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**MINUTES OF COUNCIL MEETING HELD ON TUESDAY 26<sup>TH</sup> JULY 2022, AT 7.30PM, AT THE  
URWICK ROOM, FORD VILLAGE HALL**

Present: Cllr. Horn (Chairman), Cllrs. Carlyle, Clyne, Paterson

Absent: Cllr. Deane, Hanmer, Southan

Public: SC Roger Evans

In attendance: R. Turner (Clerk)

**19/2223 PRESENT, APOLOGIES FOR ABSENCE**

Apologies received from Cllrs. Deane, Hanmer and Southan.

**20/2223 COUNCILLOR VACANCIES**

It was noted that there are 2 vacancies, following resignation of Cllr. Jones.

Action: Cllr Horn to write an article for the newsletter.

**21/2223 DISCLOSURE OF PECUNIARY INTERESTS & DISPENSATION REQUESTS**

a) *Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests.*

None declared.

b) *Dispensation requests*

None.

c) *Gifts or hospitality*

None declared.

**22/2223 PUBLIC PARTICIPATION SESSION**

No public present.

**23/2223 MINUTES**

It was **RESOLVED** to confirm the minutes of the Annual Council Meeting dated 24th May 2022 as being a true record and to authorise the chairman to sign them.

**24/2223 REPORTS**

a) *Police Report*

None. The Neighbourhood Watch haven't had police reports for a long time. It was agreed to encourage people to phone 101 as groups of young people causing issues and dog fouling.

Action: Clerk to contact PC Lewis and PS Tozer.

b) *Shropshire Council*

- Empty Homes consultation – closes September.

Action: Cllr. Evans suggested writing saying looking forward to action re Greenbanks (clerk to action).

- Financial Plan of SC – aiming to save £8.5 million this year, £27.5 million next year due to inflation. Areas it can be saved from have not been determined. Reserves now down to £8.5 million and would all have been used up by March 2023. Inflation 9.1%.
- Integrated Care System came into effect 1st July, SC and Health Authority working together.
- £500k investment on Shirehall to allow bottom 3 floors to continue to be used. Top 3 floors can't be used due to a prohibition notice issued by Fire Authority.
- Community lottery – adopted and taken to Scrutiny stage. SC would run a lottery on behalf of interested charities, organisations. Residents could buy tickets and proceeds go to the nominated charity.
- Quarry main pool roof has come away from the sides and it is out of use.

- c) *Newsletter* – deadline 15<sup>th</sup> August. Articles to include Local Plan Examination and councillor recruitment.
- d) *Ford Parish Paths Partnership* – Cllr. Horn advised that the group has met again to pursue another project by the bridge but had to postpone; a gate is on order. Some waymarker maintenance has been done and some scrub has been cleared.
- e) *S106 Open Space Working Group, including report on recommendations* – it was **RESOLVED** to support the following recommendations:
- Zip wire not to be pursued due to safety and maintenance concerns.
  - £11k budget for outdoor fitness equipment (target user group those over 1.4m tall). To be sited alongside the long edge of the fence.
  - Up to £45k budget for refurbishing the fenced play areas.
  - Skate park to be a separate project as timeline different.
- f) *Public Realm Working Group* – Cllr. Southan was leading it but he is not in position to do so and hence Cllr. Deane to join and steer the group. Local residents John Adams and Mark Duffell are both assisting and have skill sets that are valuable to the work of the group.
- g) *Local Plan* – Cllr. Horn and the clerk update on the hearings. It was recommended to wait until post-hearing report before considering whether to do a Neighbourhood Plan. were interesting but could have been better organised. Second week was online due to Covid. The PC's consultant got the points across in a technical manner. Cllr. Horn met up afterwards with some other parish councils and would be good to work with them going forwards. Representatives did not always get chance of reply. Key points to note:
- *Development boundaries* – despite ours being tight, it is not set in stone and may be amended at subsequent reviews.
  - *Hierarchy scoring* – SC said it was resilient and used professional judgment. Inspector will give a report with recommendations.
  - *The Inspectors have questioned if SC consulted correctly with neighbouring authorities; this* mainly relates to the Black Country and land being promoted on the border with Shropshire. There is likely to be a further virtual hearing session in September re this.
  - *Cllr. Evans urged the parish council to consider talking to the developer* of the main Ford site to try and influence their plans and secure community benefit.
- h) *Parish councillor reports (of external meetings attended)*
- Cllr. Paterson had attended a VH meeting. Thanks for support of jubilee and thank you to Cllr. Clyne and Horn for repairing the nets on the sports field. Impact of increase in electric heater on village hall – may look at more efficient heaters. In meantime looking at £2 surcharge on room rental

