

Minutes of the meeting of Chetton Parish Council
held on Wednesday 26th March 2025

Present Councillors Crawford Clarke, Fox, Jackson, and Verney (Chair)

1. Apologies

 Councillors Clarke and Jordan

2. Any declarations of interest

 There were none declared.

3. Confirmation of minutes of the previous meeting

 The minutes of the previous meeting, having been circulated, were confirmed and signed as a correct record. Proposed by Councillor Crawford Clarke and seconded by Councillor Jackson.

4. Matters arising from those minutes not appearing under other headings

 There were none.

5. Reports

 a. Chair

 Resignation of Councillors. Since the last meeting, Councillors Pam Downing and Fleur Whittingham have resigned. We thank them both for their contribution to the Council.

 b. Clerk

 The Clerk's report is attached to the end of these minutes.

6. Correspondence

 The Clerk's report details correspondence.

7. Highways

 The collapsed drain at Little Scotland Farm was discussed. The issue is not resolved but is not evident at this time. It was agreed to wait until the problem is evident again, so it is easier to investigate. Shropshire Council are aware that the issue is not resolved and are awaiting instruction from us.

The pothole by the bridge over the brook near Chetton Village Hall which was discussed. The Clerk has contacted Shropshire Council to ask for timescale for the works. They were unable to provide one.

The closure of the B4363 in March was discussed. The Clerk will be following the progress of a complaint made by a resident to Shropshire Highways. It was suggested that Highways be asked for future closures to include a one-way system around Eudon George to prevent some of the dangerous shortcuts being made, particularly by vehicles going down roads that are too small for them.

Fly tipping (what3words: bordering.sweeping.recoup) has not been fully cleared by the Highways team that came to remove it. The Clerk will raise this with Shropshire Highways.

Resurfacing of roads was discussed. There are several places where roads seem to be narrower when resurfaced, only being one vehicle width where there used to be 1.5 widths which makes passing places more dangerous. The Clerk will raise this with Shropshire Highways.

There is a sign leaning into the road on which lorries etc. are knocking mirrors. The Clerk will obtain a what3words location to request the council fix the sign to prevent accident.

8. Resident Proposal – Road Warden Scheme

- i. Following discussion of the existing schemes in other counties and the pros, cons, and logistics of a locally run scheme for conducting minor road repairs such as potholes, it was agreed that the Clerk would ascertain the appropriate contact at Shropshire Council and write a proposal for a pilot scheme.

9. Planning

The following applications were discussed and it was unanimously decided that there were no objections.

Reference: **25/00599/FUL** (validated: 25/02/2025)

Address: Chetton Grange, Chetton, Bridgnorth, Shropshire, WV16 6UE

Proposal: Erection of entrance gates with piers to main and secondary vehicle entrances

Applicant: Mr David Ball

View online at: <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SRTYNLTD06Z00>

Reference: **25/00600/LBC** (validated: 25/02/2025)
Address: Chetton Grange, Chetton, Bridgnorth, Shropshire, WV16 6UE
Proposal: Works to facilitate the erection of entrance gates with piers to main and secondary vehicle entrances
Applicant: Mr David Ball

View online at: <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SRTYPYTD06Z00>

Reference: **25/00899/CPE** (validated: 07/03/2025)
Address: Hillcrest Bungalow, Faintree, Bridgnorth, Shropshire, WV16 6RQ
Proposal: Application for a Lawful Development Certificate for the existing use of agricultural land which has been used as garden to agricultural dwelling for more than 10 years
Applicant: Mr E Mottershead

View online at: <https://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SSPUC6TDGCX00>

Reference: **25/01031/FUL** (validated: 26/03/2025)
Address: Hillcrest Bungalow, Faintree, Bridgnorth, Shropshire, WV16 6RQ
Proposal: Erection of a single storey side extension
Applicant: Mr E Mottershead

View online at: <https://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=STA7IRTDGKG00>

10. Finance

a. Cheques required:

- i. Information Commissioner Office renewal fee (cheque made out to clerk to pay by debit card – confirmation of payment is filed with accounts) - £52.00 (no.805)
- ii. Lengthsman (February and March) - £550.00 (no.806)
- iii. Clerk salary (February) - £307.88 (no.807)
- iv. Clerk salary (March) - £307.88 (no.808)
- v. Shropshire Association of Local Councils (training) - £20.00 (no.810)

The above payments were unanimously approved.

b. Allocation of resources

- i. Following discussion, it was agreed that an amount of money should be ring-fenced to pay for training and implementation of the proposed road warden scheme

11. Elections

The Clerk informed the Council of the relevant information from the SALC session and the timelines for submitting candidate nomination papers for the election on 1st May 2025.

Election notices went up on 10th March on the 3 parish noticeboards.

Following the election, the 'new' council will start on 6th May. If co-opting is required, this will need to be completed before 18th June.

12. Parish Council Information

The Clerk demonstrated the work she has done to build a new website and her proposals for what will be included where.

The Clerk explained the process and requirements for changing to a .gov.uk domain. She gave details of the service provided by CloudNext, including mailboxes and NCSC scanning. She gave cost comparisons between the running of the old website and cost of setting up a new one. It was agreed that the Clerk request 3 years of domain and hosting from CloudNext. Proposed by Councillor Fox and seconded by Councillor Jackson.

13. Any Parish matters to be placed on the next agenda

There were none.

14. Date of next meeting: Wednesday 21st May 2025

Chetton Parish Council

Clerk's Report

March 2025

Notable Actions and Updates

- Clerk has been building a new, more user-friendly Parish Council website which will be ready for launch (pending approval) before the summer.
- Contact details have been changed with the various branches of the County Council, SALC, and the ICO
- Awaiting completion of change of contact details with banking and insurance providers.

Clerk and Councillor CPD/Training

- Clerk attended a training session on 'Preparing for Internal Audit'
- Clerk attended an information session on the upcoming elections
- Clerk attended a 'new clerk' training session

Correspondence

- All SALC weekly briefings have been forwarded to Councillors
- All relevant election correspondence has been forwarded to Councillors
- Email from Mr N. Tofiluk about a 'Road Warden Scheme' for minor road repairs which has been raised as item 8 on the March meeting agenda.
- Various questions were received prior to the closure on the B4364 about access which the Clerk was able to answer.
- Furthermore, a complaint has been sent to the County Council about their contractors handling of the diversion for the road closure on the B4364 and the lack of clarity in the arrangements for diversions/access and how they were communicated. The resident will forward any responses received to the Clerk.