

CLIVE PARISH COUNCIL

COUNCIL MINUTES 18 SEPT 2025

Minutes of the Clive Annual Council meeting, held in Clive Village Hall on Thurs 18th Sept 2025, at 7.30pm.

Present: Cllrs Rob Dennis, Ian Donoghue (Vice Chairman), Sandy Goldwyn (Chairman), Andrew Rushworth, Peter Slark, Adrian Barker (took seat on the Council at 7.35pm)

In attendance: Lydia Bardsley (Proper Officer), Rob Piper (RAF Shawbury), Cathy Dixon and John Darlow, (Renshaw's Field Association). Public: 0

Meeting started at 7.31pm

55/25: CHAIRMAN'S WELCOME

The Chairman welcomed everyone and opened the meeting.

56/25: TO RECEIVE APOLOGIES FOR ABSENCE

Apologies had been received from Cllr Lisa Morgan, Cllr Mark Haines-Eynon, SC Cllr Alison Williams, Adam Osbaldiston, Sansaw Estate. It was **RESOLVED** to note these apologies.

57/25: DISCLOSURE OF PECUNIARY INTERESTS & DISPENSATION REQUESTS

No interests declared.

58/25: MINUTES

To approve and authorise signing the [Council meeting minutes dated 17 July 2025](#).

It was **RESOLVED** to approve and sign the above minutes as a true and accurate record.

59/25: OPEN FORUM

A period set aside to allow the public the opportunity to speak on an agenda item (maximum 3 minutes per person).

Public participation is only permitted during this session and is at the Chairman's discretion.

No comments from members of the public.

60/25: CLERK REPORT - Consider matters arising since the last Council meeting

The Clerk's report had been circulated previously and was **NOTED**.

61/25: PARISH MATTERS – Council to discuss and agree actions

- a) Co-option for vacant seat - Council to consider applications received and co-opt new member

It was **RESOLVED** to co-opt Adrian Barker onto the Council. He signed the declaration of acceptance of office and took his seat on the Council. Clerk will liaise re. setting up a Council email address and completing digital DPI.

It was **RESOLVED** to bring forward agenda item: 68/25b Reports, RAF Shawbury.

68/25: REPORTS

- a) RAF Shawbury – Consider a report

The Chairman welcomed Rob Piper from RAF Shawbury. In addition to the usual routine reports about drones, [Aries magazine \(edition 3, autumn, available online\)](#), Community Course Projects, and contacts for complaints, he gave the following report, which was **NOTED**:

- Helicopter liaison newsletter
- Night Flying reminder

Current flying period will continue to 3rd Oct. There is also information on the RAF Shawbury webpage with contact details for complaints or concerns. Night flying commences typically 30 mins after sunset and may continue until 02:30.

- Helium Balloons reminder

If events are being held locally involving helium party type balloons, precautions must be taken to prevent their inadvertent release, as loose balloons could endanger aircraft as well as being a hazard to wildlife.

- Upcoming events

Annual Reception - Thurs 25 Sept. Invitations have been sent out and there may be a flypast of the Officers' Mess in the early evening.

Christmas Concert at St Chad's Church – Tues 2nd Dec. Save the date and watch social media channels for more info closer to the time.

- **Airfield Works programme**

Drawing to a close. The works site adjacent to the B5063 is starting to be dismantled and all works should be complete by the end of 2025.

- **Hi-Viz for horse riders**

Be Seen Be safer campaign - the latest stock of high visibility kit has been distributed in full. See social media posts, or RAF [Shawbury website](#) for info on ordering kit.

The Chairman thanked Rob for the report and he left the meeting at: 19.39

It was **RESOLVED** to resume the normal order of agenda items.

61/25: PARISH MATTERS – Council to discuss and agree actions

b) Renshaw's Field Association Treasurer's report – Council to receive and consider funding request for 2026-27

The Chairman welcomed John Darlow, Treasurer of RFA who gave the following report:

- £1000 to tidy up fallen tree, and quote of £400 for tree replacement and planting.
- RFA tries to keep around £3k in reserve to deal with trees, which has proved a sensible approach.
- Land registry issue has been sorted out, Committee managed to save money by doing this themselves.
- Treasurer went through fixed costs for forthcoming years, and projected income.
- RFA has concerns it will be in deficit in a few years without continued funding from CPC.
- Tree officers now say cedar trees are to be treated as one collective of trees, and anything affecting one tree is likely to require work to all of them.
- Request for £1500 of funding from Clive PC for 2026/27 year.

After discussion it was **RESOLVED** to provisionally budget £1000 contribution to RFA for the next 3 financial years, but review every September before budget setting.

