

**MINUTES**  
**CARDINGTON PARISH COUNCIL**  
**MEETING**  
**held in Cardington Village Hall**  
**on**  
**1<sup>st</sup> July 2025**

**Present:**

C'llr Tonks (Chairman), C'llr Davies; C'llr Seabury; C'llr Maydew, C'llr Rogers, C'llr Lowe  
Shropshire C'llr C Stanford  
Clerk : Mrs J Griffiths

**Acceptance of Apologies**

C'llr Watkins, C'llr Norris (Vice Chairman); C'llr Pennington

**1. Public Comments Limited to 15 minutes**

No members of the public attended the meeting.

**2. Minutes Meeting held on Tuesday 13<sup>th</sup> May 2025**

It was the proposed by C'llr Rogers, seconded by C'llr Seabury and unanimously agreed that the Minutes of the meeting held on 13<sup>th</sup> May provided a true and accurate record of the meeting.

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

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

**4. Correspondence**

The Clerk circulates all correspondence as it is received.:

The following correspondence circulated prior to the meeting included the following which was discussed at the meeting:-

- SALC – Post Election Survey for Town and Parish Councils. This was agreed and completed at the meeting for the Clerk to post on line.
- Deputy Leader of Shropshire Council – call for information from Town and Parish Council to develop better policy recommendations for a much better working relationship with Town and Parish Councils. This has been circulated to all Councillors on 17.6.25. The Chairman intends to attend the meeting arranged at the Football Ground on 25<sup>th</sup> July. It was unanimously agreed that the Chairman and C'llr Watkins would formulate the Parish Council comments and circulate to all Councillors before they are submitted before the deadline of Monday 18<sup>th</sup> August.
- Mr Robin Maydew had handed a letter to the Chairman prior to the meeting thanking the Parish Council for nominating him to attend the Lord Lieutenant's recent garden party which was held for people who carry out voluntary work in their parish.

**5. Finance**

**(a) Accounts due for payment**

The following cheques were due for payment

Clerks salary and Expenses £505.25. Cheque No. 100042.

HMRC Tax due on Clerk's salary £120.40 cheque No 100043

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

The Clerk told the meeting that the following cheques had been issued, with e mail approval, between the meetings:-

D Hall first cut of Churchyard. £260. Cheque No 100040 issued on 30.5.25

D Hall second cut of Churchyard. £260. Cheque No 100041 issued on 23.6.25 Both payments had been agreed by the Chairman and C'llr Norris via e mail. Cheques had been signed by the Clerk and forwarded to C'llr Norris for signing and forwarding to Mr. D Hall.

**(b) Bank Reconciliation**

The Clerk told the meeting that she had submitted the VAT claim to HMRC in the sum of £518.84 and this has now been paid. The clerk also told the meeting that a cheque from Stretton Memorials for the erection of a memorial in the sum of £172 had been received. The Clerk had circulated details of the memorial to all Councillors and when this had been agreed the cheque had been banked, The Clerk circulated copies of the the Bank reconciliation showing a balance held at bank, after payment of the above accounts amounting to £17,037.48. It was proposed by C'llr Rogers, seconded by C'llr Lowe and unanimously agreed that this provided a true and accurate financial record. The Bank reconciliation and bank statement was then signed by C'llr Seabury.

**(c) AGAR - Exemption Certificate**

It was proposed by C'llr Watkins, seconded by C'llr Norris and unanimously agreed at the May meeting that the Parish Council would apply for exemption from the full audit. The Certificate of Exemption had been submitted to the External Auditor. The Clerk told thhe meeting that she had received confirmation of the submission but to date had not received the agreed Certificate of Exemption.

**(d) Environmental Maintenance Grant Application**

As reported to the May meeting the clerk told the meeting the application for the maximum grant of £750 had been submitted and acknowledged and the payment of £750 had been received after the bank reconciliation had been prepared..

**(e) Neighbourhood Fund – discuss projects. Chair and Clerk to sign Agreement and Monitoring Form**

The Chaiman and Clerk signed the Neighbourhood Fund Agreement and the Clerk would forward this to Shropshire Council.

The balance held in the Neighbourhood Fund and CIL were discussed. The payment for the notice board at Plaish had been taken from the CIL Fund, with approval from Shropshire Council. The balance held in the CIL Fund is £1599.16 and the balance in the Neighbourhood Fund is £1,106.34.

The Clerk would complete the Annual Monitoring Form showing the balance held and submit this to Shropshire Council and place on the Parish Council web site before the deadline of 30<sup>th</sup> September.

It was agreed that thought would be given to future projects which would allow this money to to spent in the Parish.

A resident has pointed out that there are now a number of young children in the Parish but there is no play area and asked whether the PC could consider providing somewhere. Following a brief discussion, it was concluded not to progress the idea due to there not being an area of ground available, the capital costs of such a provision and moreover the burden of ongoing maintenance and compliance with health and safety requirements. It was also pointed out there is suitable provision in Rushbury and Church Stretton albeit needing a car journey.

