

BURFORD PARISH COUNCIL

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BURFORD PARISH COUNCIL

Minutes of the Meeting of Burford Parish Council held on Thursday 9 April 2026 at 7 pm at Burford Village Hall, Burford, Tenbury Wells, Worcestershire, WR15 8JX.

PRESENT: Cllrs. B. Thomas, C. Roberts, L. Hickling, E. Allen and C. Griffith.

IN ATTENDANCE: Mrs. G. Long (Clerk)

47/26 APOLOGIES

Cllr. J. Yardley due to previous commitments.

48/26 DECLARATIONS OF INTEREST

The Council will receive disclosures of pecuniary and personal interests from Councillors on matters to be considered.

49/26 THE MEETING WAS SUSPENDED FOR PUBLIC SESSION

No members of the public were present.

50/26 MINUTES

To approve the Minutes of the meeting held on 19 February 2026.
Members considered the Minutes of the Parish Council held on 19 February 2026.
It was proposed by Cllr. Thomas and seconded by Cllr. Roberts and unanimously.

RESOLVED:

The Minutes of the meeting of Burford Parish Council held on 19 February 2026 were confirmed as a true and accurate account of the meeting. The Minutes were duly signed by the Chair as a true and correct record of the proceedings.

51/26 CHAIR'S ANNOUNCEMENTS

See Appendix A.

52/26 COUNCILLORS' ANNOUNCEMENTS

See Appendix B.

53/26 WARD COUNCILLOR'S REPORT

No report submitted.

54/26 FINANCE.

Members received the bank reconciliation for the period ending 31 March 2026.

The account balances as at 31 March 2026 were confirmed as:

Current Account - £6,357.86

Deposit Account - £24,742.48

It was proposed by Cllr. Thomas, seconded Cllr. Roberts and unanimously:

RESOLVED:

To confirm and note that the Council's bank accounts had been appropriately reconciled to the period 31 March 2026.

To consider the list of payments as circulated – proposed by Cllr. Thomas, seconded by Cllr. Yardley, all agreed.

Payments List			
Date	Recipient	Details	Amount £
23/02/2026	Amazon	Filing Cabinet	63.16
25/02/2026	G Long	Clerk Salary February	660.27
25/02/2026	Millennium Trust	Donation	50.00
06/03/2026	Hugo Fox	Website (DD)	11.99
09/03/2026	Hugo Fox	Emails (DD)	20.99
09/03/2026	Amazon	Stationery	74.82
27/02/2026	JA Bradley Services	Fence	5,458.32
09/03/2026	SALC	Training	82.50
09/03/2026	Play Safety	Annual Playground Inspection	123.60
08/03/2026	MTM Contracting Ltd	Repairs to Playground	102.00
06/03/2026	Active Garden	Playground Equipment	12,608.80
28/02/2026	JA Bradley Services	Extension to Fence	1,286.40
03/04/2026	Valda Energy	Lighting (DD)	251.81
11/03/2026	Prysmian	Repair to Light	798.94
06/02/2026	National Grid	Repair to Light	499.95
16/03/2026	Burford Village Hall	Hall Hire	39.00
22/12/2025	G Long	Clerk Salary March	660.27
Paid out			£22,792.82
(urgent decisions)			

Income List			
Date	Payee	Details	Amount
10/03/2026	TSB	Interest	56.04
27/03/2026	HMRC	VAT Refund	607.63
Income			£ 663.67

RESOLVED:

To approve the schedule of payments.

c) Summary of Receipts and Payments to 31 March 2026

RESOLVED:

To note the receipts and payments summary to the period ended 31 March 2026.

55/26 GOVERNANCE STATEMENT

The Governance Statement was presented at the meeting, accepted by the councillors and signed by the Chair.

56/26 INSURANCE RENEWAL

A three year insurance renewal premium was presented at the meeting and unambiguously agreed.

57/26 PROGRESS REPORT

- a) The installation of the gate and extended fence have been completed.
- b) The tractor and trailer and two play boards have been installed.

58/26 RESPONSIBLE AREAS

- a) Lighting – The light near Burford House has been replaced.
- b) It was agreed that MTM be asked to cut the hedge of a vacant property in Borderway as it overhangs the pavement.

59/26 PLANNING APPLICATIONS

Planning Applications Granted:

- a) 23/02796/FUL Proposed Residential Development Land of A456, erection of 40 dwelling, vehicular, pedestrian and cycle access from the A456, landscaping, open space, sustainable urban drainage and associated infrastructure.
- b) 26/00085/FUL Burford Church of England Primary School, provision of demountable building for use as a classroom.

60/26 NO MOW MAY

It was agreed to participate in No Mow May in the same areas as last year. Clerk to instruct MTM Contracting Ltd.

61/26 ACCESSIBILITY STATEMENT 2026-2027

An Accessibility Statement was presented at the meeting and agreed, please see website.

