

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 14 October 2025.

Present:

Cllrs Mike Ashcroft, Phil Beswick, Stuart Gilmour, David Leytham (Chair) and Kevin Stroud.

In Attendance:

Claire Crompton (Clerk/RFO) District & Ward Cllr Derick Cross and 5 Members of the Public.

25/47 – Apologies for Absence. Local Govt Act 1972 s85 (1)

There were no apologies for absence.

25/48 – Declarations of Members' Interests.

There were no declarations of interest.

25/49 – 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: 3 AGAINST: 1 ABSTAIN: 1.**

- Michael Wilcox

25/50 – Adjournment for Public Speaking. Public Bodies (admission to meetings) Act 1960 s1 extended by the LG Act 1972 s100.

Apologies were noted from District & Ward Cllr Richard Stephenson and County Cllr Richard Holland.

A resident of Anson Gardens raised concerns about the condition of the Barratt development, stating that parts of the estate remain unfinished and below the expected standard. The resident requested Parish Council support and invited a member to visit the site to view the issues firsthand. The Parish Council expressed its support, and the District and Ward Councillor offered to meet with the resident on-site to review the concerns and provide assistance in pursuing the matter with the developer.

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

Cllr Cross reported that the recent by-election cost totalled £16,213.19.

He provided an update on Section 106 (S106) allocations, advising that £254,280 originally intended for indoor sports facilities in Fradley has instead been used towards the new leisure centre at Stychbrook,

Lichfield. As Fradley currently has no indoor sports provision, he is continuing to challenge this decision and seek the return of those funds.

An additional £448,290 from S106 contributions has been allocated for new padel courts in Burntwood, this amount represents Lichfield's proportion of S106 funding not the Parish Councils proportion.

Regarding the Barratt development, Cllr Cross advised that the car park and sports fields remain incomplete, the school fields have yet to be handed over, and several kerbs and footpaths remain unfinished. The Enforcement Department at Lichfield District Council (LDC) is now in contact with the developer and its directors to ensure full completion of the project. Should satisfactory progress not be made, formal notice may be served.

In relation to planning matters, the Bloor Homes application has now been submitted and is currently under review. Barratt Homes have also proposed an additional 500 dwellings off Hay End Lane, an increase from the original 250. Cllr Cross noted that outstanding issues from the existing development should be resolved before any decision is made on this new proposal.

Ward Councillors have requested a full consultation on local infrastructure and continue to lobby for a new medical centre and village shop in Fradley. Approaches have already been made to four potential retail operators.

Cllr Cross also reported that the Worthington Road Play Park upgrade tender has been issued to ten companies, with two submissions received so far. Adjudication is currently underway, and a contractor is expected to be appointed shortly. The aim is to commence works before Christmas and complete early in the new year.

Finally, he advised that the Leavesley development must commence before April 2026 to retain its planning permission. A new medical provision recently introduced at Branston Locks may serve as a model for implementation within the Leavesley development if deemed successful.

District and Ward Cllr Richard Stephenson was unable to attend the meeting but submitted the following report:

District Councillor's Report – October 2025

Dear Members,

Unfortunately, I am unable to attend your meeting on the 14th October as it coincides with a meeting of the District Council, which I am required to attend. I had been very much looking forward to joining you in person.

Since the last meeting of Fradley Parish Council, there has not been a full meeting of Lichfield District Council. However, there are several significant matters to report.

1. Horner Avenue Development

As you will already be aware, the District Council's Planning Committee decision to refuse planning permission for the Horner Avenue development has been overturned on appeal by the Government's Planning Inspector.

The Inspector also awarded costs against Lichfield District Council (the exact amount is yet to be determined), concluding that the Council had acted unreasonably in refusing the application. This decision has understandably caused great disappointment locally, particularly given the strong and well-argued objections from residents that appear to have been comprehensively dismissed.

An appeal to the High Court remains an option, but this could cost in the region of £100,000–£200,000.

