

# BERRINGTON PARISH COUNCIL

Chairman: Cllr Henry Carpenter  
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Clerk: Lisa Harris  
Clerk@berringtonparishcouncil.gov.uk

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## MINUTES OF ANNUAL PARISH COUNCIL MEETING Held on 7 May 2026 at Chapel Community Centre, Cross Houses following the Annual Parish Meeting

**Present:** Parish Councillors A Abbott, N Biggs, H Carpenter (Chair), H Eccles, S Hess, C Morris, M Rathbone

**Clerk:** Lisa Harris

**Also present:** 1 member of the public

### 17.26 Election of Chair

Councillor Carpenter asked for nominations for Chair.

**It was proposed** by Councillor Eccles and seconded by Councillor Rathbone and

**Resolved (without opposition)**

that Councillor Carpenter be elected as Chairman for the ensuing municipal year.

### 18.26 Chair to sign Declaration of Acceptance of Office

Councillor Carpenter signed the Declaration of Acceptance of Office, witnessed by the Clerk.

### 19.26 Election of Vice Chair

Councillor Carpenter asked for nominations for Vice-Chair.

**It was proposed** by Councillor Carpenter and seconded by Councillor Rathbone and

**Resolved (without opposition)**

that Councillor Eccles be elected as Vice-Chair for the ensuing municipal year.

### 20.26 Vice Chair to sign Declaration of Acceptance of Office

Councillor Eccles signed the Declaration of Acceptance of Office, witnessed by the Clerk.

### 21.26 Apologies for absence

Apologies were received from Councillor A Yeomans.

### 22.26 Disclosable Pecuniary Interests

a) No disclosable pecuniary interests were declared.

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

**23.26 Public Participation Session** – *a period of 15 minutes will be set aside for the public to speak, with a strict 5-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.*

Mr James Healey gave an update on the Community Speedwatch Scheme – despite numerous requests, no response has been received from West Mercia Police on whether speed monitoring could be carried out within the Parish.

**ACTION:** Clerk to contact the Police and Crime Commissioner’s Assistant, Tracey Onslow, to chase the request. Clerk also to contact the Safer Neighbourhood Team (Shrewsbury Rural East) to determine the legal implications of carrying out speed monitoring without the specific go-ahead (and training) from West Mercia Police.

Mr Healey also offered to research grant funding options for the potential installation of solar panels on the roof of The Chapel Community Centre. It was agreed that this would be a very positive move and Mr Healey was thanked for raising the idea.

#### **24.26 To approve the Minutes of the Parish Council Meeting held on 8 April 2026**

The minutes of the previous meeting had been circulated.

**It was proposed** by Councillor Carpenter and seconded by Councillor Eccles and  
**resolved (without opposition)**

that the minutes of the Parish Council Meeting held on 8 April 2026 be accepted as a true record. The minutes were signed accordingly.

#### **25.26 Shropshire Councillor’s Report**

Having given her report at the preceding Annual Parish Meeting and having nothing further to add, Councillor Coleman did not stay for the Annual Parish Council Meeting.

#### **26.26 Clerk’s report on matters arising since the Parish Council Meeting on 8 April 2026**

- Website - currently in the process of overhauling so some information may be temporarily unavailable.
- Defibrillator – MedUK will be removing the equipment that they kindly loaned the Parish since the previous one failed and replacing it with a new model. State of readiness of all three defibrillators within the Parish confirmed through [www.defibfinder.uk](http://www.defibfinder.uk) With the installation of a new defibrillator imminent, it was considered an apposite time to arrange some parish council funded training for any interested members of the community.

**ACTION:** Clerk to organise AED (Automated External Defibrillator) training within the next two months, offering free sessions at a variety of times/days to accommodate differing parishioner availability.

- Trees overhanging carpark close to the entrance of The Chestnuts – Shropshire Council have confirmed that the trees are not on the public highway but on private land. Therefore, Shropshire Homes have been contacted with a request to prune/crown-reduce the sap-producing trees.
- Berrington village pump - Email received today from the Rights of Way Legal Orders and Enforcement Officer at Shropshire Council confirming that she has visited the site of the village pump in Berrington and is happy to confirm the lifting of the closure notice on the footpath. Highways at Shropshire Council are organising the removal of the Heras fencing. Markings for the footpath will also be reinstated to improve the route.
- Financial data – 2025/26 accounts put on website and AGAR sent to external auditors.

