Whixall Parish Council

Chairman: Med Evans

To all Members of the Council. You are hereby summoned to attend a Meeting of the Parish Council of Whixall to be held on **Wednesday 11 November 2026 at Whixall Marina Café** starting at 7.30pm in order to conduct the business enclosed on the agenda below. Members of the public are welcome to attend.

Signed: A Roberts Date: 5 November 2026

1. Chairman's welcome, announcements and public session

Should a member of the public so require they will be permitted to speak. Public speaking time will be limited to 15 minutes, 3 minutes per speaker

2. Apologies

3. Declaration of Disclosable Pecuniary or any other interests or requests for dispensations

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. Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of members interests maintained by the Monitoring Officer.
Members are reminded that they must declare non-pecuniary interests relating to agenda items

4. To approve the Minutes of the Parish Council Meeting held on 14 October 2026

5. Planning

a. To receive planning applications from Shropshire Council

26/03957/FUL
16 Moss Villas, The Moss, Whixall, SY13 2PE
Single storey side and rear extension, including refurbishments to existing dwelling.

b. To receive planning decisions from Shropshire Council

26/03210/OUT Marleybar, Hollinwood, Whixall, SY13 2NL
Outline application for demolition and removal of existing dilapidated workshop and erection of a 3 bedroom detached bungalow with garage
Decision: Refuse

c. Local Needs Application – P and G Spenser
d. Planning Enforcement – to agree actions

6. Finance

a) Monthly balance record and reconciliation to note
b) Internal Controls – to note
c) To resolve to approve outstanding invoices and payments.

Recipient	Reason for Payment	Amount	Reference
NEST	Pension Contributions	88.40	51.26 DD
A Roberts	Salary	246.22	52.26
HMRC	NI & PAYE	232.51	53.26
Unity Bank	Monthly Charges	7.00	54.26 DD
A Roberts	Expenses September	50.25	55.26
J Whelan	Poppy Wreath	27.00	56.26
Parish Online	Mapping Software	67.20	57.26

7. Reports

a. West Mercia Police (circulated in advance)
b. Shropshire Councillors
c. Parish Councillors
d. Clerk's Progress Report (circulated in advance)

8. Local Transport Plan Consultation - to agree response

9. Assets

a. To discuss inspection report
b. To approve the payment of £350 for a war memorial inspection report
c. To consider the future approach to the Old Burial Ground (Cllr Weedall)

10. 2027-28 Draft Budget – to discuss

11. Trees

a. Moss Cottages Trees – to receive an update

12. Correspondence

a. HM Lord-Lieutenant's Together at Christmas Carol Service invitation

13. Parish Matters

a. Marlot Updates – circulated
b. Marlot and Natural England – to receive an update
c. Venues and costs 2027-28
d. Hollinwood Green Carol Singing (Cllr Spenser)

14. Items for Next Agenda

To enable Councillors to bring forward items for the 13 January 2027 meeting agenda (Venue: Whixall Social Centre).

Whixall Parish Council

Chairman: Med Evans

Minutes of the Annual Parish Council Meeting held on 14 October 2026 at Whixall Marina starting at 7.30pm

Present

Councillors M Evans (Chair); C Weedall, J Spenser, P Rodenhurst, I Mercer , C Schup, M Clorley

Unitary Councillors G Groves

Clerk A Roberts

Other Organisations 0 **Members of the Public:** 0

102/26 Public Session
No members of the public present.

103/26 Apologies for Absence
SJ Lamb, J Hawkes,

104/26 Declaration of Disclosable Pecuniary or any other interests or requests for dispensations
None declared

105/26 To approve the Minutes of the Parish Council Meeting held on 8th July 2026

Resolved: to approve as a correct record the minutes of the ordinary meeting of the Parish Council held on 9 September 2026. They were duly signed by the Chair.

106/26 Planning

a. Planning Applications from Shropshire Council. – none received.

26/03445/26 Proposed Tourist Accommodation Development At Whixall Marina, Alders Lane, Whixall Siting of 9no tourist cabins

Resolved: To support with the following comment: The Council supports the redevelopment of this underused, hardstanding area of the site and the opportunities it will bring for local employment.

b. Planning Decisions from Shropshire Council.

