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## **Minutes of a meeting of Atcham Parish Council held on Wednesday 11th March 2026 at 7.30pm in Atcham Memorial Hall**

### **26/014 REGISTER OF ATTENDANCE and APOLOGIES FOR ABSENCE**

**Present:** Cllrs Laura Dixon (Chairman), Simon Adney, Stephen Cook, Gareth Jones, Cathy Ritchie, Martin Ruston, and Rob Trow.

**Apologies:** None.

**Clerk:** Alison Utting

**Also:** SC Cllr Susan Coleman, 8 members of the public.

### **26/015 DECLARATIONS OF INTEREST – None.**

**26/016 MINUTES** - It was resolved that the Chairman should sign the minutes of 14 January 2026 as a true and correct record of that meeting.

### **26/017 PROGRESS REPORT**

*Resurfacing of B4380* – This had been brought forward to 2 March, but workload pressures at Shropshire Council meant that the detailed design work was not in place. The latest dates given are 27 April to 1 May. Obviously, this will mean road closures and some disruption. We will attempt to keep residents as fully informed as possible via the parish council website and Facebook page.

*Installation of village gates* – This should be happening very soon.

*Lining works at Emstrey Bank* – Scheduled for February, these works were cancelled due to adverse weather conditions. The proposed date is now some time in June, but the parish council and Unitary Councillor are pushing for it to be done sooner.

*Vehicle-Activated Signs* – We are still waiting to hear from Shropshire Council whether the traffic survey results support an application to upgrade the two vehicle-activated signs to SIDS (Speed Indicator Devices - signs which display vehicle speeds with a 'SLOW DOWN' or 'Smiley face' message.

*Wires under notice board* – Still pending. Cllr Jones has offered to sort this.

*Bridge repairs* – Repairs to the main B4380 bridge parapet are now complete. There is a scheduled road closure for repairs to Chilton Bridge (Cross Houses lane) in early April.

*Phone box maintenance* – Still pending (BT).

*Overgrown hedge on Malthouse Lane* – The property owner has done all they can and we are now waiting for SC to sort the rest.

*Training* – Fundamentals for Councillors training was completed by GJ (19 Feb) and CR (3 Mar).

*River* – One archway of the Old Bridge is currently completely blocked by flotsam. The pile of rocks in the river course is starting to reappear as levels fall and there has been some erosion of the riverbank where those rocks were removed. Responsibility for river maintenance lies with the riparian landowners on either side, each having responsibility up to the centre of the river. LD to report the issues on the church side to the PCC.

*Overflowing litter bin on bridge* – This has been reported on Fix My Street.

## **26/018      SHROPSHIRE COUNCILLOR'S REPORT**

Cllr Coleman reported that Shropshire Council has been granted a loan from central government to enable them to meet expenses for the remainder of the current tax year (2025-26). Obviously, the current challenges will extend beyond April and are still extremely challenging. The loan repayments will combine with the existing shortfall. Shropshire Council is one of 11 authorities that has been given permission to increase its Council Tax by an extra 4% without referendum. The same increase may well be needed next year.

Cllr Coleman also stated that she is putting a lot of effort into holding Highways to account for pothole repairs and other issues.

## 26/019 PUBLIC PARTICIPATION SESSION

A resident reported continuing problems with parking on Malthouse Lane, in parts that are not covered by double yellow lines and across the keep clear markings. It was asked whether we could extend the TRO, possibly with financial support from Brunning & Price. LD replied that the parish council will review the success of the current TRO after 12 months (installed July 2025). In the meantime, Clerk to re-share reporting details for parking offences on the website and Facebook page.

It was agreed that it would be helpful to have representatives of the National Trust and Brunning & Price in attendance at the Community Meeting in May.

## 26/020 MAINTENANCE

- a) **Groundskeeping** – The Chair and Clerk agreed to renew the contract with the existing contractor for the next 3 years (Cllrs received report to detail this decision). Re: fallen trees in layby hedge – SA offered to liaise with the contractor to arrange removal,
- b) **Community litter pick** – Clerk to chase the loan of equipment and forward the Risk Assessment to councillors. It was suggested that it may be possible to get it done during upcoming road closures. Any proposed litter-picking sessions to be advertised on website and Facebook.
- c) **Delegation of streetscene services** – Clerk to find out whether we fall inside or outside the Shrewsbury Area being taken over by Shrewsbury Town Council. If outside, the parish council agreed to see how things go under Keir after 1 April. Clerk to find out costs of being covered by STC.

## 26/021 PLANNING

- a) It was noted that the following **planning application** was considered by councillors prior to this meeting:  
**26/00205/FUL** Riverside, Emstrey SY5 6QS  
Proposal: Erection of ground floor front extension  
APC decision: No response necessary
- b) There were no further **planning applications** received in advance of this meeting.
- c) There were no new **planning decisions** published by Shropshire Council in advance of this meeting.

## 26/022 FINANCE

- a) Council noted the following **payments** made since the last meeting:

Amount	Details	Power to spend
438.41	Clerk's salary, PAYE, NI	LGA 1972 s112
32.98	Website and email fees	LGA 1972 s142
6.00	Banking fee	LGA 1972 s111

Council agreed to make the following **payments**:

Amount	Details	Power to spend
457.76	Clerk's salary, PAYE, NI, expenses	LGA 1972 s112
32.98	Website and email fees	LGA 1972 s142
60.00	Room hire Oct-Mar	LGA 1972, s134 (1-3)
6.00	Banking fee	LGA 1972 s111

- b) Council approved the **accounts** and **bank reconciliation** to date.
- c) Council noted that the **interest rate** for the two savings accounts in changing from 2.10% to 1.95% (Gross) from 23 March 2026. Also that **HMRC** have belatedly adjusted the Clerk's tax code, which means an overpayment of tax will have occurred in the current tax year. The process to try to reclaim this will start in April.

## 26/023 ADMINISTRATION MATTERS

- a) It was noted that the **Clerk's appraisal** was carried out prior to this meeting, a brief summary being shared with councillors.
- b) It was agreed to appoint Richard Groome as the **internal auditor**, at a fee of £49 (same as last year).
- c) It was noted that the **internal check** was carried out by SA on 12 November 2025.

## 26/024 CORRESPONDENCE

- a) It was agreed that the Clerk will attend a Planning webinar on 13 May, with the cost (£35) being shared with Hadnall Parish Council.
- b) Public Rights of Way – Deadline for registering ROW has been extended to 1 January 2031. Ask the Clerk if you want more information.
- c) **HIGHWAYS:**

A5 closure (diversion through Atcham) Friday 13 March 9pm – 6am.

RESURFACING:

B4380 Tern Lodge to Grange Cottages, Atcham 27 Apr – 1 May road closed 9.30am – 4pm.

B4380 Emstrey Bank end to Wroxeter junction B5061 1 Jun – 5 Jun, will involve road closures TBC.

Various roads around Upton Magna 14 – 16 May 6am – 6pm surface dressing, 22 May lining.

Cross Houses lane closed for bridge repairs, 30 Mar – 14 Apr.

**26/025 MEETING DATES**

The following meeting dates were agreed:

13 May, 8 July, 9 Sept, 18 Nov, 20 Jan, 17 Mar.

**26/026 PARISH MATTERS**

*Memorial Hall* – Several officers are retiring later this year and new committee members are desperately needed. To go on the agenda for the Community Meeting.

*Village Pump* – The latest edition is overdue? Clerk to follow up.

*Notice boards* – The new board is too small to display full minutes. It was agreed to put up a summarised version, with a note that full minutes are available on our website.

*Resignation* – Cllr Simon Adney announced that he is standing down from the parish council, with immediate effect. He said that he had enjoyed being part of it and would not rule out returning to the role in the future, but that his current circumstances and the knowledge that at least one candidate is willing to take his place had caused him to take this decision. The Chair thanked him for his service to the community as a parish councillor over several years.

*The Chairman declared the meeting closed at 9.05pm.*

*The Annual Community Meeting for Atcham will be held on **Wednesday 13 May 2026 at 7pm**, to be followed by the annual meeting of the parish council.*

Signed: \_\_\_\_\_ Date: \_\_\_\_\_