

Whixall Parish Council



Chairman: Ian Mercer

To all Members of the Council. You are hereby summoned to attend a Meeting of the Parish Council of Whixall to be held on Wednesday 9th April at Whixall Social Centre which will commence at 7.30pm in order to conduct the business enclosed on the agenda below. Members of the public are welcome to attend.

Signed: *A Roberts*

Date: 2nd April 2025

1. Chairman's welcome, announcements and public session

Should a member of the public so require they will be permitted to speak. Public speaking time will be limited to 15 minutes, 3 minutes per speaker

2. Apologies

3. Declaration of Disclosable Pecuniary or any other interests or requests for dispensations

Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests. Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of members interests maintained by the Monitoring Officer.

Members are reminded that they must declare non-pecuniary interests relating to agenda items

4. To approve the Minutes of the Parish Council Meeting held on 12th March 2025

5. Reports

Shropshire Councillors; Parish Councillors and Clerk

6. Parish Matters

- a. Marlot and Hollinwood Green - to receive activity reports (circulated)
- b. Old Burial Ground Tree – to agree action following correspondence from contractor
- c. Parish Noticeboards – to agree actions
- d. Flooding – to receive verbal reports from Councillors
- e. Annual Parish Meeting- to receive a verbal report

7. Flooding

- a. To receive verbal reports from Councillors
- b. Flooding locations
- c. Impact of flooding on Whixall Primary School

8. Planning

- a. To receive planning applications from Shropshire Council – none received
- b. To note planning decisions made by Shropshire Council – none received
- c. To resolve to respond to a request from Patrick and Genna Spenser regarding a Local Needs Dwelling application.

9. Finance

- a) To receive Monthly Balance Record and reconciliation (circulated)
- b) To resolve to approve outstanding invoices and payments
- c) To approve new signatories for Unity Trust Bank

Recipient	Reason for Payment	Amount	Reference
Payments Taken Before the Meeting			
Hugo Fox	Website March	23.99	80.24
Unity Bank	Bank Charges March	6.00	76.24
Payments to be Approved			
HMRC	PAYE (April)	83.20	1.25
Employee	Salary (April)	333.71	2.25
Employee	Reimbursement	55.00	3.25
NEST	Pension Contribution (April)	82.91	4.25DD
Parish Online	New Website	258.00	5.25
Unity Bank	April Bank Charges	6.00	6.25DD
Hugo Fox	Website April	23.99	7.25DD

10. Items for Next Agenda

To enable Councillors to bring forward items for the 14th May 2024 meeting agenda.

Whixall Parish Council



Chairman: Ian Mercer

Minutes of the Parish Council's Monthly Meeting held on 12th March 2025 at Whixall Social Centre starting at 7:30pm

Present:

Councillors: I Mercer (Chair), A Rawlinson J Spenser, P Rodenhurst, M Evans,
C Weedall, B Harris, M Howard (arrived 19.38).

Shropshire Councillors: P Broomhall, E Towers

Clerk: A Roberts

Other Organisations 0

Members of the Public:0

17/25 Public Session

No members of the public were in attendance.

18/25 Apologies for Absence

None

19/25 Declarations of Pecuniary and Non-Pecuniary Interest

None declared

20/25 Reports

Reports from Shropshire Councillors and the Clerk were circulated in advance. Their contents were noted.

21/25 Minutes of Previous Meeting

Resolved: The minutes of the Council meeting held on 12th February 2025 are accurate and should be signed.

The Chair signed the minutes.

22/25 Parish Matters

- a. The Marlot activity report was circulated in advance. Its content was noted. The Chair thanked the MCG for their ongoing work at the Marlot.
- b. Flooding: Cllr Mercer raised concerns about the blocked culvert under the road at Abbeygreen.
- c. Waggoners Crossroads. Following a discussion about safety concerns at this location it was agreed that the Clerk will raise the issue of signing and lining on Fix My Street.
- d. Annual Parish Meeting. The clerk will follow up initial requests to Shropshire Council and the EA and will invite Jason Hawkes to take part.

