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 15 October 2026.

Present:
Cllrs Mike Ashcroft (Vice-Chair), Phil Beswick, Tosh Crompton, Amena Croxton, Matt Evans and Kevin Stroud.

In Attendance:
Claire Crompton (Clerk/RFO) District & Ward Cllr Richard Stephenson, County Cllr Richard Holland and 0 Members of the Public.

26/61 – Declarations of Members' Interests.
There were no declarations of interest.

26/62 – Apologies for Absence. Local Govt Act 1972 s85 (1)
Apologies were noted from Cllrs Jan Leytham-Gain and David Leytham and District & Ward Cllr Derick Cross.

26/63 – 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.

26/64 – Adjournment for Public Speaking. Public Bodies (admission to meetings) Act 1960 s1 extended by the LG Act 1972 s100.
a. Public Speaking:
No members of the public wished to make representation.

b. District & Ward and County Members Reports:
County Cllr Richard Holland attended the meeting and gave his report as follows:
County Cllr Holland provided an update on forthcoming changes to planning legislation, advising that from 31 October, councillors would no longer be able to call in planning applications under the existing arrangements. Local authorities had been required to amend their constitutions accordingly. Concerns were expressed regarding the potential reduction in councillor and community involvement in planning decisions.
Updates were provided on ongoing highway maintenance issues, traffic monitoring equipment, temporary traffic management and bridge lighting. Further meetings are anticipated to discuss outstanding highway and transport matters.
Members discussed attendance at external meetings and events and agreed that councillors representing the Parish Council should obtain the Council's approval in advance.
Concerns were raised regarding longstanding drainage and flooding issues across the parish, including inspections undertaken without subsequent remedial works, delays in receiving updates from Staffordshire County Council and the adequacy of developer contributions towards drainage improvements. Cllr Holland agreed to seek further information regarding proposed works and timescales.

Members also raised concerns regarding the standard of pothole repairs, delays in permanent repairs and resurfacing priorities, particularly along Halifax Road and other local highways. Cllr Holland agreed to pursue updates on planned maintenance and resurfacing works.
Considerable discussion took place regarding ongoing HGV parking and littering along Common Lane. Members highlighted concerns regarding road safety, vehicles causing obstructions, excessive littering and the impact of HGV movements on the surrounding area. It was noted that substantial quantities of litter had accumulated shortly after recent clearance works.
Members discussed the potential installation of CCTV to deter littering, identify offending vehicles and support enforcement action. The legal requirements, possible locations and associated costs would need to be investigated. Members also recognised the importance of gathering photographic evidence, vehicle registration details and records of incidents to support representations to relevant authorities and businesses.
It was agreed that further enquiries would be made regarding the feasibility of CCTV, engagement would continue with Fradley Park Industrial Estate and local businesses, and evidence of recurring HGV parking, obstruction and littering would be collected to support further action.
Members acknowledged the importance of continuing to pursue these matters with the relevant authorities to secure improvements for residents.

County Cllr Holland left the meeting.

District and Ward Cllr Richard Stephenson attended the meeting and gave his report as follows:
Cllr Stephenson provided an update on Local Government Reorganisation, advising that despite reports of a pause, considerable uncertainty remains regarding the Government's proposals. Concerns were expressed about the potential abolition of district councils, the costs involved and the diversion of resources away from local services. Lichfield District Council has written to Government ministers requesting reconsideration of the proposals and continues to advocate for a smaller unitary authority model.
Members were advised that the Lichfield cinema development continues to progress, with passenger lifts being installed and internal fitting-out works expected to follow. The cinema is anticipated to open in spring 2027, subject to progress.
Cllr Stephenson reported that Lichfield had successfully retained its Purple Flag accreditation, recognising the city's safe and vibrant evening economy. Members were also advised that nominations are open for the Beacon Awards and encouraged to nominate deserving individuals and community groups. Updates were provided on the District Council's continued enforcement action against fly-tipping and illegal dog breeding operations.
A significant update was provided on forthcoming changes to the planning system, including the removal of councillors' existing powers to call in planning applications for committee determination. Under the proposed arrangements, applications would be divided into two categories. Schedule 1 applications, including smaller developments and proposals of up to 12 dwellings, would be determined by planning officers, whilst larger Schedule 2 applications would only be referred to the Planning Committee where they meet specific criteria.
Concerns were expressed regarding the reduction in democratic oversight and the potential impact on the ability of councillors and local communities to influence planning decisions, particularly in relation to major housing developments. Cllr Stephenson advised that Parish Councils should submit clear and robust representations at the earliest opportunity during planning consultations.
Members also noted concerns regarding increased housing targets and the potential implications for Local Plans, developer contributions and Section 106 agreements. It was suggested that the changes could reduce the ability of local authorities to negotiate infrastructure improvements and community benefits associated with future developments.
An update was provided on ongoing quarry restoration and landfill matters, including concerns regarding proposed stone crushing and sorting operations. Members noted that planning and regulatory issues continue to affect progress.

Finally, Members were advised that major planning applications within Fradley had slowed, with economic conditions, interest rates and housing market pressures considered contributing factors. Concerns remain regarding future housing growth and the adequacy of supporting infrastructure. Cllr Stephenson advises the Parish Council to monitor planning applications, Local Government Reorganisation proposals and developments relating to housing and quarry operations affecting the parish. Members were also encouraged to consider nominations for the Beacon Awards.

26/65 – Variation to the Order of Business.
There were no variations to the order of business.

26/66 –To confirm the minutes of the Fradley Parish Council Meeting held on 10th September 2026
RESOLVED: The draft minutes of the Fradley Parish Council Meeting held on 10th September 2026 were approved and signed as a true and accurate record.
AGREED; Unanimously.

26/67 – 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
26/01115/FUH	12 Oaklands Close Fradley Lichfield Staffordshire	Garage conversion with a single storey side and rear extension to form dining room, bedroom and utility	Rec: 11.09.26 Comm: 02.10.26
26/01189/FUL	Shell, Fradley Service Area North, Rykneld Street, Fradley	Redevelopment of service station including the demolition of the existing sales building and partial demolition of existing canopy and pump islands and the erection of a new sales building, EV charging bays (domestic and HGV) and associated plant and associated works	Rec: 30.09.26 Comm: 21.10.26
26/01114/FUH	Meadow Cottage , Cowhill Lane, Fradley, Lichfield	Two storey side and rear extension	Rec: 01.10.26 Comm: 22.10.26
26/01204/FUL	Screwfix , Unit 1 Nanscawen Road, Fradley Park, Lichfield	Installation of a Liquefied Natural Gas (LNG) Skid Fuelling Station	Rec: 09.10.26 Comm: 30.10.26

Planning Applications Considered:

- 26/01115/FUH – The Parish Council resolved not to submit any comments on this application.
- 26/01189/FUL – The Parish Council resolved not to submit any comments on this application.
- 26/01114/FUH – The Parish Council resolved not to submit any comments on this application.
- 26/01204/FUL – 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:

26/00984/FUH	24 Luther Way, Fradley, Lichfield, Staffordshire	Conversion of garage to dependent relative accommodation	REFUSED
26/01073/FUL	4 Turner Croft, Fradley, Lichfield, Staffordshire	Conversion of garage to form ancillary accommodation	GRANTED

Planning Application Decisions:

- 26/00984/FUH – Noted
- 26/01073/FUL – Noted

26/68 – 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
October 2026			
Co-op (Card)	Refreshments	4.00	LGA 1972 s.111
Tesco (Card)	Refreshments	2.10	LGA 1972 s.111
Tesco (Card)	Office Supplies	24.00	LGA 1972 s.111
OpenAI (Card)	Subscription	20.00	LGA 1972 s.111
Amazon (Card)	Office Supplies	8.99	LGA 1972 s.111
Amazon (Card)	Office Supplies	9.59	LGA 1972 s.111
Amazon (Card)	Key for Dog Bin (WRPP)	13.98	LGA 1972 s.111
Focus (DD)	Telephone Line June	25.92	LGA 1972 s.111
Unity Trust (DD)	Service Charge	8.50	LGA 1972 s.111
Scribe (DD)	Civic.ly	70.80	LGA 1972 s.111
Valda Energy (DD)	Electricity	22.78	Tourism - LGA 1972, s.144
Fradley Village Hall	Room Hire	42.50	LGA 1972 s.111
SLCC	Training	46.20	LGA 1972 s.111
Radii	Skate Park Repairs Deposit	3830.00	LGA 1976 s.19
Gordon Ellis	S106 - Planters	3601.73	Open Space Act 1906 s.9,10
Creative Play	Water for WRPP Refurb	1086.00	LGA 1976 s.19
Salaries, TAX,NIC	October Payment	4770.36	LGA 1972 s.112 - 119
Claire Crompton	Expenses	284.53	LGA 1972 s.111
JR Landscaping	Ground Maintenance Contract	3006.88	Open Space Act 1906 s.9,10
D Beaumont	Handyman Contract	466.33	Open Space Act 1906 s.9,10
Noticeboards Online	S106 – Notice Boards, Park Signs, Finger Post & History Boards	38439.89	LGA 1972 s.228 LGA 1976 s.19 LGA 1972 s.144 Tourism
MD Hunt	S106 - Benches	9493.08	LGA 1976 s.19 & PCA 1957 s.1 provisions of bush shelters and benches
1st Class Fencing	Fence Removal	900.00	Open Space Act 1906 s.10
YLCA	Training	18.80	LGA 1972 s.111

RESOLVED: The Council approved the schedule of payments for October 2026.
AGREED; Unanimously.

b. **To note the following income:**

PAYEE	DESCRIPTION	AMOUNT

Noted

c. **To consider the unaudited accounts from 1.04.2026 to 30.09.2026, including all supporting documents provided by the Clerk.**

	30.09.2026
Current Account	£301,266.92
Equals Card	£634.56
Unpresented Payments	£0.00
TOTAL	**£301,901.48**

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

26/69 – To consider a request from Lichfield District Council to propose six road names for the Canalside Development at Hay End Lane, Fradley, and to agree the Council's preferred names for submission.

Members considered the proposed road names submitted by the developer, including Berkshire Way, Orchard Croft, Henshaw Croft, Canalside Way, Oak Tree View/Mews and Waterfall Drive.

Following discussion, Members expressed a preference for names reflecting the local canal and the historical heritage of the area, raising concerns regarding the relevance of some of the proposed names.

RESOLVED: that the Clerk circulate a poll of alternative canal-themed road names for Members to consider before a final response is submitted to the consultation.

AGREED: Unanimously.

26/70 – To consider the SPCA 'Call for Evidence' seeking the views, experiences and recommendations of member councils, and to agree the Council's response for submission.

Members considered the proposed response to the Call for Evidence regarding Local Government Reorganisation.

RESOLVED: that the proposed response be approved and the Clerk be authorised to submit it on behalf of the Parish Council.

AGREED: unanimously.

26/71 – To consider the External Auditor's Report and the minor area for improvement identified, and to agree any actions required to address the matter and mitigate the risk of recurrence in future years.

Members received and considered the External Auditor's Report and noted that the external audit had been completed successfully, with one minor issue identified relating to the incorrect completion of the internal audit exemption box.

Members discussed the finding and agreed that additional procedures should be implemented to strengthen the Council's audit arrangements and prevent a recurrence.

RESOLVED: that the External Auditor's Report and its findings be formally received and noted, and that the following action plan be approved:

1. ***The Clerk will ensure that all internal audit reports are circulated to Members in advance of the annual audit and governance submissions.***
2. ***Members will collectively review and consider the internal audit findings at a Parish Council meeting, with any recommendations and agreed actions formally recorded in the minutes.***

3. ***The Clerk will establish and maintain an Audit Action Log to record audit findings, corrective actions, responsible officers and progress towards completion.***
4. ***The Clerk will ensure that the relevant sections of future annual audit documentation are checked for accuracy before submission to the External Auditor.***

The Council agreed that progress against the Audit Action Log would be monitored and any outstanding actions reported to Members as necessary.

AGREED: unanimously.

26/72 – To note notification of Community Infrastructure Levy (CIL) income of £4,255.53 for October 2026, with the funds awaiting transfer to the Council.

Members received and noted notification of Community Infrastructure Levy (CIL) income totalling £4,255.53 for October 2026. It was noted that the funds were awaiting transfer to the Parish Council's bank account.

AGREED: that the notification of CIL income be noted.

26/73 – To note that the Annual Play Area Inspection has been completed and to receive and note the findings of the inspection report.

Members received an update on the Annual Play Area Inspection, which had been completed. It was noted that a number of minor issues had been identified relating to the newly installed play equipment. The Clerk advised that she was contacting the relevant contractors to arrange for the necessary remedial works to be undertaken.

AGREED: that the findings be noted and that an update on the progress of the remedial works be presented at the next Working Group meeting.

26/74 – To consider and approve a budget of £1,000 for the event company to support the Christmas Lights Switch-On, including the provision of a risk assessment, security, tables and chairs, and post-event litter picking.

Members considered a proposed budget of £1,000 for the Christmas Lights Switch-On event, covering event management support, risk assessments, provision of tables, chairs and equipment, security personnel and post-event clean-up.

RESOLVED: that a budget of up to £1,000 be approved for the event management and safety arrangements associated with the Christmas Lights Switch-On event.

AGREED: unanimously.

26/75 – To receive a report from the Working Group and to discuss their recommendations. To include:

- **Community Grant applications received this month**
- **Cemex and Alrewas Quarry Update**
- **Christmas Light Switch On Update**
- **S106 Project Update**
- **To receive a report from Cllr Beswick on his meeting with County Cllr Holland and District Cllrs Cross and Stephenson about Consultation "538" Traffic Regulation Order**

Working Group Report and Recommendations:

Members received an update from the Working Group on the following matters:

Community Grant Applications

There were no community grant applications received during the month.

Cemex and Alrewas Quarry Update

Members received an update regarding Cemex and Alrewas Quarry from Cllr Stephenson. It was reported that the quarry is currently operating at reduced capacity and that applications to extend the existing permissions are anticipated. No immediate concerns were raised.

Christmas Lights Switch-On Update

Members were advised that arrangements for the Christmas Lights Switch-On event are progressing, with Fradley Park Primary School participating and the Community Choir confirmed.

Discussions have also taken place with local businesses regarding the possibility of expanding the event. Members noted concerns relating to car park closures, safeguarding arrangements and alcohol licensing requirements.

RESOLVED: that the existing arrangements for this year's Christmas Lights Switch-On event proceed as planned, with opportunities to expand the event explored for future years.

AGREED: unanimously.

Section 106 Project Update

Members received an update on the ongoing Section 106 projects. The planters have been purchased and delivered and are awaiting installation.

The existing skate ramp has been removed and installation of the replacement is underway, with completion anticipated the following week.

The new benches have been ordered and paid for, although a minor manufacturing delay has been reported.

Work on the history boards continues, with the content being developed and final locations still to be agreed. The Clerk is also liaising with Bellway regarding a separate RAF-themed history board.

Suspension of Standing Orders

It was noted that the permitted meeting duration had been reached and that further decisions remained to be considered.

RESOLVED: that Standing Orders be suspended to allow the remaining business on the agenda to be completed. AGREED: unanimously.

Consultation 538 – Traffic Regulation Order

Councillor Beswick provided a brief update following his meeting with County Councillor Holland and District and Ward Councillors Cross and Stephenson regarding the proposed changes to speed limits, road signage and parking restrictions within the village.

Councillor Beswick advised that further clarification was being sought regarding the specific locations affected by the proposals and the anticipated timescales for their implementation.

Members noted the update and will await further information regarding the proposed measures.

26/76 – Clerk Reports – (5 mins)

a. Parish Council Diary Dates:

- Parish Network Meeting: Monday 28th September. 7.30pm, Edingale Village Hall, Tamworth. Noted
- Life Support Training: Saturday 10th October, Alrewas Cricket Club, 2pm-4pm. Noted
- Learn More About the HS2 Community & Environment Fund: Saturday 10th October,10am, venue TBC. Noted
- Alrewas Quarry Community Liaison Meeting: Monday 12th October, Venue and Time TBC. Noted
- Lets Talk Energy Workshop: Tuesday 13th October, Fradley Village Hall, 1pm-3pm. Noted
- 20's Plenty Meeting: Tuesday 13th October, 7.30pm on Zoom. Noted
- Free Advice in the Community: Fradley Village Hall, Tuesday 27th October, 1pm-3pm. Noted
- Councillor Training Session : Thursday 12th November, Fradley Village Hall, Time TBC. Noted
- SPCA SLCC Conference: Monday 23rd November, Uttoxeter Town Hall. Noted

b. To note that Cllrs Ashcroft and Beswick, District Cllr Cross and the Clerk attended the crematorium for Ralph Deakin, former Postmaster of Fradley, at the Lichfield Crematorium on Thursday 10 September 2026, to pay their respects. Noted

c. To note that Cllrs Leytham, Leytham-Gain and Ashcroft attended the Battle of Britain Commemoration Service at St Stephen's Church on Sunday 13 September 2026. Noted

d. To note that the Clerk attended the SLCC Branch Meeting held at Stowe-by-Chartley Village Hall on Tuesday 15 September 2026. Noted

e. To note the Clerk attended SLCC Resilience Training at Acton Trussell on 24.0926. Noted

f. To note that Cllr Ashcroft was unable to attend the most recent Cemex meeting. Noted

g. To note that the complaint received regarding the accessible jungle tower at Barlow Drive Play Park has been investigated and the necessary remedial action completed. The resident has been informed of the action taken. Noted

h. To note an incident at the Skate Park on 17 September 2026 involving damage to the fencing. The Clerk has notified the Council's insurance provider, completed an incident report and risk assessment, and arranged for the damaged fencing to be removed. Noted

i. To note that the tree overhanging the sandpit at Barlow Drive Play Park is scheduled for removal on 10 October 2026. Noted

j. To note To note that a village tree survey is scheduled for Tuesday 13th October. Noted

k. To note that a request has been received to cut back vegetation along Bridge Farm Lane, behind properties on Wyndham Wood Close. Noted

l. To note that Helen from LWMTS will be leaving her role on 23rd October 2026. Noted

m. To note that the Community Litter Pick held on 26 September was well attended by volunteers, including Cllrs Ashcroft, Croxton and Stroud, District Cllrs Cross and Stephenson, and the Clerk. Noted

n. The Clerk has provided a list of training courses provided by the SLCC & SPCA for October and November, should Cllrs wish to take part in any, please email the Clerk directly. Noted

26/77 – Date and time of the next Parish Council Meeting to be confirmed as 19th November 2026 at Fradley Village Hall commencing at 7pm. – (1 min)

RESOLVED: The date and time of the next Parish Council meeting is confirmed as 19th November at 7.00pm. AGREED: unanimously.

25/78 – To consider a resolution under the Public Bodies (Admission to Meetings Act 1960) to exclude members of the Public. – (10 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.

a. **To note the NJC pay scale agreement for 2026/27, backdated to 1st April 2026, and that the Clerk's revised salary has been paid in the October payroll.**
   AGREED: that the NJC pay award for 2026/27, backdated to 1 April 2026, be noted and that its implementation in the Clerk's October payroll be confirmed.
b. **To note the increase in the mileage allowance from 45p to 55p per mile, backdated to 6 April 2026. – (1 min)**
   AGREED: that the revised mileage allowance be noted.

Meeting closed at 21.18pm.

Signed: ……

Chair Cllr David Leytham

Date: ……