



Minutes of the Ordinary Council Meeting held on Thursday 26th March 2026 at Moreton Say Village Hall, starting at 7:30PM.

Present: Councillors

Cllr C. Dutton, Cllr G. Turner, Cllr J. James, Cllr J. Burslem,
Cllr M. Myles-Hook (Unitary Councillor)

Clerk: Sarah Ralphs

Members of the Public: None

1. Chair's Welcome and Public Session

Chair welcomed everyone.

2. Apologies

Cllr P. Smith, Cllr C. Wellon, Cllr A. Wickett.

3. Declaration of Disclosable Pecuniary or any other interest or requests for Dispensations

None declared.

4. To approve and sign the Minutes of the Ordinary Council Meeting held on Thursday 22nd January 2026

RESOLVED: To approve and sign the Minutes from the Ordinary Council Meeting held on Thursday 22nd January 2026 at the end of the meeting.

5. Reports

a.) Councillors

The Clerk read a report from Cllr P. Smith on the NSAC meeting of 17 March 2026. Julie Catterall (Prees) was elected as NSAC's representative to the SALC Executive Board.

Significant concern was raised over planning pressures across the county, including Baschurch's objection to a proposed 180-home development and the inadequacy of Shropshire Council's traffic monitoring. Baschurch's own counts recorded 978 additional vehicles on the Yeaton route, highlighting issues similar to those affecting Longford, Longslow and Moreton Say from the proposed A53 developments.

Members also discussed the rising volume of planning applications and Shropshire Council's approach to meeting NPPF requirements. Cllr David Walker (Portfolio Holder for Planning) and Craig Bethel (Rural Housing Enabler) will attend the next NSAC meeting to discuss planning policy and rural housing needs.

NALC is proposing a North Shropshire-wide litter-picking event.

The next meeting will be held on 8 June 2026.

Cllr G. Turner reported that he will be joining the Town of Culture 2028 committee in a personal capacity, not as a representative of Moreton Say Parish Council.

Cllr J. James informed the Council that the Wellbeing Hub (Market Drayton & Rural Parishes Community Covenant) will hold a soft launch in April 2026, with the full launch in May 2026 at The Festival Centre, Market Drayton.

b.) Unitary Councillor

Exceptional Financial Support (EFS) has been granted to Shropshire Council for the current financial year and for 2026/27. This avoids the need for external audit intervention and prevents the issue of a Section 114 notice. EFS is provided as a loan and will need to be repaid.

The North West Relief Road has cost £39 million to date, and there was concern this may need to be repaid to the Department for Transport. This sum has been included in the 2026/27 budget through the use of EFS.

The North West Relief Road has been officially cancelled.

A new Section 151 Officer has been appointed at Shropshire Council, meaning all major senior posts have now been replaced.

Discussions continue regarding the future of Shirehall. Current proposals involve demolition and redevelopment for housing, offices and a medical centre, although an options group is exploring alternative uses that could generate revenue.

c.) Clerk

The Clerk reported an issue with meeting invitations sent via the email provider, which prevents attachments from being viewed when accessed on a mobile device. The issue has been logged with the provider, who will update the Clerk once a fix is available.

6. Parish Matters

a.) Tennis Courts

- i. The Chairman reported that, following discussions with the Parochial Church Council, the trees overhanging the Tennis Courts are subject to Tree Preservation Orders. Any remedial work to the overhanging branches must therefore follow the formal application process and would be at the Parish Council's cost.
- ii. Before commissioning any works, the Council agreed it would be helpful to assess local demand for the Moreton Say tennis courts, noting that Calverhall already has an established facility.
- iii. Noted.

RESOLVED: To publish a residential survey on the Council website and the Moreton Say Rural Watch Facebook page to assess local demand for the Tennis Courts.

b.) Grass Triangle

- i. The Clerk confirmed that Shropshire Council is responsible for works to the grass triangle and will provide dates to meet on site. The Chair noted a possible damaged water meter, and Severn Trent may need to be consulted. The Clerk will advise Shropshire Council accordingly.
- ii. No further action required, as the works will be carried out by Shropshire Council.
- iii. The Council discussed possible preventative measures, including stone bollards, chain-and-link fencing, planters and 'no parking' signage, but agreed that any proposals must be discussed with Shropshire Council.

7. To consider and approve a Grant Giving Policy for the Parish Council, including the timeframe for submitting applications and the process by which applications may be made.

A draft Grant Giving Policy was circulated prior to the meeting. The Clerk advised that best practice is to schedule grant payments for March each financial year to retain adequate reserves for any unforeseen requirements.

RESOLVED: To adopt the Grant Giving Policy.

8. **To review the current grounds maintenance arrangements, including the absence of a formal contract and whether a tender or procurement process is required, and to consider next steps**

RESOLVED: The Clerk will prepare a draft contract and scope of works for consideration at the next meeting, prior to issuing it to the existing contractor.

9. **To review quotes for Microsoft 365 Business packages and consider approval of a compliant solution to meet the requirements of Assertion 10 of the AGAR.**

RESOLVED: To accept the quote from Brosys for £18.26 ex.VAT per month for Option 3: 1 x Business Basic + 7 x F1 Plan.

Clerk's Note: Following the meeting, the Clerk identified that the quotation also includes a one-off implementation fee of £196 + VAT which was not included in the reported cost. Members were notified by email and decided to allow Clerk to purchase using delegated authority.

10. **To consider the Parish Council's involvement in the Market Drayton & Rural Parishes Community Covenant**

- a.) **RESOLVED: That Moreton Say Parish Council will be formally represented within the Market Drayton & Rural Parishes Community Covenant.**
- b.) **RESOLVED: That Cllr J. James is appointed as the Council's external representative to the Market Drayton & Rural Parishes Community Covenant.**
- c.) **RESOLVED: That Cllr J. James will not hold any decision-making powers in this role and must refer all matters back to full Council for approval. Cllr J. James must not undertake or initiate any fundraising activities for the Market Drayton & Rural Parishes Community Covenant on behalf of Moreton Say Parish Council.**

11. **To approve the branding materials as endorsed by the Chair for use by the Parish Council**

RESOLVED: The Council approved the use of the brand materials.

12. **Finance**

- a.) Balances and Reconciliations:

| Jan-26 | |
|---|------------------|
| Bank Account: | Working Account |
| Reconciliation as at: | 31/01/2026 |
| TOTAL NET BANK BALANCE at 31/01/2026 | £1,018.48 |
| The total net balances reconcile to the Cash Book (receipts and payments) as follows: | |
| Opening balance 01/04/2025: | 1,352.76 |
| Total receipts: | 0.00 |
| Total payments: | -1,029.43 |
| Transfers IN: | 1,174.24 |

| | |
|--|------------------|
| Transfers OUT: | 0.00 |
| Closing balance per cash book as at 31/01/2026 (must equal net bank balances above) | £1,018.48 |

| | |
|--|-------------------|
| Jan-26 | |
| Bank Account: | Savings Account |
| Reconciliation as at: | 31/01/2026 |
| TOTAL NET BANK BALANCE at 31/01/2026 | £30,000.00 |
| The total net balances reconcile to the Cash Book (receipts and payments) as follows: | |
| Opening balance 01/04/2025: | 21,000.00 |
| Total receipts: | 0.00 |
| Total payments: | 0.00 |
| Transfers IN: | 0.00 |
| Transfers OUT: | -1/174.24 |
| Closing balance per cash book as at 31/01/2026 (must equal net bank balances above) | £30,000.00 |

| | |
|--|------------------|
| Feb-26 | |
| Bank Account: | Working Account |
| Reconciliation as at: | 28/02/2026 |
| TOTAL NET BANK BALANCE at 28/02/2026 | £2,194.38 |
| The total net balances reconcile to the Cash Book (receipts and payments) as follows: | |
| Opening balance 01/04/2025: | 1,352.76 |
| Total receipts: | 12.83 |
| Total payments: | -836.93 |
| Transfers IN: | 2,000.00 |
| Transfers OUT: | 0.00 |
| Closing balance per cash book as at 28/02/2026 (must equal net bank balances above) | £2,194.38 |

| | |
|--|-------------------|
| Feb-26 | |
| Bank Account: | Savings Account |
| Reconciliation as at: | 28/02/2026 |
| TOTAL NET BANK BALANCE at 28/02/2026 | £28,000.00 |
| The total net balances reconcile to the Cash Book (receipts and payments) as follows: | |
| Opening balance 01/04/2025: | 21,000.00 |
| Total receipts: | 0.00 |
| Total payments: | 0.00 |
| Transfers IN: | 0.00 |
| Transfers OUT: | -2,000.00 |
| Closing balance per cash book as at 28/02/2026 (must equal net bank balances above) | £28,000.00 |

RESOLVED: To accept and sign the Bank Reconciliations at the end of the meeting.

- b.) Payments Received – None.
- c.) Payments Authorised Outside of Meeting:

| Paid Date | Recipient | Details | Amount | Authority |
|------------|--------------------------|---|-----------|--|
| 31/01/2026 | Unity Trust Bank | Bank Charges | £6.00 | Local Government Act 1972 (s.111) |
| 13/02/2026 | Locum Clerk | Wages (Feb 26) | £285.60 | Local Government Act 1972 (s.112 (2)) |
| 26/06/2026 | Savings Account | Internal Transfer from Savings to Working | £2,000.00 | Local Government Act 1972 (s. 151), Financial Regulations (ss.6.1-6.7) |
| 27/02/2026 | Locum Clerk | Wages (Feb 26) | £53.55 | Local Government Act 1972 (s.112 (2)) |
| 27/02/2026 | Clerk | Wages (Jan + Feb 26 + WFH Allowance) | £466.12 | Local Government Act 1972 (s.112 (2)) |
| 27/02/2026 | Clerk | Expenses (Ink) | £12.83 | Local Government Act 1972 (s.135) |
| 28/02/2026 | Unity Trust Bank | Bank Charges | £6.00 | Local Government Act 1972 (s.111) |
| 20/03/2026 | Shropshire Council | Electricity (4 th Quarter) | £164.02 | Parish Councils Act 1957 ss 3 (1) & 7 |
| 24/03/2026 | SALC | CiLCA Training | £200.00 | Local Government Act 1972 (s.111, s.143) |
| 24/03/2026 | SLCC | CiLCA Qualification | £247.50 | Local Government Act 1972 (s.111, s.112, s.143,) |
| 24/03/2026 | Moreton Say Village Hall | Room Hire | £225.00 | Local Government Act 1972 (s.133) |
| 24/03/2026 | SLCC | Membership + Joining Fee | £85.00 | Local Government Act 1972 (s.143) |
| 26/03/2026 | Chris Jordan | Grounds Maintenance | £140.00 | Open Spaces Act 1906 (ss.9-10), Highways Act 1980 (s.96) |
| 26/03/2026 | Balfours | Leased Land from Lichfield Diocese | £193.15 | Local Government Act 1976 (s.19) |

The above payments were noted.

d.) Outstanding Payments to approve:

| Due Date | Recipient | Details | Amount | Authority |
|------------|-------------|--------------------|---------|--|
| 30/03/2026 | Locum Clerk | Expenses (FY25/26) | £152.60 | Local Government Act 1972 (s.111) |
| 30/03/2026 | Clerk | Wages (Mar 26) | £326.30 | Local Government Act 1972 (s.112 (2)) |

RESOLVED: The outstanding accounts should be paid, and the transactions authorised by two nominated Councillors.

e.) The Council considered the method of payment for streetlighting electricity charges and discussed moving from BACS to an automatic direct debit arrangement.

RESOLVED: The Council approves payment of the streetlighting electricity bill by direct debit.

13. Planning

a.) The Council considered planning application 26/00843/OUT and raised several concerns. Members felt that the proposal does not provide adequate pedestrian crossing facilities over the A53, nor does it offer a safe pedestrian or cycle route into Market Drayton town centre. The Council also highlighted issues relating to flood mitigation along the Sych Brook, noting that it flows north and has a history of flooding on both sides. In addition, Members questioned the need for a further roundabout between two existing roundabouts and expressed concern that this may contribute to increased traffic congestion. Clerk to log this objection on the Planning Portal.

RESOLVED: That the Council objects to planning application 26/00843/OUT on the grounds detailed above.

b.) The Council noted this.

14. Highways

- a.) Council noted that *Road between Moreton Say and Longford* was the same as item b, below.
- b.) Cllr M. Myles-Hook to chase Shropshire Council Highways team on this.
- c.) Cllr M. Myles-Hook to chase Shropshire Council Highways team on this.
- d.) Fix My Street have updated us to state that this has been accepted into their scope of upcoming works.

15. Next Meeting

Grant applications to be discussed at the next meeting.

Chair signed the minutes.

Cllr J. Burslem signed the Bank Reconciliations.

RESOLVED: Annual Parish Meeting to be held on Thursday 28th May 2026, at 7:00PM at The Village Hall, Moreton Say, followed by the Annual Parish Council Meeting at 7:45PM.

Meeting closed 9:24PM

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