Bank Charges - To 31/10/24	8.00		Bank Charge	LGA 1972 S 111	
<b>Total</b>				<b>451.06</b>				

Invoices checked and verified at the meeting held on 10th December 2024

Cllr N Bentley 10th Dec 2024

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Cllr - Proposer - Sign & Date

Cllr N Partridge 10th Dec 2024

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Cllr - Seconder - Sign & Date

DEPOSITS RECEIVED		
Nov	2024	
Date	Total	From
01/11/2024	£0.77	HSBC - Interest
01/11/2024	£19,792.00	National Lottery Grant
18/11/2024	£720.22	VAT Reclaim Q2
29/11/2024	£400.00	Allotment Rent
	<b>£20,912.99</b>	