



MINUTES Uffington Parish Council Meeting

Monday 21st September 2026 at 7pm, Uffington Village Hall.

Councillors: Claire Ashton (Chair) Lisa Miller (VC) Tom Sykes, Rob Story.

Clerk: A. Palmer

County Councillor: B. Mallon

Members of Public: There were 7 members of public in attendance.

26/53. Chair's Welcome

Powers: LGA 1972 Sch.12 para.10(2)(b) – Chair presides and opens the meeting.

26/54. Apologies for Absence

RESOLVED to accept the apology from Cllr P. Marsden

Powers: LGA 1972 Sch.12 para.13 – Duty to record attendance and apologies.

26/55. Disclosable Pecuniary Interests

There were none declared

Powers: Localism Act 2011 s.31; DPI Regulations 2012.

***STANDING ORDERS SUSPENDED FOR COUNTY COUNCILLORS UPDATE ITEM 26/58.1**

County Councillor discussed his report (shared in supporting documents)

STANDING ORDERS RESUMED

26/56. Public Participation Session

Two members of the public addressed the Council.

MOP1 They advised that their property lies close to the boundary of the proposed development and highlighted the heritage value of Haughmond Hill as a well-known local landmark and beauty spot. They expressed concern about the impact of a second quarry within Uffington's landscape and suggested that, when considered cumulatively, policy, environmental and heritage factors may demonstrate that the proposal is unjustified. They indicated an intention to undertake further research and to share this with the Council in due course. The member of the public also noted that reinstatement of the existing quarry is contractually required irrespective of any future application for a second site, and that these matters should not be viewed as inter-dependent. They offered assistance with research to support the Council's consideration of the proposal and asked whether information about the quarry had been disseminated via the parish WhatsApp group. They queried whether the Council had formed any initial position and asked that time be allowed for parishioners' submissions. They also asked whether any councillor had taken a particular interest in the proposal.

MOP2 raised concerns about the quarry, sharing a 2009 Shropshire Council Developmental Report stating the quarry would cease operations before 2030 and that the operator had previously indicated no intention to seek further extension. MOP2 expressed mistrust of the company, citing issues raised during recent consultation events, including reported lack of awareness of a gas pipeline. They also referenced the proximity of the Historic Hill Fort, Haughmond Abbey, and the involvement of Historic England. MOP2 offered to work with the Parish Council throughout any future planning process. **MOP2** also addressed the Council in relation to their own planning application for change of use from agricultural to residential, specifically the proposed conversion of an existing Dutch barn into a single dwelling for personal use Ref: 26/03248/PMBPA. They stated that the barn sits within a historic setting and expressed hope that the Council would look favourably upon the proposal.

Powers: Public Bodies (Admission to Meetings) Act 1960; LGA 1972 s.100A.

26/57. To Approve the Minutes of the Extraordinary Meeting held on **10th August 2026**

RESOLVED to approve the minutes of the Extraordinary Meeting held on 10th August 2026 and to sign the minutes of the meeting held in July as a true and accurate record.

Power: Local Government Act 1972, Schedule 12, paragraph 41(1) – *Power to approve and sign minutes as a correct record.*

26/58. REPORTS

26/58.1 To Receive Report from Shropshire Councillor **As above**

Powers: LGA 1972 s.100B – Power to receive reports.

26/58.2 To Receive Report from Safer Neighbourhood Team (SNT) – None Received

Powers: Crime & Disorder Act 1998 – Parish councils as consultees.

26/58.3. Clerk's Report

The Clerk's Report was noted, including updates on:

Implementation of HMRC's free payroll software, confirmation that the Clerk is trained to use the system, cancellation of the external payroll service, and a refund due to the Council.

Progress on the banking transition between Lloyds and Unity Trust Bank.

The award of the annual NJC PayScale backdated to 1 April, with supporting documentation provided, noting implications for both the outgoing Clerk and the newly appointed Clerk whose revised pay has not yet been actioned.

Powers: LGA 1972 s.111; Accounts & Audit Regs 2015.

26/58.4 Code of Conduct Complaint Outcome

Uffington Parish Council has received the outcome of a Code of Conduct investigation by Shropshire Council. The Monitoring Officer found that a breach of the Code occurred. The Council has noted the findings and will implement any recommendations. No further details can be provided due to the confidential nature of the process.

