



HODNET PARISH COUNCIL

MINUTES

Of the ANNUAL PARISH COUNCIL meeting of Hodnet Parish Council held at the Lyon Hall,
Hodnet on Thursday 15th May 2025 at 7.30pm

Present: Cllrs Mark Gilbert, John Matthews, Nigel Newitt, John Parker, John Powell,
Maryjayne Rees, Lin Sherwin, Jason Watts, Jayne Charman (clerk)
Members of the public: 2

25/48 Welcome, Apologies and reasons for Absence

Apologies received from Cllr Underwood & Cllr Cope – Reasons accepted

25/49 Appointments

- a) Following nomination by Cllr Sherwin, seconded by Cllr Powell, it was RESOLVED to APPOINT Cllr Rees as Chair of Hodnet Parish Council for the year 2025-2026.
 - b) Following nomination by Cllr Powell, seconded by Cllr Parker, it was RESOLVED to APPOINT Cllr Sherwin as Vice-Chair of Hodnet Parish Council for the year 2025-2026.
 - c) Declarations of Acceptance of Office were signed by the Chair, Vice-Chair and Councillors.
 - d) Cllr Sherwin proposed and Cllr Powell seconded that Sally Gallivan be co-opted to fill the parish councillor vacancy. Cllr Gallivan then signed the Declaration of Acceptance of Office.
 - e) Following nomination by Cllr Powell, seconded by Cllr Parker it was RESOLVED to APPOINT Cllrs Cope, Rees and Sherwin to the Finance Committee.
 - f) Following nomination by Cllr Powell, seconded by Cllr Rees it was RESOLVED to APPOINT Cllr Parker as representative of the Lyon Hall Committee
 - g) Following nomination by Cllr Rees, seconded by Cllr Sherwin it was RESOLVED to APPOINT Cllr Powell as representative for Charity Trustees – Hodnet Charities. The parish council nominated trustees remain as Janice Parker, Ann Taylor, Michael Morgan, Gill Roberts, Nicola Willicombe, John Powell and Dr. Mehta.
 - h) Following nomination by Cllr Rees, seconded by Cllr Powell, it was RESOLVED to APPOINT Cllr Underwood as representative for Hodnet 2000 Education Trust
 - i) Following nomination by Cllr Powell, seconded by Cllr Sherwin, it was RESOLVED to APPOINT Cllr Rees as representative for North Shropshire Area Committee.
- The clerk told councillors that they would be receiving an email with further information on how to submit their DPI forms.
 - The clerk is to write to Steven Freeman to thank him for all the hard work and time on the parish council.

25/50 Declaration of Interest – None Declared

25/51 Public Session – No questions asked

25/52 Minutes from previous meeting – The Minutes from the full council meeting on 27th March 2025 were considered for Approval. It was Proposed by Cllr Matthews, seconded by Cllr Sherwin and RESOLVED to APPROVE the minutes which were then signed by the Chairman.

25/53 Reports

- a) Clerks Report – To note
- b) Unitary councillor report – The clerk read out a final email from the previous ward councillor; Cllr Paul Gill. No report was sent by Cllr Edmunds.
- c) Reports from councillors attending meetings or training - None

25/54 Finance

a) Payments to note against March/April bank statements

March

PAYEE	AMOUNT	METHOD	AUTHORITY
PNET	£26.96	DD	LGA 1972 S112
ICO	£47.00	DD	LGA 1972 S111
SSE	£241.75	DD	PCA 1957 S112(1)
SSE	£4471.85	DD	PCA 1957 S112(1)
Staff expenses to 12/2	£55.20	BACS	LGA 1972 S112
Staff Salary (12/3)	£964.84	BACS	LGA 1972 s112(2)
O2	£13.20	DD	LG(FP)A 1963 S5
SSE	£35.35	DD	PCA 1957 S112(1)
SSE	£653.91	DD	PCA 1957 S112(1)
Simba IT	56.95	BACS	LGA 1972 S142
J Powell	£400.00	BACS	PHA1875 S164
Highline Electrical	£637.68	BACS	PCA 1957 SS3(1)
Rooted in Nature	£400.00	BACS	HA1980 S96
Staff expenses to 26/3	£61.20	BACS	LGA 1972 S112
PNET	£26.96	DD	LGA 1972 S112
Highline Electrical	£1867.20	BACS	PCA 1957 SS3(1)
TOTAL	£9960.05		

