

# Whixall Parish Council



Chairman: Med Evans

Minutes of the Parish Council Meeting held on 10<sup>th</sup> September 2025  
at Whixall Social Centre starting at 7.30pm

## Present

**Councillors** I Mercer (Meeting Chair) SJ Lamb, C Weedall, J Spenser,  
C Schup, P Rodenhurst, M Clorley.

**Unitary Councillors** G Groves

**Clerk** A Roberts

**Other Organisations**

**Members of the Public:** 2

### **65/25 Chairman's welcome, announcements and public session**

One member of the public spoke in relation to concerns about planning application 25/02610/FUL. These concerns include local drainage and highways issues.

### **66/25 Apologies**

Cllr M Evans (work commitment), Cllr J Hawkes (prior commitment), Cllr Holford, Shropshire Council.

### **67/25 Declaration of Disclosable Pecuniary or any other interests or requests for dispensations**

None declared

### **68/25 To approve the Minutes of the Parish Council Meeting held on 9<sup>th</sup> July 2025**

**Resolved:** to approve as a correct record the minutes of the ordinary meeting of the Parish Council held on 9<sup>th</sup> July 2025. They were duly signed by the Chair.

### **69/25 Reports**

- a. Shropshire Councillors - noted
- b. Parish Councillors – no reports
- c. Clerk's Progress Report - noted

### **70/25 Parish Matters**

- a. Marlot
  - i. to receive activity report (to follow)

**Resolved:** to note the contents of the Marlot activity report

#### **Resolved:**

1. To immediately close the hand gate into the Marlot to the Public and prevent access in order assess the risk. Arrange for the site to be made safe by a tree surgeon before reopening.
2. To obtain guidance from NE in relation to removing squirrel-damaged trees.

In response to a query from Cllr Spenser, the Clerk will investigate bye-laws and potential action to prevent the theft of branches from hurdles on the Marlot.

- ii. to agree application for brown tourist signage

**Resolved: To defer this matter until the total cost of the signage has been established.**

- b. Website – to agree to adding Councillor photographs

**Resolved: that individual councillors will decide if they wish to provide photographs for the website.**

- c. Christmas/Senior Citizen's Inclusivity – to agree a course of action

**Resolved: that the Council will work with Whixall Primary School to facilitate an afternoon where pupils and senior citizens can get together. The Council will fund refreshments.**

- d. Council Action Plan – to agree the process

**Resolved: to hold an action planning session to cover the remainder of the Municipal Term.**

The clerk will investigate options and set a date for the session.

- e. Newsletter – to agree arrangements for 2025-26

**Resolved: Members will deliver the newsletters in 2025 and the earmarked funds will be returned to the General Reserve.**

- f. Funding for asset maintenance – to agree an approach (Cllr Weedall)

**Resolved: to discuss funding during the action planning session.**

- g. Moss Cottages fencing – to agree potential changes to the specification

**Resolved: Quotes are to be obtained for both chain link fencing 1m high and post and rail.**

- h. Remembrance Wreath – to confirm donation to RBL

**Resolved: to make a donation of £50 to the RBL, including the cost of the Wreath.**

#### **71/25 Policies**

To resolve to approve the following policies:

- i. IT and Email Policy
- ii. Business and Financial Continuity Policy
- iii. Business and Financial Risk Assessment

**Resolved: to approve the following policies:**

- IT and Email Policy
- Business and Financial Continuity Policy
- Business and Financial Risk Assessment

#### **72/25 Civility & Respect Pledge**

**Resolved: The Council will sign up to the Civility & Respect Pledge**

## 73/25 Shropshire Council Memorandum of Understanding

**Resolved:** to accept the offer to sign up the the Memorandum of Understanding with Shropshire Council.

## 74/25 PCC Survey

**Resolved:** To approve the response to the PCC survey.

## 75/25 Planning

a. To receive planning applications from Shropshire Council

25/02610/FUL Proposed Holiday Let Barn Conversion Platt Lane Whixall  
Conversion of outbuilding to 2no. holiday lets.

**Resolved:** To make the following comments

**The Council is aware that work has already started on this development contrary to the statement in the application. The Council has the following concerns: The proximity to Platt Lane Cross Roads which is a busy junction with very poor visibility and the difficulties associated with parking safely at the property. Sky lights and rear windows will overlook neighbouring properties and gardens. There are potential drainage issues inherent in the site.**

b. To note planning decisions made by Shropshire Council

25/02033/FUL Southern Ash, Gilberts Lane, SY13 2PR  
Proposed single storey side and rear extensions, rebuilding of first floor and installation of a new sewage treatment plant, associated soakaway and conversion of existing outbuilding into a stable.  
Decision: Withdrawn

25/02059/FUL Whistle Stop Ossage Lane SY13 2QB  
Erection of a storage shed for two steam engines  
Decision: Granted

**Resolved:** to note the planning decisions made by Shropshire Council

## 76/25 Finance

a. To receive Monthly Balance Record and reconciliation -

**Resolved:** to note that Cllr Hawkes has confirmed by email that the reconciliation agrees with the bank statements and that the increased salary agrees with the NALC briefing note regarding the National pay rise.

b. To resolve to approve outstanding invoices and payments

**Resolved:** The outstanding accounts should be paid, and the online payment transactions authorised by two approved signatories. This includes payment of the 2025-26 National Pay award.

Recipient	Reason for Payment	Amount	Reference
<b>Payments Taken Before the Meeting</b>			
Hugo Fox	Website Payment	11.99	32.25DD
A Roberts	Salary August 2025	339.03	33.25
NEST	August Pension Contributions	84.28	34.25DD
HMRC	Outstanding NI Payments	17.64	35.25
Unity Bank	Monthly Fee	6.00	36.25DD

**Payments to be Approved**

HMRC	PAYE and NI Jul – August	94.14	37.25
A Roberts	Expenses	72.60	38.25
NEST	September Pension Contributions	95.05	39.25DD
Unity Bank	Monthly Fee	6.00	40.25DD
C Weedall	Travel expenses	17.10	41.25
SALC	Chairman's Training	90.00	42.25
Wem TC	Photocopying (Member Folders)	22.92	43.25
A Roberts	Salary September inc. backpay	382.41	44.25

**Income (July & August)**

<b>Payee</b>	<b>Reason for Payment</b>	<b>Amount</b>	<b>Reference</b>
Hugo Fox	Website Repayment	11.99	R5
HMRC	VAT Reclaim	293.55	R6

**77/25 Items for Next Agenda**

The meeting scheduled for 8<sup>th</sup> October was noted.

Meeting closed at 9.22 pm