## 25/2223 FINANCIAL MATTERS

- a) *Q1 budget report and bank reconciliation* – it was **RESOLVED** to note the report, as per Appendix 1, the reconciled balance being £49,583.34.
- b) *Payments including payments made between meetings* – it was **RESOLVED** to approve the following:

Ref	Payee	Item	Method	Net	VAT	Gross
P22-2223	SCPF	Pension	SO	£158.12	£0.00	£158.12
P23-2223	R Turner	Salary	SO	£735.74	£0.00	£735.74
P24-2223	V Abbotts	Caretaker	SO	£83.33	£0.00	£83.33
P25-2223	Landright services	Maintenance contract	SO	£245.00	£49.00	£294.00
P26-2223	SCPF	Pension	SO	£158.12	£0.00	£158.12
P27-2223	Shropshire Council	Elections & street light electricity	BACS	£209.39	£21.88	£231.27
P28-2223	Graham Taylor	Bin/bench changes	BACS	£140.00	£28.00	£168.00
P29-2223	HMRC	PAYE	BACS	£203.84	£0.00	£203.84
P30-2223	PWLB	Loan	DD	£641.77	£0.00	£641.77
P31-2223	R Turner	Salary	SO	£737.73	£0.00	£737.73
P32-2223	V Abbotts	Caretaker	SO	£83.33	£0.00	£83.33
P33-2223	Landright services	Maintenance contract	SO	£245.00	£49.00	£294.00

P34-2223	Web Orchard	Website	BACS	£200.00	£40.00	£240.00
P35-2223	Andrea Pellegram	Consultancy	BACS	£1099.00	£219.80	£1,318.80
P36-2223	EON	Street lighting	BACS	£100.00	£20.00	£120.00
P37-2223	R Turner	Expenses	BACS	£40.40	£0.00	£40.40
P38-2223	AED Donate	Defib pads	BACS	£45.00	£9.00	£54.00
P39-2223	SCPF	Pension	SO	£158.12	£0.00	£158.12

c) *Income received* – noted as follows:

## 26/2223 **PLANNING NOTIFICATIONS – FOR INFORMATION**

- 1) 22/01120/FUL - School House Farm, Ford Heath, Shrewsbury, Shropshire, SY5 9GD  
Proposal: Siting of 2No. shepherds huts and 1No. former railway carriage for holiday let use; formation of parking area and alterations to existing access to include change of use of land  
**Decision: Grant Permission**
- 2) 22/02431/FUL - Bankcroft, 25 Manor Crest, Ford, Shrewsbury, Shropshire, SY5 9NZ  
Proposal: Erection of single storey rear extension following removal of conservatory  
**Decision: Grant Permission**
- 3) 22/02675/FUL - New House, Ford, Shrewsbury, Shropshire, SY5 9LW  
Proposal: Erection of part two-part single storey extension at rear and associated alterations, new porch to front following some demolition work  
**Decision: Grant Permission**

## 27/2223 **PLANNING APPLICATIONS – FOR CONSIDERATION**

- 1) 22/02381/FUL - Brookfield, Ford, Shrewsbury, Shropshire, SY5 9LG  
Proposal: Erection of two storey rear and first floor side extensions, installation of solar panels to front roof line and the creation of ancillary accommodation (re-submission) to include change of use of land to domestic garden land  
Comments: It was **RESOLVED** to not comment.
- 2) 22/02996/FUL - Shoot Hill Cottage, Shoot Hill, Shrewsbury, Shropshire, SY5 9NR  
Proposal: Remodel to include erection of single storey front extension and partial first floor extension (resubmission)  
Comments: It was **RESOLVED** to not raise objections.

