

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 19 March 2026.

Present:

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

In Attendance:

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

25/116 – Apologies for Absence. Local Govt Act 1972 s85 (1)

There were no apologies for absence.

25/117 – Declarations of Members' Interests.

There were no declarations of interest.

25/118 – 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.

25/119 – 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 & Ward and County Members Reports:

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

Council Tax and District Council Budget

Lichfield District Council has now set its budget for 2026–27, with Council Tax increasing by 1.99%, about 8p per week for a band D council tax payer. This is in contrast to the 3.99% increase from Staffordshire County Council despite promised to reduce spending. This has been achieved by LDC while keeping the budget in balance and continuing to invest in a wide range of local priorities and major projects. All three ward Councillors supported the budget.

These include the cinema complex (£7.4 million), paddle tennis in Beacon Park, and £1.4 million for community projects across the district. Significant allocations include £500,000 for a new community centre at Streethay, £200,000 for Chasetown Football Club, £150,000 for Burntwood Rugby Club, £99,454 for a play area in Fazeley, £80,000 for Burntwood Dragons FC, and £75,000 for South

Staffordshire College to support creative opportunities for young people. There will also be a major initiative to improve shop frontages in the historic city centre, with wider benefits extending across the district.

LDC's share remains only a small part of the overall council tax bill, with Staffordshire County Council accounting for by far the largest element. It is therefore disappointing that, despite previous promises to cut costs and find efficiencies, the county council has increased its tax by 3.99% — the maximum permitted by government — while also reducing services. The deteriorating quality of our roads is a visible witness to the decline in the operation of the County Council.

Against that background, it was particularly pleasing that Lichfield District Council has won the annual Best Local Authority award, as judged by IESE, an independent not-for-profit organisation dedicated to improving local services.

Cinema Project

Work on the cinema project has now been novated, together with all subcontractors, to a new main contractor, and physical work has recommenced on site. There will be some delay to final completion; however, officers remain confident that the facility will still be handed over to the principal tenants — Everyman and The Botanist — before December this year, after which they will complete their fit-out. At its meeting last Monday, the Planning Committee also approved some modest design changes to improve the exterior appearance of the building and bicycle storage provision.

HS2 and A38 Closure

Last Monday I attended a meeting with HS2 alongside Cllr Richard Cox of Armitage and Handsacre. As many residents will already know, the A38 will be closed for a total of 11 days from 27 March over the Easter period.

It is difficult to place a positive interpretation on the disruption that is likely to follow, but the following mitigation measures have been outlined:

- Signage on major roads, reportedly as far away as Dover, warning motorists of the A38 closure and advising alternative routes.
- Reprogramming of all Sat Navs to direct traffic away from the A38
- A major diversion for southbound traffic at Derby via the A50 and M42.
- A major diversion for northbound traffic towards Tamworth via the M42, East Midlands Airport, A50 and then back to the A38.

Traffic travelling north which has not already diverted will be routed through Lichfield and then returned to the A38 via Wood Lane and Hilliard's Cross, with southbound traffic using the reverse pattern.

I remain very pessimistic about the likely impact of this, but HS2 made it very clear that the closure will proceed regardless of local concern.

Local Plan

Lichfield District Council hopes to have its new Local Plan ready for public consultation within the next couple of months.

The change imposed by central government in housing targets — from approximately 250 new homes per year to around 750 per year — will create immense pressure for development across the district. At present, the council has only around three and a half years of housing land supply in the pipeline; before the recent change to the National Planning Policy Framework, that figure stood at around nine years. The council's preferred strategic approach remains the creation of a new settlement within the district rather than the continued piecemeal enlargement of existing villages. Cllr Cross and I submitted a joint response to the councillor consultation prior to Christmas

There is also increasing concern about the new "grey belt" concept. In practice, this appears to be interpreted by planning inspectors as meaning land developers wish to build on, provided it does not physically merge two historic settlements. Residents will understand why many people feel that long-standing green belt protections are being steadily weakened.

Council Committees

Following the Armitage by-election there has been a small reshuffle of committee appointments. I have now been appointed to the Audit Committee in addition to continuing on the Planning Committee, which Cllr. Cross remains Vice Chairman of.

Local Fradley LDC Matters

Horner's Avenue.

Cllr Cross has remained very active on the alternate route into the Horner Avenue, we remain of the opinion that this is an important mitigation and vital for local residents living on Horner Avenue / Common Lane / Worthington Road. We have lobbied to ensure that *should* officers reject this new entrance that it is brought to committee and have received written assurance on this point.

St Stephen's School Playing Field.

We have received a fairly justified complaint from a grandparent of a child at the school regarding the continued failure of the section 106 agreement being delivered. Cllr Cross has pursued the developers and received an explanation that last minute legal obstacles are being dealt with and the playing fields will be opened to the school in the near future. We will remain vigilant.

Rats in Fletcher Drive

LDC enforcement have made two visits to site, identified the site of the nests and are requiring the developers to eradicate the unwelcome rodents. They are actively following up on this.

Illegally parked van in Jackman Drive.

A resident has complained about an untaxed white van parked on the pavement forcing her disabled husband is his wheelchair onto road for several months.

LDC enforcement have visited the driver and advised him regarding illegal parking. The driver stated that he was waiting for the van to be taken in for repairs which he said would be in the next few days.

Common Lane Lorry parking.

Following a resident complaint Cllr Cross suggested setting up a meeting along with the PCSO at the site. The clerk has arranged this for Monday 23rd March. I have contacted LDC environment officer who is trying to get some OOHs enforcement. C Cllr Holland has been in touch with SCC regarding this issue, which is all the more frustrating since there is parking provision for the lorries both on site and off Gorse Lane.

CEMEX

It was reported that Councillor Stephenson and Councillor Mike Ashcroft attended the half yearly CEMEX liaison meeting on the morning of the Parish Council meeting.

Members were advised that an application to permanently extend working hours is due to be considered on 2 April at Staffordshire County Council's planning committee meeting. The Clerk at Alrewas has received an invitation and will submit representations on behalf of their Parish Council.

The Council was further advised that, subject to approval of this application, CEMEX intends to submit an application to extend the operational life of the quarry. The site was originally due to cease operations in August next year, however delays to HS2 Ltd are expected to result in an application for an extension of approximately five years.

It was also noted that, due to current commercial viability concerns associated with the pause in HS2 works, the company is expected to apply to remove the restriction limiting supply to HS2, thereby allowing supply to a wider market. In addition, a further application is anticipated to extend the site area, similar to previous proposals involving Tarmac.

Councillor Stephenson confirmed that he will continue to keep the Parish Council informed.

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

District and Ward Councillor Cross reported that the anticipated £118,000 developer S106 contribution has not yet been received, as the relevant trigger points have not been met due to slower than expected

house sales. It is currently anticipated that these trigger points will be reached between January and April next year.

It was noted that a separate contribution of £184,000 has been received and allocated to the Parish Council for the play area upgrade. However, the remaining £118,000 previously earmarked for the church project will be delayed.

Councillor Cross outlined a proposal, subject to agreement from the other District and Ward Councillors and funds becoming available, that the £118,000 contribution be paid directly to the Parish Council and then allocated as follows, £88,000 towards the church project, with the remaining balance to support other local projects, including the Fradley Youth and Community Centre fire escape route and Parish Council fence upgrades. It was noted that this approach could remove the need to appoint an external project management company. Approval from all District and Ward Councillors is required before this proposal can proceed.

Councillor Cross also informed Members of the passing of Matt Gallagher of Greenlight Developments, who had previously worked with the Parish Council in relation to the Horner Avenue planning application. It was noted that, following a fall and subsequently a diagnosis of Motor Neurone Disease, he had undertaken significant fundraising efforts, raising over £3.6 million. Members expressed their condolences to his family.

County Cllr Richrd Holland attended the meeting and gave his report as follows:

County Councillor Richard Holland provided his report. He reiterated the updates given by Councillor Stephenson in relation to Council Tax and the planned A38 closure.

Members were advised that Staffordshire County Council held a Full Council meeting the previous Thursday at which a new Leader was not appointed. An extraordinary meeting has been scheduled for the following Thursday, where it is anticipated that the current Acting Leader, Martin Murray, will be elected as Leader of the County Council. Councillor Holland expressed concerns regarding the conduct of meetings, stating that opportunities for member input were limited.

Councillor Holland reported on an informal meeting held with Councillor Cross and the Clerk of the Parish Council to discuss highways issues in Fradley, including potholes and ongoing concerns regarding lorry movements on Common Lane. He confirmed that he has engaged with the Highways Department to seek support and will attend a further meeting on site.

Members discussed the issue of lorry management at the depot. It was suggested that inefficiencies in vehicle booking systems may be contributing to delays, however it was noted that time slot systems are in place and that non compliance by drivers remains a key issue. It was agreed that this is a matter for the operator to manage.

Councillor Cross reiterated the potential for additional double yellow lines at the end of Common Lane near the depot. It was noted that this would assist enforcement in relation to parked vehicles, although it would not address queuing traffic. Councillor Holland agreed to explore the possibility of extending restrictions closer to the depot entrance to prevent overnight parking and obstruction.

Members noted a request from a resident for improved "No HGV" signage on Fradley Lane and clarification regarding enforcement during the forthcoming A38 closure. Councillor Stephenson advised that mitigation measures are expected to be in place to prevent vehicles diverting from authorised routes.

In respect of the Cemex planning application. Councillor Holland confirmed that, as a member of the County Council Planning Committee, he is available to support the Parish Council in relation to any planning objections. It was noted that Fradley and Alrewas Parish Councils have previously submitted objections to the relevant application, which seeks to allow variation of working conditions without the need for a full planning application.

Councillor Crompton left the meeting.

Councillors Holland, Stephenson and Cross then left the meeting.

25/120 – Variation to the Order of Business.

There were no variations to the order of business.

25/121 –To confirm the minutes of the Fradley Parish Council meeting held on 17th February 2026.

RESOLVED: The draft minutes of the Fradley Parish Council Meeting held on 17th February 2026 were approved and signed as a true and accurate record.

AGREED; Unanimously.

Councillor Crompton returned to the meeting.

25/122– 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
26/00230/FUL	Land Off Horner Avenue , Fradley, Lichfield, Staffordshire	Creation of temporary construction access point off Common Lane	Application Rec: 27.02.26 Comment by: 20.03.26

Planning Applications Considered

- 26/00230/FUL – The Parish Council resolved to submit 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:

25/01513/FUH	21 Lakin Lane, Fradley, Lichfield, Staffordshire	Proposed single storey extension and retention of existing porch	GRANTED
26/00005/FUH	3 Waterworks Cottages , Brookhay Lane, Lichfield, Staffordshire	Erection of a single storey rear extension to replace existing conservatory and roof over existing storage	GRANTED

Noted.

25/123 – 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
March 2026			
Etsy	Fradley 10K Trophies	30.97	Chairs Allowance
Amazon (paid by card)	Office Supplies	10.36	LGA 1972 s111
Tesco (paid by card)	10K Vouchers Office Supplies	111.55	Chairs Allowance, LGA 1972 s111
ICO (DD)	GDPR Data Protection	47.00	LGA 1972 s111
Focus Group (DD)	Telephone Line	24.16	LGA 1972 s111
Unity Trust (DD)	Service Charge	8.10	LGA 1972 s111
Salaries, TAX,NIC	February Payment	3777.42	LGA 1972 s112 - 119
Claire Crompton	Expenses	82.31	LGA 1972 s111
JR Landscaping	Ground Maintenance Contract	2526.88	Open Space Act 1906 s9,10
D Beaumont	Handyman Contract	435.93	Open Space Act 1906 s9,10
Fradley Village Hall	Room Hire	42.50	LGA 1972 s111
SLCC	Clerk Training	46.20	LGA 1972 s111
SLCC	CiLCA Fee	45.00	LGA 1972 s111
SLCC	Cllr Training	70.20	LGA 1972 s111
SLCC	Membership Subscription	316.00	LGA 1972 s111
Zurich	Insurance Renewal	2536.80	LGA 1972 s111

The Clerk informed Members that the Insurance renewal had been received. The Council will need to review its insurance arrangements in the next financial year to reflect changes to assets, including the addition of new equipment at Worthington Road Play Park, once the planned upgrade is complete, the removal of existing equipment, and any further assets delivered through S106 projects. The Clerk will begin obtaining quotations towards the end of the year.

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

AGREED; Unanimously.

- b. To note the following income:

PAYEE	DESCRIPTION	AMOUNT
FYCC	Rent	10.00
Fradley Manco	Bin Recharge	162.00
Redrow Midlands Division	Bin Recharge	312.00

Noted

- c. To consider the unaudited accounts from 1.04.2025 to 28.02.2026, including all supporting documents provided by the Clerk.

	28.02.2026
Current Account	£273,432.73

Equals Card	£109.44
Unpresented Payments	£0.00
TOTAL	£273,542.17

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

Councillor Stephenson returned to the meeting.

25/124 – To consider increasing the Council’s General Reserves to a level equivalent to four months of the annual precept and running costs, calculated at £47,026.99. – (5 mins)

The Council considered a proposal to increase the General Reserves to a level equivalent to four months of the annual precept and running costs, calculated at £47,026.99.

RESOLVED: To approve the increase in General Reserves to £47,026.99. AGREED: Unanimously.

Councillor Cross returned to the meeting.

25/125 – To receive a report from the Working Group and to discuss their recommendations. This is to include Community Grant applications received this month – (20 mins)

Full notes taken from the Working Group can be found at the end of the minutes.

wg25/68 – Civic.ly

Members considered the use of Civic.ly as an asset management system.

RESOLVED: That Civic.ly be adopted by Full Council. AGREED: Unanimously.

wg25/69 – Defibrillators, Telephone Box and Notice Board

Members discussed defibrillator located at the Old Post Office. It was agreed that further research is required regarding ownership, maintenance responsibilities and permissions for relocation. A potential new location at Fradley Marina was supported in principle. It was further agreed that expiry dates should be checked and that future financial planning should include provision for replacement of units.

RESOLVED: Members agreed that the Parish Council notice board, formally located at the Old Post Office, be relocated to the green open space at Statfold Lane. AGREED: Unanimously.

The matter of the telephone box was deferred pending further investigation and advice from the Internal Auditor.

wg25/70 – Wildflower Garden and Bee Orchids

Members reviewed the wildflower garden and agreed that the area be returned to grass, with JR Landscaping instructed to remove stakes, mow and reseed.

RESOLVED: That no wildflower seed will be purchased this year. AGREED: Unanimously.

David Leytham to liaise with the resident regarding bee orchid locations, and Members to consider alternative locations for a future wildflower meadow.

wg25/71 – Fradley 10K

Members noted the success of the event.

RESOLVED: That Councillor Crompton will contact KP Events to explore improved identification of Fradley residents at future events. AGREED: Unanimously.

wg25/72 – Litter Legends

Members agreed to support the work of Lichfield Litter Legends.

RESOLVED: That the Clerk will contact Lichfield District Council, copying in Councillor Phil Whitehouse, to request additional bins at A38 laybys. AGREED: Unanimously.

RESOLVED: That the Clerk will contact the industrial estate management company to support the “Keep Fradley Tidy” campaign. AGREED: Unanimously.

wg25/73 – Bat Roosts

Members discussed ongoing vandalism.

RESOLVED: That CCTV signage be purchased, subject to confirmation from the local PCSO regarding legality and compliance. AGREED: Unanimously.

wg25/74 – Raddi Skate Park

Members considered the quotation and proposed payment schedule.

RESOLVED: Acceptance of the quotation and staged payment arrangement to Full Council. AGREED: Unanimously.

wg25/75 – Working Group Membership

Members considered a reallocation of responsibilities.

RESOLVED: That Councillor Stroud move to the Projects Group and Councillor Crompton move to the Environment Group. AGREED: Unanimously.

wg25/76 – Dog Bins

Members considered provision of dog waste bins.

RESOLVED: That one existing bin at Worthington Road Play Park be replaced and that a further location for an additional bin be identified. AGREED: Unanimously.

wg25/77 – Fencing

Members agreed that quotations are required.

AGREED that Councillors Leytham and Crompton will obtain three quotations for replacement fencing.

wg25/78 – Christmas Lights

Members considered additional locations.

RESOLVED: Up to five additional sites, subject to agreement from relevant businesses on Common Lane and approvals from Staffordshire County Council and E.ON, together with any required testing. AGREED: Unanimously.

wg25/79 – Common Lane Verge and Green Spaces

Members discussed concerns regarding vehicles driving over a grass verge on Common Lane.

RESOLVED: That the Clerk will provide photographic evidence to County Councillor Richard Holland and seek advice regarding the extension of wooden bollards in accordance with County Council requirements. AGREED: Unanimously.

Members received an update on proposals to improve green open spaces.

RESOLVED: Acceptance of a quotation from JR Landscaping to remove existing vegetation. Councillor Beswick to lead on the project, supported by Councillor Leytham-Gain, who will explore potential sponsorship opportunities. AGREED: Unanimously.

wg25/80 – Community Grant Application

Members considered the application.

AGREED that further information is required and that the applicant be invited to attend the next Parish Council meeting.

25/126 – To consider whether the Council wishes to adopt Civic.ly, an asset management platform recommended alongside Scribe software for parish councils, and to determine whether the system would provide sufficient benefit for managing and monitoring the Council's assets.– (5 mins)

This item was covered under the Working Group recommendations agenda item.

25/127 – To consider correspondence regarding the telephone kiosk, defibrillator and noticeboard currently situated on private land, and to resolve the arrangements for their relocation following a request from the new landowner for their removal.– (5 mins)

This item was covered under the Working Group recommendations agenda item.

25/128 – To consider a request from a member of Lichfield Litter Legends seeking the Council's support in addressing litter on the Fradley Industrial Estate, including the possibility of contacting local businesses regarding the issue, concerns about the large quantity of small wine bottles and alcohol cans and bottles discarded along roadside verges, and a request for additional litter bins in the laybys on the A38 between Hilliards Cross and Fradley North. – (5 mins)

This item was covered under the Working Group recommendations agenda item.

25/129 – To consider and, if appropriate, adopt the draft Data Audit.– (2 mins)

The Council considered the draft Data Audit.

RESOLVED: To adopt the Data Audit.

AGREED: Unanimously.

25/130 – To consider the updated Asset Register. – (2 mins)

The Council considered the updated Asset Register.

The Clerk advised that, during investigations into the telephone kiosk issue raised on a previous agenda item, it had been identified that the kiosk located at Streethay had been incorrectly included on the Parish Council's Asset Register following the abolition of Fradley and Streethay Parish Council. It was confirmed that this asset has now been removed from the register. The Clerk will notify the Council's insurers and both internal and external auditors as required.

Members noted that the revised Asset Register reflects the removal of the kiosk and the addition of new assets, including bat roost doors, a gazebo and outdoor adult gym equipment.

RESOLVED: To adopt the Asset Register.

AGREED: Unanimously.

25/131 – To consider and, if appropriate, adopt the 12 Risk Assessments – (5 mins)

The Council considered the 12 Risk Assessments.

RESOLVED: To adopt the 12 Risk Assessments.

AGREED: Unanimously.

Councillor Cross left the meeting.

25/132 – Clerk Reports – (5 mins)

a. Parish Council Diary Dates:

- 1st Brain Storming Evening: Thursday 26th March 2026, 7pm. **Noted.**
- Police Surgery at The Stirling Centre: Saturday 28th March 2026 2pm-4pm. **Noted.**
- SPCA & Mazars Presentation for Staffordshire – 2025/26 AGAR: Thursday 7th April, 9.30am on Teams. **Noted.**
- Proposed date for a meeting with representatives from UPN, District and County Councillors, Parish Councillors and the local PCSO team to discuss issues relating to lorries using Common Lane. Monday 23 March, time to be confirmed. **Noted.**

b. To note all Cllrs have been provided with read only access to the Council's Scribe Accounts accounting software. Councillors who have not already done so are asked to accept the invitation and create a password, and to contact the Clerk if they experience any difficulties. **Noted.**

c. To note that the noticeboard formerly located at the old Post Office has been removed and is currently being stored at Cllr Stroud's address, and to consider temporary storage arrangements until a decision is made regarding its permanent relocation. **Noted.**

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

e. To note that the working from home allowance for the Clerk, as agreed by the Council at the previous meeting, has been included in this month's salary payment. **Noted.**

f. To note that, following issues identified in the Annual Play Area Inspection, Broxap, the supplier and installer of the outdoor adult gym equipment, has attended the site to carry out an inspection and is arranging the necessary remedial works. **Noted.**

- g. To note correspondence from LWMTS confirming that the Worthington Road Play Park project is progressing, with Cabinet approval for the funding now confirmed, the five day call in period concluded, and contracts currently being prepared for issue to all parties for signature. **Noted.**
- h. To note Cllrs attended the internal meeting with Vistry Homes on Thursday 12th February, 12.30pm at Fradley Village Hall. **Noted.**
- i. To note Cllrs attended an internal meeting with Maple Vale Homes on Wednesday 25th February, 12pm at Fradley Village Hall. **Noted.**
- j. To note the Chair and Clerk attended a webinar delivered by Scribe on Civic.ly on Thursday 5th March at 12pm via Zoom. **Noted.**
- k. To note the Chair and Clerk attended an Online Briefing on LGR delivered by the SPCA on Friday 6th March, 10.30am on Teams. **Noted.**
- l. To note that the Chair, Vice Chair and Cllr Leytham-Gain attended the Florette Fradley 10K on Sunday 8 March, where they presented the Parish Council's prizes and trophies to the first male and first female Fradley residents to cross the finish line. The event was publicised on the Council's social media and was considered to be a great success. **Noted.**
- m. To ratify the decision of the Council to permit Creative Play to appoint contractors to undertake the labour required for the Worthington Road Play Park project.
 The Council considered the ratification of a decision taken between meetings to permit Creative Play to appoint contractors to undertake the labour required for the Worthington Road Play Park project.
 It was noted that Members had been consulted in advance in order to avoid further delays to the project.
RESOLVED: To ratify the decision to permit Creative Play to appoint the necessary contractors.
AGREED: Unanimously.
- n. To note the Clerk delivered training to members on Assertion 10 (Digital and Data Compliance) in line with the 2025/26 AGAR requirements at the Working Group meeting on 22.01.26. **Noted.**
- o. To note that Fradley Parish Council has been invited to participate in the first "Making AGAR Digital" project for the 2025 to 2026 financial year. **Noted.**
- p. To note that the Clerk has collected the Sakura cherry tree and that it is currently being stored at the Chair, Cllr David Leytham's address until a suitable planting location has been identified. **Noted.**
- q. The Clerk has provided a list of training courses provided by the SLCC & SPCA for March and April, should Cllrs wish to take part in any, please email the Clerk directly. **Noted.**

25/133 – Date and time of the next Parish Council Meeting to be confirmed as 9th April 2026 at Fradley Village Hall commencing at 7pm. – (1 min)

Noted.

Meeting closed at 21.19pm.

Signed:

Chair Cllr David Leytham

Date:



Fradley Parish Council

Chair
Clerk / RO

David Leytham
Claire Crompton



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MEETING OF WORKING GROUP 12th March 2026 7.00pm Fradley Village Hall

Attendee's:

Cllr Mike Ashcroft, Cllr Phil Beswick, Cllr Tosh Crompton, Cllr David Leytham, Cllr Jan Leytham-Gain and Cllr Kevin Stroud. Claire Crompton (Clerk/RFO)

Notes

wg25/68 – Civic.ly, do we want it, do we need it.

The Clerk and Chair updated members following their attendance at a recent training session on *Civic.ly*, an application developed by the Council's current accounting software provider. Members were advised that *Civic.ly* is a comprehensive asset management system which would allow the Parish Council to record and manage all assets in one central platform. Key features include:

- A full asset register, including photographs, descriptions, cost, lifespan, and precise GPS locations.
- The ability to log and track maintenance issues, assign jobs, and monitor completion.
- Access for multiple users, including Councillors and the Grounds Maintenance Contractor.
- Mapping functionality to record not only Parish Council assets, but also wider parish features such as hedges, verges, open spaces, and trees (including those not owned by the Council), providing a useful reference for responding to public enquiries.
- Visibility of scheduled grounds maintenance tasks, enabling members to monitor whether works have been completed in line with the contract.
- A mobile application allowing issues to be reported and updated in real time while on site.

It was noted that the system would support improved asset management, transparency, and efficiency, as well as strengthening the Council's record-keeping and compliance with governance requirements. The cost of the system is £59 per month, fixed for a three-year period, with no additional charges for future updates or feature enhancements. Members agreed that *Civic.ly* would be a valuable tool for the Parish Council and recommended that approval be sought from Full Council.

wg25/69 – Defibrillator locations, phone box & notice board update.

Cllr Stroud updated members on his initial research into the relocation of two defibrillators within the village, along with longer-term arrangements for their ongoing maintenance and management once the current volunteer steps down. The Clerk will identify the current



designated guardians for all defibrillators and share this information with Cllr Stroud to support this review.

Members discussed practical considerations around relocation, including whether works must be carried out by an approved specialist supplier or whether a suitably qualified electrician would be sufficient. Questions were also raised regarding the required maintenance schedule and responsibilities. It was noted that Alrewas Cricket Club are currently relocating their defibrillator using Burton Responders, and members agreed this provider could be explored as a potential option.

In terms of relocation, a possible new site for the defibrillator currently located at the former Post Office is Fradley Marina. It was noted that the north side of the village is already served by a defibrillator at the Village Hall (available 24/7) and one at St Stephen's Primary School (available during term time and school hours only). The marina has significant footfall, and the owner has previously expressed an interest in hosting a defibrillator.

Members also discussed the requirement to relocate the K6 telephone box, as the new property owners no longer wish to accommodate the defibrillator, cabinet, telephone box, or Parish Council notice board on their land. Cllr Stroud advised that these boxes are typically mounted on a concrete base with supporting fixings, and that, being cast iron, they may be fragile and prone to damage during removal. It was noted that specialist handling will likely be required. Several options for the future of the telephone box were considered. These included relocating it to Worthington Road Play Park, refurbishing it, and repurposing it as a community asset such as a book exchange; offering it for sale to a local resident on the basis that removal would be their responsibility; selling it via auction and using the proceeds to refurbish the second Parish Council-owned telephone box at Fradley Junction; or, if the structure is found to be beyond viable repair, allowing the current landowners to retain it.

The Clerk will seek advice from the Internal Auditor regarding the appropriate governance process for disposal or transfer of the asset to ensure compliance with best practice.

Regarding the Parish notice board, Cllr Stroud confirmed that it has been removed and is currently being stored securely. Members discussed potential new locations, with the green open space at Statford identified as a suitable option. It was suggested that installation could be coordinated alongside the new notice boards being delivered as part of the S106 project.

wg25/70 – Wildflower Garden and Bee Orchids.

Members reviewed the performance of the wildflower garden established last year, noting that it had not achieved the desired outcome. Several contributing factors were identified. It was considered that the location, being beneath the canopy of a tree, resulted in excessive shade which limited growth. However, this location did provide protection for the existing bee orchids. In addition, the exceptionally hot and dry weather conditions last year, combined with a lack of watering, meant that the wildflower area did not establish until very late in the season, by which point it was too late to be successful.

Members discussed whether the Parish Council should attempt the wildflower garden again. A key consideration is the protection of the bee orchids, which the Council has previously committed to safeguarding. It was noted that research is currently being undertaken to determine whether the orchids could be safely relocated to the perimeter of Watersmeet. This would ensure similar soil conditions are maintained while reducing the risk of damage from mowing, footfall, and dogs. Any relocation would need to take place at the appropriate time of year, likely in late summer.

It was suggested that the Game & Wildlife Conservation Trust be contacted to seek specialist advice and guidance before any action is taken.

Cllr Leytham-Gain will support the Environment Group in this work, drawing on her relevant professional experience. She will also investigate potential alternative locations for a future wildflower area, taking into account the need for improved sunlight, suitable soil conditions, and access to water.

The Clerk will liaise with the Grounds Maintenance team to remove the existing stakes and undertake preparatory works to the area, including mowing, scarifying, and reseeded if required.

Members noted that a decision will be required on whether to proceed with a revised wildflower garden scheme in order to allow sufficient time for seed ordering and preparation.

wg25/71 – Fradley 10k prizes and trophies and can we make us more visible on the bibs??Members noted that the Fradley 10K, held the previous weekend, was once again a great success and well supported by the community.

The Chair highlighted that the Parish Council's visibility on Fradley Runners' race bibs is currently limited, with only a small red "F" displayed. It was suggested that alternative options be explored, such as using a different colour or enhanced design, to ensure the Parish Council's presence is more prominent and recognisable. Members also noted that the event, along with the presentation of Parish Council-funded trophies and vouchers to the first male and first female finishers, was shared on social media promptly after the race and received positive feedback from the community.

wg25/72 – Litter Legends – How can we help and support them more.

The Clerk informed members of correspondence received from a local resident and volunteer with Lichfield Litter Legends, seeking Parish Council support on several ongoing issues within Fradley.

The key concerns raised were summarised as follows:

- **Alcohol-related litter and potential anti-social behaviour:**
Volunteers have reported a high number of empty alcohol bottles being collected along Turnbull Road (near the bridge) and Hay End Lane towards Fradley Junction. Concerns were raised regarding the possibility of drink driving in the area. Previous discussions had taken place with Councillors and the local PCSO, and an update is being sought.
- **Industrial estate litter:**
Significant levels of litter were reported across the industrial estate, including food packaging, drink containers, and other waste. Concerns were raised that this issue may worsen with further expansion. The matter has been reported to Lichfield District Council's Environmental Team, but no response has yet been received. Support was requested in engaging with local businesses to encourage improved waste management and staff awareness.
- **A38 laybys and verge litter:**
Volunteers are undertaking litter clearance along the A38 between Hilliards Cross and Alrewas. One layby alone resulted in 44 bags of waste being collected. A request has been submitted to LDC for the installation of additional bins in these areas, and support from the Parish Council was requested to strengthen this application.

Members discussed a range of potential ways in which the Parish Council could support these concerns. These included exploring the use of trail cameras, engaging directly with businesses on the industrial estate to promote responsible behaviour, and supporting requests for additional waste infrastructure.

It was agreed that Cllr Ashcroft would take the lead on this matter, including liaising with the PCSO team to seek advice regarding the reported issues, including the volume of alcohol-related litter and any associated concerns around drink driving. He will also explore

engagement with local businesses to encourage their support in maintaining cleaner surroundings.

Members also discussed the potential use of trail cameras as a means of supporting ongoing litter issues raised by Lichfield Litter Legends, particularly in known hotspot areas. It was further suggested that, subject to feasibility and compliance, such equipment could also be used to help protect Parish Council assets, specifically the former pill boxes which have been converted into bat roosts. Cllr Beswick reported ongoing issues with vandalism at these sites, including repeated attempts to damage or gain access to the structures. Members acknowledged that the use of cameras in public spaces raises a number of legal and governance considerations, including data protection, privacy, and appropriate signage requirements. It was agreed that this would need to be carefully investigated to ensure any use is fully compliant with relevant legislation and best practice.

As part of this process, members recommended seeking advice from the local PCSO team regarding suitable approaches, potential deterrent options, and any enforcement considerations. Further guidance will also be required in relation to data handling and storage before any proposal is brought forward. The matter will be explored further, with findings to be reported back to the Working Group before any recommendation is made to Full Council.

wg25/73 – Kevin attended a Councillor Development training session and suggested holding a “Tea and Chat with a Councillor” session as a way to improve the Parish Council’s visibility and give residents an informal opportunity to speak with councillors. Members to discuss whether this is something the group would like to explore.

This item was deferred to a future meeting.

wg25/74 – Consider Radii Quote and payment timescales.

Members considered a request from Radii Skate Park for the project costs to be paid in three instalments in relation to the planned skate park works.

Following discussion, members were satisfied that the proposed payment structure was reasonable and acceptable. It was therefore agreed, in principle, to recommend the proposed instalment arrangement to Full Council for formal approval.

wg25/75 – Re-allocate member responsibilities for environment & GM checks, and S106 project research.

Members discussed a minor reallocation of responsibilities following the previous month’s meeting, taking into account individual skills and experience.

It was proposed that Cllr Crompton would be better suited to support Cllr Beswick on environmental matters. In addition, it was suggested that Cllr Stroud would be better placed to assist Cllr Ashcroft with project-related work. All other member responsibilities remain unchanged.

wg25/76 – Location for 2 new dog bins & costs.

The Clerk presented research on the costings and options available for larger-capacity dog bins. Members discussed the different styles and agreed that larger bins would be beneficial in helping to manage waste more effectively.

Members also noted the opportunity to align the design and branding of the new bins with the Parish Council’s existing black waste bins, supporting the wider community cohesion and visual consistency initiative introduced last year.

Members will now consider suitable locations for the installation of new bins or identify any existing bins that may require replacement.

wg25/77 – Need quotes for fence replacements. Who will help get the quotes?

Members were advised that District Cllr Cross may have access to additional funding which could be used towards the replacement of ageing Parish Council fencing. Members agreed that quotations will need to be obtained to assess the potential scope and cost of the works. Cllrs Leytham and Crompton will obtain three quotes for consideration. The Clerk will circulate a list of locations where fencing requires replacement to support this process.

wg25/78 – Civic Pride: Lamppost testing, do we want additional columns this year?

The Clerk advised that the contractor who undertook lamppost testing for the Christmas lights last year has been in contact to confirm whether the Parish Council wishes to proceed with testing again this year.

Members noted that, in order to ensure installation is completed in good time, a decision will be required on whether to retain the current lighting scheme or expand it to additional locations. It was confirmed that the existing budget and precept allocation covers continuation of last year's scheme only. Any expansion of the display would require additional funding to be identified and approved.

Members discussed potential locations for additional lights, including:

- Common Lane, near the Stirling Centre (two additional columns), subject to tree branches overhanging the footpath being cut back; and
- Church Lane, leading towards Fradley Lane (approximately two to three additional columns), to extend the display further into that area of the village.

The matter will require further consideration, including cost implications, before a recommendation is made to Full Council.

wg25/79 – Improving our green open spaces: Cllr Beswick to take the lead.

Cllr Crompton raised concerns regarding a section of grass verge and kerb within the village being used as an informal driveway. Members noted that this presents a potential safety risk, causes damage to the verge, and is likely to be unlawful.

It was suggested that wooden bollards, similar to those installed along the same stretch of road, could be extended to this location to prevent further misuse.

The Clerk will contact Cllr Cross to seek further information and advice on possible solutions and any required permissions.

Cllr Beswick outlined a potential project to improve several small pockets of green space within the village. Initial areas identified include the two small planted beds on the island at Common Lane, Worthington Road and Turnbull Road, as well as the rockery area at the junction of Turnbull Road and Baker Drive.

It was noted that these areas were originally planted during the early development of the estate; however, over time the planting has either deteriorated or become overgrown, resulting in an untidy appearance.

The long-term proposal would be to clear these areas and replant them with more suitable, low-maintenance planting to improve visual appearance and ongoing upkeep.

Cllr Leytham-Gain confirmed her support for the project and will explore opportunities for sponsorship to assist with the provision of plants.

Members noted that a decision will be required on whether to proceed with the quotation from JR Landscaping for the removal of existing vegetation in preparation for replanting. This will be recommended to Full Council.