**6. Planning**

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

24/04813/FUL Court Farm, Gretton

Proposed Local Needs dwelling. The Parish Council had previously confirmed the local connection of the applicant. This application was discussed at the January meeting and C'llr Norris declared a personal and prejudicial interest and left the room when this application was discussed. The members of the public attending the January meeting explained that this was their application and outlined the plans. A site visit by Councillors had taken place earlier in the day. At the January meeting it was proposed

by C'llr Seabury, seconded by C'llr Watkins and unanimously agreed that the Parish Council had no objections and would support this application, The Clerk told the July meeting that this application is shown as "pending consideration".

25/01042/FUL Waterloo, Cardington

Erection of side, rear and front extensions and detached garage. This application was received on the day of the meeting. It was agreed that a site visit would be arranged and comments forwarded to the Clerk. It was agreed that the Parish Council had no objections to this application. The Clerk told the July meeting that this application was granted on 28<sup>th</sup> May.

25/01278/FUL Unit 4, Holt Preen Manor Barns, Plaish

Installation of air source heat pump. This application had been received on 6.5.25 and discussed at the May meeting when it was proposed by C'llr Norris, seconded by C'llr Watkins that the Parish Council would not comment on this application. The Clerk told the July meeting that this application is shown as "pending consideration".

**(b) Applications considered between meetings using delegated powers**

No applications were considered between meetings.

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

25/02257/FUL The Lilacs, Plaish

Erection of single storey rear extension and side extension with balcony above and detached garage. This application had been received and forwarded to all Councillors on 26.6.25. It was agreed that a site visit would be arranged and the Parish Council's comments would be agreed and forwarded to the Clerk

## **7. Highway Matters**

### **a. Collapsed Culverts**

Shropshire Council had previously advised that the North culvert will be repaired at some time between May and September. A similar notice has not been received concerning the collapsed culvert in Cardington.. Prior to the July meeting the Chairman had contacted Shropshire Council asking for reassurance when this work would commence, An e mail had been received from the Shropshire Council Bridges and Structural Engineer confirming that work at the Grove Farm culvert is due to commence on 21<sup>st</sup> July and is estimated to take four weeks to complete.

The works to the Cardington north bridge will commence on 18<sup>th</sup> August and is estimated to take two weeks to complete,

### **b. Other Highways Matters**

The following were reported at the May meeting

- Problems on Gilberries Lane, now being the major route out of the area are only getting worse with the volume of traffic now forced to use this lane. Some potholes have now been filled at the bottom and top of Gilberries Lane. However the potholes in the middle section have not been filled. C'llr Lowe told the July meeting that the majority of the pot holes had been filled and the road was now in a better state.
- A large pot hole by the sub station on the road leading to Leebotwood had been previously reported but was still awaiting repair. It was agreed at the July meeting that this has now been repaired

### **c. Any further Highway Matters**

No other highway matters were reported,

## **8. Churchyard**

C'llr Norris led a team of local residents and cleared the brash from the churchyard. Several large length of Yew tree remained on the ground. C'llr Davies told the meeting that a local resident would remove them.

The resident, and former Parish Councillor, Daniel Boulton has now cut and removed the overhanging branches previously reported.

A couple of local residents had questioned whether a Conifer and Beech Tree were secure in windy weather. It was agreed that the Clerk would contact Shropshire Council Tree Department to ask if they would inspect these trees and give a report to the Parish Council. Shropshire Cllr Stanford agreed to provide the clerk with a contact at Shropshire Council.

It was agreed that repairs to the remaining length of church wall would be added to the agenda for discussion at the September meeting.

## **9. Flood Protection**

Ahead of the May meeting the Chairman had circulated a report from the meeting held on 25<sup>th</sup> April, with John Bellis, Shropshire Council Drainage Officer, to discuss flooding issues in the Parish. Cllr Watkins and a member of the public had also attended this meeting. John Bellis had produced some very useful information concerning rainfall and water flows in the catchment area. John Bellis recommended that Sarah McNess of the Wildlife Trust could carry out a survey and provide a detailed report which would help the Parish Council to attract funding for any remedial work if funds were available in the future. It was thought that this would probably cost around £1,500. It was agreed that Sarah McNess would be invited to attend the September Parish Council Meeting.

The Chairman told the July meeting that Sarah McNess was unable to attend an evening meeting. However, she was meeting with the Chairman and Cllr Watkins on a date to be agreed in August. The Chairman would circulate the date and time of the meeting if any other parish councillors wished to join this day time meeting.

## **10. Shropshire Council Report**

Cllr Stanford reported the following:-

- The meeting had been arranged at the Football Ground for Friday 21<sup>st</sup> July to discuss improving relations with Shropshire Council.
- It is frustrating that the work to the North West Relief Road is not going ahead.
- There is science behind the thinking of flood management. Cardiff University carried out a five year study between Wilderhope and the Corve.
- Shropshire Council Highways deserve some sympathy not having the resources to carry out all the highway repairs needed. Emphasis is being given to potholes which are deemed to be dangerous.
- Cllr Stanford is now on the Health Overview and Scrutiny Committee and also on the Shropshire Hills Natural Landscape Committee. Cllr Pennington is the Parish Council representative on this Committee.
- Cllr Stanford had supported the development of 9 houses in Rushbury but officers had not supported and this application had been refused.

## **11. Date of next meeting - 2<sup>nd</sup> September**

The dates of the remaining 2025 meeting is as follows:-  
4<sup>th</sup> November

There being no other business the meeting closed at 9.15pm