## 28/2223 **PARISH MATTERS**

- a) *Highway maintenance matters* – none.
- b) *Request to scatter ashes* – Cllr. Horn had received a request to scatter part of former ashes of a former resident of Ford, Margaret Anne Seabury (formerly Holloway) on The Leasowes Recreation Ground by the trees. It was agreed that the parish council had no objection to this.
- c) *Asset maintenance* – it was agreed to arrange a time to check the assets - Cllrs. Clyne and Cllr Paterson to attend with Cllr. Horn as reserve.  
Action: Clerk to arrange
- d) *Reports of other parish matters*
  - (i) *Defib adult pads due 22<sup>nd</sup> August*  
Action: Clerk to order.
  - (ii) *Allotments* – a resident had written to Cllr. Horn with a list of 14 residents who would like an allotment in the parish.  
Action: It was agreed to put this item on the September agenda.

*Cllr. Carlyle left the meeting.*

## 29/2223 **NEXT MEETINGS**

- a) *Next council meeting -20<sup>th</sup> September 2022, 7pm, The Urwick Room at Ford Village Hall*
- b) *Items for next meeting agenda- to note requests*
  - Allotments
  - Neighbourhood Plan
  - Councillor recruitment

30/2223 *It was **RESOLVED** that pursuant to Schedule 12A, Local Government Act 1972 and pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960, that the public and press be excluded during discussion of Item 31/2223, due to the likely disclosure of confidential information*

31/2223 **OPEN SPACE MONEY**  
The parish council noted the draft tender documents and it was agreed to first contact SC re releasing the funds with a view to going out to tender shortly afterwards.  
Action: Clerk.

