

MINUTES OF A MEETING



Fradley Parish Council

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Minutes of the Fradley Parish Council Meeting held at 7:00pm at Fradley Youth and Community Centre on 24 July 2025.

Present:

Cllrs Mike Ashcroft, Phil Beswick, Emma Garner, Stuart Gilmour, and David Leytham (Chair).

In Attendance:

Claire Crompton (Clerk/RFO) and 6 Members of the Public.

25/31 – Apologies for Absence. Local Govt Act 1972 s85 (1)

Apologies were noted from District & Ward Cllr Derick Cross and Leader of LDC Cllr Doug Pullen.

25/32 – Declarations of Members' Interests.

There were declarations of interest.

25/33 – An update from Councillor Doug Pullen, Leader of Lichfield District Council, on local government reorganisation. He will provide the latest developments and discuss future plans with attendees. – (15 mins)

This item was deferred as Councillor Pullen was unable to attend the meeting due to local by-elections.

25/34 – 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)

RESOLVED: *The following candidate was co-opted onto Fradley Parish Council with immediate effect. In accordance with the Local Government Act 1972, the co-opted member signed the Acceptance of Office Form before the Clerk and will complete and return the Register of Members Interest Form within 28 days. AGREED unanimously.*

- **Kevin Stroud**

25/35 – 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.

Horner Avenue Appeal:

A member of the Fradley Residents Action Group (FRAG), who is also a resident of Horner Avenue, addressed the Council regarding the forthcoming planning appeal. They emphasised the need for continued Parish Council support and presented a quotation for legal representation. This would cover the preparation of a professional planning report to be read out at the appeal hearing.

The resident requested that the Parish Council consider funding both this legal report and an independent highways assessment from IPaD, which would provide expert advice on the traffic and access concerns relating to the development. Another resident suggested that, should the Parish Council decide not to fund these reports, residents may seek to raise the necessary funds independently.

It was explained that:

- The legal planning report (by DRS) would provide a professional statement of the planning policy grounds for objection.
- The IPaD Highways report would offer specialist evidence on highways and access issues.

HGV Concerns on Worthington Road:

A resident of Worthington Road addressed the Council regarding heavy goods vehicles (HGVs) travelling through the estate in contravention of existing weight restrictions, particularly while roadworks are ongoing. The resident expressed concern that drivers are breaking the law and highlighted the potential for a serious incident if the issue is not addressed.

They proposed that the Parish Council and residents work together to collate information, including photographs and other evidence, to be submitted to the Police for possible enforcement action. The resident also suggested forming a local support group to coordinate efforts and demonstrate that residents are actively addressing the problem.

A councillor noted that such incidents could alternatively be reported to the Driver and Vehicle Standards Agency (DVSA). If vehicle registration numbers are provided, the DVSA will contact the company concerned and take action with both the operator and the driver.

The Parish Council acknowledged the concerns raised and agreed to seek a meeting with the Police to discuss the matter further.

PCSO Report:

Incidents reported for the period 11th June – 24th July 2025 that we are able to share, relevant to any community concerns. Please see a brief overview below:

Crime

11/06 - Vehicle Crime – Red Peugeot 308 stolen without keys from an address in Gilbert Close – enq's on-going.

16/06 - Burglary – Substantial amount of fishing tackle stolen from Bellbridge Park Homes site, unfortunately no lines of enquiry after a smart alert was sent out.

25/06 - Vehicle Crime – Motorbike, Red & Grey Yamaha stolen without keys from Nanscawen Road, CCTV available & enq's on-going.

26/06 - Burglary – Bellway Homes site broken into & expensive items stolen. No lines of enquiry.

08/07 - Public order – Milne Av, residents altercation tipped out into the avenue, patrols attended, all calm on arrival – Officer in charge is progressing enquiries.

09/07 - Violence Against A Person with a weapon – neighbour dispute tipped out onto Rogerson Road, elderly victim conveyed to hospital & offender arrested at the scene, enquiries in hand with the officer dealing.

