

CAYNHAM PARISH COUNCIL

Clerk: Mr C E Williams 2 Jockeyfields Ludlow SY8 1PU

Phone: 01584 874661 Email: cewilliams1@btinternet.com

The Minutes of the Annual Public Meeting of Caynham Parish Council held at Knowbury Memorial Tuesday 12th May 2026 commencing 6.30pm

Present:

Mrs B Ashford (Chairman)

Mrs H Jones	Mr M Galbraith
Mr J Cartledge	Mr I Lowman Brown
Mr B Hardy	Mrs J. Bishop
Mrs S Lowe	Mr A Bevington
Mr A Jones	Mrs J King

Mr C E Williams (Clerk)

1. Apologies:

Nil

2. Parish Councillor:

The Chairman welcomed Mr A Bevington to the meeting as the newly elected Parish Councillor for Clee Ward who signed the Declaration of Acceptance of Office

3. Chairmans Annual Report:

The Chairman Mrs B Ashford presented the annual report which gave details of the Parish Council activities during the year.

The Parish Council undertook grass cutting of the Clee Hill Recreational Play Area, Knowbury Play Area, Clee Hill Picnic/Car Park area and other small parcels of amenity land within the parish.

Grants were given to Knowbury Memorial Hall in meeting the cost of grass cutting, Clee Hill Forum and Caynham Church.

The Parish Council had dealt with planning and highway issues although the many problems with potholes still existed which need to be continually reported through Fixmystreet on the Shropshire Council Website.

The Car Park/Picnic Area at Clee has been resurfaced and an additional picnic table provided with funds from Shropshire Natural Landscape.

The Chairman thanked fellow councillors for their valuable contribution on behalf of the local community and to the Clerk for the work that he undertakes on behalf of the Parish Council.

4. Financial Report:

The Clerk presented the Financial Report for the year providing details of the Income and Expenditure with estimated balances of £34,574 at the 31st March 2026.

5. Reports from representatives to the Outside Organisations

Reports were received from the Village Hall representatives and the Clee Hill Forum.

With no questions from members of the public the Chairman closed the Annual Public Meeting.

Chairman

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1. Apologies:

nil

2. Election of Chairman and Vice-Chairman:

Mrs B Ashford was Elected as Chairman for the ensuing year and Mr I Lowman-Brown as Vice-Chairman for the ensuing year.

3. Appointment as Representatives to the South Shropshire Association of Parish and Town Councils:

The Chairman and the Vice Chairman were appointed as the representatives.

4. Appointment of Representatives to the Village Hall Committees and the Clee Hill Forum:

Mrs B Ashford (Caynham VH) Mr I Lowman Brown (Clee Hill VH) Mrs J Bishop (Knowbury Memorial Hall) Mr J Cartledge (Clee Hill Forum)

5. Declarations of Interest:

Mrs B Ashford – Planning application 26/0116/Ful

6. Minutes:

The Minutes of the Meeting of Caynham Parish Council held on the 17th March 2025 were approved and signed by the Chairman as a correct record.

7. Matters arising from the minutes not included on the agenda:

No Items

8. Chairmans Communications

No Items

9. Planning Items

Planning Application 26/0116/FUL – Proposed Residential Development Land West of Caynham House Caynham – Erection of 5 dwellings, installation of treatment plant/land drains and alteration to vehicular and pedestrian Access – The Parish Council objected to the application with concerns about access, Overdevelopment of the site, Although described as residential development it is assumed this application is for marketable residential housing development which under existing planning policy within the Caynham Area which is classed as open countryside this development is not permitted.

10. Highway/Amenity Items:

There were still concerns about the number of potholes within the Parish, however residents were encouraged to continue to report on the Shropshire Council website Fixmystreet where they will be logged and allocated a reference number.

An email had been received from the West Mercia Police to enquire if the Parish Council wished to have the blue telephone box gifted to the Council with a £250 grant to help towards the maintenance and repair.

The Parish Council agreed that it would accept the gift and will discuss with Shropshire Natural Landscape how to utilise the box.

With the resurface of the Car park/Picnic Area at Clee Hill discussions were still taking place regarding the positioning of the Toposcope a copy of which had been found at Nash Village Hall.

11. Financial Items:

The Clerk had produced a financial statement of Income and Expenditure to the 12th May 2026 which showed the Council had balances of £55,789 following payment of the invoices below:

L Pryor	47.24	Field Repairs
British Gas	31.24	Electricity Toilets
Hugo Foxe	2.99	Website
Hugo Foxe	20.99	Website
Bank	4.25	Bank Charges
A Williams	350.00	Grass Cutting
Med Care	69.95	Pads
Water Plus	167.82	Water Rates Toilets
P Evans	325.00	Cleaner Toilets
E Williams	350.00	Disbursement
British Gas	35.19	Electricity Toilets
SALC	827.68	Subscription
K Adams	175.00	Internal Audit Fee
Gallagher	2,065.81	Insurance
Shropshire Council	129.00	Election Costs

The Parish Council account had been verified by the Councils Independent Internal Auditor for the Financial Year 2025-26.

The Parish Council agreed the Annual Governance Statement and Accountability Statement for 2025-26 which was duly signed by the Chairman and the Clerk and will now be forwarded to the External Auditors and placed on the Councils website.

The Council approved the list of Council Assets

12. Meetings of the Parish Council:

Tuesday 14th July 2026, Tuesday 22nd September 2026 (Clee Hill Village Hall) Tuesday 10th November 2026, Tuesday 19th January 2027, Tuesday 16th March 2027, Tuesday 18th May 2027, (Caynham Village Hall)

Chairman