

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 17 February 2026.

Present:

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

In Attendance:

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

25/100 – To elect a Vice-Chairperson for the remainder of 2025/2026 (Local Govt Act 1972, S15(2)) and to receive the signed Declaration of Acceptance of Office (Local Govt Act 1972, S83(4)). – (3 mins)

RESOLVED: Cllr Mike Ashcroft be duly elected Vice Chair to Fradley Parish Council for the remainder of the year. **RESOLVED:** In accordance with the Local Government Act 1972, Cllr Ashcroft signed the Acceptance of Office form before the Clerk. **Proposed:** Cllr Ashcroft, **Seconded:** Cllr Beswick. **AGREED:** Unanimously.

25/101 – Apologies for Absence. Local Govt Act 1972 s85 (1)

Apologies for absence were noted from Cllr Jan Leytham-Gain.

25/102 – Declarations of Members' Interests.

There were no declarations of interest.

25/103 – 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.

25/104 – Adjournment for Public Speaking. Public Bodies (admission to meetings) Act 1960 s1 extended by the LG Act 1972 s100.

a. Public Speaking:

There were no members of the public present.

b. District and County Ward Members Reports:

District and Ward Cllr Richard Stephenson attended the meeting and gave his report as follows:

Cllr Stephenson advised that the Community Speed Watch group, led by Mike Wilcox, carried out monitoring on Fradley Lane during the previous week. A total of 285 vehicles were recorded. Six vehicles were exceeding the speed limit. The highest recorded speed was 52 mph.

Members were informed that Lichfield District Council will host the Food Festival this year in Lichfield again. A number of free stalls will be available for new local businesses to help promote new ventures within the area.

An update was given on Local Government Reorganisation. Cllr Stephenson advised that the Government does not currently have the legal powers to suspend local elections. It is therefore expected that local elections will proceed next year.

Cllr Stephenson reported that Lichfield District Council's Enforcement Team has issued a three month closure order to Mini Market in Lichfield following the seizure of illegal cigarettes with an estimated value of £6,884.00.

Members were advised that Staffordshire County Council intends to increase its precept by 3.99%. Lichfield District Council will consider its own council tax proposal at Cabinet next week. The proposed increase is expected to be below 1.99%.

Cllr Stephenson confirmed that he was aware of the issue of rats reported on Fletcher Drive. Lichfield District Council's Environmental Health Team carried out an inspection and confirmed evidence of activity. The relevant responsible organisation has been contacted and works have begun to address the problem. If the issue is not resolved, enforcement action will be taken by the District Council.

Members were informed that in Alrewas a willow tree on Walkfield had to be removed. Plans are in place to carve a heron from the remaining stump to reflect the theme of the locality. Cllr Stephenson also advised that Alrewas Parish Council is using an arboricultural specialist from Lichfield District Council to inspect its trees. Fradley Parish Council confirmed that its trees are inspected on a three year cycle and that a quotation has recently been obtained for the next inspection due this year.

A discussion took place regarding the work of the Lichfield Litter Legends. Members considered whether the pink litter bags left beside footpaths prior to collection may be contributing to the rat issue on Fletcher Drive. Members expressed their appreciation for the work undertaken by the volunteers. Several questions were raised regarding whether the Parish Council could support the initiative through the provision of a bin or other measures to reduce the time that bags remain on the footpaths. The Clerk will contact Lichfield District Council waste services for advice. Cllrs Cross & Stephenson will assist with enquiries.

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

Cllr Cross advised that he, along with member of the Parish Council, had attended a meeting with Vistry Homes regarding the Horner Avenue planning application. Lichfield District Council has raised an objection to the proposed alternative access route for construction traffic along Common Lane. Staffordshire County Council responsibility for the highway ends before the Severn Trent pumping station entrance. Beyond this point the road is privately owned. Lichfield District Council cannot authorise use of a private road. Vistry has obtained permission to access the site via Severn Trent land. Consent is still required from the owner of the small section of private land before approval can be granted. Lichfield District Council officers also expressed concerns that the proposed route may not accommodate heavy goods vehicles and that use of the route could damage kerbs and grassed areas. It was noted that the industrial units on both sides of the road currently accommodate large vehicles. Any approval should include conditions requiring the reinstatement of kerbs and grassed areas following completion of construction works. Cllr Cross confirmed that he will continue to monitor the matter.

Cllr Cross reported that the planning application for Fradley Manor at Fradley Junction has been withdrawn. This followed a number of complaints and the recognition that the submitted application did not include all works already undertaken at the site. An onsite meeting has taken place with the owner and the architect. They have been advised to cease works and to submit a revised application that includes all elements of the development. A revised application is expected within two weeks. The large sign and the post box previously installed at the site have now been removed.

Cllr Cross also provided an update on the Worthington Road Play Park project. The Clerk confirmed that she remains in contact with Helen at LWMTS regarding the project. It is now expected that the matter will proceed through the Cabinet and the relevant Cabinet Member at Lichfield District Council. Cllr Cross

has contacted the Cabinet Member. The Clerk has been asked to provide background correspondence to assist. The Clerk confirmed that no request for payment has been received to date. Should any payment request be received, it will be forwarded to Cllr Cross for information.

25/105 – Variation to the Order of Business.

There were no variations to the order of business.

25/106 –To confirm the minutes of the Fradley Parish Council meeting held on 15th January 2026.

RESOLVED: The draft minutes of the Fradley Parish Council Meeting held on 15th January 2026 were approved and signed as a true and accurate record.

AGREED; Unanimously.

25/107– 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
26/00036/FULM	Land South Of Fradley Park, Nanscawen Road, Lichfield, Staffordshire	Demolition of existing farm buildings and erection of distribution centre and ancillary offices together with associated access, parking and servicing and soft landscaping	Application Rec: 14.01.26 Comment by: 01.02.26
23/01087/FULM	Roxane UK Limited, Hanger 5, Fradley Airfield, Wood End Lane	Section 73 application to vary conditions 3 (Tree Protection), Condition 4 (Construction 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]	Application Rec: 23.01.26 Planning Committee Meeting: 02.02.26
25/01513/FUH	21 Lakin Lane, Fradley, Lichfield, Staffordshire	Proposed single storey extension and retention of existing porch	Application Rec: 29.01.26 Comment by: 19.02.26

Planning Applications Considered

- 26/00036/FULM – The Parish Council resolved not to submit any comments on this application.
- 23/01087/FULM – Members noted receipt of a notification advising that the relevant planning application will be considered by the Lichfield District Council Planning Committee at its meeting scheduled for 2 February 2026.
- 25/01513/FUH – The Parish Council resolved not to submit any comments on this application.

RESOLVED: The Parish Council members agreed to the above planning application comments.

AGREED: Unanimously.

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

25/01441/FUL	60, 62 & 66 Church Lane, Fradley, Lichfield, Staffordshire	Installation of external wall insulation (EWI) to 3 dwellings	GRANTED
25/01543/FUH	14 Denyer Court, Fradley, Lichfield, Staffordshire	Removal of the existing flat roof and extension of the existing pitched roof over the extension, forming a lantern in the remainder of the flat roof and removal. Relay new flat roof to remaining area, not covered by the pitched roof extension.	GRANTED
23/01087/FULM	Roxane UK Limited, Hanger 5, Fradley Airfield, Wood End Lane	Section 73 application to vary conditions 3 (Tree Protection), Condition 4 (Construction 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]	GRANTED

Noted.

25/108 – 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
February 2026			
1 st Fradley Guides	Community Grant	500.00	Section 137 Grant
Amazon (paid by card)	Office Supplies	74.99	LGA 1972 s111
Amazon (DD)	Office Supplies	12.99	LGA 1972 s111
Co-op	Refreshments	4.59	LGA 1972 s111
Focus Group (DD)	Telephone Line	24.60	LGA 1972 s111
Unity Trust (DD)	Service Charge	7.95	LGA 1972 s111
Valda Energy	Electricity Supply	22.05	LGA 1972 s144 & s145
Valda Energy	Electricity Supply	22.78	LGA 1972 s144 & s145
Salaries, TAX,NIC	February Payment	3727.59	LGA 1972 s112 - 119
Claire Crompton	Expenses	68.36	LGA 1972 s111
JR Landscaping	Ground Maintenance Contract	4284.88	Open Space Act 1906 s9,10
D Beaumont	Handyman Contract	366.00	Open Space Act 1906 s9,10

Fradley Village Hall	Room Hire	59.50	LGA 1972 s111
Vision ICT	Website & Email	65.99	LGA 1972 s111

Members requested clarification of the GMC invoice from JR Landscaping. The Clerk advised that the invoice includes the monthly maintenance fee together with additional works carried out during the period. These works included the quarterly play park inspection, the removal of dangerous tree branches following high winds which were obstructing walkways and pavements, and the repair of the fence on Worthington Road near Rumbold Avenue, in accordance with the decision previously agreed by members at a Parish Council meeting.

RESOLVED: The Council approved the schedule of payments for February 2026.

AGREED; Unanimously.

b. To note the following income:

PAYEE	DESCRIPTION	AMOUNT

Noted

c. To consider the unaudited accounts from 1.04.2025 to 31.01.2026, including all supporting documents provided by the Clerk.

	31.01.2026
Current Account	£281,600.11
Equals Card	£262.32
Unpresented Payments	£0.00
TOTAL	£281,862.43

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

25/109 – To review the final costs of the Big Bash project and consider the funding source, including whether to allocate the expenditure from reserves or to reassign underspent budget lines within the current precept – (5 mins)

Members considered the final costs of the Big Bash project and discussed the appropriate funding source. Councillors noted that the project had been very successful and well received by residents. Members agreed that it represented a worthwhile investment for the community.

RESOLVED: The final project cost of £662.85 be approved and that the expenditure be funded from underspent budget lines originally allocated to the website upgrade, rather than from general reserves. Proposed: Mike Ashcroft, Seconded: Phil Beswick.

AGREED: Unanimously.

25/110 – 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)

Members received a summary of the Working Group meeting held on 12 February 2026.

Members noted that the Parish Council had the opportunity to participate in the Sakura Cherry Tree Project, coordinated through the Staffordshire Parish Councils Association. The scheme provides cherry trees donated from Japan to celebrate the long standing relationship between Japan and the United Kingdom. Members supported participation in the scheme and agreed that suitable planting locations should be explored. Consideration will be given to soil

conditions, wind protection and ongoing maintenance requirements before a final location is confirmed. The proposal will be brought to Full Council for formal approval.

Members discussed the need to relocate several Parish Council assets currently located at the former Post Office site following a request from the new property owners. This includes the Parish notice board, the telephone box and a defibrillator. Alternative locations will need to be identified. Options for the future of the telephone box were considered. These include relocation to Parish Council land, sale to a private party or donation to the property owners subject to agreement that the defibrillator could remain housed within it. Two defibrillators also require relocation. Members recognised the importance of establishing appropriate governance arrangements including maintenance responsibilities, asset register updates and suitable electricity supply arrangements. Further investigation will take place before recommendations are brought forward.

Members considered a request from HS2 to use Hay End Lane as the venue for a community information event relating to the A38 works. The event would provide residents with an opportunity to receive updates and ask questions directly to HS2 representatives. Members agreed to support the request subject to confirmation of event arrangements.

Members also noted preparations for the forthcoming Fradley 10K event. The Parish Council had previously agreed the value of vouchers and trophies. Members agreed that the event should be actively promoted through Parish Council communication channels to maximise community participation.

A quotation from Radian Skate Parks for additional skate park equipment funded through S106 contributions was considered. Members felt the proposed equipment would be a valuable addition to the existing facilities. It was also noted that repair works are required to some existing skate equipment. Members supported the proposal that both the installation and repair works be undertaken at the same time to minimise disruption. The matter will be recommended to Full Council for approval.

Members reviewed a quotation for works to the pine trees at Worthington Road Play Park. The works would raise the canopy height to allow installation of a circular bench as part of the play park refurbishment. Members considered the quotation reasonable and agreed that the works would support the wider improvement project. The recommendation will be brought forward to Full Council.

Members also discussed the forthcoming three year tree inspection programme. It was agreed that additional quotations should be obtained to ensure value for money before a recommendation is made.

Member responsibilities were reviewed to support the effective delivery of Parish Council work. Responsibilities were allocated for newsletter coordination, environmental and grounds maintenance checks, S106 project development and social media engagement. The Clerk will continue to support members in each of these areas.

Members discussed the provision of two additional dog bins funded within the current budget. Further information will be gathered regarding suitable locations, capacity options and servicing arrangements before a final recommendation is made.

Members were informed of correspondence from Staffordshire County Council regarding a historic easement relating to the pathway at Hay End Lane Play Park. Members indicated that they would be willing to consider formalising the easement subject to a revised deed being drafted in the name of Fradley Parish Council and reviewed by a solicitor before any agreement is entered into.

Members also noted the ongoing consultation on Local Government Reorganisation and agreed that information should be shared with residents to encourage participation in the consultation process.

Finally, members discussed the potential for informal idea sharing sessions to support the development of future Parish Council projects. It was noted that these sessions would not constitute formal council meetings and that any proposals arising would be brought to a properly convened meeting for consideration.

Members considered the recommendations from the Working Group.

Members considered participation in the Sakura Cherry Tree Project.

RESOLVED: That Fradley Parish Council participate in the Sakura Cherry Tree Project and that suitable planting locations be explored before installation.

AGREED: Unanimously.

Members were informed that the individual previously responsible for monitoring and maintaining the village defibrillators no longer wishes to continue in this role. The Parish Council have been asked to assist in making alternative arrangements. Cllr David Leytham confirmed that he is liaising with AED Donate to explore options for future management and maintenance of the defibrillators and will report back to members once further information is available.

RESOLVED: That the update be noted and that Cllr David Leytham continue to liaise with AED Donate and report back to Council.

AGREED: Unanimously.

Members noted that the new owners of the former Post Office building have requested the removal of the defibrillator, telephone box and Parish Council notice board from their land. Cllr Kevin Stroud will make contact with the new owners to discuss timescales and practical arrangements for removal. Members also discussed the future of the telephone box. As the telephone box is recorded on the Parish Council's asset register, members noted the Council's duty to achieve best value in any decision taken. Options to be explored include sale, relocation or refurbishment.

RESOLVED: That Cllr Kevin Stroud contact the new property owners regarding removal of the assets and report back to Council. Further research will be undertaken into the potential sale, relocation or refurbishment of the telephone box.

AGREED: Unanimously.

Members considered a request from HS2 to use the grassed area at Hay End Lane to host a community information event using a gazebo.

RESOLVED: That permission be granted for HS2 to use the Hay End Lane grassed area to hold a community information event.

AGREED: Unanimously.

Members considered the quotation received from Radii Skate Parks for the installation of additional skate park equipment as part of the S106 project. Members also noted that repair works are required to elements of the existing skate park equipment. The Clerk advised that undertaking the repairs at the same time as the installation of the new equipment would reduce disruption to users and ensure that all works are completed efficiently within a single programme of works. Members discussed the proposal and agreed that the new equipment would provide a valuable enhancement to the existing facilities.

RESOLVED: That the quotation from Radii Skate Parks for the installation of additional skate park equipment and the associated repair works to the existing skate park equipment be approved.

AGREED: Unanimously.

Members considered a quotation from JR Landscaping for works to raise the canopy of the pine trees at Worthington Road Play Park. The works will enable the installation of a circular bench around the trees as part of the wider refurbishment project.

RESOLVED: That the quotation from JR Landscaping for works to raise the canopy of the pine trees at Worthington Road Play Park be approved.

AGREED: Unanimously.

Members considered the quotation from Tonks for the three year tree inspection programme.

RESOLVED: That the quotation from Tonks for the three year tree inspection programme be approved.

AGREED: Unanimously.

Members reviewed the allocation of councillor responsibilities to support Parish Council work.

RESOLVED: That the following member responsibilities be agreed. Social media and community engagement to be overseen by Cllr Jane Leytham-Gain. Projects to be led by Cllrs Mike Ashcroft and Tosh Crompton. Environmental matters to be overseen by Cllrs Phil Beswick and Kevin Stroud.

Members noted that funds have been allocated within the current budget for the purchase of two dog bins. Cllrs Phil Beswick and Kevin Stroud will review the condition of the existing dog bins across the parish to determine whether any require replacement. If no immediate replacements are required they will investigate the cost and potential locations for two larger capacity bins.

RESOLVED: That the member responsibilities as presented be approved.

RESOLVED: That Cllrs Phil Beswick and Kevin Stroud undertake an audit of existing dog bins and report back with recommendations regarding replacement or installation of two larger bins.

AGREED: Unanimously.

Members considered correspondence from Staffordshire County Council regarding the proposed deed of easement relating to the pathway at Hay End Lane. District and Ward Councillor Derick Cross advised that Staffordshire County Council may meet the legal costs associated with reviewing the document if requested.

RESOLVED: That the Clerk contact Staffordshire County Council to request that a revised deed of easement be drafted in the name of Fradley Parish Council.

AGREED: Unanimously.

Members noted the Local Government Reorganisation consultation survey.

25/111 – To consider correspondence regarding the telephone box, defibrillator and noticeboard currently on private land, and to agree relocation arrangements following the new owner’s request for their removal.– (5 mins)

Members noted that this agenda item had already been addressed under the previous agenda item titled Working Group Report, and therefore no further discussion was required.

25/112 – To consider and, if appropriate, adopt the draft IT Policy.– (5 mins)

Members considered the proposed draft IT Policy.

RESOLVED: The draft IT Policy presented be approved and adopted.

AGREED: Unanimously.

25/113 – Clerk Reports – (5 mins)

a. Parish Council Diary Dates:

- Internal meeting with Vistry: Thursday 12th February, 12.30pm at Fradley Village Hall **Noted**.
- Police Surgery at The Stirling Centre: Saturday 21st February 2026 2pm-4pm **Noted**.
- HS2 Community Engagement Event: Wednesday 25th February 2026 10am-3pm at Storage & Fulfilment Services Ltd Car Park 108 Common

- Lane, Fradley Business Park, Lichfield, WS13 8NQ **Noted.**
- Internal meeting with Maple Vale: Wednesday 25th February, 12.00pm at Fradley Village Hall **Noted.**
 - Police Surgery at The Stirling Centre: Saturday 28th March 2026 2pm-4pm **Noted.**
- b. To note the Chair and Clerk attended a Teams meeting with LWMTS for guidance on scoring the tenders on 14th January 2026 **Noted.**
 - c. To note Cllrs attended a Teams meeting for Boor Homes on 19th January 2026 **Noted.**
 - d. To note Cllrs attended a live HS2 webinar on 20th January 2026 **Noted.**
 - e. To note the Parish Network Meeting, hosted by Fradley Parish Council on 26th January 2026 went very well and was well attended **Noted.**
 - f. To note the Chair & Clerk attended a Moderation meeting at with LWMTS at LDC on 27th January 2026 **Noted.**
 - g. To note Cllrs attended an HS2 event at Cappers Lane on 2nd February 2026 **Noted.**
 - h. To note Cllrs attended the LDC Planning Committee meeting on 2nd February 2026 to support residents regarding planning application 23/01087/FULM **Noted.**
 - i. To note the resignation of Jon Sealey **Noted.**
 - j. To note the resignation of Derick Cross **Noted.**
 - k. To note that the Section 137 expenditure limit has increased from £11.10 to £11.60 per elector **Noted.**
 - l. The Clerk has provided a list of training courses provided by the SLCC & SPCA for February and March, should Cllrs wish to take part in any, please email the Clerk directly **Noted.**

25/114 – Date and time of the next Parish Council Meeting to be confirmed as 19th March 2026 at Fradley Village Hall commencing at 7pm. – (1 min)

Noted.

25/115- 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: That, in accordance with the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during consideration of the following item as the matters relate to staffing and confidential business and disclosure would not be in the public interest.

Cllr Crompton declared a pecuniary interest in this item and took no part in the discussion or vote.

- a. To consider the withdrawal of the government working from home allowance and whether the Parish Council should provide a replacement allowance for the Clerk.

Members considered the withdrawal of the Government home working allowance and whether the Parish Council should introduce a replacement allowance for the Clerk.

Members discussed the matter and considered the need to provide a reasonable allowance to support home working arrangements.

RESOLVED: That the Parish Council introduce a home working allowance of £10 per week for the Clerk. The allowance will not form part of pensionable earnings. The allowance will be index linked to the annual pay increase percentage and will be paid monthly with the Clerk's salary.

AGREED: 4

ABSTAINED: 1

Meeting closed at 20.56pm.

Signed:

Chair Cllr David Leytham

Date: