

**MINUTES FOR THE MEETING OF DITTON PRIORS PARISH COUNCIL HELD ON
Thursday 11th September 2025 at 7.30pm in small hall of the village hall Ditton
Priors.**

1. Public Session.

2 members of the public were present. No questions were asked.

2. Acceptance of apologies.

Apologies were accepted from Councillors Barton-Smith, Barker and Fox. Present Councillors Owen, Lowe, Cains, Davis, Gregory, Howells and Owen. Also present Shropshire Councillor Hollyhead.

3. Approve policies:

It was RESOLVED to adopt the following policies:

- Co option policy
- Affordable housing policy (confirming an applicant has a strong local connection).
- Biodiversity and community policy
- Civility and Respect.

It was agreed to develop a new communications policy.

4. Dispensations:

None.

5. Shropshire Council Report.

Shropshire Councillor Holly reported the possibility of 20mph speed around the school area is unlikely to go ahead for the moment due to lack of funds. He is seeking a representative to meet with other parish councils regarding large planning applications. Shropshire Council are close to special measures. This would mean the Government would enact Section 114 and take over the running of the council.

6. Approve the minutes of the meeting being held on Thursday 10th July 2025.

It was RESOLVED to sign and approve the minutes of the meeting held on Thursday 10th July 2025.

7. Roads:

- a. Any recent problems. None reported. The fastest way to report faults in the highway is via the fix my street app.
- b. Road closures. All noted.
 - Froggy Lane junc to Harpswood Bridge Middleton Priors 22nd September 2025 – 3rd October 2025. Plus copy of letter handed to residents within the closure.
 - Vicarage Road 25th September 2025 national Grid tree trimming. 27th October 2025.
 - Ashfield Road junction to Powekesmore Farm 1st October - 3rd October carriageway repairs. Works Cancelled.

8. Highway Maintenance:

- a. Working party works. It was RESOLVED to hold the working party on 4th October. Clerk to drop off hi viz and and paperwork at vice chair's.
- b. Risk assessment for volunteers. Clerk to add to box of hi viz.

9. Defibrillators:

The Parish Council contractor has informed the clerk that the device in the box on Hillside is no longer registered for sale, nor the spare parts. There are four options.

Option 1

Continue with the current defibrillators, providing regular status checks, and change the device as and when able to do so.

Option 2

Replace the current Defibrillators with an iPad NFK200 Semi-Automatic AED.

This device comes with battery, pads and starter kit. 10 Year Warranty.

Pads expire every 2-3 years (£55 each ish)

Battery every 4-5 Years (£200 each ish).

Cost: £610 Per Defib + VAT

Option 3

Replace the current Defibrillators with an iPad SPR Semi-Automatic AED.

This device comes with battery, pads and starter kit. 10 Year Warranty.

It is the model 'up' from the iPad NFK200, meaning that it is totally waterproof, more robust and has illuminating diagrams on the screen for ease of use.

Pads and Batteries same cost as Option 2.

Cost: £810 Per Defib + VAT

Option 4

Replace the current Defibrillators with a ZOLL AED 3 Fully Automatic AED.

This device comes with everything required.

Pads last for 5 Years, instead of 2.

Battery lasts for 2-3 Years instead of 4-5 Years, but is around £95 to replace.

Benefits:

- This defib has a colour LCD Screen, and CPR Coaching that shows people how to use the defib and how to perform CPR. It gives real-time feedback on how to improve the CPR through a device on the pads.
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- If you choose the remote monitoring add-on, we can connect to the defib "remotely" to check every time it is taken from the cabinet, develops a fault, or reports that it is OK, for complete assurance. This also prevents the need to check the defib in person- it is completed entirely remotely.

Cost: £1,240 + VAT Per Defib.

Remote Monitoring Package: Extra £380 + VAT Per Defib

Remote Monitoring License: £80 Per Year

It was RESOLVED to purchase option 3 £810.00 plus VAT. Clerk confirmed CIL funds can be used because the item is an upgrade on the previous device. **Clerk** to order.

10. Planning:

a. New Applications:

- 25/03123/TPO Land At Ordnance Place Station Road Ditton Priors.
Reduce branches on east and south side of canopy by 2-3m, crown lift to

approx.. 4m and removed deadwood from 1 Ash protected by Bridgnorth District Council TPO 2004 (BR/TPO/124). It was RESOLVED to raise no objection to this application.

b. Decisions: Both noted.

- 25/01928/LBC and full planning New Toilet and drainage. St John The Baptist Church Ditton Priors (withdrawn.) **Refused**
- 25/02133/FUL Proposed Temporary Mobile Home at Fernlea, Ditton Priors. Change of use of land for the sting of a mobile home (temporary). **Refused**

d. Any urgent planning matters. None.

11. Finance:

a. **Approve annual pay increase.** Approve annual pay scale increase (see salary and pension sheet for information). It was RESOLVED to approve the annual pay rise of 56p an hour.

b. **Invoices to pay.:** It was RESOLVED to approve the following invoices:

1. Mrs. J Madeley £698.13 fpo
3. Pension Shropshire Council £256.03 fpo
4. Water plus £8.26
5. PKF Littlejohn £378.00
6. Shropshire Council £271.60 (street light power)
7. Ditton Services £264.00

c. Bank Reconciliation.

Bank reconciliation at 31 March 2025		
	£	
Balance b/f 31.03.25	14,020.08	Aug-25
receipts	24,746.39	
	38,766.47	
payments	15925.80	
	22,840.67	
Balances at 30.4.25		
Current account	1,388.32	
Deposit	11031.62	
95 day notice account	10420.73	
Total		
Total	22,840.67	

d. Interest rate reduction on 95-day account 2.73%. Noted.

e. Notice of Conclusion of Audit. Noted.

f. Actions after the External Audit report. Passed to the finance committee.

g. Ditton Priors History Group grant.

Pmts made £249.00 monitor and laptop £329.99. Noted.

h. Donation for defib training. Passed to the finance committee.

i. Grant to PCC for grounds maintenance. Passed to the finance committee.

j. Change of phone provider. Noted.

12. Allotments.

a. Communication with CLT regarding water meter to the water tank. No response to date.

13. **Shropshire Council memorandum of understanding.** Defer awaiting further information.

- 14. Personnel committee terms of reference, members and dates of meetings.** Clerk to investigate other options for personnel matters.
- 15. Finance Committee Terms of reference and dates of meetings.** Clerk to arrange a meeting as soon as possible.
- 16. Correspondence.**
- a. Shropshire and Telford Nature Recovery Policy map. Noted.
 - b. West Mercia Police and Crime Commissioner annual Town and Parish Council survey. Clerk to complete.
 - c. Restoring Shropshire verges project. Annual meeting 7th October
 - d. West Midlands Police and Crime Commissioner information about budget constraints. Noted.
 - e. Thank you letter from Local History Group. Noted.
 - f. NALC analysis of Council Tax levels of local precepting authorities 25/26. Noted.
- 17. Item at Chair's discretion.** Clerk has received an invitation to installation of Rev Joe Stevens to his fulltime role.
- 18. Date of next scheduled meeting Thursday 9th October 2025.**
- 19. confidential matter.**



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