

BONINGALE PARISH COUNCIL

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FULL COUNCIL MEETING – 24th March 2026

Minutes of the Annual Council Meeting held at The Old School Room, Boningale commencing at 7:00PM

Present: Councillors C. Keeton (Vice-Chairman), V. Haines and D. Slatcher (Chairman), S. Burgess (Co-opted, Item No 26/03.62)

Also Present: Mrs K. Eshelby (Clerk/RFO)

A minutes silence before the meeting started was observed in remembrance of late Councillor David Thomas.

- 26/03.60 **Apologies**
Councillor A. Gilson – The apologies were noted.
- 26/03.61 **Declaration of Interest**
As per the register of interests.
- 26/03.62 **Co-Option**
Members unanimously RESOLVED to co-opt Mr Steve Burgess as Councillor for Boningale Parish Council. Councillor Burgess signed his declaration of office in the presence of the Proper Officer and then joined the business on the agenda of the meeting.
- 26/03.63 **Public Session**
There were no members of the public present.
- 26/03.64 **Reports from Shropshire Council**
No Shropshire representatives were present at the council meeting.
- 26/03.65 **Minutes**
To confirm the following minutes of the Council:
 i. Full Council Meeting held on 17th December 2025
 It was Resolved that the minutes be approved and signed by the Chairman as a true and accurate record.
 ii. Full Council Meeting held on 21st January 2026
 It was Resolved that the minutes be approved and signed by the Chairman as a true and accurate record.
- 26/03.66 **Matters Arising from Minutes**
There were no matters arising regarding the minutes above.

26/03.67

Policies and Procedures

Each councillor received a copy of the below policy for this council to review. It was Resolved to adopt this policy.

i. IT Policy

Councillors requested that the Clerk look into costings for a Teams Microsoft Account and tablets for councillors and staff.

26/03.26

Financial Reports

i. Schedule of Payment - councillors considered the following payments to be approved.

It was Resolved that the payment schedule be approved.

TOTAL	DESCRIPTION	COST CODE	STATUTE POWER
£24.80	Locum Services to cover January meeting	Misc	LGA 1972 s112
£125.00	Election Fees 2025	Elections	Representation of the People's Act 1983
£80.00	Hire of Meeting room 2025/26	Room Hire	LGA 1972, Sch12
£394.24	Salary - Q4 (JAN-MCH26)	Staff Costs	LGA 1972 s112(2)
£98.60	PAYE - Q4	Staff Costs	LGA 1972 s112(2)
£73.02	Expenses Claim - Q4 (JAN-MCH26)	Staff Expenses	LGA 1972 s112(2)

ii. Bank Reconciliation - Each Councillor received the Bank Reconciliation as of 12th February 2026 to review.

It was Resolved that the Bank Reconciliation as of 12th February 2026 be accepted as a true and accurate record. – **Appendix A**

26/03.68

Community Fund

The councillors discussed the following options for the community fund to be spent:

There are no specific areas currently to spend the money as further discussions are required. It was RESOLVED to keep £800 in the current account, £3,000.00 in the 35 days' notice account and the remainder be put into a 95 days' notice saving account in order to earn interest.

Delegated authority was given to the Clerk as Service Administrator to set up these co-operative saving accounts and transfer the funds.

26/03.69

Parish Matters

i. Highways

- A formal letter of complaint against Shropshire Highways was sent to Shropshire Council from Councillor Haines highlighting the disappointment and frustration in lack of response and progress from officers regarding the issues on Woodhouse Lane. Acknowledgement of the letter has been received from the Complaints Department. The council is now awaiting a response. Correspondence received just before the meeting from Shropshire representative, Councillor Barker regarding Woodhouse Lane, stated that works are due to take place in October but that she will be contacting the highways area tech to get confirmation on which pot holes are to be fixed and what type of work it will be – overlay or complete resurfacing. Updates will be sent accordingly.

ii. Other Areas

- No response has been heard back from Shropshire Council regarding the fly-tipping in the Parish. This will be chased up again by Councillor Keeton.

- 26/03.70 **“Meet your Councillors” – Annual Parish Meeting**
Dates were discussed for the Annual Parish Meeting.
It was Resolved that the date for the Annual Parish Meeting would be Wednesday 13th May 2026 held at the Old School Room, Boningale.
- 26/03.26 **Planning Applications**
It was Resolved to note the responses to planning applications agreed by Council since the last meeting. - **Appendix B**
- 25/12.58 **Agenda Items for the next Council Meeting**
Councillors were asked to email the Clerk if they would like anything to be included on the agenda for the next council meeting
- 25/08.43 **Date of Next Meeting**
Councillors were informed that the date of the next meeting is Wednesday 13th May 2026, (Annual Parish Meeting, 6:00pm followed by Annual Council Meeting, 7:00pm) to be held at The Old School Room, Boningale.

The meeting closed at **8:55pm**

These minutes are considered as a draft from until they are signed at the next council meeting

Signed:

Date:

Appendix A

Boningale Parish Council			
Bank Reconciliation			
	Balances at 1st April 2025		
	Cash in Hand at 01/04/2025		£3,130.61
	ADD		
	Receipts 01/04/2025 - 12/02/2026		£61,940.00
			£65,070.61
	SUBTRACT		
	Payments 01/04/2025 - 12/02/2026		£3,881.37
A	Cash in Hand at 12/02/2026 (as per books)		£61,189.24
	Cash in Hand per Bank Statements at 12/02/26		
	Cash	£0.00	
	Co-op Charity & Community Account	£61,189.24	£61,189.24
	Less unrepresented payments		£61,189.24
	Plus unrepresented receipts		£0.00
B	Adjusted Bank Balance		£61,189.24
	Difference is:	£0.00	
	A = B Checks out OK		
		Prepared by:	K.Eshleby
		Date:	21/03/2026

Appendix B

Boningale Parish Council

Planning Applications Noted October - December 2025

Date of Meeting Noted: 24th March 2025

Minute Number: 26/03.69

25/04898/FUL – Keepers Cottage, 4 Woodhouse Lane, Boningale, Albrighton, Shropshire, WV7 3BY
Proposed two storey side and first floor rear extension including demolition of outbuilding.
Decision – NO OBJECTION

DRAFT