23/25 Planning

- a. To consider applications: None received
- b. To note planning decisions made by Shropshire Council – None received

24/25 Financial Matters

- a. To receive monthly bank balance record and bank reconciliation.

DATE	ACCOUNT NAME	AMOUNT
28 February	Current Account (Working Budget)	£781.34
	Savings Account (Reserves)	£19,319.89
TOTAL		£20,101.23

The bank reconciliation and statements were noted.

b. To resolve to approve outstanding accounts

Resolved: All payments are authorised. Outstanding accounts should be paid and the payment transactions authorised by two nominated councillors.

Recipient	Reason for Payment	Amount	Reference
Payments Taken Before the Meeting			
Hugo Fox	Website February	23.99	70.24DD
ICO	Information Protection Fee	35.00	79.24DD
New Payments to be approved			
HMRC	PAYE (March)	83.40	71.24
Employee	Salary (March)	333.51	72.24
Employee	Reimbursement	46.60	73.24
NEST	Pension Contribution (March)	82.91	74.24DD
C Jones	Grass Cutting	980.00	75.24
Unity Trust Bank	Monthly Service Charge	6.00	76.24DD
WURC Graveyard Trust	Grant (Agreed Feb 25)	50.00	77.24
Whixall Primary School	Grant (Agreed Feb 25)	340.00	78.24
Hugo Fox	Website (March)	23.99	80.24
G Turnbull	Reimbursement (MCG)	8.29	81.24
M Spenser	Reimbursement (Scarifier hire)	50.40	82.24

c. Internal Auditor

RESOLVED: To appoint Graham Murphy to act as internal auditor for 2024-25 financial year.

25/25 RESOLVED: That by reason of the confidential nature of the business to be transacted, disclosure of which would be prejudicial to the public interest the press and public be excluded from the meeting for the following item.

Shropshire Councillors left the meeting.

26/25 Grass Cutting Contract

After reviewing the competitive quotes submitted by four contractors it was

RESOLVED to award the grass cutting contract to Mr C Jones for a period of 3 years with an optional two-year extension to be awarded on the basis of good performance.

Scheduled date of next meeting
9th April 2025 (7.30pm)

The meeting closed at 8.25 pm.

Whixall Parish Council (PC)

Hollinwood Green

Voluntary hours spent 1st January - 31st March 2025

Date 2025 1st Quarter	Number of	Total hours worked	Description of work	General comments (e.g.equipment used)
All work done by Martin Spenser (MS) except where stated				
12-Feb	1	2 hrs.	Strim/dethatch long grass	PC brushcutter with strimmer head
13-Feb	1	3h. 30min.	Finish above task, then start raking up	As above, with MS' hand tools
14-Feb	1	3 hrs	Rake up/bag up rakings	MS's hand tools and builders' bags
14-Feb	1	35 mins.	Take 4 bags of rakings to council tip	MS' own transport
15-Feb	1	2 hrs.	Visit machine hire shop, sign contract for scarifier, fetch machine to site, then first pass on damp ground	MS' own transport used to collect machine
15-Feb	1	1h. 30min.	Start raking up; arisings placed in bag and neighbour's bin	Helen Eckert with own equipment
15-Feb	1	2 hrs.	Rake up/bag up rakings	MS's hand tools and builders' bags
16-Feb	1	2 hrs.	Second pass with scarifier/aerator	Machine on hire
17-Feb	2	1h. 40min.	Load scarifier and 1 builders' bag into car, take machine back to shop, pay for hire, take bag to council tip	MS and Jen Spenser in own transport
17-Feb	2	1h. 20min.	Return to site, collect 4 builders' bags and take to tip	do
17-Feb	1	3h. 30min.	Rake up moss, fill 7 bags and neighbour's bin	MS' hand tools and builders' bags
18-Feb	2	1h. 20min.	Load up 5 bags of moss and take to council tip	MS and Jen Spenser in own transport
18-Feb	1	2h. 20min.	Mow on high cut to pick up loosened moss	PC mower and 2 builders' bags
19-Feb	2	1h.20min.	Load up 5 bags of moss and take to council tip	MS and Jen Spenser in own transport
26-Feb	1	1h.15min.	Further pass with scarifier/aerator	MS' new personal machine used
27-Feb	1	2 hrs.	Rake up moss	MS' hand tools
27-Feb	2	2h. 50min.	Bag up rakings and take 5 builders' bags to council tip	MS and Jen Spenser in own transport
15-Mar	1	45 mins.	Trim off storm-damaged branches on damson tree; repair lawn edge damaged by trucks	MS' hand tools