Vistry Homes are currently in the process of acquiring the development site. I have contacted them to request a meeting to explore whether any measures could be agreed to mitigate the impact on local residents. I am awaiting a response. All correspondence has been shared with the Parish Council Chair and Clerk.

2. Reorganisation of Local Government

Lichfield District Council is progressing its proposal for a '3 x 3' devolution model, which has received

strong public support following extensive consultation—over 17,000 residents responded, an excellent turnout.

This model would see local government restructured into three unitary authorities across Staffordshire, each covering roughly three districts. The Leader of LDC, Cllr Doug Pullen, has engaged widely with Parish Councils to shape this proposal.

However, the County Council—currently controlled by Reform UK—has submitted an alternative plan that would merge Lichfield District with Stoke-on-Trent. This suggestion lacks clear rationale and would almost certainly result in higher Council Tax for Fradley residents.

While the '3 x 3' model covers a slightly smaller population than the Government's preferred 500,000 benchmark, it retains the crucial advantage of keeping local government local. I think most of us would agree that planning decisions affecting Fradley should not be made in Stoke! I should add that our preferred option would be to retain LDC but it is highly unlikely that the government will permit that.

3. Housing Development and Future Planning

Lichfield District Council has a housing delivery target of approximately 750 new homes per year. The current land supply equates to fewer than 3.5 years, which severely limits the Council's ability to reject planning applications.

Public consultation feedback has shown strong support for the idea of a new settlement, with potential sites being considered at Brookhay, Thorpe Constantine, and Packington.

Ward Councillors have been asked to liaise with Parish Councils to identify:

- Possible sites where new housing might be appropriate, and
- Areas where development should be avoided ("red flag" sites).

I am currently preparing a joint response from the three Ward Councillors and would very much appreciate the Parish Council's input. Draft documents have been shared with the Clerk and Chair for review.

Other Updates

- **New Leisure Centre:** Excellent progress is being made on the new facility at Stychbrook Park. It is scheduled to open in early January 2026 (currently the 2nd), with a formal opening ceremony the following week. The centre will operate on a subscription basis similar to Burntwood Leisure Centre, and memberships will be interchangeable. If uptake mirrors Burntwood's success, the facility is expected to move into profit rapidly. Existing Friary members will be able to transfer their memberships. This is a great addition to local amenities and easily accessible for Fradley residents.
- **Cinema and Leisure Complex:** Construction is slightly behind schedule, but only one unit remains available to let, with strong interest from potential tenants.
- **Lichfield City Centre:** The retail outlook remains positive—vacant units are being re-let quickly. LDC also plans to introduce a Shop Front Design Code for new premises to maintain the city's visual character.
- **Parks and Events:**
 - Beacon Park and Burntwood Park have again achieved Green Flag Awards.
 - The Food Festival and Proms in the Park events were both very successful and well attended.
- **Greenway Project:** The Greenway is now fully complete, with all documentation signed off. An official opening ceremony is planned for 20th October 2025.

Community Representation

Finally, I was honoured to lay the wreath on behalf of Alrewas Parish Council at the RAF Memorial Service at St Stephen's. Despite the rain, it was a deeply moving occasion and a privilege to represent the community.

25/51 – Variation to the Order of Business.

There were no variations to the order of business.

25/52 –To confirm the minutes of the Annual Meeting of the Council held on 24th July 2025.

RESOLVED: The draft minutes of the Fradley Parish Council Meeting held on 24th July 2025 were approved and signed as a true and accurate record.

AGREED; 5 Abstain; 1.

