



SHENSTONE PARISH COUNCIL

Serving Little Aston, Shenstone, Stonnall, Shenstone Wood End, Lynn,
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Draft minutes of meeting of Full Council Tuesday 12 May 2026 7:15 pm at Shenstone Community Library

1. Election of Chair

To receive nominations for the role of Chair for 2026/27, to elect to the position and complete the declaration of acceptance of office form.

There were two nominations, Cllr D Thompson proposed Cllr D Salter and Cllr M Cox proposed Cllr D Smith.

There was a ballot vote counted by the Clerk and checked by a member of the public.

Cllr Salter was duly re-elected as Chair of Council

2. Election Vice Chair. To receive nominations for the role of Vice Chair for 2026/27, to elect to the position and complete the **declaration** of acceptance of office form.

Cllr Thompson was duly elected as Vice Chair of Council following a proposal by Cllr A Pugh.

3. Register of members in attendance

Chair, Cllr David Salter, Simon Fisher Lesley Edgley, Alan Pugh, Phil Whitehouse, David Smith, David Thompson, Mick Cox, Dino D'Ambrosio, Chris Callow, Chris Jones and Louise Hawes.

4. Acceptance of apologies. – SCC Cllr A Farrell.

5. Public Participation. There was one member of the public that asked the following questions.

Q1. What is the Parish Council doing about the potholes especially the A5127 Lynn Lane
Cllr D Salter responded that inspections are due in this area.

Q2. Can the Parish Council do anything about the monthly village protestors on Lynn Lane.

Cllr D Salter responded advising that is a Police matter and the Police do attend the planned protests.

Q3. On the minutes for March, it says there were financial overspends and the account differences hadn't been monitored and we were usually under budget but now over budget as a council. She wondered what this is about and if this is being monitored going forward. There is quite a shift in the numbers between March and April.

The Clerk responded confirming all costs are now being closely monitored and contracts reviewed and renewed resulting in cost savings, of which some credits from the suppliers have been received.

She confirmed the annual precept of £251,000 was received in April, the bank accounts will be managed by prudent cash management in interest bearing accounts where possible.

6. Declarations of interest. Members should consider whether they should partake in any discussion or vote on matters on the agenda unless they have a dispensation:
There were none.

7. To accept and confirm minutes of the last Full Council meeting on Tuesday 14 April 2026

Proposal: To adopt the minutes

Resolved: The minutes approved unanimously and signed

8. Clerk's update on outstanding issues from last meeting:

The Clerk reported the BT broadband was re connected on Friday 24 May 2026 after 29 days since BT disconnected it error. They have credited £921.02 for the BT broadband line that was replaced in November 2024 and incorrectly billed. A claim for compensation for the loss of broadband is currently being pursued.

Thanks were given to the Clerk for her patience whilst being without Broadband and for pursuing the cost saving and credit from BT.

9. To elect members to the following committees: - see table 1 attached

Neighbourhood Planning & Property.

Finance Legal Health & Safety

Employment Committee

10. To elect members as representatives on Outside Bodies: - see table 1 attached

Shenstone Village Hall-1

Shenstone Playing Fields-2

Richard Cooper Room-1

Stonnall Village Hall-1

Stonnall Playing Fields-2

Little Aston Recreation Ground-2

Little Aston Village Hall-2

Staffs Parish Council Association-1

Quarry Committee-2

Lammas Land -2

11. Chairs Honorarium

Cllr D Thompson requested before any honorariums for the Chair or any Chair of Committees are approved the Clerk finds out what other Councils pay.

12. Casual vacancies.

It was reported there are now three vacancies following the resignations of Cllr S Harrison Little Aston Ward, Cllr Martin Mc Queen Shenstone Ward and Cllr Gail Nicholls Stonnall Ward.

Cllr A Pugh suggested exit interviews are carried out following resignations he will facilitate this.

The vacancy notices have been issued with the 14-day period for a by election to be called if a request is registered by ten registered local government electors in the relevant wards are;

Little Aston 18 May 2026

Shenstone 28 May 2026

Stonnall 1 June 2026

13. To approve the following policies and documentation

1. Standing Orders - APPROVED
2. IT Policy - APPROVED
3. Risk Register - APPROVED
4. Review of Asset Register – APPROVED, the Clerk noted a review of all assets is being carried out for the year 2026/27
5. Confirmation of arrangements for insurance cover in respect of all insurable risks, the current insurance with Zurich is valid to 23 June 2026. Alternative quotes for comparison will be obtained and approved at the Finance Committee meeting on 27 May 2026

14. To receive reports from District and County Councillors.

Cllr P Whitehouse reported there should be news regards the Local Government Reorganisation in July.

[Regeneration of Burntwood](#), a series of long-term opportunities have been backed to support the future improvement and regeneration of Burntwood, with a particular focus on the reinvigoration of Sankey's Corner and the wider town centre.

LDC has backed the development of a new grant scheme to support businesses in restoring and enhancing historic shopfronts across the city centre.

A public consultation is under way on a new [Heritage Shopfront Design Code](#), giving residents and businesses the chance to shape how future shopfronts should look.

Food waste, this has been delayed awaiting vehicle delivery it should now be late summer autumn, this will be a weekly collection, caddy's will be delivered to all residents.

Events in Lichfield, there is a two day [Food Festival](#) this weekend.

Cllr D Thompson asked Cllr D Salter about the newsletter that was recently sent out inviting applications through the Community Infrastructure Levy (CIL) — a fund used to support the development of new or improved community facilities and infrastructure. The closing date was 8 May 2026.

Cllr D Salter confirmed he has written to the leader of LDC.

It was noted there is a [Bank holiday event](#) Purple Flag Weekend will return to Lichfield city centre from 22 to 25 May 2026 with live music, themed drinks, special offers, guided tours and a new city-wide trail.

15. Finance.

1. Current financial position as of Wednesday 5 April 2026
Unity Account £204,288.97
Nat West Current Account £130.60
Nat West Business Reserve £71,90.88
Nat West Liquidity Account Ring Fenced funds for earmarked projects £55,161.37
2. **Financial transactions for April 2026 for approval – these were noted.**
3. **Consideration of draft accounts to 31 March 2026** awaiting the Internal Audit on 19 May 2026
4. **Bank mandates extra signatories to Nat West and Unity for approval.**

RECOMMENDATION: Fully approved for proposed resolution at Council to add Cllrs P Whitehouse and A Pugh to Unity bank and Cllr S Fisher and A Pugh to Nat West bank.

Nat West Bankline, The Clerk and Cllr L Edgley are set up for this.

Note: An additional meeting of the Finance Committee to be held on Wednesday 27 May 2026 at 10am in the Parish office.

There was a discussion regarding the £11,040 (this is the residual amount that originally came from Central Government to DC for the first Stonnall N Plan) LDC passed this to the Parish Council some years ago for future N Plan projects.

There were discussions around if the planned use for it fits in with the Stonnall N Plan which does not mention the green agenda specifically. Cllr D Thompson requested a couple of small additions to the Terms of Reference for the Committee. These were not agreed.

It was agreed to move the money to the Stonnall NP Community Account.

16. Planning.

Approve planning applications received in last month and update on any objections/developments.

Major application [26/00425/OUTM](#) Land West of Roman Lane & Little Aston Park Rd was discussed and confirmed that the Council will be sending an objection response on behalf of the residents.

[The Green Belt review](#) results are published, this is a national planning designation used to:

- Prevent urban sprawl, stop towns merging, protect the countryside and preserve the setting of historic places

17. Neighbourhood plan reviews:

Following the Little Aston consultation meeting on 31 March 2026 at Little Aston Village Hall the Steering Committee are meeting 13 May 2026 to discuss the results.

18. LDC CIL bids

1. Calder bridge update, the Clerk confirmed she attended a meeting with the surveyor Marcus Friend, the Lengthsman and one of the Lammas land committee members on Wednesday 6 May 2026 regarding the condition of the damaged bridge.

The conclusion was that the bridge needs a complete replacement as the attempts to do temporary repairs are no longer viable as the condition of the underneath structure of the bridge is so rotten.

A full condition report and survey should be received next week.

An estimated cost for a substantial replacement is around £35k.

The Clerk confirmed she submitted a bid to LDC for £35k

2. Endorsement for Shenstone playground BID, Cllr D Thompson reported a letter accompanying their Bid was sent.

19. To adopt a strategy for dealing with media and public enquiries and establish who is authorised to speak on the Councils behalf - Cllr David Smith

This was moved to P&C by the Chair.

20. Stonnall PROW 13

Cllr P Whitehouse reported he has spoken to the landowner who will allow access to get materials to the site. Further investigations to be carried out as to how the steps can be improved/repared, and a request to use CIL money to fund this.

21. Traffic Group feedback from surveys.

The speed surveys were circulated prior to the meeting to all Councillors; it was noted the speed limit on Church Road was incorrect and waiting SCC to re-calculate the data and recommendations on Church Road due to the incorrect speed limit being used in the report.

Also, there is a query raised with SCC about the camera being tampered with and a parked car (24/7) on Wallheath Lane at the point of the survey, it is thought this could have altered the results of the survey.

Also waiting the results from the query raised by Cllr Alex Farrell with The Highways Team as to what can be done Highways wise if the data from the surveys does not chime with reality on site and especially speed watch data and what will the County support if the Parish still wishes to pursue some form of traffic management?

22. Railway station feedback from Station re trees

It was confirmed there was not a TPO on the trees removed, there is a plan to grind down the stumps. Still awaiting a comment from the Railway Authority about any replacement.

23. Magazine next issue content to be agreed and distribution costs considered.

The Clerk will collate articles for the next magazine. The issue with delivery around Little Aston needs to be resolved.

CLOSED SESSION Under the public Bodies (Admission to meetings) Act 1960, a resolution has been made for the public and press to be excluded from the meeting at this point during consideration of the following item

Item 19, A motion was put forward by Cllr D Smith - To adopt a strategy for dealing with media and public enquiries and establish who is authorised to speak on the Councils behalf.

A draft Media Policy was circulated to all Councillors prior to the meeting.

RESOLVED: To approve and adopt the Media Policy

There was a discussion around the four items on the motion, these were voted on and the motion was NOT carried.

24. Recruitment of part time Lengthsman, to confirm the appointment.

Following three applications for the position and three interviews the successful applicant was Shane Ford who is due to start on Monday 18 May 2026 on SCP

25. Next meeting of Full Council 9 June 2026 7.15pm at Little Aston Village Hall

The meeting closed at 10:31pm