From: Via Della <arb@vdella.co.uk>
Sent: 25 March 2025 09:08
To: Whixall Parish Clerk
Attachments: Old Burial Ground Tree Removal; Tree removal Whixall community centre; RE: Quote for Tree Removal

Categories: April Meeting

Dear Whixall Parish Clerk and other associated parties,
When Via Della Emilia Limited quoted for the above works in January 2025 there were no time parameters stipulated within the schedule or instructions for proposed works. The company notes receipt of your instructions about 4 weeks ago and a further email from another party (as attached) (and a phone call from that other said party last week) where we have now been specifically asked to undertake these works at exceptionally short notice this week (wc M 24th March 2025). At the moment, as we have so much pre-arranged work in hand generally from acceptance of works to them being undertaken is somewhere between 3 to 4 months. I have however on behalf of the company tried to negotiate with our customers with pre-agreed works booked in for this week but have been unable to rearrange anything to accommodate your rather very last-minute timings/ requirements for the works to be carried out this week! I can now do one of two things on behalf of the company – either leave the tree works to be scheduled in due course as company time frees up or ask you to find another contractor. Please let me know your decision pls by return. On another note, if you had been far more specific at the beginning of January about your preferred timings, the company would have been able, in good faith, to have pencilled in a time frame for works for you which realistically would have been around the end of March or beginning of April 2025 and would have fitted in well with your present requirements.

Rgds,

Tony Dodd Cert Arb – Director for and on behalf of Via Della Emilia Limited

60

Clerk.whixallPC@hotmail.co.uk

From: [REDACTED]
Sent: 16 March 2025 09:32
To: Whixall Parish Clerk
Subject: Noticeboard at Hollinwood

Follow Up Flag: Flag for follow up
Flag Status: Flagged

Categories: April Meeting

Hello Mandy

I would like to suggest the Parish Council fund the replacement of the notice board on the Common at Hollinwood. It has become so dilapidated that not only is it unsightly but its almost unusable as the surface is peeling away. I don't expect anything elaborate and perhaps some enterprising sixth former or college student could take it on as a project towards their qualifications or CV but it really sits at odds with all the hard work that Martin Spenser carries out to make the area look cared for.

Would you please raise this at your next Parish Council Meeting on my behalf.

Thank you

Paula Poole

8c

Clerk.whixallPC@hotmail.co.uk

From: Patrick Spenser [REDACTED]
Sent: 02 April 2025 19:07
To: [REDACTED]
Cc: Clerk.whixallPC@hotmail.co.uk
Subject: Re: Patrick and Genna Spenser

Dear Mandy,

Would it be possible for Whixall Parish Council to contact Claire Hughes, The Rural Enabler for Shropshire Council, to supplement our Local Needs Application?

If the Whixall Parish Council deems it appropriate please could the following details be mentioned?

We would be contributing to the community by taking on my father's current Parish duties and are willing to take on further responsibilities.

Although we are not Whixall born and raised we have strong local connections and can be part of the 'new generation' of Whixall residents that are passionate about the future of the Parish and the Community.

There would be a reduction in pollution and the use of the Whixall and associated roads as Genna would only be commuting to Whixall Primary School on a daily basis from Hollinwood to Whixall Primary School and back again. Rather than Whitchurch to Wem, (to drop Calista off at Thomas Adams,) and then to Whixall. This journey would be run again in reverse at the end of the day.

Please feel free to add any further information or details that the Council deems relevant.

Many thanks.

Yours sincerely.

Patrick and Genna Spenser

Sent from [Outlook for Android](#)

8c

Clerk.whixallPC@hotmail.co.uk

From: Patrick Spenser <p.spenser@outlook.com>
Sent: 02 April 2025 19:07
To: Jennifer Spenser
Cc: Clerk.whixallPC@hotmail.co.uk
Subject: Re: Patrick and Genna Spenser

Dear Mandy,

Would it be possible for Whixall Parish Council to contact Claire Hughes, The Rural Enabler for Shropshire Council, to supplement our Local Needs Application?

If the Whixall Parish Council deems it appropriate please could the following details be mentioned?

We would be contributing to the community by taking on my father's current Parish duties and are willing to take on further responsibilities.

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Please feel free to add any further information or details that the Council deems relevant.

Many thanks.

Yours sincerely.

Patrick and Genna Spenser

Sent from [Outlook for Android](#)

Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

1030138510 | 01346
Mrs Amanda Roberts
Whixall Parish Council
2 Tilley Road
Wem
Shrewsbury
SY4 5HA

Date: 31/03/2025

Account Name: Whixall Parish Council

Swift Code (BIC): NWBKGB2L
IBAN Number: GB93NWBK60023571418024

Sort Code: 608301
Account Number: 20423117

Your arranged overdraft limit is £0.00

Go Paperless! Receive your statements online and we'll notify you by SMS or email when they're available to view. Simply log into Your Online Banking and update your statement preferences or give us a call on 0345 140 1000



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: [FSCS.org.uk](https://www.fscs.org.uk) or refer to our FSCS Information Sheet and Exclusions List at [unity.co.uk/fscs](https://www.unity.co.uk/fscs)

Contact Us

- Call us: **0345 140 1000**
- Email us: us@unity.co.uk
- Visit us: [unity.co.uk](https://www.unity.co.uk)

Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
28/02/2025		Balance brought forward	£0.00	£0.00	£781.34
11/03/2025	Transfer	Transfer from 20423120	£0.00	£1,400.00	£2,181.34
17/03/2025	Faster Payment Debit	B/P to: MR Spenser	£50.40	£0.00	£2,130.94
17/03/2025	Faster Payment Debit	B/P to: Mr GD Turnbull	£8.29	£0.00	£2,122.65

Page number 1 of 3

Statement number 078

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For Good.

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Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
17/03/2025	Faster Payment Debit	B/P to: Whixall SchoolFund	£340.00	£0.00	£1,782.65
17/03/2025	Faster Payment Debit	B/P to: URC GraveyardTrust	£50.00	£0.00	£1,732.65
17/03/2025	Faster Payment Debit	B/P to: Mr C Jones	£980.00	£0.00	£752.65
17/03/2025	Faster Payment Debit	B/P to: AJ Roberts	£110.49	£0.00	£642.16
17/03/2025	Faster Payment Debit	B/P to: AJ Roberts	£333.51	£0.00	£308.65
17/03/2025	Faster Payment Debit	B/P to: HMRC Cumbernauld	£83.40	£0.00	£225.25
21/03/2025	Direct Debit	Direct Debit (GOCARDLESS)	£23.99	£0.00	£201.26
31/03/2025	Direct Debit	Direct Debit (NEST)	£82.91	£0.00	£118.35
31/03/2025	Fee	Service Charge	£6.00	£0.00	£112.35



Show reconciled transactions (Whixall Parish Council 2024-2025) -
registered on 01/04/2025

Whixall Parish Council

Details of bank reconciliation dated 31/03/2025 for Working Account

Date	Type	Reference	Supplier / customer	Description	Amount
Opening statement balance					781.34
Reconciled transactions					
06/02/2025	Payment	73.24b	123. Reg	Domain Name Renewal	-12.99
05/03/2025	Payment	73.24a	Cartridge People	Printer Ink	-50.90
11/03/2025	Transfer	Transfer		Balance Top Up	1400.00
12/03/2025	Payment	71.24	HMRC	PAYE March	-83.40
12/03/2025	Payment	81.24	Amazon UK	Chainsaw Screws	-8.29
12/03/2025	Payment	78.24	Whixall CE Primary School	Grant	-340.00
12/03/2025	Payment	77.24	Whixall URC Graveyard Trust	Grant	-50.00
12/03/2025	Payment	75.24	C Jones	Grass Cutting Apr 24 - March 24	-980.00
12/03/2025	Payment	74.24DD	NEST	Pension - March	-82.91
12/03/2025	Payment	73.24	Amanda Jane Roberts	Reimbursement / Expenses	-46.60
12/03/2025	Payment	72.24	Amanda Jane Roberts	Salary March (Feb Hours)	-333.51
12/03/2025	Payment	82.24	Griffiths Hire Shops	Scarifier Hire	-50.40

31/03/2025	Payment	76.24DD	Unity Trust Bank	Bank Charges March	-6.00
31/03/2025	Payment	80.24DD	HugoFox	Website (March)	-23.99
Reconciled Balance					112.35

Your Account Statement



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Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

1030138513 | 01698

Mrs Amanda Roberts
Whixall Parish Council
2 Tilley Road
Wem
Shrewsbury
SY4 5HA

Date: 31/03/2025

Account Name: Whixall Parish Council

Swift Code (BIC): NWBKGB2L

IBAN Number: GB93NWBK60023571418024

Sort Code: 608301

Account Number: 20423120

Go Paperless! Receive your statements online and we'll notify you by SMS or email when they're available to view. Simply log into Your Online Banking and update your statement preferences or give us a call on 0345 140 1000

The credit interest rate is 2.50% AER as of your statement date.

Contact Us

 Call us: **0345 140 1000**

 Email us: **us@unity.co.uk**

 Visit us: **unity.co.uk**



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: **FSCS.org.uk** or refer to our FSCS Information Sheet and Exclusions List at **unity.co.uk/fscs**

Your Instant Access account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
28/02/2025		Balance brought forward	£0.00	£0.00	£19,319.89
11/03/2025	Transfer	Transfer to 20423117	£1,400.00	£0.00	£17,919.89
31/03/2025	Credit Interest	Credit Interest	£0.00	£123.33	£18,043.22

Page number 1 of 2

Statement number 060

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Unity Trust Bank plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority.

Unity Trust Bank is entered in the Financial Services Register under number 204570.

Registered Office: Four Brindleyplace, Birmingham, B1 2JB.

Registered in England and Wales no. 1713124.

Calls may be monitored and recorded for training, quality and security purposes.

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Sending or Receiving Currency

You may be asked for your SWIFTBIC (Bank Identification Code) and IBAN (International Bank Account Number). These can be found at the top of this statement and are required to ensure that international banks can find the correct account to credit or debit funds.

When receiving currency into your Unity account, you must inform us of the transaction. The SWIFTBIC number relates to a central Unity account. We use this account to receive international currency before allocating the payment to your account. Please call us on **0345 140 1000** for more information.

Fraud Concerns

If you have any concerns regarding fraud on your account, then please call the freephone number **0808 196 8420**.

What happens when something goes wrong?

If you have a problem with your Unity account or our service, please get in touch with us on **0345 140 1000**. We aim to resolve any issues as soon as possible.

Accessibility

Unity offers a number of supporting services such as statements in braille or large print. Please contact us for more information.

Additional information

A copy of our interest rates can be found on our website – **[unity.co.uk/interest-rates](https://www.unity.co.uk/interest-rates)**

A copy of our fees and charges can be found on our website – **<https://www.unity.co.uk/terms-and-conditions/>**

This information is also available by calling **0345 140 1000**.

To help us improve our service and maintain security, we may monitor and/or record your telephone calls with us.



Show reconciled transactions (Whixall Parish Council 2024-2025) -
registered on 01/04/2025

Whixall Parish Council

Details of bank reconciliation dated 31/03/2025 for Savings

Date	Type	Reference	Supplier / customer	Description	Amount
Opening statement balance					19319.89
Reconciled transactions					
11/03/2025	Transfer	Transfer		Balance Top Up	-1400.00
31/03/2025	Receipt	R7	Unity Trust Bank	Interest - March	123.33
Reconciled Balance					18043.22