10/07 - Public Order – neighbours on Church Lane involved in a verbal altercation which could be heard in public – footage available & officer progressing enq's.

13/07 - Harassment – neighbour dispute on Church Lane – on-going issues being addressed by officer.

14/07 - Vehicle Crime – A Peugeot Camper van was broken into, causing damage to windows & the ignition. The vehicle was parked on Halifax Av. Possible CCTV footage of incident.

23/07 - Theft – children toy tractor stolen from an address in Allen Way, description of offenders & awaiting to be allocated to an officer. CCTV footage available of incident.

Anti-Social Behaviour

19/06 - Neighbour issues reported in Wooley Drive – PCSO allocated enquiry.

- 27/06** - Off road motorbike being ridden with pillion rider in Tye Road – footage of individuals/bike, no further sightings.
- 10/07** - Loud music/shouting heard from a vehicle parked up on Long Lane, believed to be a one off ad hoc incident as no further reports since.
- 16/07** - Youths causing issues to resident in Wyndham Wood Close – PCSO assigned to locate & identify individuals involved – possible footage available.
- 20/07** - Neighbour dispute in Forrester Close – PCSO assigned to deal.
- 21/07** - Neighbour dispute Love lane – officer assigned and dealing.

Transport

- 17/06** - HGV's backing up around Common Lane waiting to enter the UPN premise
- 01/07** - Similar report of the HGV's causing issues.
- 11/07** - HGV's travelling through the estate and onto Common Lane – council to be contacted.
- Speed Watch Volunteers out on Fradley Lane 05/07/2025 keeping our roads safer. Again CSW out on Fradley Lane 23rd July. Big thank you to all volunteers.

25/36 – Variation to the Order of Business.

RESOLVED: *It was agreed to bring forward Item 25/44 – Clerk's Report for consideration earlier in the meeting.*

AGREED; unanimously.

5 members of the public left the meeting.

25/37 –To confirm the minutes of the Annual Meeting of the Council held on 12th June 2025.

RESOLVED: *The draft minutes of the Fradley Parish Council Meeting held on 12th June 2025 were approved and signed as a true and accurate record.*

AGREED; 5 Abstain; 1.

25/38 – 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
25/00760/FUL	The Cotswold Company, Unit B100 Lancaster Road, Fradley	Erection of ancillary storage building, anchored to existing hardstanding.	Application Rec: 24.06.25 Comment by: 15.07.25 Ext until: 18.07.25
25/00778/FUL	34 Long Lane, Fradley, Lichfield, Staffordshire	Erection of detached self-build dwelling and formation of vehicular access	Application Rec: 25.06.25 Comment by: 16.07.25 Ext until: 18.07.25
25/00839/FUH	Bridge Farmhouse , Bridge Farm Lane, Fradley, Lichfield	Proposed two storey extension	Application Rec: 07.07.25 Comment by: 21.07.25
23/01087/FULM	Roxane UK Limited, Hanger 5, Fradley	Section 73 application to vary conditions 3 (Tree Protection), Condition 4 (Construction	Application Rec: 09.07.25 Comment by: 23.07.25

	Airfield, Wood End Lane	Management Plan), Condition 7 (Cycle Storage Conditions), 9 and 16 (Noise Mitigation) and Conditions 17 and 19 (Landscaping Details) of application 18/00262/FULM [re consultation due to amended plans and documents]	
25/00856/ADV	The Stirling Centre, Unit 1 , Tye Road, Fradley, Lichfield	Installation of 2no. illuminated letter signs, 2no. vinyl sign and 1no. of a free standing sign	Application Rec: 16.07.25 Comment by: 06.08.25

Fradley Parish Council do not wish to comment on the applications listed above.

To note the outcome of the following planning applications for which the Council has made full comment:

25/00435/COU	Sandyhill Farm , Fradley Junction, Alrewas, Burton Upon Trent	Installation of air source heat pump Change of use of existing outbuilding into holiday let accommodation (2 units) with parking and private amenity space	GRANTED
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Noted.

25/39 – 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
July 2025			
Amazon (paid by card)	Newsletter Display Holders	37.98	LGA 1972 s111
Amazon (paid by card)	Laminating Pouches A5	5.80	LGA 1972 s111
Tesco (paid by card)	Leaving Gift/Refreshments	9.90	LGA 1972 s111
Vinyl Banners (paid by card)	Banners for The Big Bash	32.96	LGA 1972 S145
LDC (paid by card)	Parking	3.60	LGA 1972 s111
Rock Awnings (paid by card)	Gazebo	233.99	LGA 1972 S145
Focus Group (DD)	Telephone Line	25.52	LGA 1972 s111
Unity Trust (DD)	Service Charge	9.00	LGA 1972 s111
Salaries, TAX,NIC	May Payment	3610.06	LGA 1972 s112 - 119
Claire Crompton	Expenses	43.64	LGA 1972 s111
JR Landscaping	Ground Maintenance Contract	5089.50	Open Space Act 1906 s9,10
D Beaumont	Handyman Contract	400.00	Open Space Act 1906 s9,10
Fradley Village Hall	Room Hire	55.25	LGA 1972 s111
Hotline Promotional Products	Promo Stock for The Big Bash	521.88	LGA 1972 S142
Vision ICT	Email Provider	12.00	LGA 1972 s111

Breakthrough Communications	Data Protection Toolkit	594.00	LGA 1972 s111
Ionos	Fradley Life Domain	39.60	LGA 1972 s111
SLCC	Training Course	60.00	LGA 1972 s111
SLCC	CiLCA Qualification	450.00	LGA 1972 s111
FYCC	Room Hire	36.00	LGA 1972 s111

RESOLVED: The Council approved the schedule of payments for July 2025.
AGREED; Unanimously.

b. To note the following income:

PAYEE	DESCRIPTION	AMOUNT

c. To consider the unaudited accounts from 1.04.2024 to 30.06.2025, including all supporting documents provided by the Clerk.

30.06.2025

Current Account	£369,123.43
Equals Card	£754.57
Unpresented Payments	<u>0.00</u>
TOTAL	£369,878.00

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

25/40 – The event organisers of the Florette Fradley 10K have been in touch. The date for next year's race is confirmed as 8th March 2026, with Florette returning as the main sponsor. They have asked whether Fradley Parish Council would consider granting permission to use Watersmeet again as the start point and event base.

In addition, would the Parish Council like to sponsor the prizes for the first male and first female Fradley residents to cross the finish line, as we did last year? This would involve providing vouchers and trophies. – (5 mins)

RESOLVED: Fradley Parish Council AGREED Permission be granted for the event to use Watersmeet as the start point and base. The Parish Council will sponsor prizes for the first male and first female Fradley residents, by providing vouchers and trophies to the same value as in 2025. The organisers will be asked to provide greater publicity around the resident entry discount and the availability of local prizes, to encourage wider community participation.
AGREED: unanimously.

25/41 – A member of the Heritage Group would like to present their case for the community grant application, which councillors previously deferred to allow time for gathering more information and exploring options before making a final decision.

The Heritage Group is expected to bring answers to the meeting addressing the queries raised by councillors. – (10 mins)

The Heritage Group has withdrawn its community grant application, following an offer from a local resident to provide secure, dry storage for its artefacts and paperwork. The Group thanked the Parish Council for its consideration of the application.

25/42 – Consider authorising the Clerk to liaise with LWMTS regarding any alterations, variations, or cost elements of the project, and to address any issues on a daily basis. Updates will be communicated to members in a timely manner. – (5 mins)

Members considered authorising the Clerk to liaise directly with LWMTS regarding any alterations, variations, or cost elements of the project, and to deal with issues requiring daily attention.

RESOLVED: Provided there is no increase above the agreed overall project cost, the Clerk be granted delegated authority to approve amendments to plans where issues arise that would otherwise cause significant delay or require an urgent response. Any such actions taken under delegated authority will be reported to members at the earliest opportunity.

