



- Cost: £45.00

**9. To approve and sign the Clerk’s Contract of Employment**

**10. To formally dissolve the following Committees and establish them as Working Groups instead:**

- a. Grounds Maintenance Committee
- b. Playground Committee
- c. Walkway Committee

**11. Review of Council Roles, Responsibilities and Delegations**

To confirm current appointments and, where appropriate, approve revised delegations for asset ownership, banking authority, committee roles, working groups, and external representation.

**a) Asset Ownership**

- I. Buildings
- II. Infrastructure
- III. Medical Equipment
- IV. Office Equipment
- V. Playground Equipment
- VI. Street Furniture
- VII. War Memorial

**b) Banking Authority**

- I. Signatories

**c) Committee Memberships**

- I. HR Committee

**d) Working Group Memberships**

- I. Grounds Maintenance Committee
- II. Playground
- III. Walkway Committee

**e) External Representation**

- I. North Shropshire Area Committee

**12. To approve the adoption of the new IT Policy**

Policy to be circulated for review by Council prior to this meeting.

**13. Finance**

a.) Balances and reconciliations – to note.

b.) Payments Received – to note:

Paid Date	Remitter	Item	Amount	Ref
12/02/26	HMRC VTR	VAT Return (Q1.25, Q2.25, Q3.25)	£963.78	R10.25

c.) Payments Authorised Outside of Meeting – to note:

Ref	Paid Date	Payee	Description	Amount	Authority
69.25	14/01/2026	ICO	Data Protection Fee	£52.00	Data Protection (Charges and Information) Regulation 2018; Local Government Act 1972 (s.111)
76.25DD	31/01/2026	Unity Trust Bank	Bank Charges – Jan 25	£6.00	Local Government Act 2003 (s.111)
77.25	06/02/2026	E.On Energy Solutions	Street Light Maintenance	£117.60	Local Government Act 1972 (s.111)
T8.25	02/02/2026	Working Account	Internal Transfer from Savings Account to cover cost of Replacement Swings	£10,000.00	Financial Regulations (s.6 c6.9 iv)
78.25DD	09/02/2026	Hugofox Limited	Emails (Feb 26)	£20.99	Local Government Act 1972 (s.111)
79.25	09/02/2026	Wicksteed Leisure	Calverhall Playground Replacement Swings	£10,046.58	Public Health Act 1875 (s.164)
80.25DD	17/02/2026	Scottish Power	Electricity (01/01/26-31/01/26)	£80.98	Local Government Act 1972 (s.111)
81.25DD	26/02/2026	Hugofox Limited	Website (Feb 26)	£11.99	Local Government Act 1972 (s.111)
82.25	27/02/2026	Clerk	Wages + WFH Allowance (Feb 26)	£352.30	Local Government Act 1972 (s.112); Local Government Act 1972 (s.151)
83.25DD	28/02/2026	Unity Trust Bank	Bank Charges (Feb 26)	£6.00	Local Government Act 2003 (s.111)
84.25DD	09/03/2026	Hugofox Limited	Emails (Mar 26)	£20.99	Local Government Act 1972 (s.111)

d.) Outstanding Payments – to note:

Invoice Date	Payee	Description	Amount	Authority
13/02/2026	SLCC	CiLCA Qualification Fee (INV-QL208812-1)	£247.50	Local Government Act 1972 (s.112)

17/02/2026	SLCC	Joining Fee + Membership Fee (INV-MEM258265-3)	£85.00	Local Government Act 1972 (s.112)
06/03/2026	SLCC	Books: The Clerks' Manual 2023, 14 <sup>th</sup> Edition Local Council Administration	£100.48	Local Government Act 1972 (s.112)
09/03/2026	SALC	CiLCA Training	£200.00	Local Government Act 1972 (s.112)
27/03/2026	Clerk	Wages + WFH Allowance (Mar 26)	£352.30	Local Government Act 1972 (s.112); Local Government Act 1972 (s.151)

e.) Budget Review

f.) To review the Council's earmarked reserves and reallocate funds to the appropriate reserve headings as required.

**14. To review the Ad-Hoc Maintenance Tasks Quotes and Appoint Contractors**

- a.) Ivy on Bus Stop / Defibrillator Phone Box at Ightfield
- b.) Mud in lay-by outside of Ightfield Playground

**15. To review the Aerial Runway repair Quotes and Appoint a Contractor**

**16. To discuss the establishment of a 'Citizen of the Year' award, including its purpose, criteria and administration.**

**17. To review the Electricity Supplier Quotes and Appoint a Supplier**

**18. To review Grant Applications for FY25/26 and agree on recipients and amounts to be awarded**

**19. To review the Quotes for the Grounds Maintenance Tender (2026/29) and agree on supplier(s)**

**20. Planning**

a.) To receive planning applications from Shropshire Council:

Reference	Address	Proposal	Status
25/04856/OUT	Land to the North Of Calverhall Shropshire	Outline application for residential development to include means of access	Pending Consideration
26/00231/FUL	Hollybank Calverhall Whitchurch Shropshire SY13 4PE	Single storey extension to rear, new front porch extension, front elevation changes, internal alterations and detached double oak framed garage	Pending Consideration
25/04905/OUT	Land To The West Of Burleydam Road Ightfield Shropshire	Outline application for residential development with all matters reserved except access	Pending Consideration

b.) To note planning decisions made by Shropshire Council:

Reference	Address	Proposal	Decision
25/04614/PIP	Proposed Residential Development South Of The Gables Farm Calverhall Road Ightfield Shropshire	Application for Permission in Principle for the proposed erection of 8-9No. dwellings	Grant Permission

c.) To note Tree Preservation Order decision made by Shropshire Council:

Reference	Address	Proposal	Decision
SC/00573/26	Land to the west of Burleydam Road, Ightfield	Tree Preservation Order	Grant Permission

## 21. Highways

To raise items of concern to be brought to the attention of Shropshire Council.

## 22. Next Meeting

To enable Councillors to bring forward items for the Annual Parish Council meeting of the Council to be held on Monday 18<sup>th</sup> May 2026, at 7:30pm, at The Village Hall, Calverhall.

**Clerk:** Sarah Ralphs

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