The Chairman thanked John for the report and he left the meeting.

c) SC Local Plan Review – Council to receive update if available and agree actions

SC is undertaking a Call for Sites until 2 Oct 2025. All sites promoted during the call for sites process will be considered through the subsequent site assessment process. Informed by the site assessment process and other relevant evidence, SC will start to develop proposals for inclusion in the next Local Plan. The first formal stage of consultation on the next Local Plan is scheduled to commence in October 2026. [More information is available on SC Next Local Plan webpage.](#)

d) Martyn's Law – Council to consider advice from NALC/SLCC and agree any actions

It was **NOTED** that obligations are triggered for indoor venues/events with 200+ attendees. It is believed the VH capacity is less than 200, Cllr Donoghue will confirm with VPMC. RFA will pass on capacity of the field for outdoor events and the Clerk will pass on advice notes to RFA for their awareness. It was **NOTED** that should the PC want to organise any events with expected attendance (indoors or outdoors) of 200+ then Martyn's Law obligations will apply, and additional risk assessments, checklists etc., would need to be conducted.

e) Parish noticeboards – Council to consider quotes for replacement glass/window material and agree actions

It was **NOTED** that Cllr Donoghue had cleaned the glass and it is now easy to read notices again, so there is no need to replace the glass at this point in time.

f) Council laptop – Council to note end of support for Windows 10 in October and consider options for replacing laptop

It was **AGREED** Cllr Goldwyn and Clerk will liaise about creating a shortlist of laptops, and Clerk will bring some quotes to October meeting (approx. budget £500). Clerk will ask if RSPCA will make a contribution towards new laptop as it is currently shared.

g) Highways concerns (incl. road closures, drainage, parking, damaged school sign etc.) - Council to

receive updates and agree actions

Road closures: No issues. Cllr Goldwyn has reported STW to SC for failing to remove traffic management signage again. He will forward email response to SC Cllr Williams and ask for it to be noted for future fines.

Drainage: The PC **NOTED** the correspondence that a resident had shared re. drainage concerns on Drawwell and in wider village. SC had responded and a work job will be allocated w/c 06.10.2025. It was **AGREED** that Clerk will put in a report to SC about village-wide drainage issues, and ask SC Cllr Williams to assist.

Parking: Drivers have been spoken to again, no further actions at present.

Damaged school wigwag sign: It was **NOTED** that SC Cllr Williams is continuing to chase this, but SC's temporary measure was just a yellow A-board in the verge that is not very visible.

h) Digital and data compliance – Review and agree actions

It was **AGREED** to focus on obtaining a new laptop before looking at other actions on the list. Cllr Goldwyn will share a link to a password manager.

i) Community walking stroller – Council to consider and agree any actions

Cllr Goldwyn gave an update. After discussion, it was **AGREED** that the PC will not take up this offer.

j) Freedom Fibre – Council to consider update and agree any actions

It was **NOTED** that a new agreement will hopefully be in place in the next month or so for a new provider to continue with the contracts.

k) Speeding - Council to consider options for traffic calming on Wem Road

The Clerk had circulated response from local police SNT which was **NOTED**. It was **AGREED** that Clerk will liaise with SC Cllr Williams and CSW coordinator to arrange for her to observe a CSW session. The PC will also send the last quarter of VAS data to police as soon as it is available.

62/25: PLANNING APPLICATIONS – Council to agree/ratify responses

a) Address: [Highfield House, Wem Road, Clive, ref: 25/02679/COU](#) – Council to ratify

It was **RESOLVED** to ratify the Council's response in support of the above application. The full response can be viewed on the Planning portal via the weblink above.

b) Address: [Land north of Station Road, Yorton, ref: 25/02931/TEL \(communications mast\)](#) – Council to consider

After discussion, it was **RESOLVED** to SUPPORT, reiterating the comments made in the PC's letter of support.

63/25: SHROPSHIRE COUNCIL/INSPECTOR PLANNING DECISIONS – Council to note

a) Address: [The Access School Holbrook Villa Farm, Clive, ref: 25/02500/DIS](#) (comments not invited) – Discharge conditions approved - **NOTED**

b) Address: [Highfield House, Wem Road, Clive, ref: 25/02679/COU](#) - Grant permission - **NOTED**

64/25 CONSULTATIONS

c) Shropshire and Telford & Wrekin Local Nature Recovery Strategy (deadline: 15.10.2025)

It was **NOTED** that by law, all public authorities – including town and parish councils – have a duty to conserve and enhance biodiversity in exercising their functions. It was **FURTHER NOTED** that LPA's must use LNRS maps to inform site allocations and planning decisions. After discussion, it was **AGREED** that the Clerk will attempt to attend the conference on 3rd Oct, and the £10 donation for refreshments was **AGREED** by the Council. It was **FURTHER AGREED** that all Cllrs will review the maps, comments will be sent to Cllr Goldwyn to compile, and the Clerk will submit.

65/25: FINANCE – Council to consider and approve

a) Finance reports July 2025 (Receipts and Payments, Bank statement, bank reconciliation)

b) Finance reports Aug 2025 (Receipts and Payments, Bank statement, bank reconciliation)

c) Q1 budget monitoring report

It was **RESOLVED** to note and approve the above items a, b, and c.

d) 2024-25 CIL monitoring report

It was **RESOLVED** to amend the CIL monitoring report to add a separate project for improvements to RFA community amenity and allocate remainder of Neighbourhood fund to this project. Clerk will arrange signatures from SC Cllr Williams and Cllr Goldwyn and will submit to SC.

66/25: PAYMENTS

- a) Payments to be ratified/approved at the meeting

It was **RESOLVED** to approve the following payments:

- NEST, Sept pension contributions (emp'ee and emp'er), £63.24 (no VAT), by direct debit
- Sept staffing costs (incl. National salary award backpay), £872.66 (no VAT)
- HMRC, Sept PAYE and NICs, £101.76 (no VAT)
- Hugo Fox, Sept website provision, £11.99 (of which £2.00 VAT) – Paid by Direct debit 05.09.2025

67/25: POLICIES

- a) Action Plan quarterly review
b) IT Policy (revised)
c) Business Continuity Plan
d) Dignity at Work Policy

It was **RESOLVED** to approve the above policies (a-d).

68/25: REPORTS

- a) Sansaw Estates – Consider a report from the estate

Clerk passed on an update from the Estate, which has tidied up the Glatt including Himalayan balsam.

- b) RAF Shawbury – Consider a report

This item was considered earlier in the meeting, after item 61/25a Parish Matters: Co-Option.

- c) Shropshire Councillor's Report – Consider a report

Clerk shared the following report from SC Cllr Alison Williams:

- She has chased SC re. the school wigwag and has had no response at all which is very disappointing. She promises to keep chasing for this.
- She would like to be involved in a speed check.

The report was **NOTED**.

- d) Police reports/newsletters, and West Mercia Police Survey – Consider and agree survey responses (deadline 14.10.2025) and any other actions

The police budget update, and North Shropshire SNT newsletters for Aug and Sept were **NOTED**, as was the update on ASB driving on Drawwell. Resident reported that the ASB issue had stopped after police intervention and ASB letters were sent to registered owners of vehicles.

Police survey (deadline – It was **AGREED** that Cllr Goldwyn will fill in and submit the survey on behalf of the Council.

- e) Reports from meetings/training – Consider reports from Cllrs/Clerk on training/meetings attended

No training/meetings attended. It was **AGREED** the Clerk will look at training dates for Cllr Barker.

- f) AED checks – Receive reports from latest AED inspections and agree actions

It was **NOTED** that AED checks had been completed on: 24/07/2025 and 21/08/2025 with all in order. These checks were logged for PC records. It was **NOTED** that pads are due to expire Nov 2025. Clerk will add an agenda item for replacement in October.

- g) Community Speed Watch – Consider a report and agree actions

Clerk shared an update from the coordinator: They have recently run a couple of sessions, and recorded some speeders, but majority were within the limit. They would like to organise further sessions, but are limited by number of volunteers and availability. A couple of villagers are applying to join, but would appreciate more volunteers so they can run more regular sessions.

69/25: CORRESPONDENCE RECEIVED - Council to note/agree actions

- a) SALC weekly briefings (21.07.2025, 30.07.2025, 04.08.2025, 02.09.2025, 08.09.2025, 15.09.2025)

NOTED

- b) NALC advice note on 2025-26 pay agreement (30.07.2025) **NOTED**

- c) Helen Morgan MP letters re. Neighbourhood Planning funding (05.08.2025) **NOTED**

- d) Breakthrough Communications training calendar (07.08.2025) **NOTED**

- e) Shropshire Council proposed memorandum of understanding with Town & Parish Councils

(28.08.2025)

After discussion, it was **AGREED** that PC is open to discussion and will consider the questions raised by SALC Area Committees, but will hold off on making any specific commitments.

f) North Shropshire Area Committee meeting agenda (09.09.2025) **NOTED**

g) Roadworks: [Drawwell and Mine Bank, Clive \(03-06-10.2025\) \(multevo carriageway repairs\)](#) **NOTED**

h) Roadworks: [Back Lane, Clive, \(13-17.10.2025\) SP Energy Networks](#) **NOTED**

70/25: FUTURE AGENDA ITEMS

Councillors are requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. **Councillors are respectfully reminded that this is not an opportunity for debate or decision making.**

- Local Nature Recovery Strategy

71/25: NEXT MEETING – Council to agree

After discussion, it was **RESOLVED** that the next Council meeting would be held on **Thurs 16th Oct 2025**, 7.30pm at Clive Village Hall.

There being no further business, the Chairman thanked everyone for their participation and closed the meeting at: 21.28pm.

Confirmed as accurate: _____ Chairman Date: _____