AGREED: unanimously.

25/43 – To receive a report from the working group and to discuss their recommendations. This is to include Community Grant applications received this month.

Project Work:

wg25/20 – Worthington Road Park Refurb Update, Using CIL funding.

The Clerk and Cllr Cross recently met with the Project Manager to review the final proposals for the Worthington Road Park Upgrade. These proposals have now been submitted to enable preparation of the tender documentation. The project is nearing the point of being advertised for tender. The Clerk will continue to update members on progress as the process advances.

wg25/21 – Christmas Lights and their locations.

The Clerk is currently liaising with Eon to provide accurate site maps for the proposed lighting locations. Work is also underway to arrange structural testing for the relevant columns and complete the necessary application forms. Progress on this project will be reported to members as updates become available.

wg25/21 – New web site – bringing us up to date. Different email provider – do we need to move on?
This item was deferred to a later meeting.

Engagement Group:

wg25/22 – Newsletter Update

Cllr Ashcroft has been steadily submitting draft articles; however, accompanying photographs are still needed to complete these pieces. Stuart has committed to providing a new article focused on the council's upcoming recruitment drive. Articles still to be written include features on the Bat Box project, the St Stephen's Big Bash event, and the remaining Community Grant awards. The publication remains on track for late September.

wg25/23 – Horner Avenue Appeal, IPaD costs, legal fees and our representation. No information available on LDC Planning site. All sections unavailable.

Members discussed ongoing support for residents of Horner Avenue in relation to the upcoming planning appeal scheduled for 5th August. At present, some of the relevant documentation is not available to download on the LDC Planning Portal. The Clerk will request copies of the missing planning documents directly from Lichfield District Council and forward them to IPaD to assist with their review. Following an informal meeting with residents and Councillors, the Clerk has contacted IPaD to request that they review the revised application, prepare a new report, and attend the appeal hearing to speak on behalf of the Parish Council in support of residents. Provisional costings for IPaD's services were considered and informally agreed. A formal recommendation for approval will be brought to the next Full Council meeting, subject to IPaD confirming that their involvement would be beneficial to the appeal process.

wg25/24 – Bloor Homes – application to build off Fradley Lane. Second submission. Are we ready to deal with this?

Members discussed the current status of the Bloor Homes planning application for development off Fradley Lane. It appears that the application is currently on hold, pending formal comments from Severn

Trent Water. It was noted that Bloor Homes has submitted a response to the Parish Council's objections to their outline planning application and has requested a meeting to discuss their feedback in more detail. Members agreed to recommend to Full Council that a public meeting be offered in line with the Council's "Meeting with Developers" policy, to allow residents to hear Bloor's response and ask questions directly. A provisional date of Wednesday 28th August has been suggested for this meeting, subject to Council approval. Following the next Full Council meeting, a post will be published on the Council's Facebook page outlining Bloor Homes' response and confirming the proposed date of the public meeting (if agreed).

wg25/23 – Visit and update our Neighbourhood Plan, bearing in mind possible consequences of local Govt re-organisation.

This item was deferred to a later meeting.

wg25/23 – Recruiting campaign – we need more members and possibly part-time clerical assistant. The Council has received a co-option application. Before making a final decision, members agreed to invite the candidate to give a short presentation, covering their motivation for joining, their knowledge of council work, and what skills they can contribute. Recruitment remains an ongoing priority, and additional members will be needed in the near future.

wg25/23 – Reviewing exiting policies – specifically member comms with developers. A review of existing council policies is due. Each policy should be reviewed either annually, twice yearly, or every 3 years, depending on its nature and statutory guidance. To facilitate this, a prioritised checklist will be created, listing all policies in date order and identifying when each is next due for review. Members will be asked to support the process by reading, reviewing, and suggesting amendments as needed, ensuring that all documents remain current, compliant, and fit for purpose.

Environment Group:

wg25/25 – Finger Post at Fradley Lane. Finger post – nearly £4000 to recover, restore and erect at triangle. Consider the Bloor Homes development plans.

Members considered the proposal to recover, restore, and reinstall the traditional fingerpost at the triangle on Fradley Lane. The total cost of the works is estimated at approximately £4,000. In reaching their decision, members also considered the potential impact of the Bloor Homes development plans in the vicinity. Following discussion, it was agreed to recommend to Full Council that the project proceeds as proposed.

Members considered the quotation of £2775.00 for the refurbishment and re-installation of the Finger Post at Fradley Lane.

RESOLVED: Councillors approved the expenditure to fund the project from council resources.

AGREED: unanimously.

wg25/26 – Bat Box Project Update.

Cllr Beswick provided an update on the project, confirming that he has completed the clearance of the pillboxes in preparation for the conversion works to begin.

There has still been no response from Bellway or Tippers regarding the outstanding materials required. The Clerk will make one final attempt to contact both suppliers. If no communication is received, the necessary items will be purchased using Parish Council funds to avoid further delays.

The custom doors for the bat roosts remain on schedule and are expected to be completed within approximately four weeks.

Once the installation is complete, the project will be featured in the Parish Council's next newsletter to highlight this valuable biodiversity initiative.

wg25/27 – Ground Maintenance Checks, weeds, hedges, map locations through Parish Online.

To support ongoing maintenance standards, members will each be assigned a specific area of the parish, ideally close to where they live, to monitor for issues such as overgrown hedges, excessive weed growth, or missed contractor tasks.

Cllr Gilmour will use Parish Online to map out and allocate suggested areas for each member. The Clerk will provide him with a list of suitable patches and potential councillor assignments. Once areas are confirmed, individual maps will be shared with members.

All members are asked to familiarise themselves with the Grounds Maintenance contract to understand exactly what tasks should be undertaken at each location and what to look out for.

Any issues or concerns identified should be reported directly to the Clerk, who will liaise with the Grounds Maintenance team to ensure appropriate follow-up.

A follow-up discussion will be scheduled at a future meeting to ensure all members are confident in their roles and responsibilities.

wg25/27 – Suggestions to consider, *Is there anywhere we can create a wildlife haven - include paths and bird hide. Is there any land we could acquire?

Members discussed suggestions for creating a local wildlife haven, potentially incorporating accessible pathways and a bird hide to encourage biodiversity and community engagement with nature. The group considered possible locations for such a project. Watersmeet was identified as a potential site worth exploring further. However, it was noted that no additional land is currently available for acquisition to support the development of a new wildlife area at this time.

The concept will remain under consideration as part of the Council's ongoing commitment to environmental enhancement and green space improvement.

*Bown Pond - Could we get ownership / responsibility (99year lease) then tidy banks, add seats etc. Feels like an under used asset – our MP is looking at this.

Members discussed the possibility of the Parish Council exploring a long-term lease arrangement (e.g. a 99-year lease) for Bown Pond, with a view to enhancing the site through improvements such as tidying the banks, installing seating, and increasing community access. It was felt that the pond currently represents an underutilised local asset. However, it was confirmed that Bown Pond is not currently available for sale or lease, and as such, there is no opportunity to progress discussions at this time. In addition, members noted that taking on responsibility for a site containing open water would represent a significant long-term commitment. This would require careful consideration of risk management, ongoing maintenance, and appropriate insurance cover. The idea may be revisited in the future if the status of the land changes or further opportunities arise.

*Should we explore what we could do with the canal path – problems with trees over growing onto neighbouring gardens.

Members considered the ongoing concerns regarding improvements to the towpath and tree overgrowth along the canal towpath, particularly where branches are encroaching onto neighbouring properties. It was noted that the maintenance of this area, including the management of overhanging trees, is the responsibility of the Canal & River Trust and does not fall under the remit of the Parish Council.

However, members discussed the possibility of supporting local efforts to address the issue. A resident-led Task Group is already in place, and the Parish Council may be able to offer assistance through community coordination, promotion, or support in seeking funding. Potential sources of funding were discussed, including grants available via the HS2 Community and Environment Fund, as well as a review of any remaining Section 106 contributions that might be relevant to this type of community improvement project. The matter will be kept under review, and the Clerk will liaise with the Task Group lead to explore ways in which the Council may be able to support the initiative within its powers.

*Solar panels on the village hall?

The idea of installing solar panels on the Village Hall was discussed. However, as the Village Hall is not owned or managed by the Parish Council, and is not designated as a community asset under its control, the Council is not in a position to undertake or fund the installation of solar panels on the building. Any proposals relating to improvements or sustainability upgrades to the Village Hall would need to be initiated by the Hall's managing committee or trustees.

*Re-design / landscape of Watersmeet : extend wildflower meadow, other flower beds, arch of trees with blossom along the "yellow" path, benches, picnic space.

Members discussed initial ideas for enhancing the Watersmeet area, including the extension of the wildflower meadow, the addition of seasonal flower beds, and the creation of a tree-lined archway with blossom trees along the “yellow” path. Suggestions also included the installation of benches and a designated picnic area to encourage greater community use and enjoyment of the space. The Working Group agreed that this was a positive and worthwhile project to pursue. Members will continue to develop and refine ideas, with a view to bringing forward a more detailed proposal for consideration at a future meeting.

***Feels like Sheasby is a bit overlooked...anything we could do there.**

Members discussed whether any Parish Council-led initiatives could be explored within Sheasby Park, as it was felt the area may be somewhat overlooked in current community projects.

It was noted, however, that the open spaces within Sheasby Park are privately managed and maintained under a management company funded by estate residents through service charges. As such, the Parish Council does not have jurisdiction or responsibility for these areas, and is therefore limited in what it can directly provide or undertake on site.

***Flower displays on roundabouts.**

The idea of sponsoring and enhancing village roundabouts with flower displays has been raised previously and remains a potential future project. While this is something the Parish Council can explore, the Clerk suggested it will be revisited once the larger, ongoing projects have been completed and capacity allows.

***Is anything needed around community transport – LDC now have a ring and ride bus – not Sundays.**
This matter falls outside the remit of the Parish Council.

***We've done a few things for younger residents, maybe need to think if there is anything specific for more mature residents.**

This item was discussed but no comments noted.

***Community library.**

Members noted that the mobile library service previously visited the village, but was withdrawn due to declining usage. If there is renewed local demand, there may be an opportunity to reinstate the service. The Clerk will contact the Mobile Library team to explore whether a return visit could be arranged, subject to interest and availability.

Additional Item:

Fradley Park Waste Bins.

The Clerk informed members that a representative from the Fradley Park Maintenance Management Team had contacted her to request support in purchasing three additional bins for the industrial estate. The Clerk explained that, historically, the Parish Council has shared the cost of bin emptying with the management team on a 50/50 basis. If new bins were installed, they would need to be added to the current waste collection schedule.

Members queried why the Parish Council contributes to the emptying costs and sought clarification on where responsibility for the bins lies. The Clerk will investigate the existing agreement and report back to members with further information before a decision is made.

25/44 – Clerk Reports – (10 mins)

a. Parish Council Diary Dates:

Meeting with LWMTS: 24th June 2025, 2pm, LDC, Frog Lane, Lichfield. **Noted**

Meeting with LWMTS: 2nd July 2025, 2pm, LDC, Frog Lane, Lichfield. **Noted**

Meeting with Dave Roberston MP (Clerk only): 28th July, 10am, Unit 8 & 9, Trent Business Park, Eastern Avenue, Lichfield, WS13 6RN. **Noted**

Meeting with Support Staffordshire, Societal Resilience: 29th July 2025, 10am on Teams. **Noted**

Horner Avenue Appeal Hearing: 5th August 2025, 10am, The District Council House, Frog Lane, Lichfield. [Noted](#)

Proposed Date for Meeting with Bloor Homes: 28th August 2025, 7pm, Fradley Village Hall. [Noted](#)

- b. To note the Chair and Clerk attended the Parish Network Meeting: 30th June 2025, Chase Terrace Community Centre. [Noted](#)
- c. To note the Chair and Clerk attended a Teams call with Support Staffordshire regarding Societal Resilience. [Noted](#)
- d. To note Cllrs and the Clerk attended to Police Pop Up Surgery at The Stirling Centre. [Noted](#)
- e. To note Cllrs and the Clerk attended The Big Bash at St Stephens School which was hailed as a success. [Noted](#)
- f. To note Cllrs and the Clerk met with residents of Horner Avenue at an informal meeting to discuss how the PC could continue to support them.

[Following discussion under Public Participation, members reaffirmed the Parish Council's commitment to supporting residents in relation to the Horner Avenue planning appeal.](#)

[To fund the commission of IPaD to review the appeal documents and prepare a new report for presentation at the hearing, at a cost of £2,310.](#)

[To fund the preparation of a legal planning policy statement from DRS, at a cost of £300.](#)

[Not to fund the attendance of an IPaD representative at the hearing.](#)

[It was further agreed that the Parish Council will arrange for the report to be delivered at the hearing on its behalf, with a member or representative to be nominated at a later date.](#)

[RESOLVED: The Parish Council AGREED to fund the commission of the appeal documents and preparation of a new report to be used at the upcoming appeal on 5th August:](#)

[RESOLVED: The Parish Council AGREED to fund the commission of the DRS document to support the residents at the upcoming appeal on 5th August:](#)

[AGREED: 3 ABSTAIN: 2 NO VOTE: 1](#)

- g. To note the Clerk and PCSO Lisa Anderson met with the Operations Director and the Health and Safety Manager of UPN to discuss the continual issues faced by residents on Common Lane. [The Clerk reported on a recent meeting with representatives from UPN regarding the recurring HGV problems within the village. UPN expressed their willingness to work with the Parish Council to help address these issues. Measures under consideration include amending delivery time slots and increasing supervision during peak periods.](#)
[The Parish Council will continue to liaise with Staffordshire Police and the traffic division to seek support in ensuring that HGV drivers comply with legal restrictions and follow road signage and diversion routes during roadworks.](#)
- h. To note the AGAR and supporting documents have been submitted to the External Auditor. [Noted](#)
- i. The Clerk has provided a list of training courses provided by the SLCC for July and August, should Cllrs wish to part in any, please email the Clerk directly. [Noted](#)

25/45 – Date and time of the next Parish Council Meetings to be confirmed as 18th September 2025 at Fradley Village Hall commencing at 7pm. As decided at a previous meeting, there will not be a meeting in August

[RESOLVED: The Council AGREED the next Parish Council Meeting as 18th September 2025, at 7.00pm, Fradley Village Hall and they shall not meet in August as previously AGREED. It was noted that Vice Chair Cllr Gilmour will not be attending the next meeting, he offered his apologies.](#)

25/46 – To consider a resolution under the Public Bodies (Admission to Meetings Act 1960) to exclude members of the Public. – (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 25/46 a & b, as the matter concerned staffing matters, and disclosure would not be in the public interest.

- a. To consider allowing the Clerk to allocate set hours during the working week to complete training and work towards the CiLCA qualification, as specified in her contract of employment.

RESOLVED: Councillors AGREED the Clerk could allocate four hours per week during working time to undertake training towards the CiLCA qualification.

AGREED: unanimously.

- b. To consider reimbursing work-related expenses incurred by the Clerk, including the use of a personal mobile phone, internet services and subscriptions to work-specific applications as these are currently being used for Council business at the Clerk's own cost.

RESOLVED: Councillors AGREED the Clerk be reimbursed for reasonable work-related expenses, including the use of a mobile phone, professional subscriptions, and IT security costs.

AGREED: unanimously.

Meeting closed at 21.10pm.