26/02997/FUL Proposed Holiday Let Barn Conversion, Platt Lane, Whixall Conversion of barn to holiday let (retrospective)
Decision: Refuse

Resolved: to note

107/26 Finance

a. Monthly balance record and reconciliation

Resolved to note receipt of the balance record and reconciliation checked by Cllr Hawkes prior to the meeting.

b. It was noted that internal control checks will be carried out in November

Signed Date

c. Quarter 2 budget report – noted

d. Outstanding payments

Resolved: That the schedule of payments and supporting invoices be approved, and that the payments listed be authorised

Recipient	Reason for Payment	Amount	Reference
NEST	Pension Contributions	102.97	43.26DD
A Roberts	Salary September	311.02	44.26.
HMRC	NI & PAYE September	232.51	45.26
SLCC	Membership	116.00	46.26
Unity Bank	Monthly Charges	7.00	47.26DD
A Roberts	Expenses July & August	58.65	48.26
A Lomas	Reimbursement	12.08	49.26
M Spenser	Reimbursement	37.47	50.26
SJF Design & Print	Newsletter	179.00	51.26

108/26 Reports

a. West Mercia Police – circulated. Link to be added to Facebook page.
b. Shropshire Councillors – circulated in advance of the meeting
c. Parish Councillors - no reports
d. Clerk's Progress Report – circulated in advance.

109/26 Local Transport Plan Consultation

Resolved: that the clerk will complete a draft response to be discussed at the November Council meeting.

110/26 Remembrance Sunday Service

Cllr Evans will read the roll of honour and a second volunteer is needed for the reading.

111/26 Trees

a. Moss Cottages Field

Resolved: that the trees along the fence line will be taken back to form a hedge at a cost of no more than £3,500. Three quotes will be sought by the clerk and the award of the work will be agreed by the Clerk and the Chairman. Work is to be carried out as soon as possible.

b. Budget for Trees

Resolved: that the 2027-28 budget will include an amount for a tree works earmarked reserve.

112/26 Correspondence

a. Lord Lieutenant's Carol Service

Resolved that the council will put forward the names of individuals, as listed by the clerk, for attendance at the service.

b. Wem Banking Hub – noted
c.

113/26 Parish Matters

a. Marlot updates were noted.

Resolved: to write to Tim Lamb thanking him for the voluntary work he has carried out at the Marlot.

Signed Date

b. Marlot and Natural England – it was noted that NE have not responded to requests for an update. The Clerk will continue to press for an answer.
c. Asset Inspections – it was noted that inspection information has been received for the following: Old Burial Ground, noticeboards and the war memorial. Moss Cottages Field and the telephone kiosk are still outstanding.

114/26 Items for Next Agenda
The meeting scheduled for **9th November at Whixall Marina** 2026 was noted.

Meeting closed at 8.41pm

Signed Date

Clerk's Progress Report **November 2026**

Progress on Actions arising from Council Resolutions

Council Resolution	Progress	Notes
Councillors will attend training on planning, Code of Conduct and Fundamentals for Councillors during this term of office.		Fundamentals info sent to all councillors 4.8.25. One Councillor booked for training.
Establish the actions required re Parish Trees		
Place Plan updates		SC have now provided information on how to update the plan.

Other Actions (including those not covered in resolutions)

Action	Progress	Notes
Marlot Shropshire Way signage		On hold
Marlot squirrel management		On hold
Marlot Ecological Management Plan update		On hold
Chairmans' board to be updated		Found a signwriter, need to arrange a site visit.
Update Social Centre boundary agreement		Will be a future agenda item
Management of the Marlot – discussions with Natural England.		PB to provide update shortly
Arrange for an inspection of the War Memorial		On November agenda
Confirm Remembrance Sunday event with Bridget Hodges		
Draft a response to the LTP consultation		On November agenda – suggested that individual councillors respond
Tree surgeons – costs for Moss Cottages		On November agenda
Meeting Venues 2027-28		
Write to Tim Lamb		
Prepare 27-28 budget		On November agenda