- Shropshire Council Planning Portal - Comment of support submitted re 26/00894/FUL (The Bell Inn minor development works).
- Deeds – confirmation received from former clerk that archive box of deeds have been transferred to secure storage at EvaStore in Oswestry.
- CIL payment – confirmation received from Shropshire Council that £514.56 to be received this financial year from the Neighbourhood Fund.
- Email from parishioner Mr James Adney expressing an interest in the Casual Vacancy. Mr Adney advised that he has lived in the area most of his life, has an appreciation of what is involved in being a parish councillor as his father was on Atcham Parish Council for many years, and is keen to “support and represent local communities, matters and issues”. As Mr Adney lives in part of the Parish without excessive councillor representation and meets all other eligibility criteria:

**It was proposed** by Councillor Carpenter and seconded by Councillor Rathbone and **resolved (without opposition)**

that Mr Adney be co-opted on to Berrington Parish Council at the July meeting (Mr Adney is unable to attend the June meeting).

#### **27.26 To receive any relevant updates from parish councillors**

- Councillor Rathbone presented photographs showing Berrington village pump before, during and after the completion of Phase 1 repair works. The villagers are very happy with the results, and the footpath has now been reopened. Members expressed their thanks to Councillor Rathbone for her efforts leading the project.
- Councillor Eccles reported that he and Councillor Coleman had been in contact with Shropshire Council’s Bridges and Structures Engineer about the significant damage which has occurred to Boreton Bridge over the past 18 months. It has been confirmed that the intention to build another bridge at this location is indeed in Shropshire Council’s five-year plan. A Traffic Regulation Order (TRO) is already in place but this is weight-based rather than width-based and it is the width of vehicles that is the real issue. It is hoped that additional, higher concrete blocks will be installed in the near future in an attempt to provide a temporary solution to the problem.
- Councillors Hess and Morris queried the frequency of some aspects of the environmental maintenance work being carried out within the area. It was agreed that before the Parish Council goes out to tender to issue its next contract, that an audit would be performed on the existing Schedule of Works to determine any additional needs in the Parish resulting from its continuing growth. Councillor Carpenter would seek a quote from a local landscaper to cut the grass in Church Lane between the road junction and the church.

#### **28.26 To review and re-adopt Standing Orders**

The Standing Orders had been circulated to the Councillors for review prior to the meeting.

**It was agreed (without opposition)** that the Standing Orders dated May 2026 be re-adopted by the Council and signed accordingly

#### **29.26 To review and re-adopt Financial Regulations**

The Financial Regulations had been circulated to the Councillors for review prior to the meeting.

**It was agreed (without opposition)** that the Financial Regulations dated May 2026 be adopted by the Council and signed accordingly.

### 30.26 To review and re-adopt Code of Conduct

The Code of Conduct had been circulated to the Councillors for review prior to the meeting.

**It was agreed (without opposition)** that the Code of Conduct dated May 2026 be re-adopted by the Council and signed accordingly.

### 31.26 To review and adopt the Risk Management Schedule

The Risk Management Schedule had been circulated to the Councillors for review prior to the meeting.

**It was agreed (without opposition)** that the Risk Management Schedule dated May 2026 be adopted by the Council and signed accordingly.

### 32.26 To receive and review the Asset Register as at 31/03/26

The Clerk presented the Asset Register as at 31 March 2026. No additional assets had been added during the year.

**It was agreed (without opposition)** to accept the Asset Register as presented. The Asset Register was signed accordingly.

### 33.26 Current financial matters:

#### a) Payments

| Payee          | Description   | Amount           |
|----------------|---|------------------|
| Mrs L Pardoe   | Clerk's salary April (Lorna Pardoe) incl 25 hours O/T | £ 1210.71        |
| HMRC           | PAYE on Clerk's salary April (Lorna Pardoe)           | £ 279.80         |
| HMRC           | Employer National Insurance (Lorna Pardoe)            | £ 161.03         |
| Ms R Yeomans   | Caretaker's salary April                              | £ 236.83         |
| Miss L Harris  | Clerk's salary April (Lisa Harris)                    | £ 688.82         |
| HMRC           | PAYE on Clerk's salary April (Lisa Harris)            | £ 172.00         |
| HMRC           | Employer National Insurance (Lisa Harris)             | £ 66.57          |
| Miss L Harris  | Clerk's expenses April & May (Lisa Harris)            | £ 118.64         |
| SALC           | Affiliation fees 2026/27                              | £ 682.93         |
| Water Plus     | Monthly water charge – Chapel Community Centre        | £ 33.04          |
| JSB            | Repair to Berrington village pump                     | £ 3648.00        |
| Mr H Carpenter | Honorarium for R Purslow from parish                  | £ 100.00         |
| EE             | Monthly wifi charge – Chapel Community Centre         | £ 41.38          |
| Talkmobile     | Monthly mobile 'phone charge                          | £ 7.95           |
| Lloyds Bank    | Monthly bank account charge                           | £ 4.25           |
| HugoFox        | Monthly website fee                                   | £ 23.99          |
| HugoFox        | Monthly email accounts fee                            | £ 20.99          |
| <b>TOTAL</b>   |   | <b>£ 7496.93</b> |

**It was proposed** by Councillor Carpenter and seconded by Councillor Eccles and **resolved (without opposition)**

that the above accounts be approved for payment.

**b) Bank reconciliation to 30 April 2026**

The bank was reconciled at £137,554.84, being the online banking balance on the date the meeting agenda was prepared. The bank reconciliation was agreed and signed accordingly.

**34.26 Planning**

**1. Decisions to note**

**a. Ref: 26/01136/AG1**

Address: Betton Abbots Farm Betton Abbots Shrewsbury Shropshire SY5 6JD

Description: Proposed Erection of General Purpose Agricultural Building

Validated: 24 Mar 2026

Status: Prior Approval Not Required

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

**b. Ref: 26/00894/FUL**

Address: The Bell Inn Cross Houses Shrewsbury Shropshire SY5 6JJ

Description: Erection of part enclosed/part open timber framed pergola with festoon lighting and timber box planters to the rear of the Public House

Validated: 06 Mar 2026

Status: Granted

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

**2. Planning applications for consideration**

**a. Ref: 26/01540/AG1**

Address: Meadow Bank Farm Condover Shrewsbury Shropshire SY5 7DB

Description: Erection of a new agricultural building to house livestock

Validated: 27 Apr 2026

Status: Pending Consideration (for information only – no consultation)

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

**b. Ref: 26/01304/DIS**

Address: Proposed Solar Farm To The West of Berrington Shrewsbury Shropshire

Description: Discharge of conditions 13 (Construction Environment Management Plan), 25 (Drainage) and 26 (Sheep Grazing Scheme) on planning permission 22/04355/FUL

Validated: 08 Apr 2026

Status: Pending Consideration

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

**c. Ref: 25/04876/FUL**

Address: Cliff House Berrington Shrewsbury Shropshire SY5 6HL

Description: Amendment to the approved cable route associated with Berrington Solar Farm (Planning Ref: 22/04355/FUL), proposing an alternative 2,220-metre underground loop-in loop-out grid connection

Validated: 14 Jan 2026

Status: Pending Consideration

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

**d. Ref: 25/03909/VRA106**

Address: 32 High Cross Avenue Cross Houses Shrewsbury Shropshire SY5 6LJ

Description: Variation of Section 106 Legal Obligation pursuant to S/90/227/61/90 and S/90/1102/61/90 to allow for an amendment to the discounted price

Validated: 17 Oct 2025

Status: Pending Consideration

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

**e. Ref: 25/02751/FUL**

Address: Land To The East Of Ridout Road Cross Houses Shrewsbury Shropshire

Description: Residential development for 55No. dwellings

Validated: 19 Sep 2025

Status: Pending Consideration

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

**3. Applications received after the agenda has been prepared**

**a. None.**

No comments or objections were recorded.

**35.26 Correspondence**

Nothing beyond what already mentioned.

**36.26 Future agenda items**

None.

**37.26 Date of next meeting**

Thursday 4 June 2026, Chapel Community Centre, Cross Houses at 7.00pm.

The Chair thanked everybody for attending and the meeting closed at 8.12pm.

Signed by Chair: .....

Date: 4 June 2026