



Dear Councillor:

You are hereby summoned to attend an Ordinary Meeting of Ightfield Parish Council to be held on Monday 12<sup>th</sup> January 2026, at Calverhall Village Hall commencing at 7:30pm to conduct the business enclosed on the agenda below.

The Press and Public are welcome to attend.

Signed:

Date: 6<sup>th</sup> January 2026

**1. Chair's Welcome and Public Session**

An opportunity for members of the public to make representations to the Parish Council on matters on the agenda or public interest.

**2. Apologies**

**3. Declaration of Disclosable Pecuniary or any other Interest or requests for Dispensations**

Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests. Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered into the register of members interests maintained by the Monitoring Officer.

Members are reminded that they must declare non-pecuniary interests relating to agenda items.

**4. To elect the Chairman of the Council and receive their signed Declaration of Office**

**5. To approve and sign Minutes of the of the Ordinary Council Meeting held on Monday 17<sup>th</sup> November 2025**

**6. Reports**

a.) Councillors

b.) Shropshire Councillor

c.) Clerk

**7. Parish Matters**

a.) Update on Street Lighting on Burleydam Road.

b.) Update on Parking at Wilson Meadow.

**8. To approve the 2026/27 Budget and complete the Precept Requirement 2026/27 form**

**9. To review the Vacant Councillor seat and Recruitment Process**

**10. To review the employment status of the Locum Clerk and Banking Access**

a.) To approve the termination of the Locum Clerk's contract of employment.

- b.) To approve the removal of the Locum Clerk from payroll and the revocation of all banking and financial system access.
- c.) To approve the future engagement of the Locum Clerk as a self-employed consultant on an ad-hoc basis when required, subject to appropriate contractual arrangements and compliance requirements.

**11. To confirm the process for Grant Funding for FY2025/26**

**12. To review the quotes for Internal Audit and approve an auditor for FY2025/26**

**13. To review the quotes for Electricity Suppliers and approve a supplier**

**14. To review the quotes for the Grounds Maintenance Tender and approve a supplier**

**15. To finalise installation location of the new Swings at Calverhall Playground**

**16. To discuss the next steps for the restoration of the Aerial Runway at Ightfield Playground**

**17. Finance**

- a.) Q3 Budget Report.
- b.) Balances & Reconciliations – to note.
- c.) Payments Received – to note.
- d.) Payments Authorised outside of Meeting – none.
- e.) Direct Debits / Regular Payments – to note.
- f.) Outstanding Payments – to approve.

**18. Planning**

- a.) To receive planning applications from Shropshire Council:

For information only

25/04614/PIP

Proposal: Application for Permission in Principle for the proposed erection of 8-9No. dwellings

- b.) To note planning decisions made by Shropshire Council – none received.

**19. Highways**

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

**20. Next Meeting**

To enable Councillors to bring forward items for the ordinary meeting of the Council to be held on Monday 16<sup>th</sup> March 2026, at 7:30pm, at the Village Hall, Calverhall.