25/53 – 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
25/00667/FUL	Brickyard Farm, Wood End Lane, Hilliards Cross, Lichfield	Installation of car wash with ancillary snack and waiting area and retention of existing tyre storage building	Application Rec: 24.07.25 Comment by: 14.08.25 Ext until:
25/00979/FUL	Fradley Airfield, Hanger 5 , Wood End Lane, Fradley, Lichfield	Creation of car park and associated external works	Application Rec: 06.08.25 Comment by: 27.08.25 Ext until:
25/00985/OUTMEI	Land North Of Hay End Lane, Fradley, Lichfield, Staffordshire	Outline planning application for up to 500 dwellings (all matters reserved matters except for a new access onto Hay End Lane), new sports provision consisting of playing fields, sports pavilion and associated parking, new open space, land for a new primary school, sustainable drainage, new ecology areas and woodland, landscaping and associated works	Application Rec: 13.08.25 Comment by: 03.09.25 Ext until:
25/01209/CLE	Barns At Old Hall Farm, Old Hall Lane, Fradley, Lichfield	Certificate of Lawfulness (Existing): Confirmation that planning permission 22/00699/FUL has been lawfully implemented	Application Rec: 08.10.25 Comment by: 29.10.25

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:

25/00856/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	GRANTED
25/00839/FUH	Bridge Farmhouse , Bridge Farm Lane, Fradley, Lichfield	Proposed two storey extension	GRANTED
25/00760/FUL	The Cotswold Company, Unit B100 , Lancaster Road, Fradley	Erection of an ancillary storage building, anchored to existing hardstanding.	GRANTED

25/00667/FUL	Brickyard Farm, Wood End Lane, Hilliards Cross, Lichfield	Installation of car wash with ancillary snack and waiting area and retention of existing tyre storage building	REFUSED
25/00583/FUL	Land Off , Wellington Crescent, Fradley Park, Lichfield	Erection of ancillary storage building, anchored to existing hardstanding for a temporary period of 10 years	GRANTED
25/00420/LBC	Fradley Arms , Rykneld Street, Lichfield, Staffordshire	Works to listed building to enable the installation of additional windows and doors with resurfacing of existing driveway and extending link to rear car park with additional car park spaces and associated works	REFUSED
25/00448/FUL	Fradley Arms , Rykneld Street, Lichfield, Staffordshire	Installation of additional windows and doors with resurfacing of existing driveway and extending link to rear car park with additional car park spaces	REFUSED

Noted.

25/54 – 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
August 2025			
LDC (paid by card)	Parking	3.60	LGA 1972 s111
B&M (paid by card)	Refreshments	4.00	LGA 1972 s111
Tesco (paid by card)	Stationary/Refreshments	6.60	LGA 1972 s111
B&Q	Padlock and supplies for Bat Box Project	83.99	Natural Environment and Rural Communities Act 2006, s.40
Focus Group (DD)	Telephone Line	25.93	LGA 1972 s111
Unity Trust (DD)	Service Charge	7.80	LGA 1972 s111
Salaries, TAX,NIC	August Payment	3609.93	LGA 1972 s112 - 119
Claire Crompton	Expenses	760.37	LGA 1972 s111
JR Landscaping	Ground Maintenance Contract	2526.88	Open Space Act 1906 s9,10
D Beaumont	Handyman Contract	350.22	Open Space Act 1906 s9,10
DBN Web Design	FNPA Website	68.99	LGA 1972 s111
Civic Pride	Lamppost Testing Xmas Lights	402.60	Highways Act 1980, s.178
Vision ICT	Email Provider	8.00	LGA 1972 s111
IPaD	Horner Avenue Report Highways	2772.00	Town and Country Planning Act 1990, s.70

DRS	Horner Avenue Report Planning	360.00	Town and Country Planning Act 1990, s.70
Ridware Architectural	Steel Doors for Bat Box Project	2808.00	Natural Environment and Rural Communities Act 2006, s.40
MD Hunt	Finger Post Project	3330.00	Highways- Parish Council Act 1957, s.1
SPCA	Cllr Training	42.00	LGA 1972 s111
SPCA	Clerk Training	42.00	LGA 1972 s111
SPCA	Clerk Training	42.00	LGA 1972 s111