Budget report & bank reconciliation Q1 2022/3						
RECEIPTS	Actual 2021/2	Budget 2022/3	Q1 2022/3	Variance £	% budget to date	Variance explanation (if greater than 15% variance from 25% & >£200)
Precept	£23,823.00	£23,553.00	£23,553.00	£0.00	100%	Paid upfront
Neighbourhood Fund (CIL)	£0.00		£73.93			
Bank Interest	£1.80	£1.00	£0.45	-£0.55	45%	
VAT refund	£3,862.61		£0.00			
Defib donations	£20.00	£0.00	£0.00			
<b>TOTAL RECEIPTS</b>	<b>£27,707.41</b>	<b>£23,600.00</b>	<b>£23,627.38</b>	<b>-£0.55</b>	<b>145%</b>	
PAYMENTS	Actual 2021/2	Budget 2022/3	Q1 2022/3	Variance £	% budget to date	Variance explanation (if greater than 15% variance from 25% & >£200)
<b>Administrative &amp; Establishment Costs</b>						<div>Increased hours agreed</div> <div>Expenses can vary throughout the year</div> <div>Not invoiced yet</div> <div>Not invoiced yet</div> <div>Internal audit, external audit not invoiced yet</div> <div>Paid upfront</div> <div>Paid upfront</div> <div>Not invoiced yet</div> <div>Not invoiced yet</div> <div>Seasonal contract</div> <div>Ford VH no longer doing caretaker role (may be a final bill)</div> <div>No extra works needed yet</div> <div>New bench and bin to be invoiced soon</div> <div>Not invoiced yet</div> <div>Bin collection not invoiced yet</div> <div>One edition + mileage costs to collect</div> <div>Grants not applied for yet</div> <div>Preparing hearing statements</div>
Clerk's Salary (incl. pension)	£7,793.97	£7,987	£2,588.51	-£5,398.49	32%	
Office Expenses	£800.62	£750	£26.00	-£724.00	3%	
Mileage	£94.95	£200	£10.80	-£189.20	5%	
Website	£209.59	£210	£0.00	-£210.00	0%	
Training/AGM (Clerk/Councillors)	£60.00	£250	£0.00	-£250.00	0%	
Hire of meeting rooms	£246.00	£100	£78.00	-£22.00	78%	
Audit (Internal & External)	£40.00	£250	£40.00	-£210.00	16%	
Insurance	£598.63	£617	£607.24	-£9.35	98%	
Subscriptions (SALC)	£350.84	£420	£382.35	-£37.65	91%	
ICO Registration	£35.00	£35	£0.00	-£35.00	0%	
Elections	£0.00	£100	£0.00	-£100.00	0%	
GDPR	£155.55	£163	£0.00	-£163.33	0%	
<b>Sub Total Admin &amp; Establishment</b>	<b>£10,385.15</b>	<b>£11,082</b>	<b>£3,732.90</b>	<b>-£7,349.02</b>	<b>34%</b>	
<b>Recreation Ground / Parish Hall</b>						
Grounds Maintenance contract	£1,960.00	£1,960	£735.00	-£1,225	38%	
Caretaker contract	£170.87	£1,000	£249.99	-£750	25%	
Additional grounds maintenance	£717.00	£500	£14.88	-£485	3%	
Maintenance/purchase of play equipment	£904.95	£3,000	£43.43	-£2,957	1%	
Inspections	£728.00	£900	£0.00	-£900	0%	
Bin collection	£138.00	£140	£145.00	£5	104%	
<b>Sub Total Recreation Ground / Parish Hall</b>	<b>£4,618.82</b>	<b>£7,500</b>	<b>£1,188.30</b>	<b>-£6,312</b>	<b>16%</b>	
<b>Street Lighting</b>						
Electricity	£441.60	£525	£0.00	-£525	0%	
Maintenance / Inspections	£366.90	£420	£0.00	-£420	0%	
PWLB	£1,283.54	£1,283	£0.00	-£1,283	0%	
<b>Sub Total Street Lighting</b>	<b>£2,092.04</b>	<b>£2,228</b>	<b>£0.00</b>	<b>-£2,228</b>	<b>0%</b>	
<b>Projects /grants</b>						
Newsletter	£552.00	£1,000	£372.93	-£627	37%	
Citizen of the Year	£30.84	£40	£0.00	-£40	0%	
Defibrillator	£370.00	£50	£0.00	-£50	0%	
GPC	£0.00	£450	£70.00	-£380	0%	
Local Plan Examination	£0.00	£1,250	£800.00	-£450	0%	
<b>Sub total Projects /grants</b>	<b>£952.84</b>	<b>£2,790</b>	<b>£1,242.93</b>	<b>-£1,547</b>	<b>45%</b>	
<b>Other</b>						
Other	£38.11	£0	£0.00	£0		
<b>Sub Total other</b>	<b>£38.11</b>	<b>£0</b>	<b>£0.00</b>	<b>£0</b>	<b>£0.00</b>	
<b>VAT</b>	<b>£1,091.34</b>	<b>£0</b>	<b>£309.97</b>			
<b>GRAND TOTAL PAYMENTS</b>	<b>£19,178.30</b>	<b>£23,600</b>	<b>£6,474.10</b>	<b>-£17,435.79</b>	<b>27%</b>	
RESERVES	Actual balance 31.3.22	Contributions 2022/3	Expenditure 2022/3	Reserves as at Q1 2022/3		
<b>Ringfenced Reserves</b>						
R7 - Parish Plan Action Plan	£1,488.00	£0.00	£0.00	£1,488.00		
R11 - Election Costs	£2,000.00	£0.00	£0.00	£2,000.00		
R14 - Traffic Calming	£4,000.00	£0.00	£0.00	£4,000.00		
R15 - Village Show	£755.70	£0.00	£0.00	£755.70		
R16 - Invasive Weeds & Maintenance Grant	£7.00	£0.00	£0.00	£7.00		
R18 - Transparency Grant	£291.37	£0.00	£0.00	£291.37		
R23 Play equipment	£1,000.00	£0.00	£0.00	£1,000.00		
R25 - Street lights	£1,000.00	£0.00	£0.00	£1,000.00		
R26 - Neighbourhood Fund	£2,327.57	£73.93	£0.00	£2,401.50		
R27- Youth reserve	£4,000.00	£0.00	£0.00	£4,000.00		
<b>Total Ringfenced Reserves</b>	<b>£16,869.64</b>	<b>£73.93</b>	<b>£0.00</b>	<b>£16,943.57</b>		
<b>General Reserves (balance b/f less ringfenced reserves)</b>	<b>£7,031.31</b>			<b>£32,639.77</b>		
<b>Total Reserves</b>	<b>£23,900.95</b>			<b>£49,583.34</b>		
Balance b/fwd from 31st March 2022			£32,430.06			
less payments			£6,474.10			
add receipts			£23,627.38			
<b>BALANCE AS PER CASHBOOK</b>			<b>£49,583.34</b>			
Represented by bank balances		Lloyds (current)	£31,489.75			
		Lloyds (saver)	£18,093.59			
		<b>Total balances</b>	<b>£49,583.34</b>			
Less unrepresented cheques & SO						
			£0.00			
Add uncredited receipts			£0.00			
<b>RECONCILED BALANCE AS AT 30.6.22</b>			<b>£49,583.34</b>			