

BITTERLEY PARISH COUNCIL

Draft Minutes of the Ordinary Meeting on 20th October 2025

Members Present: Cllrs Richard Osborne (Vice Chair), Tony Millard, Jon Reardon-Smith, Anthony Bevington, John Gatehouse and Dave Rogers. **In Attendance:** Heather Coonick (Clerk/RFO).

- 2025/459 Election of the Temporary Chair:** Cllr Millard proposed, and Cllr Bevington seconded. **RESOLVED:** to elect Cllr Reardon-Smith as temporary chair.
- 2025/460 Apologies:**
RESOLVED: to accept apologies from Cllr Karen Parry.
- 2025/461 Declarations of Interest -** Cllr Gatehouse declared a Disclosable Pecuniary Interest in Item 2025/473. No other interests were declared.
- 2025/462 Public Participation:** Six members of the public were in attendance. They raised concerns about the lack of action by Shropshire Council Planning Enforcement regarding contravention of the planning application for Tulip Cottage. They were concerned about the following issues: colour of the brick used in the construction, the hedge had not been reinstated, a boundary wall had been built instead of a hedge, a business was being run from the property, the living space was more than 100 m². There were also concerns about the level of noise coming from machinery at the property. The Council advised the members of the public to report the issues via planning enforcement and Shropshire Council's Environmental Protection team re the noise nuisance. The Parish Council agreed to write to the enforcement officer - see item 2025/466
- 2025/463 To Approve the Minutes of the Ordinary Meeting on the 15th September 2025**
RESOLVED: to accept the minutes as an accurate record and they were signed by the chair.
- 2025/464 Shropshire Councillor Report –** Cllr Shackerley-Bennett was not in attendance, had not sent apologies or a report.
- 2025/465 Solar Farms**
- i. Update and Actions on the Ledwyche Community Benefit Fund (CBF): Cllr Reardon-Smith reported that they had met with Aukera, and they agreed that they would provide an agreement for the CBF by today's meeting. The Clerk reported that she had not received an agreement. Stuart Anderson will take the guidance on CBF's and Solar Farms, which Cllr Reardon-Smith has written, to the minister.
RESOLVED: to inform Stuart Anderson, MP if the agreement is not received by the 1st November 2025.
 - ii. Update on the Letter to Cllr Heather Kidd Leader of Shropshire Council, Stuart Anderson MP, Chris Mellings, SALC – re Community Benefit Funds: the Council has not yet received a response from Cllr Kidd.
 - iii. Update on the Rock Farm Liaison Group: the communication from the liaison group has been acknowledged but nothing further has been set up.
- Councillor Reardon-Smith to attend JWG Team call where Solar Farm Planning is on the agenda and report back

BITTERLEY PARISH COUNCIL

- 2025/466** **Update on the Planning Enforcement for Tulip Cottage:** the clerk reported that she had received an email from Planning Enforcement stating that they were still waiting for the application which was being delayed by further reports being required.
RESOLVED: to write to the Planning Enforcement Officer reiterating the concerns raised in the original report in April 2024 and reflecting the issues raised in today's public participation session.
- 2025/467** **Reconsider the Grant Application from St Mary's Church, Bitterley:** clarification of the accounts had been received.
RESOLVED: to make a grant to St Mary's Church PCC for the maintenance of the churchyard of £238.46.
- 2025/468** **Agree the Top Three Community Issues for the West Mercia Police Community Charter:**
RESOLVED: to set a. Rural Thefts b. Wildlife Crime c. Speeding as the priorities for the next six months.
- 2025/469** **Consider the Offer from Shropshire Council of a Town and Parish Council Street Lighting Engagement:**
RESOLVED: to accept the offer and Cllr Bevington would be willing to meet with Shropshire Council alongside the Clerk
- 2025/470** **Consider New Tasks for the Environmental Maintenance Contractor:** Cllr Gatehouse reported that there were issues on the drains on the lane from the A4117 Angel Bank to Bitterley, particularly near the old chapel. The Clerk will request that Mr Lewis clears drains and cuts on that stretch of road. The Clerk will contact Shropshire Council to try to access the maps for the drains etc for the parish.
- 2025/471** **Financial Matters:**
- i. Review the Finance Report and Bank Reconciliation: there will be slight overspend due to the increase in the clerks' hours which were not budgeted for. The bank reconciliation was deferred to the next meeting.
 - ii. Approve Payments:

Payee	Inv No	Amount
Wreath for Remembrance Day		£30
Cllr Osborne reimbursement for Daffodil bulbs		101.91
H Coonick (Clerk) reimbursement for Printing Paper x 2		£7.96
Information Commissioners Office		£47.00

RESOLVED: to make the above payments. The Information Commissioners Office Annual Fee to be set up as a direct debit.

- 2025/472** **Review and Adopt Policies and Schemes:**
- i. Reserves Policy
 - ii. Health and Safety Policy
 - iii. Freedom of Information Publication Scheme
 - iv. System of Internal Controls
- RESOLVED:** to adopt the above policies.

- 2025/473** **Consider the Communication from the War Memorials Trust re Bedlam War Memorial:** The War Memorial Trust are concerned about the condition of the War Memorial.

BITTERLEY PARISH COUNCIL

RESOLVED: to write to the Trust to advise them to seek the name of the landowner from public records.

2025/474 Councillors Reports:

Cllr Osborne reported that he was planning to set up a group of volunteers to plant daffodil bulbs. He also reported concerns after a broadband outage for several days in Bitterley village. The Clerk will write to Stuart Anderson informing him of the incident and the issue of poor mobile coverage for Bitterley village.

Cllr Rogers reported that Severn Trent were carrying out work on various roads in the parish.

Cllr Millard reported that he still had some SmartWater kits available, but they were now out of date.

2025/475 Items for the next Agenda

- i. Draft Budget
- ii. Review of the Parish Council Policies
- iii. Update on Tulip Cottage Planning Enforcement
- iv. Update on Ledwyche Community Benefit Fund

Next Ordinary Parish Council Meeting: 7.00pm Monday 17th November 2025 at Bitterley Village Hall