Asset	Location	Inspected by	Comments	Work Identified
Telephone Kiosk	Welshend	Cllr Rodenhurst	Could do with a coat of paint The light unit cover is hanging down. Need to check if there is power to the box	
Front fence/wall	Old Burial Ground	Cllr Schup	**Orange mesh installed - doesn't look pleasant** Chain is rusted but not corroded so as to be unstable Metal posts and block wall are solid **Front gates have dropped on hinges and closed with bailing twine. Could do with refurbishment as unsightly**	
Bowling Green Hedge/boundary	Old Burial Ground	Cllr Schup	No obvious issues with hedge **Gutter on bowling green shed needs repair** **A number of fence panels by where the tree was removed have loose slats. Panels themselves are secure to their posts.**	Need to check maintenance responsibility
Rear Boundary	Old Burial Ground	Cllr Schup	Four standing headstones - well fixed and unlikely to fall Grass cuttings behind headstones **Boundary unclear - needs defining and fencing** Trees look okay - stable. **Ivy needs trimming (Cllr Schup will do this if approval given)** **Small trees and bushes need cutting back as are unsightly**	
Sheds	Old Burial Ground		**Dilapidated shed has been removed** **Remaining shed needs to be painted - old & unsightly**	Do these belong to the Social Centre?
Misc	Old Burial Ground		Grass is being kept in good order. One pile of dog poo removed.	
Notice board	Social Centre	Clerk	Replaced 2025/26	
Noticeboard	Hollinwood	Clerk	**Board replaced in 2025-26. Could do with a coat of paint.**	
Picnic Table	Hollinwood	M Spenser	In sound condition currently. Will need to be replaced in a few years.	
Noticeboard	Moss Cottages Field	Clerk	Perspex missing (removed because of moss). Structure is in sound condition. **Board to be replaced** - external corkboard so perspex not needed.	
Goal posts	Moss Cottages Field	Clerk	Good Condition	
Goal nets	Moss Cottages Field	Clerk	Replaced 2026	
Fencing	Moss Cottages Field	Clerk	Replaced 2025/26	
Trees	Moss Cottages Field	Clerk	**Trees still overhanging - to be cut back**	

Furniture	Marlot	M Spenser	In good condition.	
Equipment	Marlot	M Spenser	Further information to follow. **Will need to make arrangements for storage** (shed on OBG?)	
War Memorial	Adj to school	Clerk	Professional inspection of the memorial required. Gravel needs topping up Railings need to be painted	
Notice board	Dobsons Bridge	Clerk	**Structure is sound but in need of paint. Board needs to be replaced,**. D Birch has agreed to do this	

Whixall Parish Council Budget Information

Expenditure	2026-27 Budget	27-28 Proposed	
Administration			
General Admin	252.00	345.00	MS 365 included (£85)
Bank charges	84.00	84.00	
Website/gov.uk	400.00	400.00	
Newsletter	140.00	180.00	
Audit	190.00	190.00	
Room Hire	364.00	250.00	
Training	220.00	220.00	
Insurance	716.00	725.00	
Affiliations	648.00	600.00	
Total Administration	**3014.00**	**2994.00**	-£ 20.00
Asset Management			
Grass cutting	1280.00	1280.00	
Hollinwood Green	50.00	50.00	
Marlot routine works	272.00	282.00	
Noticeboards	1320.00	0.00	
Office equipment	£ 103.00	103.00	
Marlot planned equipment replacement	£ 275.00	285.00	
Elections	£ 275.00	182.00	
Lawnmower replacement	£ 30.00	21.00	To be earmarked
Painting and general maintenance	£ 790.00	795.00	
Hollinwood picnic table	£ 27.00	0.00	
*Tree works**	£ -	2500.00	£2k from GR tl
Total Asset Management	**4395.00**	**5498.00**	£ 1,103.00
Community			
S137 Grants & Donations	500.00	200.00	
Events	440.00	440.00	
Total Community	**940.00**	**640.00**	-£ 300.00
Staffing			
Staff - non-salary costs	478.00	475.00	
Salaries	6925.00	7400.00	
Total Staffing	**7403.00**	**7875.00**	£ 472.00
TOTAL BUDGET	**15752.00**	**17007.00**	£ 1,255.00

Receipts	Estimated 26-27	Estimated 26-27
Precept	**14208.00**	**14706.00**
Other receipts		
CIL / Neighbourhood Fund	0.00	0.00
Bank Interest	250.00	300.00
Miscellaneous Receipts	1.00	1.00
*Use of Reserves	1320.00	2000.00
Total Other receipts	**1571.00**	**2301.00**
Total Receipts	**15779.00**	**17007.00**

increase	
£498.00	3.51%

Earmarked Reserves

Reserve	Balance November 2026	
General	15080	inc working balance
Office Equipment	560	
Marlot Equipment Replace	1283	
Elections	1818	target £2k
Hollinwood Lawnmower	479	target £500
Painting and Maintenance	2074	combine?
Noticeboard Maintenance	150	
Hollinwood Table/Bench R	500	at target
Marlot Emergency Fund	200	keep at 200
CIL Neighbourhood	2159	ringfenced
S137 Grants	300	returned by SCC
TOTAL	24603	