

MINUTES OF A MEETING



Fradley Parish Council

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Minutes of the Fradley Parish Council Meeting held at 7:00pm at Fradley Village Hall on 9 April 2026.

Present:

Cllrs Mike Ashcroft (Vice-Chair), Phil Beswick, Tosh Crompton, David Leytham (Chair), Jan Leytham-Gain and Kevin Stroud.

In Attendance:

Claire Crompton (Clerk/RFO) District & Ward Cllr Derick Cross and 0 Members of the Public.

25/134 – Apologies for Absence. Local Govt Act 1972 s85 (1)

There were no apologies for absence.

25/135 – Declarations of Members' Interests.

There were no declarations of interest.

25/136 – Co-option of Councillors Local Govt Act 1972 s87(2) and the completion of their Declarations of Acceptance of Office and Register of Members Interest Forms Local Government Act 1972 s 83 (4)

There were no candidates for co-option.

25/137 – Adjournment for Public Speaking. Public Bodies (admission to meetings) Act 1960 s1 extended by the LG Act 1972 s100.

Apologies were noted from County Cllr Richard Holland.

a. Public Speaking:

There were no members of the public present.

b. District & Ward and County Members Reports:

District & Ward Cllr Derick Cross attended the meeting and gave his report as follows:

District and Ward Councillor Cross reported that the amended access arrangements for the Horner Avenue development, via Common Lane through the Severn Trent Water pumping station, have now been approved.

Members were advised that Vistry Group has submitted a further planning application seeking to amend the development to provide 100 per cent affordable, social and rented housing in partnership with Platform Housing Group, who would own and manage the site going forward. It was noted that the proposed tenure change would enable Platform to access substantial

Government grant funding, allowing the development to be delivered within approximately 18 months rather than three years, making the scheme more financially viable for them.

Councillor Cross advised that he attended a pre-planning meeting at Lichfield District Council earlier that day. Councillor Stephenson has called in the application for determination by the Planning Committee, which is scheduled to meet on Monday 13 April. It was noted that Councillor Cross is Vice Chair of the Committee and that Councillor Stephenson intends to speak in objection to the application. Members further noted that, should the application be approved, no Neighbourhood Community Infrastructure Levy funding would be payable due to the proposed change in tenure.

Councillor Cross also provided an update regarding the Fradley Junction planning application. He advised that District Councillors had met with the case officer, conservation officer and Head of Planning to discuss the matter. The owner of the property was given until 9 April to submit a further planning application to the District Council. Members were advised that failure to submit an application may result in enforcement action, including a stop notice and potential requirements to reverse works already undertaken without planning permission.

It was noted that a previous application submitted in January had attracted significant objections from local residents and was subsequently withdrawn, however works on site had continued.

Councillor Cross confirmed that he would continue to keep the Parish Council informed.

Councillor Cross further informed Members that Lichfield District Council has received an application for a premises licence in relation to a unit at the Stirling Centre, with proposals to establish a micro pub at the site.

25/138 – Variation to the Order of Business.

There were no variations to the order of business.

25/139 – To receive a representative of the Heritage Group in relation to their community grant application, to enable Councillors to ask questions, and to consider the application.

Apologies were received from the representative of the Heritage Group as they were unable to attend the meeting.

25/140 –To confirm the minutes of the Fradley Parish Council meeting held on 19th March 2026.

RESOLVED: *The draft minutes of the Fradley Parish Council Meeting held on 19th March 2026 were approved and signed as a true and accurate record.*

AGREED; Unanimously.

25/141– Planning Matters

N.B - Town and Country Planning Act 1990, Sched. 1, para.8 - Right to be notified of planning applications if right has been requested. The Parish Council is a non-statutory consultee within the planning process.

Receive and consider report from the Planning Advisory Group:

- a. **To determine any additional action required on the planning application information, from information circulated via email by officers in advance of the meeting.**

Application No.	Location	Proposal	Comments by
25/01523/FULM	Land Off Horner Avenue, Fradley,	Section 73 application to permission 22/00106/FULM to	Rec: 01.04.26

	Lichfield, Staffordshire	remove condition 26 (Garage conversion restriction) and vary conditions 2 (Approved Plans), 20 (Play Areas), 21 (Acoustic Fence), 23 (Boundary Treatment) & 24 (Cycle Storage) relating to the approved plans and residential mix and tenure arrangements	Planning Committee Date: 13.04.26
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The Lichfield Planning Committee Meeting where planning application 25/01523/FULM is due to be discussed was noted by members.

