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## MINUTES OF THE PARISH COUNCIL MEETING HELD 18 MARCH 2025

### LEIGHTON VILLAGE HALL

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Present: Councillors M Thorn (Chair), A Bain, M Budgen, S Jones, W Vernon and Shropshire  
Councillor C Wild

Clerk: Lisa Harris

In attendance: 3 members of the public plus PCSO Stuart Roberts

#### 95.24 Apologies for absence

Apologies had been received from Councillors S Dawes and M Corrie.

#### 96.24 Disclosable Pecuniary Interests

- a) No disclosable pecuniary interests were declared.
- b) There were no applications for a dispensation regarding disclosable pecuniary interests

#### 97.24 Public Participation Session - *a period of 20 minutes will be set aside for the public to speak, with a strict 3-minute limit per speaker. Members of the public may speak on matters appearing on the agenda. However, if a matter does not appear on the agenda, a written request should be submitted to the Clerk no later than 2 working days before the meeting.*

One member of the public present wished to speak to a non-agenda item. However, they had been advised at the previous meeting that, as per the adopted Standing Orders and Public Participation Protocol, if they wished to do this, they had to notify the Clerk no later than 2 working days before the meeting as stated above and as appears on every agenda.

At the discretion of the Chair, PCSO Roberts gave a brief update on local policing matters during the Public Participation Session so that he was able to speak and then leave the meeting immediately afterwards. PCSO Roberts advised that speed surveys were continuing in the area. Overt surveys were carried out by PCSOs Roberts and Birch in Buildwas and by the Leighton layby. The PCSOs bid for covert surveys to be performed, and these are done fairly regularly by officers on motorbikes. A request would be made for a survey to be conducted in Leighton on a Sunday when motorbike traffic is at its worse.

#### 98.24 To approve the Minutes of the Parish Council Meeting held on 21 January 2025

The minutes of the previous meeting had been circulated.

**It was proposed** by Councillor Vernon and seconded by Councillor Bain and  
**resolved (without opposition)**

that the minutes of the Parish Council Meeting held on 21 January 2025 be accepted as a true record.

The minutes were signed accordingly.

#### **99.24 To receive report from Shropshire Councillor**

Councillor Wild gave a brief update:

- The latest meeting of Ironbridge Power Station Redevelopment Liaison Group on Wednesday 22 January had been dominated by discussions regarding the main site entrance, which was taking longer than anticipated to complete. The next meeting would primarily focus on the new roundabout and would also touch upon the traffic calming works in Leighton.
- Councillor Wild said that it had been an honour and privilege to serve the people of the Severn Valley for so long and that she had particularly enjoyed her time working with Leighton and Eaton Constantine Parish Council.

The Chairman proposed a vote of thanks for Councillor Wild. All councillors were in complete agreement that Councillor Wild had been a wonderful advocate for the parish, was a constant source of help and guidance and would be greatly missed. Councillor Jones presented her with a thank you gift on behalf of the parish councillors personally and wished her a long and happy retirement.

#### **100.24 Clerk's report on matters arising since the Parish Council Meeting on 21 January 2025**

- Updated website with relevant information – Upcoming temporary road closures and Avian 'flu update. Published Notice of Election on website.
- Applied to Shropshire Council for a precept of £10,863 by the 31 January deadline.
- Received application packs for forthcoming elections on 1 May - distributed to all current councillors.
- Escalated pothole and flooding issues to Highways Maintenance Technician at Shropshire Council. Advised that many of the potholes seem "fairly small or on very minor quiet roads" so priority is given to more urgent enquiries. The pothole at the junction of Kynnersley Lane and the B4380 has been prioritised.
- Councillor Dawes had requested generic literature on parish councils for use on the stall at Eaton Constantine Village Hall exhibition. The aim being to raise awareness of what the parish council does/has done for local residents. Promotional material had been sourced from NALC.
- After much chasing was finally able to secure the 25% Environmental Maintenance Grant from Shropshire Council with £750 transferred into the bank on 30 January 2025.
- Website and email addresses – although successfully transferred the website to [www.leightonandeatonconstantineparishcouncil.gov.uk](http://www.leightonandeatonconstantineparishcouncil.gov.uk), have not moved email address yet as experiencing difficulties with the email client at another parish and want to ensure issues are resolved before making the move.
- Applied for and granted free access to the Ordnance Survey mapping resource
- Contacted neighbouring parish councils (Cressage, Buildwas, Wroxeter) to determine interest in joining together to commission a road markings contractor to carry out white lining work. To date have only received a response from Wroxeter & Uppington Parish Council who don't have any roads needing lining.
- Submitted nominations of Place Plan priorities to Shropshire Council and received confirmation that they would now be reviewed and a decision made as to whether they will be added to the published Shrewsbury Place Plan. Clarification had been sought on whether the white lining works requested in Eaton Constantine were new markings or a refresh of existing ones. Clerk to confirm to Shropshire Council that the

lines were originally part of traffic calming measures in Eaton Constantine but were now barely visible in parts and needed redoing from where the pavement runs out near Caynham House to the junction with Garmston Lane.

- Report to Shropshire Council's Street Lighting and Traffic Signals Commissioner the defective VAS in Eaton Constantine coming from Upper Longwood direction. The VAS was not on Shropshire Council's inventory but once this oversight is corrected confirmation was given that the fault would be investigated.
- Paid the donation of £100 to Under the Wrekin towards its operating costs in 2024/25 and advised that will make a further donation of £200 in 2025/26.
- Advised Eaton Constantine Village Hall Committee that the Parish Council would be happy to finance the maintenance costs of its defibrillator. However, Eaton Constantine Village Hall and Leighton Village Hall have both received grants from Harworth and will no longer require financial assistance for the Parish Council to maintain the community defibrillators. Leighton and Eaton Constantine wished to put on record its thanks to Harworth for their support in awarding the grants.
- Advised SALC of Leighton & Eaton Constantine Parish Council's interest in obtaining three heavily subsidised benches from the Shropshire Green Spaces and Active Travel Fund.

#### 101.24 To receive any relevant updates from parish Councillors

- Councillor Jones:
  - Attended community meeting organised by Atcham Parish Council together with Wroxeter & Uppington Parish Council regarding planning application 24/04831/FUL for an outdoor hub at Attingham Park. The application is lacking in detail with statutory consultees requesting further information, there has been a lack of consultation by the National Trust with local parish councils and there were grave safety concerns, particularly surrounding the Norton Crossroads.

Leighton & Eaton Constantine Parish Council believes that the National Trust should pay for works such as traffic lights or a roundabout at the already dangerous Norton Crossroads in order to mitigate for the impact on the area of massively increased traffic. It is imperative that adequate measures are put in place to ensure the safety of road users.

**ACTION:** Clerk to submit an objection to Shropshire Council regarding the application.

- Will be speaking to a Highways Development Control Manager at Shropshire Council confirming the traffic calming measures in Leighton which are being funded by Harworth and are due to be implemented in the not too distant future.

#### 102.24 Current financial matters

##### a) Payments

Payee	Description	Amount
Miss L Harris	Clerk's net salary Feb/Mar 2025 (inc back pay)	£1067.10
HMRC	PAYE on Clerk's salary Feb/Mar 2025 (inc back pay)	£ 426.84
Leighton VH	Venue hire – Jan & March 2025	£ 60.00
Miss L Harris	Clerk's expenses Feb/Mar 2025	£ 48.60
<b>TOTAL</b>		<b>£1602.54</b>

**It was proposed** by Councillor Thorn and seconded by Councillor Jones and **resolved (without opposition)**

that the above accounts be approved for payment.

**b) Bank reconciliation to 11 March 2025**

The bank was reconciled at £13,443.31, being the online banking balance on the date the agenda was prepared. The bank reconciliation was agreed and signed accordingly.

**103.24 Planning**

**1. Decisions to note**

**a. Ref: 24/04439/FUL**

Address: 4 Eaton Constantine Shrewsbury Shropshire SY5 6RF

Description: Exterior wall insulation to front elevation (retrospective)

Validated: 02 Dec 2024

Status: Refused

Application can be viewed on Shropshire Council's Planning Portal, or by clicking [here](#)

**b. Ref: 24/04859/DIS**

Address: Eye Barn Eaton Constantine Shrewsbury Shropshire SY5 6SQ

Description: Discharge of Conditions 4 (Bat and Bird boxes) and Condition 6 (External lighting) for planning application number 23/03634/FUL

Validated: 02 Jan 2024

Status: Granted

Application can be viewed on Shropshire Council's Planning Portal, or by clicking [here](#)

**c. Ref: 24/04850/DIS**

Address: The Manor House Leighton Shrewsbury Shropshire SY5 6RN

Description: Discharge of conditions 3 (Tree Protection Plan), 5 (Bat and Bird Boxes) and 6 (External Lighting) on planning permission 24/03708/FUL

Validated: 02 Jan 2025

Status: Granted

Application can be viewed on Shropshire Council's Planning Portal, or by clicking [here](#)

**d. Ref: 25/00218/DIS**

Address: Redbrick Cottage 8 Lower Longwood Eaton Constantine Shrewsbury Shropshire SY5 6RB

Description: Discharge of Condition 3 (External Materials) relating to Planning Permission 24/03988/FUL

Validated: 22 Jan 2025

Status: Granted

Application can be view on Shropshire Council's Planning Portal, or by clicking [here](#)

**e. Ref: 25/00429/AGR**

Address: Longwood Farm Upper Longwood Shrewsbury Shropshire SY5 6SB

Description: Erection of a new agricultural building for grain store and hardstanding for grain dryer equipment

