

# Munslow Parish Council



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## Draft Minutes of the Ordinary Meeting of Munslow Parish Council Held on 4<sup>th</sup> June 2025

**Present:** Cllrs Barbara Archer, Richard Arnold, Nigel Dobson, David Marston, Chris Meeson, Ed Povey and Graham Williams. **In Attendance:** H Coonick (Clerk/RFO)

### 1. Elect a Chairperson:

**RESOLVED:** to elect Cllr Ed Povey as temporary chair.

### 2. Receive and Accept Apologies for Absence:

Cllr Val Fotheringham. Cllr Colin Stanford (Shropshire Council)

### 3. Declarations of Interest:

None

### 4. Public Forum:

No members of the public were in attendance.

### 5. Approval of the Minutes of the Annual Parish and Annual Parish Council meetings held on 14<sup>th</sup> May, 2025.

**RESOLVED:** to accept both sets of minutes and they were signed by the chair.

### 6. Consider the Applicant for Co-option to the Vacant Seat on the Council:

Councillors interviewed Mr Stuart Rowbotham about what skills and interests he could bring to the role of councillor.

**RESOLVED:** to coopt Mr Rowbotham to the council with immediate effect. Cllr Rowbotham joined the meeting.

### 7. Nature Recovery Strategy – Mike Kelly

gave a presentation. Parish Councils are in a unique position to support the nature recovery process and a hugely important role to play in bringing stakeholders together to develop plans for managing existing and creating new natural assets. He suggested that the Parish Council may be interested in a starting a group which could develop a parish nature recovery plan which would set out how the parish wants to protect, manage and improve nature within the parish. He presented maps of the parish showing natural assets which would be a starting point for a plan.

**RESOLVED:** to include this on the next meeting agenda.

### 8. Reports

8.1. Shropshire Council – Cllr Stanford had sent apologies.

8.2. Munslow Village Hall – Cllr Dobson reported there was a nature walk on the 14<sup>th</sup> June and teas at the hall afterwards. The Crown in will be hosting a cream tea at 3pm on the 29<sup>th</sup> June.

### 9. Finance

9.1. Review the Internal Auditors Report: Mr Adams reported that the controls in place were sufficient for the Councils purposes during 2024-25. He advised that the council consider if the reserves are appropriate and sufficient for future needs. The report was noted.

9.2. Agree and Sign the Annual Governance Statement:

**RESOLVED:** to confirm that there was a sound system of internal control, including arrangements for the preparation of the Accounting Statements and the chair signed the statement.

9.3. Agree and Sign the Annual Accounting Statement:

**RESOLVED:** to confirm that the statement was correct and the chair signed the statement

9.4. Authorise and Sign the Exemption Certificate:

**RESOLVED:** that the council's income and expenditure for 2024-25 did not exceed £25,000 and it is eligible to certify itself as exempt from external audit. The certificate was signed by the chair.

9.5. Agree the Dates of the Notice of Public Rights:

**RESOLVED:** to set the dates commencing on the 30<sup>th</sup> June and ending on the 8<sup>th</sup> August 2025.

9.6. Authorise Payments

9.6.1. D Lewis (Environmental Maintenance) inv 762 £109.25

9.6.2. H Coonick and HMRC, Clerks Salary April - June £933.40 and Travel Expenses £36.90

**RESOLVED:** to make payments 9.6.1 and 9.6.2

**10. Highways**

10.1. New Tasks for the Environmental Maintenance Contractor – to check the verges on Park Lane in Munslow.

**11. Update on Response from Stuart Anderson MP re Use of Agricultural Ground for Non-Agricultural Purposes:** Stuart Anderson MP replied that 'Championing Farmers' and 'Protecting our Countryside' are two of his six priorities for South Shropshire. He states that he will continue to oppose good agricultural land being used for such things as solar farms. He agreed to write to the Department of the Environment, Food and Rural Affairs to understand whether there are flaws in the grant-awarding system that are counterproductive. When a further response is received it will be added to a future agenda.

**12. Consider Repairs to the Community Car Park at Munslow:** The council is not in a financial position to make the substantial repairs required and as it does not own the land and therefore cannot seek grants for the repairs.

**RESOLVED:** to remove the Munslow Parish Council Community Car Park sign. If any person or body attempts to take ownership of the car park the council will consider taking action to protect it and retain it as a community car park.

**13. Update on Registration of New Lease for Munslow Village Hall with the Land Registry:** the Clerk has contacted the Land Registry in March and May 2025 to enquire on progress of registration of the new lease without a result. The Clerk will contact them again in September.

**14. Update on Application to Remove the Registration of the Washwell at Land Registry:** the Land Registry reported that an application was made in 2017 to acquire the title by adverse possession and a survey had been undertaken by Ordnance Survey and in their view the land had been incorporated into the garden of the adjoining property and had been for many years. The evidence provided by the Parish Council that the Washwell is public land was not sufficient to challenge that the applicant had not been in exclusive occupation of the land.

**RESOLVED:** to not further challenge the registration.

**15. Items for the Next Meeting at 7.30pm Wednesday 2<sup>nd</sup> July 2025 at Munslow Village Hall:**  
a. Nature Recovery Group

**Signed:**

**Date:**