

# Whixall Parish Council



Chairman: Med Evans

Minutes of the Annual Parish Council Meeting held on 9<sup>th</sup> July 2025  
at Whixall Social Centre starting at 7.30pm

## Present

**Councillors** M Evans (Chair), SJ Lamb, J Hawkes, C Weedall, J Spenser,  
C Schup, P Rodenhurst, M Clorley

**Unitary Councillors** G Groves

**Clerk** A Roberts

**Other Organisations**

**Members of the Public:** 1

**54/25 Public Session**  
None

**55/25 Apologies**  
Cllr Mercer, Cllr Holford (Shropshire Council)

**56/25 Declaration of Disclosable Pecuniary or any other interests or requests for dispensations**  
None declared

**57/25 To approve the minutes of the Parish Council Meeting held on 14<sup>th</sup> May 2025**

**Resolved: to approve as a correct record the minutes of the ordinary meeting of the Parish Council held on 24<sup>th</sup> May 2025. They were duly signed by the Chair.**

**58/25 Reports**

- a. Unitary Councillors submitted a written report which was noted
- b. Parish Councillors – none
- c. The Clerk gave a verbal report which was noted.

**59/25 Parish Matters**

- a. Marlot
  - i. Councillor representatives on the Marlot Liaison Group gave a verbal report covering which raised a number of questions. The report was noted.  
The Clerk will report on the following at the September meeting:
    - Insurance requirements for equipment maintenance
    - Process and cost for brown tourism signage and Shropshire Way signage
    - Options for addressing squirrel problems
    - Updating the Ecological Management PlanCllr Schup will do some work on ways of recruiting additional volunteers.
  - ii. The Marlot activity reports were noted. Members noted the dedication of the MCG.
  - iii. Promotional Leaflet

**Resolved: To update the Council's information on the Marlot leaflet and reprint an additional 200 copies using funding from General Reserves.**

b. Hollinwood Green

The quarterly activity report was noted.

c. St Mary's Churchyard

**Resolved: The Council will write to St Mary's Parochial Church Council confirming receipt of their initial notification regarding burial spaces. They will be asked to provide an annual update of the number of spaces available. They will also be asked what actions to increase burial space are being considered.**

**60/25 Council Administration.**

a. Terms of Reference for Councillor Appointments

**Resolved: to approve the terms of reference for:**

- Marlot Liaison Group
- NSAC representatives
- Personnel Committee
- Flood Liaison Representative
- Councillor Internal Control checks

b. Training

**Resolved: Councillors will attend training on planning, Code of Conduct and Fundamentals for Councillors during this term of office.**

c. Previous Councillors

**Resolved: To acknowledge the contribution made by members of the Council who stepped down in May 2025.**

**61/25 Shropshire Council.**

a. To agree response to the call for information.

**Resolved: The response to the call for information is delegated to the Clerk who will consult with Members prior to submission.**

b. Shropshire Together Conference

**Resolved: Cllr Weedall and the Clerk will attend the Shropshire Together Conference with Cllr Lamb as a reserve.**

c. Post-Election Survey

**Resolved: Members will respond individually to the post-election survey.**

**62/25 Planning**

a. To receive planning applications from Shropshire Council

Southern Ash Gilberts Lane, SY13 2PR

25/02033/FUL

Proposed single storey side/rear extensions, rebuilding of first floor, installation of a new sewage treatment plant and associated soakaway.

**Resolved: To support the application**

25/02059/FUL

Whistle Stop, Ossage Lane, SY13 2QB

Erection of a storage shed for two steam engines.

**Resolved: To support the application which will help the continuation of a unique local industry which contributes positively to the local economy.**

- b. To receive planning decisions from Shropshire Council – none received

**63/25 Finance**

- a. Balance Record and reconciliation

The monthly balance record and Quarter 1 budget report were noted

- b. To consider a request for a donation [REDACTED]

**Resolved:**

- a. That the Council commends [REDACTED] on her achievements and her role in positively representing Whixall internationally and regretfully declines her request for a donation, as this is not within the Council's legal powers. .  
b. To delegate to the Clerk, in consultation with the Chairman, responsibility for assessing any donation request up to the value of £150 from a charity or affiliated club with which [REDACTED] is associated.

- c. Outstanding invoices and payments.

**Resolved: The outstanding accounts should be paid, and the online payment transactions authorised by two approved signatories.**

Recipient	Reason for Payment	Amount	Reference
<b>Payments Before the Meeting</b>			
Hugo Fox	Website June	11.99	20.25DD
HMRC	PAYE June	84.80	21.25
A Roberts	June Salary	339.03	22.25
NEST	Pension Contributions	84.28	23.25DD
Unity Bank	Service Charge	6.00	24.25DD
<b>Payments to be Approved</b>			
M Spenser	Fuel Hollinwood Green	6.72	25.25
HMRC	PAYE July	84.80	26.25
A Roberts	July Salary (June hours)	339.03	27.25
A Roberts	Expenses (May and June)	75.40	28.25
NEST	Pension Contributions July	84.28	29.25DD
Unity Bank	Service Charge July	6.00	30.25DD
M Spenser	Fuel Marlot	6.34	31.25

**64/25 Future Meetings**

Date of Next Meeting

The meeting scheduled for 10<sup>th</sup> September was noted.

**The meeting ended at 21.25**