

Upton Magna Parish Council

Minutes of the Meeting of the Parish Council held on Thursday 9th of April, 2026 at 7.30pm in the Memorial Hall

26/045 REGISTER OF ATTENDANCE and APOLOGIES FOR ABSENCE

Present: Councillors Gareth Thomas (chair), Michael Dawson, Jeana Bennion, David Carter, Ann Fowler, Andy Pillow.

Apologies: Councillor Bob Newton. Shropshire Councillor Mallon.

Parish Clerk: Karen Smith-Wells.

Attending: Sundorne Castle Estate Manager Huw Williams.

26/046 DECLARATIONS OF INTEREST – None.

26/047 PUBLIC SESSION – No members of the public in attendance.

26/048 MINUTES – It was proposed (DC), seconded (MD) and resolved that the Chair should sign the minutes of the meeting held on the 12th of March, 2026, as a true and correct record of that meeting.

26/049 REPORT FROM COUNCILLOR MALLON (SHROPSHIRE COUNCIL) – the Clerk outlined the contents of Councillor Mallon’s report (received in his absence). **ACTION:** Clerk to place on the website.

26/050 REPORTS:

- a) **West Mercia Police** – Nothing to report.
- b) **SALC** – MD had attended a recent meeting and he gave details of various items that had been discussed. These included: SC finances, NW relief road, SC capital projects, SC council tax, SC social care, potholes, SC devolution of services, lottery funding for youth projects, Martyn’s Law and Assertion 10. **ACTION:** Clerk to put the full Salc report on the website.
- c) **Footpaths** – Although not in attendance, Councillor Newton sent word that the footpaths are clear. However, JB thought this is not the case due to seasonal ploughing and planting.
- d) **Village Hall** – Nothing to report.

26/051 PROGRESS REPORTS:

- a) **Street Lights** – Councillor Carter advised that the street light is finally back in action. It was thought that there could be a reduction in usage charges. **ACTION:** DC to investigate, in conjunction with SCES (see minute 26/051c below).
- b) **Traffic and Parking Issues** – The Clerk confirmed she had sent the letters regarding the traffic (agreed at the last meeting), to Shropshire Council and the school. **ACTION:** Clerk to put copies of the letters on the website. Mr. Huw Williams advised Councillors that he is still seeking a civil engineer to prepare drawings for the new school car park.
- c) **Shropshire Council Energy Scheme** – DC reported he is liaising with Laura Howells (Communication and Engagement Officer for Shropshire Highways), regarding this. **ACTION:** DC to continue to pursue.
- d) **War Memorial** – DC reported that Haughmond Quarry have confirmed they are happy with the quotes for transportation and installation of the memorial. DC also confirmed the planning application had been submitted (see minute 26/053b below) and that a decision should be made by

the end of May. It was proposed (AF), seconded (AP) and resolved that DC should provisionally secure transport and installation contractors for mid-June. **ACTION:** DC to book contractors. The wording for the plaque was discussed and it was agreed that this should come from parishioners and/or pupils at the school. JB asked that the wording on other memorials be checked so that there is no duplication.

- e) **Haughmond Hill Parking** – Shropshire Councillor Mallon’s report advised that the provision of double yellow lines is still to be consulted on. Mr. Huw Williams confirmed the car park at the Haughmond Lodge had been extensively used by the public over the Easter period.

26/052 FINANCE:

- a) **Authorisation of payments** - It was proposed (DC), seconded (JB) and resolved that the following April payments be approved:

AMOUNT	PAYMENT DETAILS
£11.99	Hugofox – website
£319.48	Clerk’s March salary and expenses
£72.02	HMRC – PAYE
£7.00	Unity Bank charges
£56.89	Streetlight electricity
£149.00	Shropshire Council planning application (repayable to Clerk)
£168.00	Potters Electrical – streetlight repair
£21.01	R.J. newton – mower petrol
£45.00	Hire of memorial hall (Jan, Feb, March)
£32.75	M.J. Dawson – repayment of land registration fee

- b) **Final bank reconciliation** – It was proposed (JB), seconded (AF) and resolved that the final bank reconciliation compiled by the Clerk, be accepted.
- c) **Internal Auditor** – The Clerk confirmed that the Internal Auditor had been engaged.

26/053 PLANNING:

- a) **25/01638/FUL Proposed Battery Energy Storage System (BESS)** – Nothing to report.
- b) **26/01048/FUL Siting of war memorial in Upton Magna** – It was proposed (AF), seconded (MD) and resolved that the Parish Council supports this application. **ACTION:** Clerk to post a comment on SC’s planning register.
- c) **26/01225/AG1 Proposed fertiliser storage tank, Preston Boats Farm** – noted.
- d) **Planning decisions published in advance of this meeting** – none.

26/054 REVIEW OF POLICIES:

- a) **Statement of Internal Control** – It was proposed (AP), seconded (MD) and resolved (with one abstention JB) that the updated policy be adopted. **ACTION:** Clerk to upload to the website.
- b) **IT Policy** – It was proposed (AP), seconded (MD) and resolved (with one abstention JB) that the updated policy be adopted. **ACTION:** Clerk to upload to the website.

26/055 GENERAL PARISH & HIGHWAY MATTERS:

*Please note: Most highway and general repair matters are best reported using **fixmystreet.com** as this will usually get the quickest results.*

- a) JB said that she has reported street cleaning on Fixmystreet but no cleaning had taken place. She was advised to continue to report it.
- b) JB reported that, on behalf of the Parish Council, she had pledged 10 hours litter picking, and she and one parishioner had carried this out. It was agreed that registration with the GB Litter Picking Event in 2027, should be made through the Clerk.
- c) AF advised that she will contact the owners of The Grange, to check when the hedge will be cut back from the streetlight there. **ACTION:** AF to contact The Grange.

26/056 CORRESPONDENCE: Councillors discussed an email from SC, regarding Asset Transfers. **ACTION:** Clerk to obtain details of all assets in the parish, from SCs.

26/057 ITEMS FOR NEXT AGENDA – Policies, war memorial plaque wording, meeting dates/regularity.

The meeting closed at 20.40.

Date of next meeting: 14th May, 2026 – Annual Meeting at 7.00pm, followed by Parish Council meeting at 7.30pm.

Signed: _____ Date: _____

K.M Smith-Wells – Parish Clerk and Responsible Financial Officer to Upton Magna Parish Council
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