26/58.5 Ward Walk with Chief Executive Tanya Miles (Chair gave a summary to those in the room) **Action:** Clerk to share Tanya Miles response on website and Community group

GOVERNANCE & ADMINISTRATION

26/59. Lloyds Banking Resolution – Add Clerk (A. Palmer) to Mandate as Signatory

RESOLVED to add the Clerk, A. Palmer, to the Lloyds Bank account mandate as an authorised signatory. This authorisation enables the Clerk to complete the removal of former councillors from the banking mandate and ensure the Council's financial controls remain compliant and up to date.

Powers: LGA 1972 s.151; Accounts & Audit Regs 2015.

26/60. Approval of Scribe Subscription (Accounts Software)

RESOLVED to approve this accountancy package and transfer from Excel to Scribe and set up payments.

Powers: Accounts & Audit Regs 2015; LGA 1972 s.111.

STRATEGIC ITEMS

26/61. Local Plan – Approval of Parish Council Submission

ACTION: Clerk to add summary to website and share the link on the community group

Powers: Town & Country Planning Act 1990; Localism Act 2011 (GPC).

26/62. IT Systems Proposal

RESOLVED to approve the Parish Online package as outlined in the Streamlined IT Proposal, noting that the current fragmented setup (GoDaddy, HugoFox, Zoho) creates unnecessary cost and administrative burden, and that Parish Online provides a unified, compliant and secure solution at comparable cost. Councillors further noted that the Clerk's laptop currently has no antivirus protection installed since the MacAfee trial expired, and this will be addressed as part of the systems review. **Powers:** LGA 1972 s.111; Localism Act 2011 (GPC).

26/63. Correspondence Received

- Request from *Community News* regarding financial support. It was agreed that UPC will receive an annual invoice for the use of its published page, with copy deadlines falling on the 12th of every other month (next deadline: November). Councillors considered this a fair and reasonable arrangement.
- Sundorne Estates – Response from Sundorne shared.
- Confirmation of increase in NJC PayScale.
- Highways updates shared in action plan – LM updated UPC.
- Fly-tipping briefing note - Shropshire Council.

Powers: LGA 1972 s.142 – Power to receive and respond to correspondence.

FINANCE

26/64. Current Financial Matters

a) Receipts -None received

b) Payments – To approve outstanding accounts for payment

Clerk Salary/HMRC for Aug/Sept

Former Clerk salary backdated pay rise NJC guidance from 1/4/26 £59.15 HMRC £14.80

Village Hall Room Hire £140 (Jan-Jul 26)

ACTION: Clerk to check terms of booking and why there are charges for cancelled meetings.

c) Bank reconciliation – To be updated on the new Scribe™ system

RESOLVED to make the payments.

Powers: LGA 1972 s.151; Accounts & Audit Regs 2015.

PLANNING

26/65. Planning Applications for Consideration

PLANNING REFERENCE: **26/03248/PMBPA**

DEVELOPMENT PROPOSED: Application for prior approval under Part 3, Class Q of the Town & Country Planning (General Permitted Development) (England) Order 2015 for the change of use from agricultural to form 5No. dwellings.

LOCATION: Proposed Residential Barn Conversions At Abbey Farm, Uffington, Shrewsbury.

APPLICANT: Mr And Mrs Pearson

The application documents can be inspected via the Online Public Register

REPRESENTATION

26/65.1 Determined Applications

Reference: **26/02147/FUL** (validated: 03/07/2026)

Address: Charlton, Uffington, Shrewsbury, Shropshire, SY4 4SE

Proposal: Conversion of existing dwelling to 3No supported living units

Decision: Grant Permission

Powers: Town & Country Planning Act 1990 – Statutory consultee.

26/66. Parish Matters

26/66.1 Community Speed Watch – Progress Update

The Chair reported on the recent Community Speedwatch training, outlining the approved monitoring process: three trained volunteers are required per session; handheld speed detection equipment is used; monitoring is restricted to certified village locations and daylight hours; appropriate signage and hi-visibility clothing must be deployed. Offenders receive advisory letters, with Police involvement for repeat offences. A UPC Working Group will meet to organise equipment storage and begin practical implementation. An update was requested for the October meeting.