To note the outcome of the following planning applications for which the Council has been consulted:

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Noted

25/142 – Finance

- a. To consider the following payments, any payments required after publication of the agenda will be advised at the meeting.

PAYEE	DESCRIPTION	AMOUNT	POWER
April 2026			
Co-op	Refreshments	2.55	LGA 1972 s111
Focus Group (DD)	Telephone Line	25.92	LGA 1972 s111
Unity Trust (DD)	Service Charge	8.95	LGA 1972 s111
Keelys LLP	Solicitor Fees	600.00	LGA 1972 s111
Salaries, TAX,NIC	April Payment	3777.42	LGA 1972 s112 - 119
Claire Crompton	Expenses	71.51	LGA 1972 s111
JR Landscaping	Ground Maintenance Contract	2526.88	Open Space Act 1906 s9,10
D Beaumont	Handyman Contract	280.00	Open Space Act 1906 s9,10
Fradley Village Hall	Room Hire	42.50	LGA 1972 s111
Vision ICT	Website	174.00	LGA 1972 s111
Austen Prince	Payroll Services	896.00	LGA 1972 s112
SPCA	Membership Subscription	807.79	LGA 1972 s111
SPCA	Councillor Training	96.00	LGA 1972 s111
LDC	Waste Disposal	402.00	Open Space Act 1906 s9,10

Members noted that the direct debit payment to Valda Energy for the Christmas lights electricity supply had been taken from the Council's account. It was noted that the payment had been omitted from the agenda, however the transaction was included within the cash sheet provided to Members.

RESOLVED: The Council approved the schedule of payments for April 2026.
AGREED; Unanimously.

b. To note the following income:

PAYEE	DESCRIPTION	AMOUNT

Noted

c. To consider the unaudited accounts from 1.04.2025 to 31.03.2026, including all supporting documents provided by the Clerk.

	31.03.2026
Current Account	£262,897.29
Equals Card	£106.89
Unpresented Payments	£0.00
TOTAL	£263,004.18

RESOLVED: The Parish Council AGREED the above payments and unaudited accounts provided by the Clerk. AGREED: Unanimously.

25/143 – To receive a report from the Working Group and to discuss their recommendations. This is to include Community Grant applications received this month – (20 mins)

The Council noted that consideration of the community grant application would be deferred, as the applicant's representative was unable to attend the meeting to provide the further clarification requested by Members.

Members were advised that the Working Group meeting had been rescheduled for the following week and therefore no formal report was available.

Councillor Beswick informed Members that he has been researching the use of traffic monitoring equipment available through Staffordshire County Council to record vehicle speeds within the village. It was noted that this information could help support the proposed SIDS project and any future requests for speed limit reductions.

Councillor Crompton provided an update following discussions with KP Events regarding issues arising from this year's Fradley 10K event, including the prize giving arrangements and identification of the first male and female Fradley residents to finish the race. Members were advised that KP Events confirmed that different coloured race bibs would not be practical for logistical reasons. KP Events acknowledged that the misunderstanding regarding prizes and winners was their responsibility and confirmed that measures would be put in place to ensure this does not occur again next year. It was also noted that the first male finisher had not identified himself as a Fradley resident during registration. KP Events offered their apologies to the Parish Council.

Councillor Crompton further advised that signage for the bat roosts would be ready later that week and noted that these had been kindly donated by a local business.

Councillor Leytham-Gain reported that she still intends to contact a local garden centre regarding potential sponsorship opportunities for the green open spaces improvement project and will provide an update in due course. She also informed Members that she is trialling the collection and storage of wildflower seeds for use in future planting schemes.

Councillor Leytham reported that discussions had taken place with a resident regarding the bee orchids. It was acknowledged that the previous wildflower garden had not been successful due to the shaded location beneath the tree canopy, although the location had originally been selected in an attempt to protect the bee orchids.

25/144 – To confirm and finalise the timings for the May meetings, including the Annual Parish Meeting and the Annual Meeting of the Council. This will be followed by a discussion to brief Councillors on the agenda, expected procedures, and their roles in the meetings. – (10 mins)

RESOLVED: The Annual Parish Meeting be held on 14 May at 6.30pm at Fradley Village Hall, immediately prior to the Annual Meeting of the Council at 7.00pm. AGREED: unanimously.

25/145 – To consider the proposed meeting schedule for the year, as provided by the Clerk, noting that meetings are typically held on the third Thursday of each month, except for August, when no meeting is scheduled and December, when an earlier meeting date is proposed – (2 mins)

RESOLVED: Councillors agreed to the proposed meeting schedule, as provided by the Clerk, noting that meetings are typically held on the third Thursday of each month, except for August, when no meeting is scheduled and December, when an earlier meeting date is proposed. AGREED: unanimously.

25/146 – To consider and to resolve the sale and removal of the telephone kiosk, including the outcome of the sale process, and to resolve the arrangements for its removal from site and any associated actions required by the Council. To note that the sale of the kiosk commenced on 26 March with the final bid deadline of 5 April, and to consider the next steps following the conclusion of the sale process. – (5 mins)

The Council considered the sale and removal of the telephone kiosk, including the outcome of the sale process and the arrangements required for its removal from site.

Members noted that the sale process commenced on 26 March, with a closing date for bids of 5 April. Two anonymous bids were received and considered by the Council. Following discussion, Members agreed to accept the higher bid on the basis that it represented the best value for the community.

It was noted that the kiosk had originally been transferred to Fradley and Streethay Parish Council ahead of the abolition of the Parish Council in 2023. It remained an asset of Fradley and will now be removed from the Parish Councils asset register and insurance policy.

The Clerk confirmed that draft terms and conditions of sale, an invoice and a transfer of ownership document will now be prepared. The Clerk will inform the private landowner, where the telephone kiosk is currently situated, of the outcome of the sale and the arrangements for the removal process.

RESOLVED: *The higher bid be accepted, that the Clerk notify both the successful and unsuccessful bidders, and that the successful bidder be required to remove the kiosk from site within 14 days of completion of the sale.*

AGREED: *unanimously.*

25/147 – To consider the Neighbourhood Governance Pack provided by the West Midlands County Association of Local Councils, including the councillor briefing, draft motion and template correspondence, and to determine the Council’s position, including whether to adopt the proposed motion and to write to the local Member of Parliament. – (10 mins)

RESOLVED: *The Council supports the principles set out within the Neighbourhood Governance Pack provided by the West Midlands County Association of Local Councils, adopts the proposed motion, and authorises the Clerk to write to the local Member of Parliament using the template correspondence provided, on behalf of the Council.*

AGREED: *unanimously.*

25/148 – Clerk Reports – (5 mins)

a. Parish Council Diary Dates:

- Staffordshire County Council Planning Committee meeting, CEMEX Application to be considered: Thursday 2nd April 2026, 10am. **Noted.**
- SPCA & Mazars Presentation for Staffordshire – 2025/26 AGAR: Thursday 7th April 2026, 9.30am on Teams. **Noted.**
- SLCC meeting: Thursday 16th April 2026, Stowe By Chartley, 10am. **Noted.**

b. To note the Parish Council Website MOT was completed by VisionICT on 30.03.2026. **Noted.**

c. To note that the defibrillator formerly located at the old Post Office has been removed and is currently being stored at Cllr Stroud’s address, and to consider temporary storage arrangements until a decision is made regarding its permanent relocation. **Noted. The Parish Council acknowledged and thanked Councillor Stroud for the work undertaken in relation to the ongoing review and organisation of the parish defibrillators. Members noted that further work is still required and expressed their appreciation for his continued efforts.**

d. To note that the mandate to remove former Councillors from the Council’s Unity Trust Bank account and to add Cllr Kevin Stroud as a user with permissions to view, submit and authorise payments, undertake administrative functions, and act as a signatory on the account has been signed and returned to the bank. **Noted.**

e. To note the 1st Brain Storming evening was postponed due to illness and will be rescheduled. **Noted.**

f. To note that the first “Making AGAR Digital” project for the 2025 to 2026 financial year has been delayed resulting in our withdrawal. **Noted.**

g. To note that a formal complaint has been received regarding the Barlow Drive Play Area. **Noted. Members noted the formal complaint received in relation to the play park and were updated on the actions taken by the Council to undertake repairs where possible and remove equipment from use where repairs were not viable.**

The Clerk informed Members that a start date of 4 May has now been confirmed for the Worthington Road Play Park improvement project. Members agreed to support the Clerk with a social media communication to residents outlining the programme of works, including the start and anticipated completion dates, and advising that the play park will be closed, cordoned off and prohibited from public access for the duration of

the works. Members also discussed arrangements for a formal opening event following completion of the project.

It was further agreed that clarification will be sought from the contractor regarding security arrangements during the construction period.

h. To note that a complaint has been received regarding weeds at Webb Close.

Noted. The Clerk has contacted the Ground Maintenance Contractor to request an update on when the next cycle of weed spraying is due to start.

i. To note that a request has been received for copies of the minutes of the Parish Council meetings held on 19 March 2026 and 23 March 2026, confirmation that those minutes record the names and associated organisations of all attendees, and copies of any recorded discussions or minutes relating to illegal parking and obstruction of UPN lorries, and to the reported potholes within Fradley. **Noted.** The Clerk has completed this task.

j. To note the Clerk, Chair, District & Ward Cllrs Cross and Stephenson along with SC Cllr Holland attended a meeting on 23rd March regarding the issues of HGV's on Common Lane. **Noted.**

k. To note the Internal Audit has been booked for Friday 24th April 2026. **Noted.**

l. The Clerk has provided a list of training courses provided by the SLCC & SPCA for April and May, should Cllrs wish to take part in any, please email the Clerk directly. **Noted.**

25/149 – Date and time of the next Parish Council Meeting to be confirmed as 21st May 2026 at Fradley Village Hall commencing at 7pm. – (1 min)

RESOLVED: The date and time of the next Parish Council meeting has been changed and confirmed as 14 May at 7.00pm. AGREED: unanimously.

25/150- To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press due to the confidential nature of the business to be transacted.– (5 mins)

RESOLVED: Under the Public Bodies (Admission to Meetings) Act 1960, that the press and public be excluded from the meeting during consideration of Item 25/84 a, as the matters concern items of a confidential nature and staffing matters and disclosure would not be in the public interest.

- a. To note the Council's re-enrolment compliance with The Pensions Regulator requirements. **Noted.**
- b. To consider issues arising from the relocation of the telephone kiosk at the former Post Office site, including the associated financial implications and decisions taken by the Council.

Members considered issues arising from the relocation of the telephone kiosk at the former Post Office site, including the associated financial implications and actions taken by the Council.

The Clerk informed Members that both Councillor Stroud and the Clerk had worked extensively to resolve the matter. Members were advised that the landowner had confirmed they no longer wished to purchase the kiosk from the Parish Council and subsequently issued formal notice requiring the Parish Council to remove the kiosk from the land within five working days. Members noted that the notice stated that, should the

kiosk not be removed within that timeframe, a daily storage charge of £20 would be applied.

The Clerk advised that the timeframe given was unrealistic and could not reasonably be achieved, particularly as the agreed sale process remained ongoing beyond the notice period and specialist contractors and equipment were required for the safe removal of the kiosk. Members were informed that a request for an extension of time had initially been agreed in principle by the landowner, however this was later withdrawn. The Parish Council subsequently received weekly invoices until the kiosk was ultimately removed from site.

The Clerk further advised that guidance had been sought from the Parish Council's County Association, who recommended that legal advice be obtained. Acting under the Council's Scheme of Delegation and in consultation with the Parish Council Chairman, a solicitor was instructed on behalf of the Council.

RESOLVED: that the legal costs associated with the matter be approved.

AGREED: unanimously.

Members confirmed that these matters will remain confidential in accordance with GDPR and employment best practice.

Meeting closed at 20.59pm.

Signed:

Chair Cllr David Leytham

Date: