



MINUTES OF THE FULL COUNCIL MEETING HELD on the 9th of December 2025 HILLSIDE MEETING ROOM, LILLESHELL, 6:30PM

Members present Cllrs: Taylor (Chairman), Binnington, Clayton, Harvey, Parker and Challenor.

In attendance: Mrs W Tonge (Parish Clerk). Cllr Andrew Eade (Borough Councillor).

116/25 Apologies and declarations of Interest

Apologies received from Cllr Hoof (Work commitment).

117/25 Public Session

There were 2 members of the public in attendance, the following matters were raised:

- Speeding remains an ongoing issue. The resident kindly offered to explore setting up a local Community Speed Watch Scheme. The Clerk agreed to forward the residents details to the local Safer Neighbourhood Scheme.
- Members were informed the Friends of Lilleshall Hill Groups been re-established with several local volunteers offering their time. The Clerk agreed to share any previous documents to members held on file relating to the group, to be discussed at a future meeting.

118/25 Minutes of the last Council meeting held 11th of November 2025

The minutes of the last meeting held on the 11th of November 2025 had been previously circulated and were **RESOLVED** to be accepted as a true record.

119/25 Matters arising, for information, from the minutes

The Clerk informed members despite further correspondence, there is still no further details regarding the situation with the parish gateways.

120/25 Correspondence

The following correspondence was shared with members:

- Request from a resident for T&WC Highways Department to grit Abbey Road during icy weather. Cllr Eade agreed to pursue the matter.

121/25 Reports from West Mercia Police

No reports received.

122/25 Reports from Parish Councillors and Ward Member present

Cllr Eade briefed members on the following matters he has recently been dealing with: Speed reduction measures around Honnington Grange area. Hedging cutting to ensure the new signs to Brockton Leasowes are not obscured and support to Lilleshall Pre-School with funding to purchase an improved heating system.

123/25 Clerks Report

The Clerk provided members with a brief insight into local issues parish staff have reported and dealt with recently and provided members with the following information:

- The meeting attended by the parish clerk for Shropshire County Pension Fund was very informative.
- Staff have been dealing with several queries from residents regarding the proposed Local Plan Development in the parish.
- The Autumn edition of the Parish Newsletter has been distributed.
- A revised Draft Budget has been prepared by the Clerk and distributed to members for 26/27.

124/25 T&WC Local Plan Review

The Clerk had previously circulated an email from Kerry Truman Programme Manager regarding the hearing sessions for the examination of the Telford and Wrekin Local Plan review. The Clerk reminded members If they wished to observe (not participate) any hearing sessions in person, please advise Kerry which sessions they wish to observe by 5pm on the 17 December 2025.

The hearings will start at 10:00am on Tuesday 24 February 2026 Meeting Point House Southwater Square Telford. Members agreed if appropriate, Cllr Hoof and Cllr Eade should speak on behalf of the parish council.

The Clerk shared a note from local resident Mr Shaw offering his support.

125/25 T&WC Community Governance Review

The final report received from T&WC has been previously circulated to members, Lilleshall Parish remains unaffected.

126/25 Road Safety Scheme

The SiD's on Limekiln Way requires a new battery. Members granted the Clerk permission to purchase a new battery.

127/25 Events

The Clerk confirmed she has requested the electrician to repair the current lights for the Christmas tree in the Churchyard at a cost of £120. Members resolved the invoice to be paid.

128/25 Planning

Council considered the following Planning Applications received from Telford & Wrekin Council:

None received.

129/25 Financial Reports

a). Councillors reviewed the latest bank reconciliation up to 30th of November 2025, bringing the accounts to a balance of £63,909.75p and the payments made since the last meeting and their corresponding invoices/receipts. All reports were signed by Cllr Taylor & Cllr Binnington; all invoices were signed by Cllr Binnington.

Councillors **RESOLVED** to accept the bank reconciliation as an accurate report and approved the list of payments made since the last meeting:

Payments made during November since the last meeting

Payment made to	Details	Amount
Tree Man Tree Specialist	Tree maintenance churchyard	£882.00
Nobridge Limited	Grounds maintenance	£687.42
Parkman Handyman Services	SID maintenance	£120.00
Midland Computers	IT support	£119.76
Hugo Fox	Website	£11.99
Newport First Responders	Defib Pads	£59.00
Lilleshall Memorial Hall	Room hire	£1265.00
Commercial Instant Access Account	No invoice error – see Clerk's notes	
Viking	Stationery	£119.72
Newport Cycling Club	Community grant	£300.00
W. Tonge	Expenses	£47.25
Staff Salary	November Salary	£1,329.56
AYP	Newsletter printing	£316.00
SLCC	Membership fee	£202.00
W. Tonge	Expenses	£62.70

- b) **Budget Setting for Financial year 2026/27:** A copy of the full draft budget report had been previously circulated to all members.
Cllr Taylor proposed the budget be set at £74,880p, this was seconded by Cllr Binnington
Resolved: All members present voted in favour that the Budget for Financial year 2026/27 be set at £74,880p.
- c) **Business Visa Card:** the clerk confirmed the parish council is now in receipt of a Business Visa Card for council use only.
- d) **Shropshire County Pension Fund Actuarial Valuation.** Details of the latest figures were share with members.
Resolved: The Clerk was granted permission to sign the agreement on behalf of the parish council.

130/25 Policies & Procedures

A copy of the draft IT Policy was shared with members.

Resolved: to adopt the proposed IT policy.

131/25 Parish Assets

- a) **Allotments:** Two new members have recently been allocated allotments. One of the members is hoping to keep chickens on their allotment and is completing the appropriate application forms for council.
- b) **Lilleshall Tennis Club/ Talbot Centre:** Cllr Clayton confirmed Wrekin Drainage Systems will be carrying out the drainage survey before the Christmas holidays. Due to a hike in utility service charges Cllr Clayton proposed the council looked for an alternative provider, members agreed and granted Cllr Clayton permission to find a new provider.
- c) **Bus Shelters:** No further matters raised.
- d) **Churchyard/Burial Ground:** The Clerk gave a verbal report following the recent assessment conducted by J Preece for the safety of headstones in the closed church and graveyard at St Michaels. Members agreed to decide on any further works to secure the stones in January, to allow them to visit the area in question and make a more informed decision.
- e) **Planters:** No further matters raised.
- f) **Footway lighting:** The Clerk briefed members on her recent meeting with the T&WC Service Manager for Street Lighting, she reassured council the current contract remains fit for purpose.

132/25 Parish Office Christmas Closure

Members agreed the parish office will close on Tuesday 16th December and re-open on Tuesday 6th January 2026.

The Chairman closed the meeting by wishing everyone a Merry Christmas and a Happy New Year.

This meeting closed at 8.15pm

These minutes are to be considered as a draft form until signed at the next appropriate meeting, the signed copy will be retained by the Parish Council.

Signed: Dated:/...../.....