



AGENDA

To all Members, Uffington Parish Council

NOTICE IS HEREBY GIVEN that a Full Parish Council meeting of Uffington Parish Council for the municipal year **2026/27** will take place on **Monday 21st September 2026 at 7pm**, to be held at **Uffington Village Hall**.

Members are summoned to attend for the transaction of business on this agenda.

Alison Palmer, Proper Officer of the Council clerk@uffingtonparishcouncil.gov.uk

1. Chair's Welcome

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

2. Apologies for Absence

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

3. Disclosable Pecuniary Interests

Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and not included in the register of interests.

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

4. Public Participation Session (15 minutes)

A maximum of 15 minutes will be allocated for public participation, in accordance with **Standing Order 3(f)**. Each speaker may address the Council for up to **3 minutes**, as set out in **Standing Order 3(g)**.

Residents of the Parish of Uffington are welcome to ask questions relating to items on the agenda. Where a question concerns wider Council business, advance notice is preferred to enable a considered response. In line with **Standing Order 3(h)**, questions do not require an immediate answer at the meeting and may receive a written response where appropriate.

In accordance with **Standing Order 3(e)**, questions must relate to matters on the agenda and to Parish Council policy or practice and must not concern the personal affairs of the questioner or any other named individual.

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

5. To Approve the Minutes of the Extraordinary Meeting held on 10th August 2026

Powers: LGA 1972 Sch.12 para.41(1) – Approve and sign minutes.

6. REPORTS (please remember these are brief reports only, and where possible, notes have been shared prior to the meeting)

6.1 To Receive Report from Shropshire Councillor

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

6.2 To Receive Report from Safer Neighbourhood Team (SNT)

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

6.3. Clerk's Report

Including:

- HMRC payroll software implementation
- Banking transition update
- Annual NJC PayScale awarded backdated to 1st April (supporting documents)

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

6.4 Code of Conduct Complaint Outcome

To receive and note the outcome of a Code of Conduct investigation undertaken by Shropshire Council's Monitoring Officer under Section 28(6) of the Localism Act 2010.

The Monitoring Officer has concluded that a breach of the Code occurred.

The Parish Council will note the findings and any recommendations.

No confidential or personal details will be discussed in public session.

6.5 Ward Walk with Chief Executive Tanya Miles (LM)

GOVERNANCE & ADMINISTRATION

9. Lloyds Banking Resolution – Add Clerk (A. Palmer) to Mandate as Signatory

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

10. Approval of Scribe Subscription (Accounts Software)

Proposal sent by email 3/9/26 inc ppt proposal (supporting documents) £199 per annum plus £25 pcm support. Cancellation of DM Payroll Services Ltd saving £144 pa. HMRC free recommended software used for payroll.

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

STRATEGIC ITEMS

11. Local Plan – Approval of Parish Council Submission

To approve the collated representation submission (supporting documents)

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

12. IT Systems Proposal

To consider Clerk's proposal to consolidate GoDaddy, HugoFox and Zoho under one coordinated provider.

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

CORRESPONDENCE

13. Correspondence Received

Including:

- Community News
- Sundorne Estates
- Confirmation of increase in NJC payscale
- Highways updates
- Fly-tipping briefing note - Shropshire Council

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

FINANCE

14. Current Financial Matters

a) Receipts

b) Payments – To approve outstanding accounts for payment

Clerk Aug 18hrs £331.92 Mileage £26.40 Welshpool 84miles @55p/m £46.20 WFH £26

SEPT £480.76 less tax/Ni £26.40 mileage £26 WFH

Former Clerk salary backdated pay rise NJC guidance from 1/4/26 £97.77

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

c) Bank reconciliation

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

PLANNING

15. Planning Applications for Consideration

To include any received up to the date of the meeting.

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

[https://pa.shropshire.gov.uk/online-](https://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TKHS99T)

[applications/applicationDetails.do?activeTab=summary&keyVal=TKHS99T](https://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TKHS99T)

15.1 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**

View online at: [http://pa.shropshire.gov.uk/online-](http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TGA29OTDJ1C00)

[applications/applicationDetails.do?activeTab=summary&keyVal=TGA29OTDJ1C00](http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TGA29OTDJ1C00)

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

PARISH MATTERS

16. Parish Matters

16(a) Community Speed Watch – Progress Update To receive an update from the Clerk regarding the status of volunteer vetting, coordinator approval and next steps for activation of the Community Speed Watch scheme.

b) Highways – Pavements and TRO update (LM)

c) Removal of Litter Bin – Newport Road (CA)

d) Community Land Trust / Canal matters (RS)

e) Quarry Proposal Exhibition - Feedback only (RS)

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

17. Action Plan, Roles & Responsibilities

To review updated Action Log and confirm councillor roles.

Powers: LGA 1972 s.111; Standing Orders.

18. Councillor Training

18.1 To approve induction training for Cllrs RS PM TS: *Fundamentals for Councillors* (SALC) at £45 per councillor – 30/09/26.

18.2 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).

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

19. Future Agenda Items

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

20. Exclusion of the public

20.1 Code of Conduct Report (Confidential) To consider the confidential report issued by the Monitoring Officer and agree any actions required.

20.2 Clerk Contract – Staffing Matter

To resolve that, in accordance with the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the following item, due to the potential disclosure of personal information relating to an employee.

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