



Minutes of the Ordinary Parish Council Meeting held on Thursday 24th September 2026 at Moreton Say Village Hall, starting at 7:31PM.

Present: Councillors

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

Clerk: Sarah Ralphs

Members of the Public: 0

48/26 Chair's Welcome and Public Session

Chair welcomed everyone to the meeting. There were no members of the public in attendance. Chair noted an omission from the agenda of approval of the last minutes, and confirmed this would be completed during the meeting on Thursday 26th November 2026.

49/26 Apologies

Cllr P. Smith.

50/26 Declaration of Disclosable Pecuniary or any other interest or request for Dispensations

None declared.

51/26 Reports

- i. **Councillors** – Cllr J. James provided an update from the latest NALC meeting, which included two guest speakers.

A representative from Severn Trent discussed planning obligations and advised that a proactive and reactive flood team is now operating from its Coventry site. Although Severn Trent has no statutory right to be consulted on planning applications, it has a statutory responsibility to respond when consulted. Developer resources are available through the Severn Trent portal; however, Parish Councils do not currently have access. Cllr J. James queried whether access could be made available.

The Rural Housing Enabler for Shropshire Council also outlined their role in supporting villages where a need for social housing has been identified and connecting them with suitable developers.

Cllr J. James also attended the Market Drayton and Rural Parishes Covenant meeting on 23 September 2026. An update on matters raised at the previous Moreton Say Parish Council meeting was not available as this had not been prepared. Instead, a review of the previous six months was undertaken, which will be published on the Covenant website.

- ii. **Unitary Councillor** – It was reported that the Council is working through the 22 recommendations made in CIPFA's Spring report. Finances have stabilised, with the Council on budget for Q1 2026.
Approximately £22 million relating to the NWRR is due to be repaid to the Department for Transport at around £2 million per year.
Non-revenue-generating assets, including Shirehall in Shrewsbury and Whitchurch Civic Centre, are being considered for disposal, although this does not necessarily mean sale to developers. In Whitchurch, a public task group is exploring options for bringing the Civic Centre into community ownership.
The proposed closure of Meole Brace Park and Ride has been suspended for six months.
Cllr J. James asked Cllr M. Myles-Hook for details of Shropshire Council-owned vacant shops in Market Drayton and whether there are plans to bring these back into use to generate revenue. Cllr M. Myles-Hook agreed to provide this information outside the meeting.
- iii. **Clerk** – None.

52/26 Co-Option of Justin Reynolds as member of Moreton Say Parish Council

The Council had reviewed J. Reynolds' application prior to the meeting. Cllr C. Dutton proposed, and Cllr J. Burslem seconded, the co-option of Justin Reynolds as a Councillor for Moreton Say Parish Council. The Council voted in favour of the proposal.

Cllr Reynolds signed the Declaration of Acceptance of Office.

RESOLVED: To appoint Justin Reynolds as Councillor to Moreton Say Parish Council

RESOLVED: To enrol Cllr J. Reynolds on the Fundamentals for Councillors training course at a cost of £45.00 per member delegate.

53/26 HR Committee Training

Members discussed attendance at the forthcoming HR training and agreed that, for cost-effectiveness, attendance would be shared across the two courses rather than enrolling all three Committee members. The HR Committee will meet following the training to share the information and learning with members who did not attend.

Cllr C. Wellon will attend the training on 15th October. Cllr J. James will confirm with the Clerk whether she is available to attend on 28th or 29th October.

Following completion of the training and the sharing of information between HR Committee members, a date will be agreed with the Clerk to undertake the Clerk's probationary review.

RESOLVED: To enrol Cllr C. Wellon on *HR Essentials – Foundations of Council Employment and Governance* at a cost of £55.00.

RESOLVED: To enrol Cllr J. James on *HR Essentials – Managing People Effectively* at a cost of £55.00, subject to confirmation of availability.

54/26 To note that the 2026/27 National Joint Council (NJC) pay award has been agreed, retrospectively from 1 April 2026, and to approve its implementation in respect of the Council's employee

The Council noted and approved its implementation.

55/26 Change of Registered Correspondence Address

The Clerk advised that recent legislative changes mean Councillors' home addresses no longer need to be published on Council contact information. However, this does not extend

to Clerks working from home where their address is used as the Council's registered business address.

The Clerk raised concerns following recent instances where her home address had been shared publicly on social media in connection with contentious local planning applications. She therefore requested that the Council consider changing its registered business address to The Clive Hall and installing a dedicated Parish Council post box at the premises. This would also provide a permanent Council address, avoiding the need to update accounts and records following any future change of Clerk.

Members acknowledged the concerns raised and supported the proposal in principle.

The Clerk will draft a letter to the Village Hall Committee requesting permission to use The Clive Hall as the Parish Council's registered business address and to install a dedicated post box. Subject to approval, the Clerk will purchase a suitable post box and reclaim the cost as an expense.

56/26 Parish Matters

- i. **Tennis Courts** / Future Use of the Land – The Council considered a range of options for the future use of the tennis courts, including restoration, alternative recreational uses such as a playground or pump track, transferring the lease to Moreton Say C of E School, returning the area to grass, or retaining the lease and converting the area to provide additional parking for the school.

It was noted that ongoing maintenance of the tennis courts could cost approximately £3,000 per annum, including quarterly moss and algae treatment and an annual deep clean estimated at £2,500.

Alternative recreational uses were also considered, with indicative costs for a playground or pump track estimated at £60,000–£120,000. With the Council's current CIL balance of £28,797.53, significant additional grant funding would be required.

Returning the courts to grass was discussed; however, members noted the existing recreational and open-space provision at the site, including the Millennium Pond. The suitability of using CIL funding for this option would require confirmation from Shropshire Council.

The Council had previously contacted Moreton Say C of E School regarding potential collaboration or future use of the land but had not yet received a response.

Members referred to information provided by Cllr M. Myles-Hook that Moreton Say C of E School is one of 13 Shropshire schools earmarked for development within the next 12 months. Members considered that any resulting increase in pupil numbers could place additional pressure on the existing parking provision.

Converting the tennis court area into additional parking was therefore considered an option worthy of further investigation, particularly if this could support the future needs of the school. The potential use of CIL funding for this work would be subject to confirmation from Shropshire Council.

The Clerk will contact Moreton Say C of E School again to seek its views and explore potential collaboration; confirm with Shropshire Council whether CIL funding could be used towards the proposed parking scheme; and liaise with the Diocese of Lichfield to establish whether there are any objections or restrictions relating to the proposed use of the land.

- ii. **Tree Maintenance** – As the above matter remains under consideration, the Council deferred a decision to allow any required works to be undertaken together.

RESOLVED: To defer a decision on tree maintenance until the future use of the tennis court site has been determined, allowing any required works to be coordinated and undertaken at the same time.

57/26 Asset Inspection Reports

Councillors provided an update on the condition and status of Council-owned assets, as detailed in the table below:

DESCPTION	IDENTIFICATION	CHECKER	COMMENTS
Infrastructure			
Mirror	Bletchley	CD	Good Condition – no further action.
Streetlights (x12)	Around Parish	CD	Repairs Required – Column 1 (Longslow), no isolator is fitted. Column 1 (Brookfields) backboard is not secured inside the column and beyond repair. No isolator is fitted. Replace with galvanised steel column (this will upgrade the backboard and include new isolator).
Medical Equipment			
Defibrillator	Longford	SR	Good Condition – external cabinet requires cleaning. Overgrown wisteria surrounding the asset is affecting visibility and requires attention.
Defibrillator	Moreton Say Village Hall	SR	Good Condition – external cabinet requires cleaning.
Office Equipment			
Gavel		SR	Location unknown – dispose from asset register.
Laptop	Lenovo 12th Gen Intel(R) Core(TM) i5-1235U (1.30 GHz)	SR	Good Condition – no further action.
Printer		SR	Not used – kept in village hall.
Play Equipment			
Basketball Hoop	Moreton Say	CW	Not used – dispose from asset register.
Tennis Court Posts & Net	Moreton Say	CW	Not used – dispose from asset register.
Tennis Court Signage	Moreton Say	CW	Not used – dispose from asset register.
Street Furniture			
Car Park Fencing	Moreton Say	CD	Good Condition – no further action.
Car Park Signage	Moreton Say	CD	Good Condition – no further action.
Noticeboard	Longford	CD	Good Condition – no further action.
Noticeboard	Moreton Say Village Hall	CD	Good Condition – no further action.
Wooden Bench	Millenium Pool, Moreton Say	CD	Good Condition – no further action.

E.On Energy Solutions have provided a quote for the works required to the streetlights for £707.31 exc. VAT. Due to limited funds remaining within the 2026/27 Street Lights budget, any shortfall will be met by a virement from the s.137/GPoC budget line.

Clerk will look to remove the Play Equipment from site.

RESOLVED: To accept E.ON Energy Solutions' quotation of £707.31 excluding VAT and vire any budget shortfall from the s.137/GPoC budget line.

58/26 Grant Requests

- a. **Market Drayton Swimming Club** – The Council considered the grant application and reviewed the supporting documentation submitted. Members considered the overall project costs, the Club's available financial resources and the amount of funding requested.

RESOLVED: To award Market Drayton Swimming Club a grant of £300.00 towards the proposed project.

- b. **St. Margaret's Church, Moreton Say** – The Council considered the grant application for £1,500 towards the maintenance of the churchyard and pathways. Members recognised the church and churchyard as an important focal point within the Parish, with the grounds regularly accessed by residents visiting graves. The Council considered it important that the churchyard remains well maintained, visually attractive and accessible to the community.

Having considered the application alongside the Council's available grant funding, members agreed that a reduced award of £1,000 would represent an appropriate contribution towards the works.

RESOLVED: To award St Margaret's Church a grant of £1,000 towards the maintenance of the churchyard

59/26 Grounds Maintenance – Grass Cutting Contract

Only one quotation had been obtained, as other contractors approached were unable to meet the contract requirement for all grass cuttings to be removed from the site.

The Council agreed to seek further quotations, prior to making a decision to ensure best value for money. Cllr J. Reynolds suggested approaching Calverhall Cricket Club again to establish whether they would be in a position to provide a quotation

Given the relatively small area requiring cutting, explore whether volunteers could assist with the work. The Chair will also speak with a local resident who may be willing to assist on a voluntary basis.

The Clerk will seek further quotations, including from Calverhall Cricket Club, while the Chair will explore the possibility of voluntary assistance from a local resident.

60/26 Finance

- i. **Balances & Reconciliations** – noted:

Current T1		Instant Access (Savings)		Instant Access (CIL)	
August 2026					
Opening Balance:	£1,313.07	Opening Balance:	£10,008.01	Opening Balance:	£28,797.53
Total Receipts:	0.00	Total Receipts:	0.00	Total Receipts:	0.00
Total Payments:	-1,036.67	Total Payments:	0.00	Total Payments:	0.00
Transfers IN:	0.00	Transfers IN:	0.00	Transfers IN:	0.00
Transfers OUT:	0.00	Transfers OUT:	0.00	Transfers OUT:	0.00
Closing Balance:	£276.40	Closing Balance:	£10,008.01	Closing Balance:	£28,797.53

- ii. **Payments Received** – None.
- iii. **Payments Authorised Outside of Meeting** – Noted:

Paid Date	Payee	Description	Authority	Amount (£)
28/08/2026	E.On	Annual Maintenance [1 st May-26 – 30 th Apr-27]	Parish Councils Act 1957, s.3	£138.80
31/08/2026	Unity Trust Bank	Bank Charges [Jul-26]	Local Government Act 1972, s.111	£7.00
04/09/2026	Shropshire Council	Electricity	Parish Councils Act 1957, s.3	£171.92

The Clerk reported that the Direct Debit payment made to Shropshire Council on 4 September 2026 may duplicate a payment made by bank transfer on 28 August 2026. A request to establish a Direct Debit mandate had been submitted in May 2026, but no confirmation of activation had been received. The invoice was therefore paid by bank transfer in the usual way before the same amount was subsequently collected by Direct Debit.

The Clerk has contacted the Shared Energy Scheme to confirm whether the Direct Debit mandate is now active and whether the duplicate payment has resulted in a credit on the Council's account.

- iv. **Outstanding Payments** – Approved:

Invoice Date	Payee	Description	Authority	Amount (£)
24/09/2026	Clerk	Clerk Wages + WFH Allowance [Aug-26] + NJC Backpay [Apr-Aug-26]	Local Government Act 1972, s.112	£406.30
24/09/2026	Clerk	Expenses [Ink]	Local Government Act 1972, s.111	£28.49
24/09/2026	Market Drayton Swim Club	Grant FY26/27 [Diving Blocks]	Local Government Act 1972, s.137	£300.00
24/09/2026	St. Margaret's Church	Grant FY26/27 [Grounds Maintenance]	Local Government Act 1972, s.137	£1,000.00

RESOLVED: That the Council accepts and notes all outstanding payments, and payments made outside the meeting, and agrees to pay the outstanding amounts.

61/26 Planning

- i. **To receive planning applications from Shropshire Council** – Noted, no comment:

Reference	Address	Proposal	Status
26/03393/AMP	Hillside Cottage Longslow Market Drayton TF9 3QY	Non material amendment to include a dormer window on the rear of the dwelling relating to Planning Permission 25/02063/FUL	Pending Consideration

- ii. **To receive planning applications from Shropshire Council** – Noted:

Reference	Address	Proposal	Status
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26/02775/HRM	Moat Farm New Street Lane Market Drayton Shropshire TF9 3RH	Remove 20m of hedgerow to facilitate works for the supply of water in accordance with permitted development rights on land west of Moat Farm	Decided – No Objection [Wed 09 Sep 2026]
26/02777/HRM	Moat Farm New Street Lane Market Drayton Shropshire TF9 3RH	Remove 20m of hedgerow to facilitate works for the supply of water in accordance with permitted development rights on land east of Moat Farm	Decided – No Objection [Wed 09 Sep 2026]

62/26 Highways

- i. **Grass Triangle** – The Clerk presented Shropshire Highways’ quotation of approximately £5,000 to reduce the kerb width, kerb the grassed area, install a highways mirror and relocate the give-way sign. Bollards would cost an additional £1,468.80, plus £700 installation. Highways advised that, due to current budget constraints, the works would be considered low priority.

The Council therefore agreed to explore alternative measures to prevent parking at the site.

The Clerk will obtain quotations and seek Highways approval for ‘No Parking’ signage, and investigate whether the Council could install chain-link fencing using CIL funding, subject to Highways approval.

- ii. **Water Leak** – Cllr C. Dutton raised an issue of a new water-leak at the top of Mill Bank.

The Clerk will log this on Fix My Street.

63/26 Next Meeting

The next meeting of Moreton Say Parish Council will be held on **Thursday 26th November 2026**, commencing at **7:30pm**, at the **Village Hall, Moreton Say, TF9 3RS**.