

# Culmington Parish Council

## Minutes of the Ordinary Meeting on 6th January 2026

**Present:** Councillors Mr M Seabrook (Chair), Mr I Alderson, Mrs C Byng, Mr J Caine, Mrs J Disley, Mrs J Mear, and Mrs J Williams. **In Attendance:** H Coonick (Clerk/RFO)

- 26/001 Receive and Accept Apologies for Absence:** Cllrs Mr A Lewis (sickness), Ms J Watts (work). Cllr Colin Stanford (Shropshire Council). Cllr Mear had sent apologies that she would be late for the meeting.
- 26/002 Declarations of Interest relating to this meeting:** None
- 26/003 Report from Cllr Colin Stanford (Shropshire Council):** Cllr Stanford had sent a brief report that he had met with Mr Pike and Mr Bingham to look at the new Culmington development which has caused concerns regarding the route of the bridleway and public footpath.
- 26/004 Public Involvement Session:** No members of the public were in attendance.
- 26/005 Minutes:** To approve as a correct record and sign the minutes of the Parish Council meeting held on 4<sup>th</sup> November 2025
- RESOLVED:** to accept the minutes as accurate and they were signed by the chair.
- 26/006 Highways:**
- i. Update on Communications with Shropshire Council and the Deputy Police and Crime Commissioner re the B4368 and B4365: there has been no response from Shropshire Council Traffic Engineer. The Clerk will contact the traffic engineer again.
  - ii. Update on the Faulty Vehicle Activated Sign: Cllr Caine reported that there is a fault and he is waiting for instructions from the company who have taken over TWM, FTS (Fewzed Transport Solutions). Once they have returned unit they will quote for repairs. FTS have informed the council that the guarantee on the other Vehicle Activated Sign is no longer valid as they have not assumed liability of products supplied by TWM which has ceased trading.
- Cllr Mear joined the meeting.
- 26/007 Reports from Members**
- i. Village Hall Committee– Cllr Mear reported that the work on the drainage for the hall had begun. There were plenty of events planned for the coming months.
  - ii. Flood Action Group – Cllr Disley reported that the group had a brief meeting on the 2<sup>nd</sup> December. There had been work on Slow the Flow in Seifton Batch and Westhope areas. A resident in Seifton Batch complemented Mr D Lewis (Environmental Maintenance contractor) on his work keeping the drains clear. Videos/photographs of flooding incidents would be very helpful for the Group to review the effectiveness of Slow the Flow and how flooding is impacting the parish.
  - iii. South Shropshire Area Committee – Cllr Byng had no report.
- 26/008 Planning:**
- i. 25/03977/FUL Upper Norton Farm Clubhouse, Onibury, SY7 9LT Formation of playground – it was decided that it was not necessary to call an extraordinary meeting to review this application and no comment was made. Application withdrawn by applicant – noted.
- 26/009 Policy Reviews**
- i. Biodiversity Policy
  - ii. Grant Awarding Policy
  - iii. General Data Protection Regulations Policies and Documents
- RESOLVED:** to adopt the above policies and documents.

# Culmington Parish Council

**26/010 To Consider Ceasing to Hold an Ordinary Meeting in April Each Year:** It was considered that this would help to reduce the clerk's workload and the end of year accounts and Audit and Annual Governance and Accountability Return are dealt with at the May and June meetings.

**RESOLVED:** to not hold meetings in April. Ordinary meetings will be held in January, February, March, May, June, July, September, October and November.

**26/011 Finance:**

- i. Agree an Additional Banking Signatory  
**RESOLVED:** Cllr Seabrook to become a full and online signatory.
- ii. Review the Finance Report and Bank Reconciliation: As of the 15<sup>th</sup> December the account held £9,616.60 with expenditure of £6,888.42. The expenditure was within budget with an adjusted forecast expenditure of £1,535.05.  
**RESOLVED:** to accept the report and Cllr Disley signed the bank reconciliation.
- iii. Adopt the Budget and Set the Precept for 2026-2027: Two budgets were considered. The first retaining the clerks' hours at the present level of 5 hours per week and the second with a reduction to 4.5 hours per week. There has been an increase in administrative costs due to the requirement for the council to own the domain of a generic council email address and the introduction of banking fees. There was acknowledgement that the council had tried to keep previous years precepts as low as possible in recognition of residents cost of living increases, but this was no longer possible due to increasing costs for the council.  
**RESOLVED:** to adopt the budget with a reduction in the clerks' hours from 1/4/26 to 4.5 hours per week. The precept will be £5,489 which is an increase of 6.73% on the previous year.
- iv. Authorise Payments
  - a. D Lewis (Environmental Maintenance) Inv 900 £152 and Inv 916 £133  
**RESOLVED:** authorise the above payment.

**26/012 Items for the Parish Council Meeting at 7.00 pm on Tuesday 3rd February 2026**

Signed:

Date: