

**Minutes of the meeting of Morville Parish Council held on
Monday 14 September 2026 at 7:00pm in Morville Village Hall**

Present: Councillors BriggsThomas, G. Brown, R. Brown, Bullock, Cantrill, Davey, Moxon-Jones, Wilkes, and Yuille

Shropshire Councillor Hollyhead

Also present: Clerk

26/150 WELCOME

The Chair welcomed Councillors to the meeting.

26/151 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies were received from Councillor Pitchers.

26/152 RECEIVE DECLARATIONS OF INTEREST (INCLUDING DISCLOSABLE PECUNIARY INTERESTS)

No interests were declared.

26/153 PUBLIC PARTICIPATION SESSION

No members of the public were present and no matters raised.

26/154 APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON 3 AUGUST 2026

It was resolved to approve the minutes as a true record.

Proposed by: Councillor Yuille

Seconded by: Councillor Bullock

26/155 CONSIDER MATTERS ARISING FROM MINUTES OF 3 AUGUST 2026 NOT INCLUDED ELSEWHERE ON THIS AGENDA

There were no matters arising.

26/156 REPORTS

a. SHROPSHIRE COUNCILLOR'S REPORT

Shropshire Councillor Hollyhead provided an update concerning the proposed padel facility. It was reported that the Shropshire Council's Planning department did not require the requested acoustic assessment because the nearest court would be more than 100 yards from the nearest residential property.

Councillor Hollyhead provided an update on the Chartered Institute for Public Finance and Accountancy's assurance review and assessment of Shropshire Council's financial position.

b. CHAIR'S REPORT

The Chair reflected on the August meeting and confirmed that public participation would normally be managed within the 15-minute period. The Chair would retain discretion under Standing Orders to allow additional time where appropriate.

The Chair had attended an online meeting about the Local Transport Plan. The consultation process was expected to continue for several months.

c. CLERK’S REPORT

The Clerk reported that she had obtained access to the Council’s principal accounts and systems, reviewed the IT and website arrangements, rebuilt the Council website, identified policies requiring preparation or review, sorted PAYE records, updated Scribe, prepared an alternative financial spreadsheet, reviewed the internal audit recommendations, submitted the Council’s planning response to the padel courts, and corrected the bank mandate so that payments once again required dual authorisation.

The Clerk advised that, before the mandate was corrected, the salary payment to the Clerk and reimbursement of Councillor Yuille had passed directly from the account.

Members were invited to send the Clerk comments on the Police and Crime Commissioner’s consultation and the Smaller Authorities Proper Practices Panel consultation. The Clerk would collate and submit the Council’s responses. Members were encouraged to provide specific local examples, including cases of crime, speeding, or inadequate police response.

26/157

FINANCE

a. Bank Reconciliation and Budget Monitoring

The Clerk reported that renewal of Scribe would cost £446.40. She demonstrated a spreadsheet-based cashbook, budget-monitoring report, and bank reconciliation she had prepared. Members considered that it provided sufficient information.

No renewal decision was taken. The Clerk would send the spreadsheet to Councillor Pitchers and discuss the options with him before the next meeting.

b. Agree NJC Pay Increase for 2026/27

The National Joint Council for Local Government Services pay award applicable from 1 April 2026 was reported as 3.3%

RESOLVED: To apply the pay award to the Clerk’s salary, including any back pay due.

Proposed by: Councillor Moxon-Jones

Seconded by: Councillor Bullock

c. Payments for Approval:

i.	Clear Councils Insurance (note that payment was made between meetings)	Annual Insurance	£678.74
ii.	Chris Hughes Groundcare (note that payment was made between meetings)	Cut and Collect Roadside Verges	£1,800.00
iii.	Previous Clerk	Final Pay	£374.15
iv.	HMRC	PAYE	c.£48.46
v.	Clerk Salary	July and August	£835.23
vi.	JC Gardening Services	Sign Erecting	£20.00
vii.	Cllr Yuille	Reimbursement for JC Gardening Litter Picking	£60.00
viii.	Jason Gough Computing	7 invoices for M.O. Exchange, 365, and backup + Security Licence	£620.80

Members reviewed the payment schedule. Scribe renewal was removed. The Clerk advised that the HMRC PAYE amount shown on the schedule might require amendment after the payroll provider reconciled earlier PAYE overpayments and underpayments. The former Clerk had repaid gross holiday pay of approximately £185 so that the correct net amount could be processed through payroll; the amount now due under the payslip was £374.15.

RESOLVED: To approve the payments listed above, with the exact PAYE balance to be confirmed and paid promptly once confirmed.

Proposed by: Councillor Wilkes

Seconded by: Councillor Cantrill.

26/158

COUNCIL INFORMATION AND GOVERNANCE

a. Progress Update on Audit Recommendations

The Clerk presented an action plan addressing nine matters raised by the internal auditor. Lists of payments would now accompany agendas and minutes, and draft minutes were being published within 30 days. Work was in progress on revised Financial Regulations and Standing Orders; a data protection policy, publication scheme, privacy notice and IT policy; and the routine attachment of budget reports and bank reconciliations to minutes.

Further work would include revising the asset register and risk-management document, checking compliance with the Transparency Code for Smaller Authorities, and publishing the next cycle of AGAR documents within the statutory timescales. Updated governance documents would be brought to the Council in stages, beginning in October.

b. Decide Engagement of Internal Auditor

The Council considered whether to appoint Acord Audits as internal auditor for the next audit year at a quoted fee of £262.50. Members considered it appropriate to retain him for a further year.

RESOLVED: to appoint Acord Audits as internal auditor for 2026/27 audit.

Proposed by: Councillor Yuille

Seconded by: Councillor BriggsThomas.

c. Councillor Vacancies Update

Members discussed possible candidates and the continuing difficulty of attracting applicants, particularly from parts of the parish not currently represented. Councillors would continue to approach suitable residents.

d. Replacement Noticeboards – Receive Update and Agree Next Steps

Members reviewed noticeboard options. The Clerk clarified that a physical notice of a meeting must be displayed in a conspicuous place, while the full agenda may be published on the website. A replacement board was nevertheless considered desirable because the present board was difficult to use and too small for parish and community notices. Members preferred a durable dark-green metal noticeboard with an arched header and greater capacity than the existing board. The Clerk was asked to confirm the overall dimensions, display capacity, final configuration, price, and installation arrangements before ordering.

RESOLVED: in principle to purchase the selected dark-green metal noticeboard, subject to the Clerk confirming that the agreed specification and dimensions were suitable and obtaining the final quotation.

Proposed by: Councillor G. Brown

Seconded by: Councillor Bullock.

e. Website Update

Members welcomed the rebuilt website. The Clerk invited suggestions for further content and high-resolution photographs of the parish. It was agreed that a page should be added about the Council's environmental and biodiversity work, including current projects and achievements.

26/159

ENVIRONMENTAL MAINTENANCE

a. Proposal for use of CIL Funding – Ashbridge Flooding Mitigation Update

The Council noted that Helen Walters had completed a site visit on 27 July 2026 but progress on arranging a design and quotation for the proposed maintenance work had since stalled.

b. Agree Scope and Delegation for Environmental Maintenance Work Approval

Members were asked to continue trying to identify possible contractors.

The Council recorded its thanks to the resident who had voluntarily swept the bus shelter, cleaned signs where it was safe to do so, and cleaned the white gates. The Clerk was asked to send him a letter of thanks.

26/160

BIODIVERSITY

a. Restoring Shropshire's Verges Project (RSVP) Report

Members noted that not all the budget allocated to the project had been spent and discussed retaining the balance for future environmental work. The Clerk advised that a clearly identified earmarked reserve should be considered when the Council sets its next budget.

b. Community Flood Group Report

There were no updates.

c. Local Nature Recovery Strategy (LNRS) Update

There were no updates.

26/161

ROAD SAFETY REPORTS

a. Speed Indicator Devices (SIDs) Update

Members reported two recent road traffic collisions at Aston Eyre, including one that closed the road for approximately half a day, together with instances of unsafe overtaking and speeding. It was agreed that these examples should be included in the response to the Police and Crime Commissioner survey.

Members discussed the safety implications of debris on Telegraph Lane surrounding the Quarry.

b. White Gates

The white gates had been cleaned. Members recorded their thanks.

26/162

FOOTPATH COMMITTEE REPORT

It was reported that Brian Hickson had repaired the bridge on the route to Chetton. Members welcomed the improvement and agreed that before-and-after photographs should be added to the website if available.

Members discussed the erosion and damage affecting the footpath and bridge from Church Meadows. The National Trust had obtained a quotation, but the work might otherwise be deferred into a wider restoration project. The Council considered that the safety issue required earlier attention. It was agreed that photographic evidence should be obtained and that the Clerk should write to the appropriate senior National Trust officer requesting timely remedial work.

The access arrangement on the Acton footpath remained unresolved after a wooden wicket gate had to be removed to allow farm machinery through. The matter would remain on the next agenda; if it had not been resolved, the Council would write formally to the relevant manager.

A further National Trust footpath from the A458 towards the pumping station also required clearance.

26/163

REVIEW PLANNING MATTERS

The Clerk explained that a written scheme delegating routine planning consultation responses to the Clerk could be adopted. Under the scheme, the Clerk could seek Councillors' views by email and submit an officer response in accordance with the delegation. Contentious or significant applications would continue to be considered at a public meeting. A draft scheme of delegation would be circulated and placed on the October agenda for consideration and adoption.

EXTRAORDINARY ITEM NOT ON THE ADENDA

During the meeting, a letter from HMRC was given to the Clerk that included a list of identified historic PAYE underpayments dating from May 2014 to December 2021. Including interest, the amount due was £2,093.51. It was agreed that the matter required prompt resolution. The Clerk would investigate with HMRC and previous payroll provider.

RESOLVED: to pay the outstanding amount as soon as appropriate.

Proposed by: Councillor BriggsThomas

Seconded by: Councillor Wilkes.

26/164

PROPOSE ANY PARISH MATTERS TO BE INCLUDED ON THE NEXT AGENDA

- Acton footpath access and other National Trust footpath matters
- Emergency briefing film follow up
- Broken bus stop

NEXT MEETING: 12 October 2026.

The meeting was declared closed at: 20:12.