

CHELMARSH PARISH COUNCIL

Clerk: Gillian Bailey
Email: clerk@chelmarshparishcouncil.gov.uk

Minutes of a meeting of Chelmarsh Parish Council held on Tuesday 28th July 2026 at Chelmarsh Parish Hall commencing at 7.30pm

Present:

Cllrs R Bebb, T Cole, D Garrett, D Strong, P Thomas and R Woods

Also Present:

G Bailey, Clerk, Cllr G Hollyhead

Public Open Session

There were no members of the public present.

26/27 031 Apologies for absence

It was agreed unanimously to accept apologies from Cllr Cadwallader.

26/27 032 Declaration of Interests

There were no declarations of interest in matters on the agenda.

26/27 033 Minutes

It was proposed by Cllr Cole, seconded by Cllr Thomas and **agreed** unanimously that the minutes of the previous meeting held on 23rd June 2026 were a true record. The Chair signed the minutes.

26/27 034 Reports

- a) Unitary Councillor: Cllr Hollyhead.
 - Update on Local Plan. The call for sites is ongoing; these will be reviewed as the development of the plan progresses. Cllr Hollyhead is working to engage with local experts to help communities respond to the development plans in their area.
 - Ongoing issues with speeding: Cllr Hollyhead described the lengthy legal process required to change an existing speed limit.
- b) Local Policing Team. No report.

26/27 035 Planning Applications

There were no planning applications to consider.

26/27 036 Payments

- a) It was **agreed** unanimously to approve the payment schedule for July 2026.
- b) The payment schedule for June was noted.

26/27 037 Quarterly Accounts

- a) Bank Reconciliation
- b) Receipts and Payments
- c) Balance Sheet

It was **agreed** unanimously to approve the accounts for Q1.

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26/27 038 Bridgnorth and Shifnal Area Committee

Members noted the minutes of the Bridgnorth and Shifnal Area Committee dated 15th June 2026.

26/27 039 Complaints Policy

The clerk requested that an additional line be added to the second paragraph 'and how personal data has been handled'. It was agreed that home addresses and phone numbers should not be included. It was agreed to clarify the timeline for a stage one decision be made by adding 'a further' to 5 working days.

With these amendments, it was **agreed** unanimously to approve the complaints policy for Chelmarsh Parish Council.

26/27 040 Chelmarsh Parish Council Review

Members considered a discussion paper on the functions of the Parish council and discussed any other activities the council might like to undertake. The following actions were agreed.

Improvements to website

- Add links to bus timetables
- New photos
- Add links to Severn Valley Railway
- Link to Chelmarsh sports club facebook page
- Promote the national cycle route 45
- Link to St Peters Church (via St Marys, Highley)
- Links to local walks via walking Britain
- Explore possibility of links to one network (highways)

Environmental Improvements

- Explore costs for:
 - Planting trees (fruit?) by bench in recreation ground
 - White gates for traffic calming
 - Bulb planting to verges

Social Support

- Explore potential for restoration of evening bus
- Confirm / advertise community bus routes

Engagement with residents

- Cost / location for noticeboard at Astbury.

26/27 041 Clerks Report

- Title deeds for recreation ground and cricket ground. It was agreed to amend these to the current clerks address. Cost £40.
- The council has been asked to participate in initial discussions on the development of a Local Youth Partnership. Cllr Cole volunteered to engage with the project.
- Signage for Bakehouse Lane – following up.
- Sutton signpost – still chasing response.

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- Fly tip on Jack Mytton Way reported to Rights of Way team 24th July.
- NALC affiliation fees to increase by £88.60
- Pay settlement – not finalised.
- Response to local plan received.

26/27 042 Parish Matters

- a) Cllr Garrett reported that footpath from Bakehouse Lane to the Church was still difficult to navigate and needed digging back to full width.
- b) Stile at the far end of the play area is rotten. Clerk to contact RoW team at SC for replacement kissing gate.
- c) Stile at Ingram Lane could also do with replacement.
- d) Cllr Woods reported that the village fete had raised £900 which was significantly less than previous years despite the huge effort made by organisers. The very hot weather was likely to have been a factor. It has been agreed that there will not be a fete next year.

There are still vacancies on the committee, both the Chair and Treasurer will be retiring in March. Work is ongoing with the diocese to renew the lease.

Cllr Woods has suggested that representatives from the PPC, Parish Hall Committee and the Parish Council meet.

- e) Cllr Cadwallader made the following reports (via email). Fly tip on Astbury Lane; trees across the road (B4555) overhanging so large branches are being caught on lorries / farm vehicles.

26/27 043 Correspondence

The Council has received an email enquiring if the PC had any information about a piece of land adjacent to The Dinney. It was agreed that the clerk would respond in the negative.

There being no further business the meeting closed at 9.10pm

Signed

Dated