62/26 SEVERN TRENT COMMUNITY FLOODING TEAM

Cllrs. Thomas, Yardley and Hickling and the Clerk met with two representatives of the Severn Trent Community Flooding Team to show them where the worst flooding takes place. The representatives to ascertain the route of the pipe under the bridge and also if Esterform and Kerrys had obtained Trade Effluent consent.

63/26 SWIFT PROJECT

Cllr. Hickling to carry out a survey of residents to ascertain how many would be prepared to house swift nesting boxes and also, if there was great demand, would they be prepared to contribute to the cost of the boxes.

64/26 SOLAR TRAFFIC SPEED SIGNS

Three quotations for the erection of solar traffic speed signs were presented to the meeting, it was proposed by Cllr. Allen and seconded by Cllr. Roberts that, after permission from Highways to erect the signs had been confirmed, the signs would be erected.

65/26 PURCHASE OF RECONDITIONED IPAD FOR THE CHAIR

It was proposed by Cllr. Allen and seconded by Cllr. Roberts that the purchase of a reconditioned Ipad, at a cost of £360.00, be carried out as the Chair's current Ipad is unable to download SpaceMail.

66/26 TRAINING

The Clerk advised that she had successfully completed the Introduction to Local Council Administration course as requested in her appraisal in April 2025.

It was agreed that she should also complete the Financial Introduction to Local Council Administration course.

67/26 ANY OTHER BUSINESS

No other business.

68/26 REPORT ON URGENT DECISIONS SINCE LAST MEETING

No urgent decisions

69/26 ITEMS FOR FUTURE AGENDA

No items for future agenda given.

70/26 CLERK'S ANNUAL APPRAISAL AND SALARY REVIEW

The Clerk left the meeting. It was proposed by Cllr. Thomas and seconded by Cllr. Roberts that the Clerk's salary be increased from Grade 15 to Grade 17 according to the Local Government Services Pay Agreement 2025/26, an increase of 52 pence per hour.

71/26 CONFIRM DATE OF NEXT MEETING

14 May 2026 at 7 pm.

72/26 CLOSURE OF MEETING

The meeting closed at 8.10 pm.

Signed: _____

Date: _____

Appendix A

Report from Bridget Thomas, Burford Parish Council Chair.

Councillor Thomas reported that permission had been granted by Shropshire Highways to paint with fluorescent paint the bicycle bars on Stanbrook Road and the small bollard near the village hall.

It is hoped that MP Stuart Anderson will visit the proposed development site in the next few weeks.

We are still awaiting confirmation of the site of the sewerage pipe from Severn Trent.

We have been informed by Highways that the removal of the raised area by Boraston Drive will be carried out before the Tenbury Agricultural Show in August.

We continue to pursue the situation regarding the potholes along the A456 between the Swan Garage and Boraston Drive.

The play area is now complete with the addition of the toddlers' tractor. The fence around the play area has been completed.

Appendix B

Notes on SSALC Meeting 10/3/26

1. Speaker: Alex Wagner, Deputy Leader and Portfolio Holder for Communities. (Also a Councillor for Shrewsbury.) Gave an overview of the way devolution would work. Parishes could take on certain statutory duties from Shropshire Council, e.g. street cleaning, footpath management, bins, streetlights, etc. They would be paid around 2/3rds of the amount currently paid to Keir, whose contract would cease. If parishes did not want to do this, then Shropshire would fulfil the very basic duties. Information was requested from the floor as to exactly what this baseline would be, so that parishes could make informed decisions. (Apparently, the information currently available regarding the works Keir is contracted for is inaccurate and some even felt it to be fraudulent!) Alex suggested that perhaps volunteers could be utilised in some of the tasks, which would reduce costs. (Not all delegates thought this would be possible.)
2. Some pilot schemes are already in existence.
3. Comments were made that when Parishes wanted to fulfil certain tasks, e.g. cleaning road signs, Shropshire Council had discouraged this. Alex said that in the past SC had been too risk averse and this attitude was changing. One clerk said that SC had been supportive of works done along roads which had a speed limit, but not along the minor lanes, where there was no speed limit, but also little traffic. Alex said that eventually Highways would have officers liaising directly with Parishes. Unfortunately, it is unlikely that there would be sufficient staff for many of these positions which means they would be very stretched.
4. Poor communication was also raised by several of the attendees. One delegate said that we should be asking more of our Ward Councillors. Apparently, there are regular meetings between Highways and Councillors, so we should press our Councillor to attend these meetings and address our own highways issues.
5. It was also suggested that Chairs should make an effort to attend the Chairs' Meetings. (I know Bridget does so, but some other Chairs need encouragement.)
6. SSALC were asked to investigate the issue of reasonable insurance for tasks which parishes want to undertake.
7. Chris Mellings referred us to the report he had circulated earlier together with the guide on how to interrogate Streetscene.

After the meeting closed, I was able to talk to the clerk of some of our local Parishes, who told me they were very disappointed in the attitude of Charles Shackerly-Bennett who had refused to attend their PC meetings. She said that they always minute the fact that he sends neither apologies nor a report, and suggested we should do the same, assuming this is the case. I presume Gaynor always sends him the Agenda, etc.