April

PAYEE	AMOUNT	METHOD	AUTHORITY
O2	£13.20	DD	LG(FP)A 1963 S5
Staff Salary (12/4)	£978.84	BACS	LGA 1972 S112 (2)
SSE	£31.93	DD	PCA 1957 S112(1)
SSE	£590.63	DD	PCA 1957 S112(1)
PNET	£28.68	DD	LGA 1972 S112
HMRC	£133.41	DD	LGA 1972 S112
TOTAL	£1776.69		

b) Receipts to note against March/April bank statements

March

RECEIPTS	AMOUNT
Interest to 31 st March– 2250	£0.00
Interest to 31 st March- 9243	£22.38
HWMC rent	£56.50
TOTAL	£78.88

April

RECEIPTS	AMOUNT
Interest to 30 th April– 2250	£0.00
Interest to 30 th April- 9243	£19.47
SSE Refund/goodwill	£200.00
HWMC rent	£56.50
Hodnet Medical centre wayleave	£2288.00
Shropshire Council precept	£30175.00
TOTAL	£32738.97

c) Bank reconciliations – March/April– To Approve

March

Balance brought forward from year end 31 st March 2024	£31264.13
Add: Receipts to date	£47154.24
Less: Payments to date	£46638.54
Closing balance at 31 st March 2025	£31779.83
Bank balances as at 31st March 2025	
Current Account (6712)	£12360.19
Business Reserve Account (2250)	£0.00
CIL Deposit Account (9243)	£19419.64
Less unrepresented cheques	£0.00
TOTAL	£31779.83

April

Balance brought forward from year end 31 st March 2025	£31779.83
Add: Receipts to date	£32738.97
Less: Payments to date	£1776.69
Closing balance at 30 th April 2025	£62742.11
Bank balances as at 30th April 2025	
Current Account (6712)	£43303.00
Business Reserve Account (2250)	£0.00
CIL Deposit Account (9243)	£19439.11
Less unrepresented cheques	£0.00
TOTAL	£62742.11

Councillors considered for approval the bank reconciliation up to the 30th April 2025. It was proposed by Cllr Matthews, seconded by Cllr Sherwin and RESOLVED that the bank reconciliation up to 30th April 2025 be APPROVED.

d) Payments for authorisation and Payment in May 2025

PAYEE	DESCRIPTION	AMOUNT
Staff Salary	Due 12/5/25	£964.84
Staff expenses to (7/5/25)	Expenses/reimbursements	£61.80
O2 (May)	Sim only contract (DD)	£14.18
PlusNet (May)	Broadband	£28.68
SSE	May 25	£35.35
SSE	May 25	£653.91
Zurich	Insurance	£923.28
SALC	Affiliation fees	£784.16
K&S Landscapes	Grass cutting recreation ground	£660.00
TOTAL		£4126.20

Councillors were updated regarding the SSE bill amounts which had now arrived. The K&S Landscapes invoice that had been received since the agenda was sent out. Councillors then considered for approval payments for May 2025. It was Proposed by Cllr Watts, seconded by Cllr Matthews and RESOLVED that the Payments for May 2025 be APPROVED.

e.) Wayleave payment – Councillor Powell proposed, Cllr Sherwin seconded and it was RESOLVED to APPROVE £2288.00 payment to the Lyon Hall from the Medical Centre wayleave payment.

f.) Consider approving Regular DD payments

ICO - £47 (yearly)

O2 - £14.18

Pnet - £28.68

HMRC – Variable quarterly

SSE x 2 – Variable monthly

Councillor Parker proposed, Cllr Matthews seconded and it was RESOLVED to APPROVE the regular direct debit payments.

g.) Bank Signatories – It was Agreed to remove Cllr Freeman as a bank signatory and add Cllr Sherwin.

h.) Budget report & Internal checks – Internal checks had been carried out by Cllr Rees and signed. The Budget report was discussed. Cllr Watts suggested some Amendments to the presentation of figures for future reporting and will email this to the clerk to go through with the internal auditor. Clerk was also asked to obtain a quote from Scribe.