RESOLVED: To establish a Community Speedwatch Working Group to lead and co-ordinate the scheme. Clerk to draft Terms of Reference and objectives.

26/66.2 Highways – Pavements and TRO Update (LM)

An update was provided on the Haughmond Hill Traffic Regulation Order (TRO). The Traffic Engineering Team must undertake statutory consultation before progressing detailed design and programming works. Timescales for implementation of double yellow lines outside the Haughmond Hill car park remain unconfirmed.

26/66.3 Removal of Litter Bin – Newport Road (CA)

Street Scene has confirmed the bin at the Severn Trent pumping station will be removed and will advise on timescales. Concern regarding ongoing litter accumulation following removal. The Chair noted that the Parish Council will request continued litter-clearing visits during the transition period and will explore signage options to discourage fly-tipping.

26/66.4 Community Land Trust / Canal matters (RS)

An update was provided on ongoing discussions with the Canal & River Trust regarding establishing a community group. Cllr Story has written to the CEO and a response is awaited. This remains a rolling item.

26/66.5 Quarry Proposal Exhibition (RS) Feedback was received from parishioners following the quarry exhibition, noting differing views among residents, including those living near the proposed site. Concerns were raised regarding traffic impacts and the potential overlap between closure of the existing quarry and opening of the new site. Members noted that further information from the developer is still awaited. A request was made by a member of the public to establish a working group. It was agreed to form a Quarry Working Group to bring together interested parties, including representatives from Uffington, Upton Magna and Astley, given the cross-boundary impact. Terms of Reference will be required.

RESOLVED: To establish a Quarry Working Group and invite interested parties to participate. Clerk to draft Terms of Reference.

Powers: LGA 1972 s.111; Localism Act 2011 (GPC).

26/67. Action Plan, Roles & Responsibilities

Members discussed SALC representation and noted that the Chair (CA) and Vice-Chair (LM) are intended to act as the two UPC representatives. Clarification was sought regarding their attendance and voting rights at the SALC AGM on 3 November.

ACTION: Clerk to inform ALC of the designated voting representatives (Chair and Vice-Chair), and to request area meeting dates and the booking form for the SALC AGM.

ACTION: The updated Action Log will be published on the website ahead of each meeting and amended afterwards as required. A link may also be shared on the community page.

Powers: LGA 1972 s.111; Standing Orders.

26/68. Councillor Training

26/68.1 To approve induction training for Cllrs PM TS: *Fundamentals for Councillors* (SALC) at £45 per councillor – 30/09/26. **RESOLVED** to approve this training – Cancel RS and book in future date.

26/68.2 To decide whether Code of Conduct training for all councillors is required: SALC session on Tuesday 24th November, 6.30–7.30pm (£25 per councillor). **RESOLVED** to defer this item for future reference.

Powers: LGA 1972 s.111; Localism Act 2011 (General Power of Competence).

26/69. Future Agenda Items

Update from Severn Trent on pot hole full of smelly water and Peter Bridger flooding at Honeysuckle Cottage near substation – speak to Phil CD Mark chase up village meeting.

Councillors to submit items no later than seven clear days prior to the next meeting.

Powers: Standing Orders.

Date of Next Meeting Monday 12th October 2026

26/70 Exclusion of the Public

In accordance with the Public Bodies (Admission to Meetings) Act 1960, the public and press were excluded for the following confidential items.

26/70.1 Code of Conduct Report (Confidential)

Council considered the confidential report issued by the Monitoring Officer. The Clerk advised that the classified document would be read aloud during the meeting and that no paper copies would be produced, in order to safeguard against future FOI disclosure. It was recommended that all

correspondence and documentation relating to the complaint be deleted following conclusion of the matter.

Powers: Public Bodies (Admission to Meetings) Act 1960 s.1(2); LGA 1972 s.112.

26/70.2 Clerk Contract – Staffing Matter

Council considered the Clerk's contract of employment under the provisions of the Public Bodies (Admission to Meetings) Act 1960 s.1(2) and the Local Government Act 1972 s.112. RESOLVED: To approve the Clerk's contract of employment. The contract was issued on 26 August and shared within supporting documents (not published online due to its staffing nature).

Powers: Public Bodies (Admission to Meetings) Act 1960 s.1(2); LGA 1972 s.112.

Meeting Close 2100hrs

DRAFT