SUTTON UPON TERN PARISH COUNCIL

Minutes of the Sutton upon Tern Parish Council Meeting held at 7.30pm on Wednesday the 30th September 2026, at the Festival Drayton Centre.

Present: Cllr Michael Dams, Cllr Terry Hodge, Cllr Lauren Carey, Cllr Deborah Sambrook, Cllr James Danks and Cllr Iana Jacobson.

Clerk: Graham Bould.

Partners: Shropshire Councillor Neil Bentley

63/26. Welcome, Public and Partner Session: The Chairman welcomed Members and Partners to the meeting and in doing so invited comments Shropshire Councillor Neil Bentley to highlight their report . Councillor Bentley covered a number of concerns with a focus on the A41 speed cameras which are with West Mercia Police at present. The litter picking disposal vouchers for Parish Councils and the major changes in the scheme of delegation for planning applications due to come into force. There being no further items the Chairman thanked Shropshire Councillor Neil Bentley for his feedback and moved onto the next item of business.

64/26. Apologies: Cllr John Tomkinson and Steve Fulcher - Market Drayton Golf Club.(work commitments), Market Drayton Town Councillor Tim Manton (previous engagement).

RAF Shawbury- Flying Officer S Pickett has been posted and a new Officer from the Station has been appointed. Members agreed to a six month leave of absence for Cllr Rachel Kilgallon due to family commitments and received Cllr John Lugg resignation from the Parish Council which has triggered a casual vacancy.

65/26. Declaration of Disclosable Pecuniary or any other Interests and Dispensations: None declared

66/26. Approval of the minutes of the meeting held on the Wednesday 29th July 2026: Cllr Hodge proposed and Cllr Sambrook seconded the minutes of the 29th May 2026 as a true and accurate record of the meeting. Members agreed the minutes unanimously and the Chair signed the minutes in the presents of Councillors.

67/26. Notes of the Joint meeting with Stoke upon Tern 19th August 2026: Noted.

68/26. Draft joint standing committee terms of reference and a draft scheme of delegation: Members agreed the draft joint standing committee terms of reference with the following amendments under quorum to read 'The quorum for the Committee shall be three (3) with each party having at least one (1) representative present. That a 'Shadow Committee' be called during February 2027 and that each Parish Council operate a scheme of substitute members to also be elected at the Annual Parish Meetings. Members further agreed the draft scheme of delegation circulated.

69/26. Update - 'village green' Woodseaves: Shropshire Council have agreed to investigate the land transfer of this parcel of land. They are currently searching the 'hard copy' archives to identify the deeds of ownership and will correspond again once located.

70/26. Clerks Report: The Clerk updated members on the contents of their report as there remains a number of carry forward items related to actions by others. Cllr Dams agreed to attend the SALC AGM on the 3rd November 2026 and

second the on behalf of the Parish Council the two motions proposed by Stoke upon Tern on the EMG and Graduate bursary's. In terms of the Community led Housing Project an additional site close to the boundary on the Market Drayton side of the river Tern, owned by Shropshire Council has been suggested for inclusion. Members agreed to delegate the Chairman to view the plans and make comments. Additionally, four candidates have submitted application forms for the Joint Clerks vacancy, the interviewing date will be the 11th November 2026 at Festival Drayton and the Chairman and Vice Chairman will be involved on the interviewing panel.

71/26. Local Plan – Strategic Development Site Tern Hill: No further updates.

72/26. Devolved Services: The next local meeting is set for the 6th October 2026 at Stoke on Tern Parish Hall.

73/26. Nature Recovery Booklet: Members agreed to include the proposed new 'village green' as a practical site for development that will enhance the status of the three trees on the site.

74/26. Web site/social media updates - including updates on emails: All the updates have been completed.

75/26. Planning Applications.

26/02377/CPL:Certificate of Lawfulness: loft conversion/new dormer/rear. Rosehill Bungalow, Gorsty Lane **Information Only**

26/03492/OHL: Colehurst Manor, Colehurst. To install 13 spans of 3 wires at 3 phase to a single consumer. **No Objections**

76/26: Community Speed Watch: The project continues to operate well, nine additional 'speeders' have been forwarded to West Mercia Police for action after the last session.

77/26: Fire Risks: Members agreed that Shropshire and Wrekin Fire Service be contacted and asked for links for the web site and social media platforms for Parishioners to view in terms fire alerts.

78/26. Outside bodies and any courses attended – reports: Members received an update on the development activity from the Market Drayton Town and Rural Parishes Community Covenant recent meeting. There are three areas of development being pursued. They relate to a Sports offer and Youth offer and an early years offer. Members agreed that any new offers needed to have a clear rural input to receive the Parish Councils support as the offers evolved.

78/26. Finance and Audit Matters, including Risk Assessment and Asset Register, with a review of defibrillators.

1. The payments set out below were agreed and cheques signed for the following Parish Council commitments, members were updated on the overpayment credits held by HMRC for PAYE for which hard copy evidence is held on file. The bank statement stands at £11,448.63 prior to the commitments set out below, members agreed the tabled bank reconciliation form along with the bank statement. The setting up of internet banking is still being pursued by the Chairman with HSBC.

2. Members agreed the Risk Assessment and Asset Register duly signed by the Chairman and Clerk. The Chairman agreed to follow up on the two defibrillator checks when required and retained the asset folder for safe keeping.

Number	Name	Amount	Acts
100551	Festival Drayton (room hire)	£15.00	LGA 1972
100552	Clerks Q2 salary (salary)	£899.40	LGA 1972
DD	HugoFox (July charges)	£23.99	LGA 1972
DD	HugoFox (10 emails account July)	£20.99	LGA 1972
DD	ICO (data protection fee)	£47.00	LGA 1972
DD	HSBC (June charges)	£5.00	LGA 1972
DD	HugoFox (August charges)	£23.99	LGA 1972
DD	HugoFox (10 emails account August	£20.99	LGA 1972
DD	HSBC (July charges)	£2.00	LGA 1972

79/26. Highways & Footpaths.

1. Rights of Way (ROW) Working Group updates. Planning October 2026 activity

2. Bottle/rubbish clean up A529 update: Planning October 26 for activity.

3. Fly-tipping campaign – updates: Fly tipping appears to be getting worse along the lanes in the parish, Parishioners to be encouraged to report incidents through 'fix My Street' for removal.

80/26. Items for inclusion on future agendas: Police Patrols particularly around Colehurst, invitation for Jonathan Eastwood the new Traffic Engineering Manager for the area as a guest speaker.

The meeting then closed at 20.30pm

Signed:

Chairman.

Date: 25th November 2026