Budget Report was unanimously Accepted.

25/55 Consider Approval of Renewal of Insurance – Council are in an agreement until 1/6/27. Renewal of insurance proposed by Cllr Parker, seconded by Cllr Matthews

RESOLVED to APPROVE.

25/56 Grants to consider

North Salop Wheelers Community Bus – Cllrs agreed the project should have support and that it would be appropriate to suggest they approach Hodnet Charities as this would be a project that they would potentially support. Clerk to email contact details.

25/57 Planning Matters

a) Planning – sent by council for information only:

i). Application Reference: 25/01410/AGR

Address: Hawkstone Abbey Farm, Weston under Redcastle, SY4 5LN

Proposed: Erection of an above ground slurry store with associated works

b.) To discuss the following planning applications

i). Application Reference: 25/01331/FUL

Address: Lostford Manor, Mickley, Tern Hill, Market Drayton

Proposed: Erection of rear extension to replace the ad hoc existing extension and 2 bay garage with storage

SUPPORT with no comment.

c.) To note planning applications where period of representation has passed:

i). Application Reference: 25/01130/FUL

Address: Little Briar, 12 School Lane, Marchamley

Proposed: Conversion of existing garage

d.) Planning Decisions to note

i). Application Reference: 25/00836/FUL

Address: Wollerton United Reformed Church, Wood Lane, Wollerton, TF9 3NY

Proposed: Change of use of redundant United Reformed Church to mixed use residential and retail with associated storage for the sale of audio equipment

Decision: Refuse

ii). Application Reference: 25/01214/TCA

Address: Pine Tree Lodge, Marchamley, SY4 5LE

Proposed: Reduce the top trunk of the tree by approx. 750mm to remove the rotted section of 1no Beech within Marchamley Conservation Area

Decision: No Objection

A discussion arose on the councils planning policy for commenting on planning where consultation ends before the next parish council meeting. The Clerk confirmed that where less than half the council had responded no comment would be made. It was agreed that the councils planning policy would be discussed at the next meeting and that any planning items falling between the next meeting

would be emailed to councillors and the clerk would observe the chairs final decision. The Clerk reminded councillors that they can comment on the Planning Portal individually.

25/58 Hodnet Recreation Ground

- Quarterly Playground inspection – Cllr Newitt carried out the quarterly inspection. Form has been photographed and sent to the Chair but Clerk requested the original signed copy to include within the file for the internal auditor.
- Cllr Parker to sort loose goal post.
- Councillor working party scheduled for 7th June
- Laurel hedge with netting- quotes to potentially remove hedge at appropriate time
- Cllr Watts proposed, Cllr Sherwin seconded and all agreed to add a second bench to the recreation ground order. Cllr Gilbert to be the delivery contact.

25/59 Highways and Environmental

- Flytipping on A53 to report to Shropshire Council
- Spraying to be organised in usual locations
- Speeding through the village and diversion routes – Clerk to write to Council/police again to continue to put the matter on record.
- Wood Lane – hedge opposite chapel – Cllr Newitt to ascertain address as hedge is becoming an issue for cars

25/60 Street Lighting

- M6 appears to be on all day – report

25/61 Correspondence

- a). NALC and SALC weekly briefings
- b.) Safer Neighbourhood Team Newsletter
- c.) Fraud Bulletins
- d.) North Shropshire Area Committee Minutes
- e.) LNRS Update
- f.) Zurich Insurance renewal
- g.) Details of Road maintenance/closures/diversions
- h.) Environmental Maintenance Grant
- i.) Notes from Cllr Newitt – playground area
- j.) 3 x correspondence from parishioners

25/62 Parish Matters

- Noted that WI have tidied around the Lyon Hall Carpark. Clerk to obtain quotes for deep clean/brush of carpark, cut back of shrubs and line painting.
- Old Auction Yard - 2 Local connections forms had been emailed to the clerk – Councillors confirmed which had local connections and clerk is to respond accordingly.

25/63 Items for future agendas

- Policies to review

There being no other business, the Chairman declared the meeting closed at 9.50pm

Approval of the Minutes from the Meeting held on 15th May 2025.

Minutes accepted and approved by Hodnet Parish Council at a meeting held on Thursday
19th June 2025

Signed by the Chairman.....