Validated: 10 Feb 2025

Status: Prior Approval Not Required

Application can be view on Shropshire Council's Planning Portal, or by clicking [here](#)

**2. Planning applications for consideration:**

**a. Ref: 25/00686/FUL**

Address: 1 Upper Longwood Eaton Constantine Shrewsbury Shropshire SY5 6SB

Description: Erection of rear two storey extension and front single storey extension

Validated: 21 Feb 2025

Status: Pending Consideration

Application can be viewed on Shropshire Council's Planning Portal, or by clicking [here](#)

**b. Ref: 25/00801/FUL**

Address: Wrekin View Eaton Constantine Shrewsbury Shropshire SY5 6RH

Description: Erection of a two storey side extension

Validated: 28 Feb 2025

Status: Pending Consideration

Application can be view on Shropshire Council's Planning Portal, or by clicking [here](#)

**c. Ref: 25/00833/FUL**

Address: 10 Rural Cottages Eaton Constantine Shrewsbury Shropshire SY5 6RH

Description: Proposed double storey side and rear extension

Validated: 12 Mar 2025

Status: Pending Consideration

Application can be view on Shropshire Council's Planning Portal, or by clicking [here](#)

No comments were made or objections raised.

**104.24 Highway matters**

- Councillor Jones had reported, via FixMyStreet, a recent case of fly tipping in Leighton layby.

**ACTION:** Clerk to contact the relevant department at Shropshire Council to see if this matter can be expedited.

**105.24 To approve and adopt the Parish Council Action Plan in response to the Parish Survey**

The Action Plan had been circulated in advance of the meeting.

**It was proposed** by Councillor Vernon and seconded by Councillor Jones and **resolved (without opposition)**

that the Parish Council Action Plan in response to the Parish Survey is approved and adopted.



## PARISH COUNCIL ACTION PLAN IN RESPONSE TO SURVEY

**We would like to thank everyone who responded to the Parish Survey**

**The Parish Council has considered the results in detail and has determined we will:**

- Establish a Parish Environmental Working Group (to enhance the environment, sustainability, footpaths etc)
- Enhance our Environmental Management Contract (e.g. increase verge maintenance)

**The Parish Council will also enhance its ongoing engagement with other parties:**

- Provide a range of informative pieces for residents (e.g. how to report on potholes, fly tipping, overflowing bins, local transport facilities, emergency contact details)
- Continue to engage with Shropshire Council (and others) on traffic and transport issues (e.g. traffic mitigation on B4380)
- Support organisations running valued community assets (e.g. village halls, Under the Wrekin, church)

**Please note:**

Public bodies such as Shropshire Council, the Police and the NHS have responsibility for many matters of concern in our parish e.g. fixing highway defects, provision of health, transport and education services, crime and prevention. The Parish Council will work as closely as we can with these bodies but cannot oblige action on their part.



### **What has the Parish Council done since the Parish Survey?**

The initial activity was to consolidate the results of the survey into a number of themes, for example views on:

- roads, paths and transport
- local community facilities/amenities
- environment

A working party was then established to consider each of the themes in detail, also to establish whether this was something the Parish Council could potentially:

- do something about?
- influence other parties to undertake action?
- be unable to take action or influence other parties to take action

In parallel a number of meeting and discussions were held with officers within Shropshire Council to explore these matters further. Councillors also attended meetings with other parties (for example Shropshire Association of Local Councils) to guide the working party.

The working party then consolidated all of this into a detailed action plan.

### **Isn't the Parish Council already Taking Action?**

In many cases (for example traffic mitigation) the Parish Council has been, and continues to, take a lead for the Parish. However, we are also pleased to see the results of the Survey, as this helps us to identify what the priorities of the residents are.

### **Why is the Action Plan so short?**

The Action Plan is a summary. Each of the elements of the Action Plan has been considered in detail and a series of tasks identified.]

**106.24 To approve the increased scope of the environmental maintenance contract from April 2025**

**It was agreed (without opposition)** that the following item would be added to the Highways Maintenance Works from April 2025: Kynnersley Lane – the right-hand side going up from the B4380 to the graveyard to be strimmed regularly.

**ACTION:** Clerk to contact the appointed Highways Maintenance Contractor with this request and establish the cost of the additional work.

**107.24 Correspondence**

Nothing beyond what already covered elsewhere on the agenda.

**108.24 Future agenda items**

None.

**109.24 Date of next meetings**

Tuesday 20 May 2025 at 7.00pm – Eaton Constantine Village Hall – following APM

Tuesday 15 July 2025 at 7.00pm – Eaton Constantine Village Hall

Tuesday 16 September 2025 at 7.00pm – Eaton Constantine Village Hall

The Chairman thanked everybody for attending and the meeting closed at 8.30pm.

Signed by Chairman: .....

Date: 29 April 2025