PAYEE	DESCRIPTION	AMOUNT	POWER
September 2025			
B&Q	Supplies for Bat Box Project	24.20	Natural Environment and Rural Communities Act 2006, s.40
LDC (paid by card)	Parking	8.10	LGA 1972 s111
LDC (paid by card)	Parking	8.10	LGA 1972 s111
Tesco (paid by card)	Sustenance Horner Avenue Appeal	10.80	LGA 1972 s111
Post Office (paid by card)	Postage	10.41	LGA 1972 s111
Focus Group (DD)	Telephone Line	24.16	LGA 1972 s111
Unity Trust (DD)	Service Charge	7.95	LGA 1972 s111
Salaries, TAX,NIC	September Payment	4309.48	LGA 1972 s112 - 119
Claire Crompton	Expenses	57.81	LGA 1972 s111
JR Landscaping	Ground Maintenance Contract	2526.88	Open Space Act 1906 s9,10
D Beaumont	Handyman Contract	420.47	Open Space Act 1906 s9,10
Fradley Village Hall	Room Hire	25.50	LGA 1972 s111
Vision ICT	Email Provider	144.00	LGA 1972 s111

PAYEE	DESCRIPTION	AMOUNT	POWER
October 2025			
Tippers (paid by card)	Supplies for Bat Box Project	8.28	Natural Environment and Rural Communities Act 2006, s.40
B&Q (paid by card)	Supplies for Bat Box Project	149.46	Natural Environment and Rural Communities Act 2006, s.40
Amazon (paid by card)	Office Supplies	57.59	LGA 1972 s111
Amazon (paid by card)	Office Supplies	32.38	LGA 1972 s111
Wayfair (paid by card)	Office Supplies	247.99	LGA 1972 s111
Focus Group (DD)	Telephone Line	27.98	LGA 1972 s111

Unity Trust (DD)	Handling Charge	0.30	LGA 1972 s111
Unity Trust (DD)	Service Charge	8.10	LGA 1972 s111
Salaries, TAX,NIC	September Payment	3727.59	LGA 1972 s112 - 119
Claire Crompton	Expenses	221.40	LGA 1972 s111
JR Landscaping	Ground Maintenance Contract	3162.88	Open Space Act 1906 s9,10
D Beaumont	Handyman Contract	340.00	Open Space Act 1906 s9,10
Fradley Village Hall	Room Hire	59.50	LGA 1972 s111
SPCA	CiLCA Training	390.00	LGA 1972 s111
SLCC	Clerk Training	36.00	LGA 1972 s111
SLCC	Clerk Training	108.00	LGA 1972 s111
SLCC	Clerk Training	36.00	LGA 1972 s111
NALC	Councillor Training	42.00	LGA 1972 s111

RESOLVED: The Council approved the schedule of payments for August, September and October 2025. AGREED; Unanimously.

b. To note the following income:

PAYEE	DESCRIPTION	AMOUNT
B&Q (Paid by Card)	Refund for missing padlock	30.00
National Grid (Cheque)	Wayleave	4.70

Noted

c. To consider the unaudited accounts from 1.04.2024 to 30.09.2025, including all supporting documents provided by the Clerk.

	31.07.2025	31.08.2025	30.09.2025
Current Account	£358,177.77	£341,022.67	£333,506.85
Equals Card	£656.38	£624.77	£129.07
Unpresented Payments	0.00	0.00	0.00
TOTAL	£358,834.15	£341,647.44	£333,635.92

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

25/55 – Annual Governance and Accountability Return (AGAR) – Conclusion of Audit.

To receive the completed AGAR and conclusion of audit. Council to note the minor scope for improvement identified for 2024/25: Explanations of significant variances should be more detailed and quantified to ensure sufficient clarity in future submissions. – (5 mins)

Members received and noted the completed AGAR and the conclusion of the 2024/25 external audit. The Clerk reported that the audit had been successfully completed, with no material issues identified. The external auditor highlighted a minor area for improvement for the 2024/25 submission, advising that explanations of significant year-on-year variances should be more detailed and quantified to provide greater clarity.

The Clerk explained that additional information had been requested this year regarding the increase in asset values and assured members that future submissions will include fuller, more descriptive variance explanations to address the auditor's recommendation.

RESOLVED: *The Council formally noted the conclusion of the audit. AGREED: unanimously.*

25/56 – To ratify the decision made by members via email to approve the allocation of an additional £3,754.90 from the Community Infrastructure Levy (CIL) funds towards the final costs of the Worthington Road Play Park improvements. – (2 mins)

RESOLVED: *The Council approved the allocation of an additional £3,754.90 from CIL funds towards the final costs of the Worthington Road Play Park improvement. AGREED: unanimously.*

25/57 – To ratify the decision made by members via email to permit Hugh Ashton (representing residents) and Glen Bown (representing the Parish Council) to speak at the Horner Avenue appeal on 5th August. (2 mins)

RESOLVED: *The Council approved the decision made by members via email to permit Hugh Ashton (representing residents) and Glen Bown (representing the Parish Council) to speak at the Horner Avenue appeal on 5th August. AGREED: unanimously.*

25/58 – To consider correspondence from LDC regarding the proposed naming of a new road off Turnbull Road as 'Fradley Heights'– (10 mins)

Members discussed several potential naming options in response to a request from Lichfield District Council. The Clerk suggested a number of additional names connected to the heritage of RAF Lichfield for members' consideration.

During the discussion, it was proposed that the Council might instead honour a long-standing village resident who lived in Fradley for over 90 years and had served the community as a Church Warden, Parish Council Chairman, and local landowner.

It was agreed that the Clerk will first seek consent from the resident's daughter, who still lives in the village, before confirming the Council's preferred name to LDC. Should permission not be granted, the Council will revisit the matter and select one of the alternative names previously suggested by the Clerk.

RESOLVED: *The Council will suggest Arblaster Row, Arblaster Place and Arblaster Way to LDC as their preferred option for the name of the road off Turnbull Road. AGREED: unanimously.*

25/59 – To consider correspondence from District Councillor Richard Stephenson regarding the potential installation of CCTV in the village to support crime prevention. – (5 mins)

Members considered correspondence from District Councillor Richard Stephenson regarding the potential installation of CCTV in the village to support crime prevention initiatives.

Councillors discussed the benefits and implications of such a system. It was noted that while CCTV has been effective in reducing crime in some neighbouring villages, the layout and size of Fradley present different challenges. Members identified several key considerations, including:

- Privacy and data protection compliance;
- The management and secure storage of footage;
- Suitable locations for any cameras; and
- The importance of consulting residents and ensuring full compliance with current legislation.

Following discussion, members agreed to give the matter further consideration and to revisit the topic at a future meeting once more information has been gathered.

25/60 – To consider the draft policy on meetings with developers. – (5 mins)

RESOLVED: *The policy listed above was adopted. AGREED: unanimously.*

25/61 – To consider the new PCSO operational boundaries following recent changes to local policing areas, and to discuss the implications for parish-level policing and community engagement. – (5 mins)

Members discussed the recent changes to local policing boundaries and the resulting impact on the operational coverage of the Parish's Police Community Support Officers (PCSOs).

Councillors expressed concern that the revised boundaries may now cover too wide an area, potentially reducing PCSO visibility and responsiveness within Fradley. Members questioned what resources would be available to meet local needs given the village's continued growth and increasing population. The discussion considered both positive and negative aspects of the new structure. While larger operational areas may allow for greater flexibility and shared resources, members were concerned this could also dilute community engagement and the frequency of PCSO presence within the parish. Members acknowledged that PCSOs do occasionally attend Parish Council meetings or provide a written report to be read out at the meeting and continue to hold periodic Street Surgeries but noted that they will now be further stretched under the new arrangements.

The Council agreed to monitor the situation and, if necessary, raise concerns with the local policing team regarding maintaining sufficient community visibility and engagement.

25/62 – Consider whether the Parish Council would like to place a Christmas Tree in St Stephen's Church decorated by the Parish Council along with many other organisations? We would need to supply and decorate the Tree – (3 mins)

RESOLVED: *Fradley Parish Council would like to place a Christmas Tree in St Stephen's Church along with many other organisations. Cllr Leytham, along with his wife, kindly offered their assistance in decorating it again this year. AGREED: All.*

25/63 – 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)

Working Group Report and Recommendations

Meeting Dates: 4th September & 2nd October 2025

The Clerk provided updates and progress reports on ongoing projects and initiatives discussed by the Working Groups.

Project Work

WG25/28 – Worthington Road Park Refurbishment Update

The Clerk advised that the Worthington Road Play Park project has now been formally issued for tender by Lichfield District Council. The Parish Council is awaiting further updates, and the Clerk will report back once information is received.

WG25/29 – Christmas Lights Project

The Clerk reported that significant progress has been made on the new Christmas Lights project. Suitable lampposts have been identified and tested, and electrical connections arranged. The group discussed whether to hold a switch-on event this year and, if so, who might organise and lead it. Members agreed that this year's focus should be on ensuring a successful first installation, with feedback gathered from residents. Depending on public response, the Council may plan a larger "grand switch-on" event for 2026.

At the October meeting, the Clerk confirmed that an energy supplier has now been secured and final arrangements are being completed.

WG25/30 – S106 Projects and Street Furniture

Members discussed the need to progress outstanding S106-funded projects, including the provision of new benches, fingerposts, history boards, park signs, and noticeboards. The Clerk reviewed previous location suggestions and advised that some were not feasible. Councillors are therefore asked to revisit and propose alternative locations, either independently or alongside the Clerk.

The Clerk will obtain three quotations for each type of street furniture and will gather member preferences on design, colour, and materials.

During the October meeting, members were reminded that decisions on locations must now be confirmed so that orders can proceed within the S106 deadlines. Councillors were also invited to assist the Clerk with ongoing project delivery.

Engagement Group

WG25/31 – Parish Newsletter

The Clerk confirmed that the latest edition of the parish newsletter is progressing well. One of the final articles will highlight the community grants recently awarded, which Cllr Ashcroft and the Clerk will prepare jointly.

At the October meeting, the Clerk reported that the newsletter is now close to completion and will shortly be circulated for final approval before printing and distribution. An article on the Bat Roost Project will also be included.

WG25/32 – Website and Communications

The group discussed the Parish Council's social media presence following a formal complaint about a recent Facebook post concerning the flying of national flags. Members debated whether to remove or amend the post, issue a clarification, or await the outcome of the complaint process.

It was agreed that a formal Social Media and Communications Policy is required to clearly define responsibilities, procedures, and guidance on appropriate use. This will be developed and presented at a future meeting.

WG25/33 – Summer Event 2026

Plans for a potential summer community event in 2026 were discussed, with ideas including collaboration with local schools. The item was deferred to a later date for further planning.

WG25/34 – Policy on Member Communication with Developers

The Chair and Clerk will jointly draft a new policy governing councillor engagement with developers. The policy will aim to ensure transparency and best outcomes for residents, particularly regarding S106 contributions and the delivery of local facilities such as community hubs, sports areas, and bus shelters.

WG25/35 – CCTV and Security Cameras

The Clerk shared correspondence from District and Ward Councillors regarding village crime levels and whether the Parish Council might consider installing CCTV. Members noted that while other villages have implemented CCTV schemes, the process is complex and potentially costly.

It was agreed that this should be discussed by the full council at a future meeting, and that the Clerk should arrange a discussion with the local PCSO team to better understand current community policing options.

WG25/36 – Street Naming – Fradley Heights

Lichfield District Council requested the Parish Council's views on a proposed street name for a new development fronting Turnbull Road. The developer suggested "Fradley Heights". Members felt this was not reflective of Fradley's RAF heritage and agreed to propose alternative names linked to historical figures associated with RAF Fradley.

Names under consideration include:

- Flying Officer M.G. McNeil (RNZAF) – killed in Belgium, September 1942.
- Pilot Officer William John Ross Vincent – injured in Wellington crash, March 14, 1943.
- Pilot Officer Colin Andrew McCreath – pilot of the same Wellington crash; survived and later repatriated to Australia.

Members will select one preferred name to submit formally to Lichfield District Council.

WG25/37 – Bus Shelters

Members considered the need for additional bus shelters in the village following resident feedback. Funding options and potential locations were discussed. It was noted that the proposed Bloor Homes development off Fradley Lane includes provision for upgraded bus stops. The Parish Council will review this further when the final planning application is determined.

WG25/38 – Meeting Dates (October 2025)

The following dates were proposed for upcoming meetings:

- Working Group: Thursday 2nd October
- Full Parish Council: Tuesday 14th October (rescheduled due to prior commitments)
- Finance Meeting: Thursday 23rd October

Environment Group

WG25/39 – Bat Box Project

Cllr Beswick reported that the steel doors for the bat boxes have been installed, and materials from Bellway Homes and the Evans Group are now ready for delivery to the installation site. The project is nearing completion, with plans to feature it in the next parish newsletter.

At the October meeting, Cllr Beswick confirmed that the bat roosts are almost finished and that a newsletter article will follow once complete.

WG25/40 – Quarterly Play Park Inspections

The Clerk reminded members that quarterly play park inspections had been proposed following recent training undertaken by the Chair and Clerk. A quotation has been received from JR Landscaping at £40.00 per inspection. This recommendation will be presented to the full council for approval at the September meeting.

By October, inspections had commenced and were being carried out regularly.

Other Matters

Community Grant – Fradley Guides

The Clerk confirmed that further information is awaited from the Guides Group regarding their community grant application. This will be reviewed once the required details have been received.

Summary

Across both meetings, the Working Group noted strong progress on key projects, including the Christmas Lights installation, Worthington Road Play Park, and S106-funded street furniture. Policies on communications, CCTV, and developer engagement will be developed to strengthen governance. Engagement projects, including the parish newsletter and environmental initiatives, continue to progress well, with several items—such as bus shelters and the summer event—scheduled for further review later in the year.

RESOLVED:

Worthington Road Play Park – The Clerk continue to liaise with Lichfield District Council on the formal tender process and report back once an update is received.

Christmas Lights Project – The Clerk finalise arrangements with the appointed energy supplier and ensure the installation proceeds as planned. An informal switch-on event will be organised this year; feedback will be gathered to inform a larger community event in 2026.

S106 Projects and Street Furniture – Councillors confirm suitable locations for benches, fingerposts, history boards, park signs, and noticeboards. The Clerk obtain three quotations for each project type and progress orders in line with the S106 spend deadlines.

Newsletter – The Clerk circulate the final draft newsletter for approval prior to printing and distribution, including an article on the Bat Roost Project and awarded community grants.

Social Media and Communications Policy – The Clerk and Chair draft a policy defining responsibilities, procedures, and content guidance for approval at a future meeting.

Member Communication with Developers Policy – The Chair and Clerk prepare a new policy to ensure transparency and best outcomes for residents in relation to S106 and community facilities.

CCTV and Security Cameras – The matter be referred to the full Parish Council for wider discussion, with the Clerk arranging a meeting with the local PCSO team for advice.

Street Naming – Fradley Heights – Members finalise a preferred RAF-related name from the shortlisted options and submit it formally to Lichfield District Council.

Bus Shelters – The Council note the discussion and review again once the final Bloor Homes application is determined.

Bat Box Project – The project proceed to completion, with the outcome to be publicised in the next parish newsletter.

Quarterly Play Park Inspections – The quotation from JR Landscaping (£40 per inspection) be recommended for approval at the full Parish Council meeting.

Community Grant – Guides Group – Consideration of the application be deferred pending receipt of further information.

AGREED: unanimously.

25/64 – Clerk Reports – (10 mins)

- a. Parish Council Diary Dates:
 - Meeting with Dave Roberston MP (Clerk only): 28th July, 10am, Unit 8 & 9, Trent Business Park, Eastern Avenue, Lichfield, WS13 6RN.
 - Meeting with Support Staffordshire, Societal Resilience: 29th July, 10am on Teams.
 - Horner Avenue Appeal Hearing: 5th August, 10am, The District Council House, Frog Lane, Lichfield.
 - Battle of Britain Commemorations: 14th September, 3pm, St Stephens Church.
 - SLCC Branch Meeting: 16th September, 10.30am, Rugeley Town Council.
 - Parish Network Meeting: 30th September, 7pm, Hammerwich Parish Council, 95, Burntwood Road, Hammerwich, Staffordshire. WS7 0JL
 - Cemex Meeting: 2nd October, 10am, Alrewas Cricket Club.
 - Meeting with Alrewas Cricket Club: 7th October, 6.30pm, Alrewas Cricket Club.
 - Pyford Brooks Liaison Meeting: 22nd October, 1.30pm, Alrewas Quarry, Yew Tree House, Alrewas. **Noted.**
- b. To note the resignation of Emma Garner as Parish Councillor. **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 the Horner Avenue Appeal at LDC on 5th August 2025. **Noted.**
- e. To note the Finger Post on Fradley Lane has been refurbished and re-installed. **Noted.**
- f. To note that Cllrs and the Clerk attended a Teams meeting with the Leader of LDC, Cllr Doug Pullen, regarding Local Government Reorganisation, and that members have been circulated with details of the consultation survey to express their views on the proposed reorganisation. **Noted.**
- g. To note that the Clerk has commenced the CiLCA training programme. **Noted.**
- h. To note that the Horner Avenue appeal has been approved. **Noted.**
- i. To note the updated CiL report, to include the £26,253.21, has been sent to LDC. Chair to sign. **Noted.**
- j. The Clerk has provided a list of training courses provided by the SLCC for September and October, should Cllrs wish to part in any, please email the Clerk directly. **Noted.**

25/65 – Date and time of the next Parish Council Meetings to be confirmed as 20th November 2025 at Fradley Village Hall commencing at 7pm. – (1 min) **Noted.**

25/66 – To consider a resolution under the **Public Bodies (Admission to Meetings) Act 1960 to exclude members of the Public. – (10 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 25/66 a & b and 25/67, as the matters concerned items of a confidential nature and staffing matters and disclosure would not be in the public interest.**

- a. **To receive and consider a formal complaint relating to a social media post about flags in the village. – (5 mins)**

Members received an update from the Clerk regarding a formal complaint submitted in relation to a recent Parish Council social media post. The Clerk confirmed that the complaint had been managed strictly in accordance with the Council's adopted Complaints Policy, ensuring compliance with good governance requirements as set out in the Practitioners' Guide 2025 and external audit expectations for proper procedures. The final response issued to the complainant outlined the actions taken by the Council to address the matter and provided a two-week period for any further representation. No further correspondence was received by the deadline.

RESOLVED: The complaint is now considered closed. No further action is required. Members noted that the process followed ensures that the Council has mitigated governance and liability risk. AGREED: unanimously.

- b. **To consider the council's approach to future social media engagement and publications. – (5 mins)**

Members discussed the Council's future approach to social media engagement and publication. It was recognised that the management of online communications forms part of the Council's broader governance responsibilities, with implications for reputation, compliance with the Data Protection Act 2018, and potential financial or legal liability if not handled appropriately. Members agreed that a structured and consistent approach is needed and that this should be incorporated into the wider Communications Strategy to be developed by the Working Group. Further work is required to consider how the Council engages with residents, the level of moderation required, and what safeguards and procedures should underpin future posts and online interactions.

RESOLVED: That this matter be referred to the Working Group for further consideration as part of a future Communications Strategy, and that a detailed proposal be brought back to a future Parish Council meeting for decision.

25/67 – To note the NJC pay scale agreement for 2025/26, backdated to 1st April 2025, and that the Clerk's revised salary has been paid in the September payroll. – (1 min)

Noted.

Meeting closed at 20.56pm.

Signed:

Cllr David Leytham

Date: