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MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD 19 MAY 2026

EATON CONSTANTINE VILLAGE HALL

Present: Councillors M Thorn (Chair), M Corrie, S Dawes, S Jones, and Shropshire
Councillor S Coleman

Clerk: Lisa Harris

In attendance: 2 members of the public were present

01.26 Election of Chair

Councillor Thorn asked for nominations for Chair.

It was proposed by Councillor Jones and seconded by Councillor Dawes and
Resolved (without opposition)

that Councillor Thorn be elected as Chair for the ensuing municipal year.

02.26 Chair to sign Declaration of Acceptance of Office

Councillor Thorn signed the Declaration of Acceptance of Office, witnessed by the Clerk.

03.26 Election of Vice Chair

Councillor Thorn asked for nominations for Vice Chair.

It was proposed by Councillor Dawes and seconded by Councillor Thorn and
Resolved (without opposition)

that Councillor Jones be elected as Vice Chair for the ensuing municipal year.

04.26 Vice Chair to sign Declaration of Acceptance of Office

Councillor Jones signed the Declaration of Acceptance of Office, witnessed by the Clerk. Councillor Jones advised that while she was happy to continue as the Vice Chair for a further 12 months, this would be her final year on Leighton & Eaton Constantine Parish Council as she intended to retire in March 2027.

05.26 Appointment of representatives to external bodies:

- **SALC Shrewsbury Area Committee**

Councillor Thorn volunteered to be the Parish Council's representative on this committee.

- **Ironbridge Power Station Redevelopment Liaison Group**

Councillor Jones agreed to continue attending this group on behalf of the Parish Council.

06.26 Apologies for Absence

Apologies were received from Councillors A Bain and W Vernon.

07.26 Disclosable Pecuniary Interests

- a) No disclosable pecuniary interests were declared.
- b) There were no applications for a dispensation regarding disclosable pecuniary interests

08.26 Public Participation Session - a period of 20 minutes will be set aside for the public to speak, with a strict 3-minute limit per speaker. Members of the public may speak on matters appearing on the agenda. However, if a matter does not appear on the agenda, a written request should be submitted to the Clerk no later than 2 working days before the meeting.

The members of the public present did not wish to speak.

09.26 To approve the Minutes of the Parish Council Meeting held on 3 March 2026

The minutes of the previous meetings had been circulated.

It was proposed by Councillor Jones and seconded by Councillor Corrie and **resolved (without opposition)**

that the minutes of the Parish Council Meeting held on 3 March 2026 be accepted as a true record.

The minutes were signed accordingly.

10.26 Clerk's report on matters arising since the Parish Council Meeting on 3 March 2026

- Carried out extensive work preparing records and end of year accounts for the internal auditor and completing the AGAR.
- Updated website as necessary.
- Notified by Shropshire Council that although it had been previously announced that there would be no Environmental Maintenance Grant in 2026/27, this decision had now been overturned, and the Parish Council was now eligible to apply for a match-funded grant of up to £1000. Grant application has been submitted well in advance of the submission deadline.
- Was unable to report the fly-tipping at Leighton layby via FixMyStreet as had insufficient information but contacted Shropshire Council to obtain an update on whether the layby is still to be permanently closed. Awaiting a response.
- CIL payment relating to planning application 23/03634/FUL - Conversion of barn to one dwelling, erection of 2-bay detached garage and installation of package treatment plant.

11.26 To receive report from Shropshire Councillor

Having already given a report during the Annual Parish Meeting, Councillor Coleman had nothing further to add.

12.26 To receive any relevant updates from parish councillors

- Councillor Jones provided an update on the Buildwas Bank roundabout. An assessment had been carried out by Shropshire Council and concerns regarding safety will be taken forward. Three different levels of safety audits are

undertaken before the final design is approved, thus ensuring it is as robust as possible. Work on the roundabout will only take place once all the details are approved and Harworth will then issue a press release.

- Councillor Thorn reported on communication with the Regenerative Tourism Officer at Shropshire Hills National Landscape and the Projects and Marketing Manager, Culture Leisure and Tourism at Shropshire Council, regarding a proposal to increase the accessibility of the River Severn meander viewpoint at Leighton. Support was requested from the Parish Council (including an agreement to take on future maintenance) but it was agreed that, based on the information currently available, the Parish Council was unable to make the requested commitment at this time.

13.26 To review and re-adopt Standing Orders

The Standing Orders had been circulated to the Councillors for review prior to the meeting.

It was agreed (without opposition) that the Standing Orders dated May 2026 be re-adopted by the Council and signed accordingly

14.26 To review and re-adopt Financial Regulations

The Financial Regulations had been circulated to the Councillors for review prior to the meeting.

It was agreed (without opposition) that the Financial Regulations dated May 2026 be adopted by the Council and signed accordingly.

15.26 To review and re-adopt Code of Conduct

The Code of Conduct had been circulated to the Councillors for review prior to the meeting.

It was agreed (without opposition) that the Code of Conduct dated May 2026 be re-adopted by the Council and signed accordingly.

16.26 To review and re-adopt the Risk Management Schedule

The Risk Management Schedule had been circulated to the Councillors for review prior to the meeting.

It was agreed (without opposition) that the Risk Management Schedule dated May 2026 be re-adopted by the Council and signed accordingly.

17.26 To receive and review the Asset Register as at 31 March 2026

The Clerk presented the Asset Register as at 31 March 2026. No additional assets had been added during the year.

It was agreed (without opposition) to accept the Asset Register as presented. The Asset Register was signed accordingly.

18.26 To appoint insurers for the period 01/06/26 – 31/05/27

As the amount being quoted by Gallagher was within budget and the cover offered by the policy had previously been assessed as meeting the requirements of the Parish Council

It was agreed (without opposition) to appoint Hiscox Insurance Company Ltd (through Gallagher) as insurers for the 12 months commencing 1 June 2026.

19.26**Annual Return for the year ended 31 March 2026**

Council to receive, approve and sign (as appropriate) the following:

a) Final bank reconciliation and accounts 2025/26

The Parish Council approved the year end bank reconciliation as checked by the Internal Auditor. The final year end detailed accounts were approved.

b) Internal Audit Report 2025/26 (AGAR part 2 page 4)

The Parish Council considered the Internal Audit Report and noted that the Council's system of Internal Controls was operating effectively.

c) Certificate of Exemption 2025/26 (AGAR part 2 page 3)

The Parish Council confirmed that it meets the criteria for certifying itself as exempt from the full requirements for external audit. The RFO and the Chair signed the Certificate of Exemption for submission to the external auditor.

d) Annual Governance Statement 2025/26 (AGAR part 2 page 5)

The Parish Council considered each internal control statement per The Governance Statement (1-10) and confirmed their agreement that each was met. The Clerk/RFO completed the Annual Governance Statement to this effect and the Chair and Clerk/RFO signed the statement as approved.

e) Summary accounting statements (AGAR part 2 page 6)

It was **agreed (without opposition)** to confirm the accuracy of the accounting statements. The Chair signed the summary accounting statements in the Annual Governance and Accountability Return as approved.

20.26**Current financial matters****a) Payments**

Payee	Description	Amount
HMRC	PAYE on Clerk's salary April/May	£ 173.56
Miss L Harris	Clerk's net salary April & May	£ 682.70
DM Payroll Services	Payroll administration for 2026/27	£ 144.00
Under the Wrekin	Annual donation towards running costs	£ 200.00
A Crane	Internal audit fee	£ 200.00
Miss L Harris	Clerk's expenses April & May	£ 49.00
Arthur J Gallagher	Annual Insurance Premium	£ 434.20
SALC	Affiliation fees 2026/27	£ 307.84
TOTAL		£ 2191.30

It was proposed by Councillor Thorn and seconded by Councillor Jones and **resolved (without opposition)**

that the above accounts be approved for payment.

b) Bank reconciliation to 10 May 2026

The bank was reconciled at £29,197.99, being the online banking balance. The bank reconciliation was agreed and signed accordingly.

21.26**Planning****1. Decisions to note****a. Ref: 26/00695/FUL**

Address: Stone Cottages Garmston Eaton Constantine Shropshire
Description: Demolition of existing side and front extension, erection of two storey side extension with basement
Validated: 27 Feb 2026
Status: Refused
Application can be view on Shropshire Council's Planning Portal, or by clicking [here](#)

2. Planning applications for consideration:

a. Ref: 26/00943/FUL

Address: 1 Upper Longwood Eaton Constantine Shrewsbury Shropshire SY5 6SB
Description: Proposed two-storey side and rear extension following removal of existing single storey extensions
Validated: 10 Mar 2026
Status: Pending Consideration
Application can be viewed on Shropshire Council's Planning Portal, or by clicking [here](#)

22.26 Correspondence

An email had been received from parishioners in Lower Longwood expressing grave concerns regarding road safety on the B4380 at that locality. The Clerk had responded advising that whilst the Parish Council is extremely sympathetic to this issue, it had been addressed on numerous previous occasions and both Shropshire Council and West Mercia Police had unequivocally stated that the location does not meet the eligibility criteria for a reduced speed limit to be imposed, or for any traffic calming measures to be installed. Shropshire Councillor Coleman confirmed that neither she nor the Parish Council had the necessary powers to move this matter forward. The Parish Council would, however, continue its fight to have the speed limit reduced to 50mph throughout the length of the B4380 in the Parish. Possible avenues suggested for the parishioners to explore were the local MP, Stuart Anderson, the Police and Crime Commissioner, John Campion and Shropshire Council's portfolio holder for Highways & Waste, David Vasmer.

It was agreed that the only thing that the Parish Council was now able to do to assist, was to request that West Mercia Police perform mobile speed enforcement checks in Lower Longwood on a Sunday when it is known that motorcycle speeding is a particular issue.

ACTION: Clerk to contact the Safer Neighbourhood Team at West Mercia Police to request mobile speed enforcement checks are carried out.

23.26 Future agenda items

None.

24.26 Date of next meeting

Tuesday 21 July 2026 at 7.00pm - Eaton Constantine Village Hall
Tuesday 15 September 2026 at 7.00pm – Eaton Constantine Village Hall
Tuesday 17 November 2026 at 7.00pm – Leighton Village Hall

The Chair thanked everybody for attending and the meeting closed at 8.41pm.

Signed by Chair: Date: 21 July 2026