

Culmington Parish Council

Minutes of the Ordinary Meeting on 3rd March 2026

Present: Councillors Mr Matthew Seabrook (Chair), Mr Ian Alderson, Mrs Carol Byng, Mr John Caine, Mrs Jayne Disley, Mr Adrian Lewis, Mrs Jo Mear, Mrs Joy Williams.

In Attendance: Heather Coonick (Clerk/RFO)

- 26/026 **Receive and Accept Apologies for Absence:** Cllr Ms J Watts. Cllr Colin Stanford (Shropshire Council).
- 26/027 **Declarations of Interest relating to this meeting:** None
- 26/028 **Public Involvement Session:** One member of the public was in attendance.
- 26/029 **Minutes:** To approve as a correct record and sign the minutes of the Parish Council meeting held on 3rd February 2026.
RESOLVED: to accept the minutes as a correct record and they were signed by the chair.
- 26/030 **Update on the Emergency Plan and Potential Emergency Ring Round System** – Mr Hugh Disley discussed the possible use of WhatsApp as a ‘ring round’ system for emergencies. Members of the group would opt in, and Mr Disley and the Clerk could be administrators of the system. Cllr Caine warned that it must be used for emergencies only as members remove themselves if it becomes a general ‘chat’ group. Councillors support the idea and Mr Disley will write an advertisement for consideration at the Annual Parish Meeting in May.
- 26/031 **Reports from Members**
I. **Shropshire Council** – Cllr Stanford could not attend.
II. **Village Hall Committee**– Cllr Mear reported that the AGM is on the 19th May. The drainage problem is still being investigated, and Severn Trent have confirmed there is not a water leak nearby. There will be a parish ball at the racecourse on the 7th November. Bookings for the hall are going well and there are plenty of events planned.
III. **Flood Action Group** – Cllr Disley reported that there has not been a recent meeting. For those who have signed up to the Environment Agency Scheme work is due to start in March.
- 26/032 **Planning: 26/00221/FUL** Formation of playground. Upper Norton Farm, Clubhouse, Onibury, Craven Arms. The council notes that there is a bio-diversity net gain for this development
RESOLVED: to support the application.
- 26/033 **Highways**
I. **Update on Environmental Maintenance Funding for 2026-27:** matched funding of up to £1,000 will be available from Shropshire Council
RESOLVED: to apply for £750 grant.
II. **Agree the Environmental Maintenance Hourly Rate for 2026-27:**
RESOLVED: to increase the hourly rate to £20 from 1st April 2026.
- 26/034 **Update on the Blocked Bridleway** – a Mapping and Enforcement Officer from Shropshire Council will visit the site on the 9th March and update the parish council after that date.
- 26/035 **Update on Shropshire Council’s Devolution Agenda:** To reduce expenditure Shropshire Council plan to not provide some Street Scene services from April 2027 and are in negotiations with Parish and Town Councils to take ownership of this provision. The information provided to the Parish Council on which services will no longer provided is not clear at this point. The issue will be discussed further at the Annual Parish Meeting in May when it is hoped more information is made available by Shropshire Council
RESOLVED: to write to Cllr Wagner (Shropshire Council) to clarify which services are involved in the process.

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- 26/036 Agree the Agenda for the Annual Parish Meeting at 7pm on the 5th May 2026:
RESOLVED: to include Devolution and Expenditure on Donations
- 26/037 Consider the Effects of the Amalgamation of Police Services: there were concerns that if West Mercia Police is amalgamated with a more urban based force that rural crime would not receive the level of attention it needs.
RESOLVED: to write to the Police and Crime Commissioner expressing concern.
- 26/038 Review the Risk Assessment: the changes were agreed
RESOLVED: to adopt the Risk Assessment.
- 26/039 Update on Repairs to the Vehicle Activated Sign: Cllr Caine reported that the VAS has been sent off for an assessment of the fault.
RESOLVED: to make a payment of up to £750 for repairs and reimburse Cllr Caine for £103.62 for the new battery and the cost of postage of the unit. Both amounts to be paid from the council's reserves.
- 26/040 Finance:
- I. Consider Purchasing Extension of Warranty for the Laptop for £48.96
RESOLVED: to not extend the warranty.
 - II. Review the Asset Register
RESOLVED: to adopt the Asset Register
 - III. Review the Finance Report and Bank Reconciliation: Expenditure as of the 26th January 2026 was £7,184.91 and the bank account held £9,320.11. It is forecast that in addition to reserves the carry forward to 2026-27 will be in the region of £46.15
RESOLVED: to accept the report and Cllr Disley signed the bank reconciliation.
 - IV. Consider Donations: the council has budgeted for donations this financial year totalling £222. The Council discussed the benefits of supporting local groups.
RESOLVED: to carry forward the £222 and include the issue on the Annual Meeting Agenda.
 - V. Authorise Payments:
 - a. H Coonick & HMRC Clerks Salary Jan – March £935.19
 - b. H Coonick (Clerks Travel Expenses) £12.60
 - c. H Coonick (Clerks Reimbursement) Stationery £12.55
 - d. D Lewis (Environmental Maintenance) Inv 939 194.75
 - e. Information Commissioners Office (GDPR) £52 (Direct Debit)**RESOLVED:** to make the above payments.
- 26/041 Items for the Annual Parish Council Meeting after the Annual Parish Meeting on Tuesday 5th May 2026: a. Donations b. Devolution

Signed:

Date