

NOTICE OF A MEETING

Fradley Parish Council



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To All Members of the Parish Council

You are hereby summoned to attend the meeting of Fradley Parish Council to be held at **Fradley Village Hall on 11 December 2025, commencing at 7.00pm**, the following business will be transacted. Any Councillor unable to attend should forward their apologies to the Parish Clerk.

C v Crompton

Claire Crompton, Proper Officer to Fradley Parish Council

PARISH COUNCIL MEMBERS

Cllr Mike Ashcroft
Cllr David Leytham

Cllr Phil Beswick
Cllr Kevin Stroud + Vacancies

RECORDING PARISH COUNCIL MEETINGS

Under the Openness of Local Government bodies regulations 2014, members of the public may film, photograph and make audio recordings of the proceedings of the formal Council meeting. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted.

PUBLIC PARTICIPATION

- Notice is given that at the time agreed by the meeting, 20 minutes will be set aside for members of the public to make representation on any item on the agenda only.
- Any member of the public shall not speak for more than three minutes, unless they are elected members of a local authority in which case they will be allowed an additional two minutes. This is strict and will be timed at the meeting. This is to allow the Parish Council to get through the business to be transacted at the meeting in a timely manner.
- A question asked by a member of the public during Public Participation shall not require a response or debate during the meeting though the Chair may direct that a written response will be provided subsequent to the meeting.

PUBLIC BODIES (ADMISSION OF MEETINGS ACT) 1960

Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted, or for any other special reason. The public's exclusion from part or all of a meeting shall be by resolution of the Council,

which shall give reasons for the public's exclusion in accordance with the Public Bodies (Admission to Meetings Act) 1960.

AGENDA

25/67 – Apologies for Absence. Local Govt Act 1972 s85 (1) – (1 min)

- a. To receive apologies for absence from Councillors.

25/68 – Declarations of Members' Interests. – (1 min)

- a. To receive declarations of disclosable pecuniary interests and personal and prejudicial interests from members to be considered at the meeting in accordance with the [Localism Act 2011 \(section 30 to 33\)](#). Officers are required to make a formal declaration about council contracts where the employee has a financial interest in accordance with [Local Govt Act 1972 s117](#).
- b. To receive, consider and record Councillors requests for a disclosable pecuniary interest dispensation ([section 31 Localism Act 2011](#)) in connection with items on the agenda. Applications for this must be made in writing to the Clerk prior to the meeting.
- c. Register of Interests: Councillors are reminded of the need to keep updated their Register of Members Interests Forms as required . [Chapter 7 of the Localism Act 2011 and the Councils Code of Conduct](#)

Note: Members must generally declare a disclosable pecuniary interest which they have in any item on the agenda. A member with a disclosable pecuniary interest may not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting. In addition, the Council's Standing Orders require a member with a disclosable pecuniary interest to leave the room where the meeting is held while any discussion or voting takes place.

25/69 – 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 \(4\)](#) – (5 mins)

25/70 – Adjournment for Public Speaking. [Public Bodies \(admission to meetings\) Act 1960 s1 extended by the LG Act 1972 s100](#) – (20 mins)

- To adjourn the meeting for 20 minutes to allow members of the public, 3 minutes each, unless they are elected members of a local authority in which case they will be allowed an additional two minutes to make representation on the business on the agenda.
- No resolutions can be made under public speaking.
- Members declaring a prejudicial interest who wish to make representation or give evidence under the Code of Conduct relating to Agenda items shall do so at this stage.
 - a. Public Speaking
 - b. District and County Ward Members Reports
 - c. Police Representative Reports

25/71 – Variation to the Order of Business. – (1 min)

**25/72 –To confirm the minutes of the Fradley Parish Council Meeting held on 14th October 2025.
– (1 min)**

25/73 – To consider a complaint received regarding an impending planning application relating to a listed property at Fradley Junction. Members to note that works have already commenced.– (10 mins)

25/74 – To consider the proposed Christmas motif designs, review the projected costs from City Illuminations and the associated 36-month electricity supply contract, and to consider and approve the overall project budget, including the additional cost for the event support from Seventeen 43 Management.– (5 mins)

25/75 – Planning Matters. – (5 mins)

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
25/01259/FUL	Land Adjacent Bear Cottage , Heath Gap, Fradley, Lichfield	Section 73 application to vary approved plans relating to condition 2: To enlarge the eastern side projection by increasing the ground floor footprint and adding a first floor to permission of 23/00062/FUL	Application Rec: 22.10.25 Comment by: 12.11.25 Ext until: 21.11.25

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

25/00979/FUL	Fradley Airfield, Hanger 5 , Wood End Lane, Fradley, Lichfield	Creation of car park and associated external works	GRANTED
25/00778/FUL	34 Long Lane, Fradley, Lichfield, Staffordshire	Erection of detached self-build dwelling and formation of vehicular access	GRANTED

25/76 – Finance – (5 mins)

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

PAYEE	DESCRIPTION	AMOUNT	POWER
November 2025			

B&Q (paid by card)	Supplies for Bat Box Project	16.00	Natural Environment and Rural Communities Act 2006, s.40
Amazon (paid by card)	Supplies for Bat Box Project	14.99	Natural Environment and Rural Communities Act 2006, s.40
Amazon (paid by card)	Office Supplies	13.98	LGA 1972 s111
Wayfair (paid by card)	Office Supplies	223.20	LGA 1972 s111
Focus Group (DD)	Telephone Line	24.16	LGA 1972 s111
Unity Trust (DD)	Service Charge	7.50	LGA 1972 s111
Salaries, TAX,NIC	November Payment	3727.59	LGA 1972 s112 - 119
Claire Crompton	Expenses	87.36	LGA 1972 s111
JR Landscaping	Ground Maintenance Contract	2526.88	Open Space Act 1906 s9,10
D Beaumont	Handyman Contract	461.84	Open Space Act 1906 s9,10
Fradley Village Hall	Room Hire	59.50	LGA 1972 s111
SPCA	Clerk Training	48.00	LGA 1972 s111
Scribe	Accounts Software	673.92	LGA 1972 s111
1 st Fradley Scouts	Newsletter Delivery	387.60	LGA 1972 s111
The Pretty Little Parlour	Sympathy Flowers	50.00	LGA 1972 s15(5)
Pebbles	Newsletter Publication	935.00	LGA 1972 s111

PAYEE	DESCRIPTION	AMOUNT	POWER
December 2025			
Co-op (paid by card)	Office Supplies	4.00	LGA 1972 s111
B&M (paid by card)	Office Supplies	12.00	LGA 1972 s111
Tesco (paid by card)	Refreshments (Xmas Lights)	28.97	LGA 1972 s111
Amazon (paid by card)	Office Supplies	40.18	LGA 1972 s111
Amazon (paid by card)	Office Supplies (Xmas Lights)	178.99	LGA 1972 s111
Hotel Chocolat (paid by card)	Chairman's Allowance	76.37	LGA 1972 s15(5)
LDC (paid by card)	Parking	3.60	LGA 1972 s111
Zoom	Subscription	155.88	LGA 1972 s111
Amazon (paid by card)	Office Supplies (Xmas Lights)	4.06	LGA 1972 s111
B&M (paid by card)	Office Supplies (Xmas Lights)	3.00	LGA 1972 s111
Focus Group (DD)	Telephone Line	30.05	LGA 1972 s111
Unity Trust (DD)	Service Charge	7.50	LGA 1972 s111
Salaries, TAX,NIC	November Payment	3727.59	LGA 1972 s112 - 119
Claire Crompton	Expenses	144.96	LGA 1972 s111
JR Landscaping	Ground Maintenance Contract	5562.88	Open Space Act 1906 s9,10
D Beaumont	Handyman Contract	340.00	Open Space Act 1906 s9,10
Fradley Village Hall	Room Hire	25.50	LGA 1972 s111
Vision ICT	Email Provider	386.66	LGA 1972 s111

Seventeen 43	Event Support	200.00	LGA 1972 s144 - 145
City Illuminations	Christmas Lights	15,734.40	LGA 1972 s144 - 145

b. To note the following income:

PAYEE	DESCRIPTION	AMOUNT
B&Q (Paid by Card)	Refund for Seal (Bat Box Project)	9.97
Wayfair	Refund for Office Equipment	247.99
LDC	CiL Contributions October 2025	862.43

c. To consider the unaudited accounts from 1.04.2024 to 30.11.2025, including all supporting documents provided by the Clerk.

	31.10.2025	30.11.25
Current Account	£326,214.25	£317,745.75
Equals Card	£118.86	£361.81
Unpresented Payments	£0.00	£0.00
TOTAL	£326,333.11	£318,107.56

25/77 – To note the CiL income of £862.43 for 22/00699/FUL – (1 mins)

25/78 – To consider the draft budget for 2026/27. – (20 mins)

25/79 – To consider the setting of the precept for 2026/27. – (5 mins)

25/82 – To receive a report from the working group and to discuss their recommendations. This is to include Community Grant applications received this month – (10 mins)

25/83 – Clerk Reports – (5 mins)

a. Parish Council Diary Dates:

20's Plenty Meeting: Monday 17th November, 7.30pm on Zoom
 Planning Committee Meeting: 24th November, 6pm, Lichfield District Council House, Frog Lane, Lichfield.
 SPCA AGM: 24th November, 10.00am, Uttoxeter Town Hall
 Funeral of Gaynor Deakin, former Post Master of the village: 25th November, 12pm procession along Long Lane and the Post Office.
 Fradley's 1st Christmas Light Switch On: 30th November, 4.30pm, The Stirling Centre, Tye Road, Fradley.
 Planning & Enforcement Training: 4th December, 6pm, Lichfield Council House, Frog Lane, Lichfield.
 SLCC Branch Meeting: 11th December, 10.00am, Uttoxeter Town Council.
 Christmas Tree Event: 20th December – 28th December, St Stephens Church.
 Parish Network Meeting: 26th January 2026, 7pm, Fradley Parish Council to host.

b. To note the resignation of Stuart Gilmour as Parish Councillor.

c. To note the resignation of Mike Wilcox as Parish Councillor.

- d. To note the Chair and Clerk attended the Parish Network meeting on 30th September in Hammerwich where it was suggested Fradley Parish Council host the next meeting in January 2026.
- e. To note Cllr Ashcroft attended the HS2/BB drop in event at the Guild Hall in Lichfield on 20th October.
- f. To note a draft report has been produced by Cllrs Stephenson and Cross to submit as part of a consultation by LDC Planning Department on potential housing needs.
- g. To note Cllr Ashcroft and the Clerk attended the Battle of Britain Commemorations on 14th September, 3pm at St Stephens Church.
- h. To note Cllr Ashcroft and the Clerk attended the Pyford Brooks Liaison Meeting on 22nd October, 1.30pm, Alrewas Quarry, Yew Tree House, Alrewas.
- i. To note that Cllrs and the Clerk attended the LDC Planning Committee Meeting on 3rd November where 2 planning applications that pertain to Fradley were being discussed. The Chair made representation on behalf of residents.
- j. To note that there has been a further pollution incident affecting Bown Pond. The Environment Agency and Severn Trent attended the site throughout the incident, and parish councillors visited daily to seek updates. No formal report has yet been issued. A local wildlife sanctuary has been contacted to support the care and monitoring of affected wildlife. The local MP has been informed, and the Parish Council will continue to request updates and share any confirmed information with residents.
- k. To note Cllr Cross, Cllrs of the PC and the Clerk attended an informal meeting with Vistry Homes on 7th November at Fradley Village Hall.
- l. To note Chair Cllr David Leytham, his wife and Cllrs attended the Remembrance Service at St Stephens Church on 9th November and laid a wreath on behalf of the Parish Council.
- m. To note the passing of Gaynor Deakin, a much loved and well respected member of the community.
- n. To note the autumn edition of the newsletter has been finalised, printed and delivered by the Scouts.
- o. To note that Cllrs and the Clerk attended the LDC Planning Committee Meeting on 24th November where 1 planning application that pertains to Fradley was discussed.
- p. To note the Chair and Clerk have been working with District and Ward Councillors on the refurbishment of Worthington Road Play Park.
- q. The Clerk has provided a list of training courses provided by the SLCC for December and January, should Cllrs wish to part in any, please email the Clerk directly.

25/84 – Date and time of the next Parish Council Meeting to be confirmed as 15th January 2025 at Fradley Village Hall commencing at 7pm. – (1 min)

25/85- 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)

- a. To consider Budget 2026/2027 Lines 1, 3 and 6 in relation to salary (GDPR)