

# Munslow Parish Council



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## Minutes of the Ordinary Meeting of Munslow Parish Council on Wednesday 3<sup>rd</sup> September 2025

**Members Present:** Cllrs Barbara Archer, Richard Arnold, Nigel Dobson, Val Fotheringham, Chris Meeson, Ed Povey, Stuart Rowbotham and Graham Williams. **In Attendance:** H Coonick (Clerk/RFO).

1. **Elect a Chair:** Cllrs Arnold and Dobson proposed.  
**RESOLVED:** to elect Cllr Williams as chair.
2. **Receive and Accept Apologies for Absence:** Cllrs David Marston. Cllr Colin Stanford (Shropshire Council)
3. **Declarations of Interest:** None
4. **Public Forum:** No members of the public were in attendance.
5. **Approval of the Minutes of the Parish Council meeting held on 2<sup>nd</sup> July, 2025:**  
**RESOLVED:** to accept the minutes and they were signed by the chair.
6. **Reports**
  - 6.1. Shropshire Council – Cllr Stanford had sent a report: Council finances remain very challenging and there is concern over Leisure Centres as it appears that the Council will no longer support the facility in Cleobury Mortimer and fears are mounting about the future of Much Wenlock Leisure Centre. Work on our roads continues with the introduction of two Multihog vehicles. A task and finish group has been set up to scrutinise the highways repair contracts with Keir to address the very many concerns we all have about the slow progress on pothole work and resurfacing. The Keir contract expires in February 2026. It is very clear that under the current contract the Council has little control over what work is prioritised by Keir. Town and parish councils have been asked to feedback on areas of responsibility currently managed by the Council that they may want to take on. My impression from most parish councils in The Corvedale is that individually they are too small to undertake any work that is currently managed by The Council. However, I am starting to hear that in some areas there is interest in parish councils forming clusters either with other parish councils or with neighbouring town councils. Without wanting to dampen enthusiasm there are inevitably going to be questions about budgets, contracts, lines of responsibility, tendering processes and legal cover for liability and requirements of health and safety etc.
  - 6.2 South Shropshire Area Committee – Cllr Archer reported that at the meeting on the 2<sup>nd</sup> July there had been a presentation by Eddie West (Shropshire Council's Planning Policy and Strategy Manager) about the need to increase housing in Shropshire. One of the main problems is the lack of infrastructure to support an increase. The committee expressed concern that Shrewsbury and Telford NHS Trust was performing so poorly as shown in the hospital league tables. Cllr Meeson reported that at the meeting on the 1<sup>st</sup> September the Speaker was to be David Minnery who did not attend. Cllr Ruth Houghton gave a report on Shropshire Council: The financial position is in an extremely serious state and significant savings are required. Adult care and children's services are high costs and demand is likely to significantly increase in future. South Shropshire has the highest proportion in England of people aged 65+ years and this is increasing pressure on council finances. Further financial pressures are due to over nine hundred cases of domestic abuse claims at the present time and this is due to escalate as there are often on average two children in each household. River Onny sewage pipe plans have been halted at present. There is a worrying age demographic that will impact the over sixty-fives as there are no younger local families setting up home as housing is not affordable, this also means that younger people are not available for work including the provision of care for older

people. The situation is serious. Developers are taking advantage of planning regulations where they can build houses with little restrictions applying, building properties that are 'too distant' from being classed as affordable and therefore availability to local families is reduced. Such developments also disregard the effects and potential strain on local services including medical, sewerage, transportation, education etc. David Mills advised that the Police Commissioner had said that due to increased and rising costs he needs additional funds. The Police Commissioner will be asked to attend a future meeting. It was reported that Cleobury Centre was run by Teme Leisure however, they have served notice to Shropshire council that they will not be continuing to provide the services, Shropshire council have not sourced a replacement and have noted that the facility will be closed. It is understood that Teme Leisure operations at Ludlow are not affected by this decision or situation. It was noted that Cain & Co had withdrawn from providing insurance cover for PCs limiting the choice for councils.

6.2. Munslow Village Hall – Cllr Dobson reported that the hall had been deep cleaned. The redecoration of the lady's toilet had been completed and the gent's toilet would be decorated over the Winter. Coffee mornings restart on 27<sup>th</sup> September.

## 7. Planning:

7.1. [25/02704/FUL](#): Rowe Farm, Rowe Lane, Stanton Long, TF13 6LR. Proposed change of use of agricultural land to allow the siting of 2no holiday units Applicant: Mrs J Wilks (Rowe Farm, Stanton Long, TF13 6LR)

**RESOLVED:** to support.

7.2. [25/02933/PAAFC](#): Prior approval application for the proposed change of use of two agricultural buildings to a flexible use falling within Class E g (iii) former B8. The initial use of the barns will be as containerised storage. Hungerford Barns, Adj. Millichope Estate Farm Office, Hungerford.

**RESOLVED:** to make representation that there were concerns over the likely increase in traffic and the dangers from oncoming traffic when turning from the road on the B4368. There were also concerns that it would attract potential criminal activity to the area.

7.3. [25/02802/TCA](#): Munslow House, Munslow, Craven Arms, SY7 9ET Proposal: Pollard to existing knuckle at an approx. height of 3m above ground level of 1no Willow within Munslow Conservation Area. Note that no comment was made as Councillors did not consider it necessary to call an extraordinary meeting to review the application. – The Parish Council did not call an extraordinary meeting to discuss this application. Noted.

## 8. Finance

8.1. Review the Insurance Quotes and Authorise Payments: The council considered 3 quotes.  
**RESOLVED:** to accept the Zurich Insurance Quote of £440.59

8.2. Note the Local Authority Pay Award: 3.2% backdated to the 1/4/25 - noted

8.3. Note Income Since Last Meeting: VAT refund - £849.36

8.4. Authorise Payments

8.4.1. D Lewis (Environmental Maintenance) Inv 814 £80.75

8.4.2. H Coonick reimbursement £30.97 (inks)

8.4.3. H Coonick and HMRC Salary £995.87 (including backdated) and Travel £36.45

8.4.4. Cllr Dobson, Plants for Tubs at Munslow £40

8.4.5. SALC Affiliation Fee (Correcting Error in Invoice) Inv 2779 £57.76

**RESOLVED:** to authorise the above payments.

## 9. Highways:

9.1. Consider Action Re: Beambridge/B4368 Junction Traffic Incident: the incident had been very serious involving two vehicles. The Clerk has already alerted Shropshire Council's Traffic Engineer

**RESOLVED:** to report on Fix My Street the overgrown trees on the verge b. write to Stuart Anderson MP, Cllr Colin Stanford (Shropshire Council) and John Campion, Police and Crime Commissioner to express concerns that the proposals in the Highways Report published by Shropshire Council had not been actioned. To include in the agenda for the next meeting.

9.2. Agree New Tasks for the Environmental Maintenance Contractor: to strim grass and litter pick the layby and green area at Hungerford.

9.3. Consider the Installation of Village Gateways – deferred to the next meeting.

**10. Assets:**

10.1. Consider Repairs or Replacements to Notice Boards in Aston Munslow and Hungerford: defer to the next meeting.

10.2. Consider Action Over Lack of Emptying of the Waste Bin in Aston Munslow Car Park: despite a letter to the owners of The Swan Inn on 21<sup>st</sup> July the bin was not emptied when the Clerk next visited in mid - August. The Parish Council are concerned as the landlord of the Inn had originally agreed to regularly empty the bin if the council provided it.

10.3. Update on the Planning Application re: Tree Works in the Munslow Burial Ground: an application had been made to carry out work on two trees in the burial ground.

**RESOLVED:** include management of the Ash Tree in Burial Ground in the next agenda.

10.4. Update on the Volunteer to Liaise with Caring for Gods Acre: Mr Alan Atwood has agreed to liaise with Caring for Gods Acre when they visit the Munslow Burial Ground.

**11. Correspondence:**

11.1. Mr Evans re Washwell – had written asking the council to reconsider its decision of the 4<sup>th</sup> June to not challenge the Land Registry entry for the Washwell as he considered that the Land Registry had not provided adequate notice of the application and included a copy of a letter sent to the owner of Washwell Cottage in 2006 clarifying the matter of ownership. Cllrs have considered the documents the Council holds including a letter from the Land Registry regarding the Washwell.

**RESOLVED:** To respond to Mr Evans that the council would not change the resolution it made at the 4<sup>th</sup> June meeting. (Cllr Meeson requested that the vote was recorded – Cllrs Meeson objected but the remaining councillors supported this proposal)

11.2. Mary Creagh, Parliamentary Under Secretary of State for Nature re Removal of Hedges and Environmental Land Management: thanked the Council for its letter of the 9<sup>th</sup> April. She stated that via the Capital Grant offer, Defra helps fund the planting of new hedges but not the removal. She cannot comment on the circumstances of the incident in the parish but that many hedgerows were protected under Hedgerow Regulations Act 1997 where permission from the Local Authority must be granted before removal and she encouraged constituents to report incidents where they believe an offence has taken place, to the local authority.

**RESOLVED:** to send a copy of the letter to the member of the public who first raised the issue.

**12. Consider a Motion, Submitted in Accordance with Standing Order 7a by Cllrs Dobson, Arnold and Meeson, to Revisit the Decision made by the Council on 4<sup>th</sup> June regarding the Repairs to the Community Car Park and Removal of the Sign in Aston Munslow:**

**RESOLVED:** That the amended sign, which now reads ‘Munslow Community Car Park’, be restored to the car park. That the resolution of the 4<sup>th</sup> June ‘If any person or body attempts to take ownership of the car park the council will consider taking action to protect it and retain it as a community car park’ should remain.

**13. Review the Retention of Documents Policy Including the Records of Munslow Burial Ground:**

**RESOLVED:** to adopt the policy and deal with the Burial Ground records accordingly.

**14. Update on the Parish Nature Recovery Plan:** Mr Kelly had informed the Clerk that he had recently met with four other people and they plan to develop a series of events to engage and promote the special natural history of the parish. He hopes that this will inspire others to join in.

**15. Consider a Response to the West Mercia Police and Crime Commissioner Survey:**

**RESOLVED:** Cllr Dobson will complete the survey on behalf of the Parish Council.

**16. Items for the Next Meeting at 7.30pm Wednesday 1<sup>st</sup> October 2025 at Munslow Village Hall: a. Notice Boards b. Traffic Calming at Beambridge c. Village Gateways d. Emptying of Wastebin at Aston Munslow Community Car Park e. Management of Ash in Burial Ground**

**Signed:**

**Date:**